

ANNUAL BUDGET

Proposed

Fiscal Year 17-18
Sedona, AZ



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FY 2017-18 Proposed Budget Memo

To: Mayor Moriarty & City Council
Thru: Justin Clifton, City Manager
 Karen Osburn, Assistant City Manager
From: Cherie R. Wright, Director of Financial Services
Subject: Submittal of Fiscal Year 2017-18 Proposed Budget
Date: April 21, 2017

We are pleased to submit to the City Council the Fiscal Year (FY) 2017-18 Proposed Budget. The Proposed Budget presents a fiscally sound financial plan that maintains the integrity of the of the City's financial condition while still meeting the high service level demands of the community.

The City continues to experience a steadily increasing economy, and revenues continue to trend upward. The City's largest revenue source, sales and bed tax revenues, exceed levels experienced by the City before the recession and economic downturn.

The total recommended budget is \$48,421,390. The budget is balanced between expenditures, revenues, use of reserves set aside for capital projects, use of restricted grants and donations balances, and the reduction of fund balances exceeding policy reserve requirements.

TOTAL FUNDING SOURCES AND USES (In Thousands)

FY 2017-18	Revenues & Others Sources of Funds	Expenditures & Other Uses of Funds
Total Revenues & Expenditures	\$37,606	\$48,421
Use of Accumulated Reserves:		
Streets Fund – Use of balance exceeding policy maximum reserves	206	-
Grants & Donations Funds – Use of funding received in prior years for their dedicated purposes	192	
Development Impact Fee Funds – Use of balances set aside for funding of Capital Improvement Projects	1,227	-
Capital Improvements Fund – Use of balances set aside for funding of Capital Improvement Projects	6,686	-
Wastewater Enterprise Fund – Use of balance exceeding policy maximum reserves for Capital Improvement Projects	3,484	-
Total Use of Accumulated Reserves	11,795	-
Increases to Accumulated Reserves:		
General Fund	878	-
Art in Public Places Fund	33	-
Information Technology Internal Service Fund	69	-
Total Additions to Accumulated Reserves	980	-
Totals	\$48,421	\$48,421

The FY 2017-18 Budget represents the second year of our planned three-year phased implementation of program and performance budgeting. The intent is to focus the decision-making process on the services and outcomes for the dollars invested. There are many changes incorporated into this phase, including:

- Implementation of an indirect cost allocation plan
- Initiation of equipment replacement reserves
- Created distinction between ongoing and one-time revenues and expenditures
- Longer range forecasting and capital improvements planning
- Creation of a new internal service fund for information technology services
- Movement of costs between programs and/or departments for better accountability

In addition to these changes, there were several significant process and operational areas addressed in this year's budget process as well:

- While the transportation master plan is not yet complete, much information was available to incorporate several of the projects that will be recommended in the plan into the Capital Improvement Program. The master plan's recommended projects are numerous and extensive, and funding for most of these projects has not yet been identified.

To aid in the decision process for addressing these projects, two different scenarios are presented for the Capital Improvement Program:

- Scenario A is an accelerated plan to undertake the projects considered the most urgent to address concerns regarding the City's increasing traffic congestion. Under this scenario, the current City engineering staffing levels would be inadequate to manage all of these projects in-house. Some of the project management would have to be contracted out.
- Scenario B limits the projects each year to the extent that they can be managed by existing City staff. Projects would be delayed so that they can be managed within the project management staffing constraints.

Under both scenarios, current resources would be inadequate to fund these projects and the other projects of the Capital Improvement Program. Alternatively, if the Council wishes to budget only those projects that can be completed within existing resources, decisions would need to be made about which high priority projects would be delayed, such as drainage projects vs. transportation projects, etc.

- Council identified long-term fiscal sustainability to be a Council priority. In order to obtain citizen input and develop recommendations from the public, a work group, referred to as the Fiscal Sustainability Work Group (FSWG), was created to develop recommendations for the long-term funding of capital infrastructure. In developing a long-term capital infrastructure funding strategy, the FSWG, so far, has assessed the following:
 - The extent of the City's long-range capital needs – The FSWG has met with the project managers and departments with capital infrastructure requests to gain an understanding of the capital needs. The Capital Improvement Plan has been extended from a 6-year plan to a 10-year plan to better evaluate the longer-term needs. In addition, the group has toured some of the City's facilities to better understand the conditions and limitations of those facilities.
 - The extent of current resources available to fund capital infrastructure – The FSWG has reviewed long-range forecasts and the assumptions used to develop them. In addition, many of the group members are also on the Citizens Budget Work Group, which has

reviewed the budget requests for both capital and operating needs. This also helps provide the group with a better understanding of the service levels to which current resources have been committed. As part of this evaluation, the FSWG has met with the President of the Chamber of Commerce and members of the Hotel/Motel Association to better understand the commitment of resources to the tourism promotion and destination marketing program. The group has also reviewed an analysis performed of the Wastewater Enterprise Fund to better understand the commitment of resources to the subsidization of the wastewater system.

- Options for increasing funding resources – Potential funding sources and the impacts of increases to existing revenues are being reviewed.
- Options for debt financing – The various options for debt financing of capital infrastructure has been reviewed. The group met with the bond advisor that the City has used for past debt issuances to gain a better understanding of the impacts of financing options.
- Current policy requirements – The current policy for fund balance reserves has been discussed with the group. The group anticipates providing recommendations for changes to the reserve requirement, as well as recommendations for a debt financing policy with criteria defining under what circumstances debt issuances may be considered.

When the groups' evaluations are complete and the recommendations developed, they will be presented to Council for consideration.

- Council has previously requested additional citizen input on the revenue forecast assumptions so a work group, referred to as the Revenue Forecast Work Group, was for this purpose. This group has reviewed the assumptions used for the City's significant revenue sources. Projections of the other revenue sources were based on data provided by the departments responsible for those revenues and trend analysis.
- In the FY 2016-17 budget process, an analysis was performed of the General Fund subsidy levels for the Wastewater Enterprise Fund. During that process, Council requested a more in-depth analysis in this year's budget process to reevaluate the wastewater rate increases previously adopted by Council. This analysis and the resulting recommendations are presented in conjunction this budget and included in the Overview Section.
- Five of the City's community service contracts are expiring on June 30, 2017. These organizations have submitted requests for funding levels to be considered in the contract renewal process. These requests have been reviewed by the Citizens Budget Work Group, and a schedule of their recommended funding levels have been included in the General Services Section of this budget. The proposed budget currently includes funding based on the FY 2016-17 contracted levels plus 2.5%, which is annual Consumer Price Index (CPI) adjustment for the Western Region as of December 2016.

Significant Budgetary Changes

The significant changes in the FY 2017-18 Proposed Budget are as follows:

COMPARISON OF TOTAL EXPENDITURES TO PRIOR YEAR (In Thousands)

	FY 2017-18 Proposed	FY 2016-17 Budget	Increase/ (Decrease)	%
Personnel	\$12,637	\$11,128	\$1,509	13.6%
Operations	13,520	11,492	2,028	17.6%
Capital Improvement Projects ¹ (based on Scenario B)	15,100	8,972	6,128	68.3%
Debt Service	5,864	5,859	5	<1%
Contingency	1,300	910	390	42.9%
Total	\$48,421	\$38,361	\$10,060	26.2%

Salary and benefit increases

- The recommended budget includes a 2.5% cost-of-living adjustment (COLA) and an average merit increase of 2.5%. The COLA is based on the annual Consumer Price Index (CPI) adjustment for the Western Region as of December 2016. These pay adjustments increase costs by approximately \$154,000.
- Health insurance rates increased 4% and increased costs by approximately \$50,000.
- The Arizona State Retirement System (ASRS) contribution rates changed slightly from 11.48% of wages to 11.50%.
- The Public Safety Personnel Retirement System (PSPRS) contribution rates changed significantly from 25.83% of wages to 33.97%. This 30% increase in the contribution rate results in an increase of costs of more than \$150,000.
- A placeholder of \$250,000 was added to the budget relating to the results of the Hall and Parker lawsuits, in which the courts found the increase in the employee share of the PSPRS contribution rate to be unconstitutional. The increase in the employee share was, in effect, a savings to the City since it reduced what the employer share would have been. Information is not yet available on how these employees will be refunded, but it is anticipated that the City will need to compensate for the amount refunded.
- The City's worker's compensation rates decreased as a result of a drop in our experience modification rating (EMOD) and our rating factor. This accounts for approximately \$51,000 in savings.
- Recommended Decision Packages represent an increase in salary and benefit costs of approximately \$292,000. See the attached schedule for a summary of these Decision Packages.

¹ Does not include projects funded by the Community Facilities Districts. Those projects will be included in the budget proposals for those separate entities.

- Total salaries and benefits are offset by an estimate of vacancy savings during the year due to routine employee turnover. Based on a historical review of actual vacancy savings and a noted trend of lower savings, the offset was reduced by \$200,000, which results in a net increase in costs.
- Proposition 206 increased the minimum wage in Arizona to \$10 per hour, plus it added a requirement to provide sick leave benefits to all employees, including temporary employees. Pay rates for temporary positions in the Parks & Recreation Department were increased to comply with the new law and to create parity within those positions. In addition, total paid hours were increased to account for the new requirement to provide sick leave benefits for these positions.
- A schedule of the positions and full-time equivalency with a comparison to prior years has been included in the Overview Section.

Operations

- Recommended Decision Packages represent approximately \$287,000. Of this amount, approximately \$155,000 represents one-time costs and \$132,000 represents ongoing costs. See the attached schedule for a summary of these Decision Packages.
- Due to projected increases in bed tax revenues, the 55% portion designated by Council for tourism promotion and destination marketing is budgeted to increase by approximately \$440,000.
- 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 \$1.5 million) are essentially a duplication of the costs they cover in the Information Technology Fund.
- Due to the three-year cycle and possible loss of funding for the Community Development Block Grant (CDBG), the expenditures for this program of approximately \$300,000 in the prior year are not continued into FY 2017-18.
- With the first and second injection wells coming online, operations costs for the maintenance of these wells have been added at approximately \$78,000.

Capital Improvement Projects

- As previously discussed, two different scenarios are presented. Both scenarios include significant increases in capital improvements for FY 2017-18. The numbers presented in this budget are based on the lower of the two, Scenario B.
- The following are potential projects that have not been included in either scenario:
 - Modern Firearms Training Simulator – The Police Department is interested in acquiring current technology utilized for officer training. A system is being installed in the Prescott Valley area. The Police Department would like to contact other agencies in the Verde Valley area to gauge interest in a cost-sharing arrangement for a unit in the Verde Valley area.
 - New Police Facility – The scenarios presented assume a major remodel of existing space to address the police facility needs. If this option is deemed inadequate, the budget does not include costs for construction of a new facility.

- New Courtroom Facility – The scenarios presented assume a relocation and remodel of existing space to address the courtroom facility needs. If this option is deemed inadequate, the budget does not include costs for construction of a new facility.

Contingency

- Similar to the contingency included in the FY 2016-17 budget, a contingency placeholder once again has been included in both revenues and expenditures to cover unexpected increases in bed tax revenues. Over the past few years, the amount designated for destination marketing (55% of bed tax revenues) has exceeded the amounts budgeted by approximately \$300,000. In case, bed taxes again exceed our estimates, a contingency placeholder has been included in both revenues and expenditures of \$550,000 (\$300,000 for 55% the destination marketing amount and \$250,000 for remaining 45% city share of the bed tax revenues).
- At the recommendation of the City Attorney, a contingency of \$100,000 has been added for the establishment of a reserve for judgments.

Carryover Requests

At the end of each fiscal year, all budget appropriations lapse. However, frequently projects cross fiscal years are not complete by June 30. Any budget balances remaining for those projects must be re-appropriated in the next year's budget.

The proposed budget includes \$718,050 of General Fund FY 2016-17 budgeted operating projects and \$38,000 of Wastewater Enterprise Fund FY 2016-17 budgeted operating projects to be carried over to FY 2017-18. A schedule has been included in the Overview Section detailing each of these carryovers.

Carryovers for capital improvements have been indicated in each of the applicable capital project schedules in the Capital Improvements Plan Section.

Internal Charges

The proposed budget includes a new cost category labeled internal charges. These costs include the implementation of an indirect cost allocation plan and an equipment replacement reserve.

Indirect Cost Allocations

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. The departments/programs identified in this year's budget process providing those internal services are:

- City Manager's Office (Administration Program)
- Human Resources Department (all programs)
- Financial Services Department (all programs)
- Information Technology Department (all programs)
- City Attorney's Office (Administration, Land Development, and General Civil Programs)
- City Clerk's Office (Customer Relations and Records Management Programs)
- General Services (city-wide sharing of office supplies, postage, pooled vehicles, and property and liability insurance)
- Public Works Department (Facilities Maintenance Program)

The allocation of these costs are based on available information that represents as fair a representation as possible of the level of benefits received by the other departments and programs. Some of the allocation methods (referred to as “cost drivers”) used include employee counts, number of devices (such as number of computers or number of phones), historical insurance claims exposure, square footage of facilities, number of accounts payable transactions, etc.

The result of these allocations are the internal charges applied to each program with offsetting negative amounts for the internal service programs being allocated.

This methodology for allocating costs eliminates most of the direct allocations previously being used to attribute costs to the Wastewater Enterprise Fund. The use of the “cost drivers” to allocate costs is generally considered a better representation of the service levels provided to the Wastewater Enterprise Fund.

Equipment Replacement Reserves

The proposed budget includes the initiation of equipment replacement reserves. These types of reserves are intended to aide with better budget planning for replacement of the City’s equipment, including vehicles, operational equipment, and information technology items such as computers, monitors, servers, etc.

Equipment replacement reserves are funded with an allocation of the replacement costs of equipment over the expected useful lives. Since this is the initial implementation of these reserves, funding for the year has been calculated based on the annual amount of the allocation. There has been no provision included in the budget for a “make-up” of past annual allocations for equipment.

For instance, if a particular computer has an estimated useful life of 5 years and it was purchased 3 years ago, the budget only includes funding the reserve for one-fifth of the replacement cost. It does not include funding for the prior years of service already incurred. That means if the computer is replaced at the end of the anticipated 5-year life cycle, only two-fifths of the replacement cost will have been funded in the equipment replacement reserve.

Since the estimated useful lives may be different from actual experience, additional funding for the reserve can be achieved by delaying replacement of equipment when practical. In future years, when funding is available, the Council may wish to add additional funding to these reserves to work toward a “fully-funded” status.

The internal charges included in the proposed budget are allocations to the departments and programs that are using the assets covered by the replacement reserves. The reserves initiated for the FY 2017-18 budget are as follows:

- Information technology equipment – An inventory listing was obtained from the Information Technology Department and include all equipment items maintained by their department.
- Wastewater equipment – The listing of wastewater equipment capitalized in the City’s audited financial statements was used. Capitalized equipment are those equipment items with a cost of \$5,000 or more. Any wastewater equipment under the capitalization threshold has not been included in the initiation of this reserve. The equipment items not capitalized may be considered for inclusion in the replacement reserve allocations in the future.
- General equipment – A listing of all other capitalized in the City’s audited financial statements was used. Again, any equipment under the capitalization threshold that has not been included in the initiation of this reserve may be considered for inclusion in the replacement reserve allocations in the future.

Reporting Changes

Several reporting changes have been incorporated in the proposed budget. These changes are intended to enhance the information provided and provide better accountability.

Distinction of Ongoing vs. One-Time Revenues and Expenditures

To gain a better understanding of a comparison of ongoing revenues to ongoing expenditures and how to best fund one-time costs, the FY 2017-18 proposed budget separately identifies these components. The categorization between ongoing and one-time has been defined as follows:

- One-time revenues – revenues not received annually, or significant revenues in excess of routine levels, such as:
 - Significant construction-related revenues – permit fees, capacity fees, development impact fees, etc.
 - Fluctuating grants and/or donations
 - “Windfall” revenues
- Ongoing revenues – revenues typically received every year
- One-time expenditures – nonrecurring expenditures, expenditures not made annually, or significant expenditures in excess of routine levels, such as:
 - Capital asset purchases
 - One-time studies
 - Pay off of debt
 - Election costs
 - Increases to reserves
 - Increases to contingencies
- Ongoing expenditures – expenditures typically occurring every year

A summary of all funds with the distinctions of ongoing vs. one-time has been included in the Overview Section.

Changes to Capital Improvement Projects Request Form

Several changes were made to enhance the form used for requesting capital improvement projects.

- A project balance table has been added to separately identify the project budget as originally approved and any increases or decreases to the project budget already approved by Council. The table also identifies any increases or decreases to the project budget currently being requested, as well as the estimated expenditures through June 30, 2017 and the projected balance remaining going into FY 2017-18.
- The projects in the Capital Improvement Plan for later years are included for planning purposes and current appropriations are not being requested at this time. Those costs are now labeled as “Future Estimate” in the budget detail section of the form.
- Information has been added to the form to identify the originally estimated start and end dates for each project and the revised dates. In addition, a space has been added for explanation of the changes in the project dates and in the budgets requests.
- For projects in appropriated in prior years, a space has been added for discussion of the estimated status of the project as of June 30, 2017.

Movement of Costs between Programs and/or Departments

Several changes were made to move costs between programs and/or departments to improve accountability.

- The Economic Development program was moved from the City Manager's Office to its own department.
- A new program, Tourism Management & Development, was added to the City Manager's Office. The costs associated with the dedication of 55% of the bed tax to tourism promotion and destination marketing have been moved from General Services to this new program.
- Other costs previously in General Services were moved to various departments, including city-wide training costs to the Human Resources Department, storage rent to the departments utilizing the storage facilities, workers compensation costs for volunteers to the departments working with the volunteers, fuel costs for all except pool vehicles to the departments of the assigned vehicles, and service charges to the Financial Services Department.
- Some costs were reported in departments other than the department responsible for the managing and approving the costs. For instance, certain legal fees were reported in the Wastewater Department in the Wastewater Fund, but the City Attorney's Office is the one reviewing and approving those costs. The costs are still reported in the Wastewater Fund, but the budget now reflects the costs under the City Attorney's Office instead of the Wastewater Department. Other similar costs moved include septic tank reimbursements for cluster agreements have been moved from the Wastewater Department to the Financial Services Department, and swimming pool maintenance costs have been moved from the Parks & Recreation Department to the Public Works Department.
- New program codes have been created within the City Clerk's Office. Previously all costs were reported under one program, Administration. The Administration program has been eliminated and the costs allocated to the new programs that distinguish the various services provided to by the City Clerk's Office.

Long-Range Forecasts

The long-range forecasts previously presented to Council at the start of the FY 2017-18 budget process have been updated based on the proposed budget and incorporation of revenue forecast assumptions developed in coordination with the Revenue Forecast Work Group.

Three long-range forecasts scenarios have been presented for the Wastewater Enterprise Fund and have been included with the analysis of the fund that has been included in the Overview Section. These forecasts have been discussed in more detail in that analysis.

The long-range forecast for the Capital Improvements Fund has been presented using the Capital Improvement Plan presented as Scenario B since these costs are the lower of the two scenarios. Use of Scenario A would only increase the deficits presented in this schedule.

Citizens Budget Work Group

We would like to recognize the participation of the Sedona citizens who make up this year's Citizens Budget Work Group: Doris Granatowski, Lou Harper, Charlotte Hosseini, Janice Howes, John Martinez, Holli Ploogh, and Jessica Williamson. This was the fourth year this particular work group was assembled and embedded in the City's budget development process.

The Citizens Budget Work Group members have been involved in each step of the budget preparation process, shadowing staff in their work. The work group members participated in the City Manager's budget review meetings for both the Capital Improvement Program (CIP) and each of the departmental operating budgets, as well as the review of the community service contract proposals. They also gave input on the various policy recommendations incorporated into the Proposed FY 2017-18 recommended budget and the priority rankings of the various supplemental budget requests.

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

Fiscal Sustainability Work Group

We would like to recognize the ongoing participation of the Sedona citizens and employees who make up the Fiscal Sustainability Work Group: Ronald Budnick; Kurt Gehlbach; Doris Granatowski; Lou Harper; Charlotte Hosseini; Kris Kasian, Fire Chief for the Sedona Fire District; Holli Ploogh; and Molly Spangler, Economic Development Director. This group has spent numerous hours in the development of a long-term funding strategy, and many of these members also participated in the Citizens Budget Work Group. The group will be presenting its recommendations to Council once they are complete.

Revenue Forecast Work Group

We would like to recognize the participation of the Sedona citizens and employees who make up this year's Revenue Forecast Work Group: Kimberly Fisher; Emily Griffin; Andrea Houchard; Cari Meyer, Senior Planner; Molly Spangler, Economic Development Director; Mike Webster; and Jennifer Wesselhoff, President of the Chamber of Commerce. This was the first year this particular work group was assembled. They provided great input in the development of the revenue projections with their individual perspectives of the local economy and its impacts on the City's revenue sources.

FUND SUMMARIES - continued

All Funds

	General Fund	Streets Fund	Grants & Donations	Capital Funds	Wastewater Fund	Information Technology Fund	Totals
Revenues							
Ongoing Revenues	\$25,800,460	\$861,900	\$79,060	\$950,920	\$6,723,550	\$1,468,130	\$35,884,020
One-Time Revenues	\$1,800	\$100,000	\$70,000	\$546,657	\$0	\$153,900	\$872,357
Contingent Revenues	\$550,000	\$0	\$300,000	\$0	\$0	\$0	\$850,000
Total Revenues	\$26,352,260	\$961,900	\$449,060	\$1,497,577	\$6,723,550	\$1,622,030	\$37,606,377
Expenditures							
Ongoing Expenditures	\$17,678,976	\$1,203,490	\$43,850	\$0	\$4,132,016	\$1,488,126	\$24,546,458
One-Time Expenditures	\$1,030,750	\$0	\$100,000	\$0	\$830,290	\$278,600	\$2,239,640
Capital Improvement Projects	\$0	\$0	\$197,500	\$9,825,269	\$5,077,050	\$0	\$15,099,819
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
Total Expenditures	\$20,802,986	\$1,203,490	\$641,350	\$9,847,969	\$14,372,991	\$1,552,606	\$48,421,392
Net Revenues/Expenditures	\$5,549,274	(\$241,590)	(\$192,290)	(\$8,350,392)	(\$7,649,441)	\$69,424	(\$10,815,015)
Transfers							
Transfer from Capital Improvements Fund	\$0	\$0	\$0	\$32,368	\$0	\$0	\$32,368
Transfer from General Fund	\$0	\$35,389	\$0	\$469,863	\$4,165,900	\$0	\$4,671,152
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	(\$469,863)	\$0	\$0	\$0	\$0	\$0	(\$469,863)
Transfer to Arts Fund	\$0	\$0	\$0	(\$32,368)	\$0	\$0	(\$32,368)
Net Transfers	(\$4,671,152)	\$35,389	\$0	\$469,863	\$4,165,900	\$0	\$0
Beginning Fund Balances	\$10,680,446	\$807,946	\$624,730	\$13,659,573	\$14,792,117	\$0	\$40,564,812
Ending Fund Balances	\$11,558,568	\$601,745	\$432,440	\$5,779,044	\$11,308,576	\$69,424	\$29,749,797

City of Sedona
FY 2017-18 Proposed Budget
Summary of Decision Package Requests
(with Citizens Budget Work Group Recommendations)

Personnel Requests

Department	Description	One-Time Costs	Ongoing Costs	Total Request	CBWG Recommendation	Recommended One-Time	Recommended Ongoing	Recommended Total
General Fund								
Recommended								
City Manager's Office	Environmental Sustainability	\$ -	\$ 100,000	\$ 100,000	Start with \$0 initiatives	\$ -	\$ -	\$ -
Financial Services	Budget Building and Automation Software		35,000	35,000	Yes		35,000	35,000
Financial Services	Remittance Processing		9,800	9,800	Yes		9,800	9,800
Financial Services	Collection Agency		11,200	11,200	Yes		11,200	11,200
Parks & Recreation	Administrative Assistant Full-Time	3,150	66,249	69,399	Yes, but part-time	3,150	30,100	33,250
Public Works	Service Contract - Bike Park Maintenance		22,310	22,310	Yes, but at \$10k		10,000	10,000
Public Works	Hot Box	42,000	(5,200)	36,800	Yes	42,000	(5,200)	36,800
Public Works	Uptown Traffic Control Operations	16,000	110,840	126,840	Yes	16,000	110,840	126,840
General Fund Subtotal - CM Recommended		\$ 61,150	\$ 350,199	\$ 411,349		\$ 61,150	\$ 201,740	\$ 262,890
Further Discussion Needed								
Police	Police Vehicles	\$ 51,188	\$ 72,512	\$ 123,700	Hold for further investigation, but include in the budget	\$ 51,188	\$ 72,512	\$ 123,700
Police	Police Commander		21,260	21,260	Hold for further investigation, but include in the budget		21,510	21,510
Police	Full-time Support Services Clerk		49,275	49,275	Hold for further investigation, but include in the budget as part-time		24,010	24,010
General Fund Subtotal - Further Discussion Needed		\$ 51,188	\$ 143,047	\$ 194,235		\$ 51,188	\$ 118,032	\$ 169,220
Not Recommended								
Community Development	Electronic Permit Tracking and Plan Review	\$ 303,000	\$ 43,000	\$ 346,000	Not now - wait for more demand	\$ -	\$ -	\$ -
Community Development	Truck for Chief Building Official	27,100	1,350	28,450	No, transfer WW truck to CommDev			
General Fund Subtotal - Not Recommended		\$ 330,100	\$ 44,350	\$ 374,450		\$ -	\$ -	\$ -
General Fund Total		\$ 442,438	\$ 537,596	\$ 980,034		\$ 112,338	\$ 319,772	\$ 432,110
Wastewater Fund								
Recommended								
Wastewater	New Vehicle - Ford Ranger Replacement	\$ 25,000		\$ 25,000	Yes	\$ 25,000		\$ 25,000
Wastewater Fund Subtotal - CM Recommended		\$ 25,000	\$ -	\$ 25,000		\$ 25,000	\$ -	\$ 25,000
Further Discussion Needed								
Wastewater	Full Time Wastewater Administrative Assistant	\$ -	\$ 35,080	\$ 35,080	Hold for further investigation, but include in the budget	\$ -	\$ 35,060	\$ 35,060
Wastewater	Wastewater Plant Operator	5,150	69,310	74,460	Hold for further investigation, but include in the budget	5,150	69,290	74,440
Wastewater Fund Subtotal - Further Discussion Needed		\$ 5,150	\$ 104,390	\$ 109,540		\$ 5,150	\$ 104,350	\$ 109,500
Wastewater Fund Total		\$ 30,150	\$ 104,390	\$ 134,540		\$ 30,150	\$ 104,350	\$ 134,500
Information Technology Fund								
Further Discussion Needed								
Information Technology	Sinagua Building Network Connectivity	\$ 12,500	\$ -	\$ 12,500	Hold for further investigation, but include in the budget	\$ 12,500	\$ -	\$ 12,500
Information Technology Fund Subtotal - Further Discussion Needed		\$ 12,500	\$ -	\$ 12,500		\$ 12,500	\$ -	\$ 12,500
Information Technology Fund Total		\$ 12,500	\$ -	\$ 12,500		\$ 12,500	\$ -	\$ 12,500
CM Recommended Totals		\$ 86,150	\$ 350,199	\$ 436,349		\$ 86,150	\$ 201,740	\$ 287,890
Further Discussion Totals		\$ 68,838	\$ 247,437	\$ 316,275		\$ 68,838	\$ 222,382	\$ 291,220
Not Recommended Totals		\$ 330,100	\$ 44,350	\$ 374,450		\$ -	\$ -	\$ -
Grand Total		\$ 485,088	\$ 641,986	\$ 1,127,074		\$ 154,988	\$ 424,122	\$ 579,110

POSITION LIST/HEAD COUNT

Department/Position	FY 2014-15		FY 2015-16		FY 2016-17		FY 2017-18		Change from FY 2016-17	
	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time
City Council										
Mayor (GF)		1.00		1.00		1.00		1.00	-	-
City Councillors (GF)		6.00		6.00		6.00		6.00	-	-
City Council Total	-	7.00	-	7.00	-	7.00	-	7.00	-	-
City Manager's Office										
City Manager (GF)	0.75		0.75		0.90		1.00		0.10	-
City Manager (WWF)	0.25		0.25		0.10				(0.10)	-
Assistant City Manager (GF)	0.80		0.80		0.90		1.00		0.10	-
Assistant City Manager (WWF)	0.20		0.20		0.10				(0.10)	-
Economic Development Director (GF)					1.00				(1.00)	-
Communications & Public Affairs Manager (GF)	1.00		1.00		1.00		1.00		-	-
Assistant to the City Manager (GF)	1.00								-	-
Citizen Engagement Coordinator (GF)		0.75		0.75		0.88		0.88	-	-
Arts and Culture Coordinator (GF)		0.75		0.75		0.75		0.75	-	-
Executive Assistant to the City Manager (GF)					0.90		1.00		0.10	-
Executive Assistant to the City Manager (WWF)					0.10				(0.10)	-
Administrative Assistant (GF)	0.90		0.90						-	-
Administrative Assistant (WWF)	0.10		0.10						-	-
Intern (GF)				0.33		0.19		0.40	-	0.21
City Manager's Office Total	5.00	1.50	4.00	1.83	5.00	1.82	4.00	2.03	(1.00)	0.21
Human Resources										
Human Resource Manager (GF)	0.90		0.90		0.90		1.00		0.10	-
Human Resources Manager (WWF)	0.10		0.10		0.10				(0.10)	-
Human Resource Specialist (GF)	0.90		0.90		0.90		1.00		0.10	-
Human Resource Specialist (WWF)	0.10		0.10		0.10				(0.10)	-
Human Resources Total	2.00	-	2.00	-	2.00	-	2.00	-	-	-
Financial Services										
Director of Financial Services (GF)	0.70		0.70		0.80		1.00		0.20	-
Director of Financial Services (WWF)	0.30		0.30		0.20				(0.20)	-
Financial Services Operations Manager (GF)	0.80								-	-
Financial Services Operations Manager (WWF)	0.20								-	-
Accounting Supervisor (GF)					0.80		1.00		0.20	-
Accounting Supervisor (WWF)					0.20		-		(0.20)	-
Senior Accountant (GF)			0.80						-	-
Senior Accountant (WWF)			0.20						-	-
Budget Analyst/Purchasing Coordinator (GF)					0.80		1.00		0.20	-
Budget Analyst/Purchasing Coordinator (WWF)					0.20		-		(0.20)	-
Lead Accounting Technician (GF)					1.40		1.00		(0.40)	-
Lead Accounting Technician (WWF)					0.60				(0.60)	-
Accounting Technician II (GF)					1.45		3.00		1.55	-
Accounting Technician II (WWF)					0.55		-		(0.55)	-
Accounting Technician I (GF)					0.50		1.00		0.50	-
Accounting Technician I (WWF)					0.50		-		(0.50)	-
Accounting Technician (GF)	3.40		2.85						-	-
Accounting Technician (WWF)	2.60		3.15						-	-
Temporary City Employee (GF)						0.17		0.17	-	-
Financial Services Total	8.00	-	8.00	-	8.00	0.17	8.00	0.17	-	-
Information Technology										
Information Technology Manager (GF)	0.90		0.90		0.90				(0.90)	-
Information Technology Manager (GF)							1.00		1.00	-
Information Technology Manager (WWF)	0.10		0.10		0.10				(0.10)	-
GIS Analyst (GF)	0.90		0.90		0.90				(0.90)	-
GIS Analyst (ITF)							1.00		1.00	-
GIS Analyst (WWF)	0.10		0.10		0.10				(0.10)	-
System Administrator (GF)	0.90		0.90		0.90				(0.90)	-
System Administrator (ITF)							1.00		1.00	-
System Administrator (WWF)	0.10		0.10		0.10				(0.10)	-
Database/WEB Developer (GF)	1.00		0.85		0.90				(0.90)	-
Database/WEB Developer (ITF)							1.00		1.00	-
Database/WEB Developer (WWF)			0.15		0.10				(0.10)	-
IT Support/Help Desk Technician (GF)						0.54			-	(0.54)
IT Support/Help Desk Technician (ITF)								0.60	-	0.60
IT Support/Help Desk Technician (WWF)						0.06			-	(0.06)
Information Technology Total	4.00	-	4.00	-	4.00	0.60	4.00	0.60	-	-

POSITION LIST/HEAD COUNT - continued

Department/Position	FY 2014-15		FY 2015-16		FY 2016-17		FY 2017-18		Change from FY 2016-17	
	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time
City Attorney's Office										
City Attorney (GF)	0.95		0.95		0.90		1.00		0.10	-
City Attorney (WWF)	0.05		0.05		0.10				(0.10)	-
Assistant City Attorney (GF)	0.90	0.60	0.90	0.60	1.00	0.60	2.00		1.00	(0.60)
Assistant City Attorney (WWF)	0.10		0.10						-	-
Legal Assistant (GF)	1.00		1.00		1.00		1.00		-	-
City Attorney's Office Total	3.00	0.60	3.00	0.60	3.00	0.60	4.00	-	1.00	(0.60)
City Clerk's Office										
City Clerk (GF)	1.00		1.00		1.00		1.00		-	-
Deputy Clerk (GF)	1.00		1.00		1.00		1.00		-	-
Records Clerk (GF)	0.75			0.66		0.66		0.88	-	0.22
Records Clerk (WWF)	0.25			0.22		0.22			-	(0.22)
City Clerk's Office Total	3.00	-	2.00	0.88	2.00	0.88	2.00	0.88	-	-
Parks & Recreation										
Parks and Recreation Manager (GF)	1.00		1.00		1.00		1.00		-	-
Recreation & Aquatics Supervisor (GF)	1.00		1.00		1.00		1.00		-	-
Recreation Coordinator II (GF)					1.00		1.00		-	-
Administrative Assistant (GF)	1.00		1.00					0.60	-	0.60
Recreation Assistant (GF)				0.10		0.15		0.15	-	-
Pool Manager (GF)		0.93		0.48		0.34			-	(0.34)
Lifeguard Instructor (GF)								0.69	-	0.69
Head Lifeguard (GF)		0.71							-	-
Lifeguard (GF)		1.16		1.57		1.58		1.95	-	0.37
Pool Office Assistant (GF)				0.45		0.45		0.70	-	0.25
Water Exercise Instructor (GF)		0.25		0.15		0.15		0.16	-	0.01
Scorekeeper/Umpires/Referees (GF)				0.14		0.14		0.23	-	0.09
Parks & Recreation Total	3.00	3.04	3.00	2.89	3.00	2.81	3.00	4.48	-	1.67
Community Development										
Director of Community Development (GF)	1.00		1.00		1.00		1.00		-	-
Assistant Community Development Director (GF)							1.00		1.00	-
Development Services Manager (GF)	1.00		1.00						-	-
Principal Planner (GF)					1.00				(1.00)	-
Econ Dev & Bus Relations Mgr (GF)			1.00						-	-
Chief Building Official (GF)	1.00				1.00		1.00		-	-
Building Inspector (GF)	0.95		1.95	0.10	1.00		1.00		-	-
Building Inspector (WWF)	0.05		0.05	0.01					-	-
Senior Planner (GF)	1.00		3.00		3.00		3.00		-	-
Assistant Planner (GF)	3.00		2.00		2.00		2.00		-	-
Plans Examiner (GF)					1.00		1.00		-	-
Senior Code Enforcement Officer (GF)			1.00		1.00		1.00		-	-
Code Enforcement Officer (GF)	2.00		1.00		1.00		1.00		-	-
Development Services Rep. (GF)	1.00		1.00		1.00		1.00		-	-
Administrative Assistant (GF)	1.00		1.00	0.60	1.00		1.00		-	-
Temporary City Employee (GF)								0.08	-	0.08
Community Development Total	12.00	-	14.00	0.71	14.00	-	14.00	0.08	-	0.08

POSITION LIST/HEAD COUNT - continued

Department/Position	FY 2014-15		FY 2015-16		FY 2016-17		FY 2017-18		Change from FY 2016-17	
	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time
Public Works										
Director of Public Works/City Engineer (GF)					0.81		0.93		0.12	-
Director of Public Works/City Engineer (WWF)					0.19		0.07		(0.12)	-
City Engineer/Asst. Dir. Of Comm Dev (GF)	0.71		0.80						-	-
City Engineer/Asst. Dir. Of Comm Dev (WWF)	0.29		0.20						-	-
Engineering Supervisor (GF)	0.80		1.00		0.80		0.80		-	-
Engineering Supervisor (WWF)	0.20				0.20		0.20		-	-
Associate Engineer (GF)	2.00		3.00		3.00		2.01		(0.99)	-
Associate Engineer (WWF)							0.99		0.99	-
Assistant Engineer (GF)	1.00		2.00		1.95		1.97		0.02	-
Assistant Engineer (WWF)					0.05		0.03		(0.02)	-
Chief Engineering Inspector (GF)	1.39		0.39		0.39		0.50		0.11	-
Chief Engineering Inspector (WWF)	0.61		0.61		0.61		0.50		(0.11)	-
Right-of-Way Supervisor (GF)							0.93		0.93	-
Right-of-Way Supervisor (WWF)							0.07		0.07	-
City Maintenance Supervisor (GF)	0.90		0.90		0.90		0.89		(0.01)	-
City Maintenance Supervisor (WWF)	0.10		0.10		0.10		0.11		0.01	-
Right-of-Way Specialist (GF)							0.93		0.93	-
Right-of-Way Specialist (WWF)							0.07		0.07	-
Engineering Services Inspector (GF)	1.06		1.06		0.96		1.20		0.24	-
Engineering Services Inspector (WWF)	0.94		0.94		1.04		0.80		(0.24)	-
Maintenance Worker II (GF)	0.90		0.90		1.90		1.94		0.04	-
Maintenance Worker II (WWF)	0.10		0.10		0.10		0.06		(0.04)	-
Administrative Supervisor (GF)	0.70		0.70		0.70		0.80		0.10	-
Administrative Supervisor (WWF)	0.30		0.30		0.30		0.20		(0.10)	-
Facilities Maintenance Manager (GF)	1.00		1.00		0.90		0.97		0.07	-
Facilities Maintenance Manager (WWF)					0.10		0.03		(0.07)	-
Administrative Assistant (GF)	0.50					0.60		0.60	-	-
Field Services Supervisor (GF)	0.80		1.00						-	-
Field Services Supervisor (WWF)	0.20								-	-
City Maintenance Worker I (GF)	4.45		5.45		5.50		5.63		0.13	-
City Maintenance Worker I (WWF)	1.55		0.55		0.50		0.37		(0.13)	-
Traffic Aide Worker (GF)	1.00		1.00		2.00				(2.00)	-
Traffic Aide Worker (WWF)	1.00		1.00						-	-
Traffic Control Assistant (GF)								1.72	-	1.72
Temporary City Employee (GF)								0.25	-	0.25
Public Works Total	22.50	-	23.00	-	23.00	0.60	23.00	2.57	-	1.97
Economic Development										
Economic Development Director (GF)							1.00		1.00	-
Economic Development Total	-	-	-	-	-	-	1.00	-	1.00	-
Police										
Police Chief (GF)	1.00		1.00		1.00		1.00		-	-
Police Commander (GF)	2.00		1.00		1.00		2.00		1.00	-
Police Lieutenant (GF)			1.00		1.00				(1.00)	-
Police Sergeant (GF)	4.00		4.00		5.00		5.00		-	-
Police Detective (GF)	2.00		2.00		2.00		2.00		-	-
Police Officer (GF)	18.00		18.00		17.00		17.00		-	-
Communication/Records Supervisor (GF)	1.00		1.00		1.00		1.00		-	-
Executive Assistant (GF)							1.00		1.00	-
Communications/Records Specialist (GF)	6.00		7.00		7.00		7.00		-	-
Administrative Assistant (GF)	1.00		1.00		1.00				(1.00)	-
Community Service Officer (GF)					2.00		2.00		-	-
Animal Control Officer (GF)	1.00			0.73					-	-
Police Records Technician (GF)	1.00		1.00		1.00		1.00		-	-
Property & Evidence Technician (GF)				0.73		0.73		0.73	-	-
Support Services Clerk (GF)								0.60	-	0.60
Community Service Aides (GF)		3.50		2.90		2.90		2.90	-	-
Police Total	37.00	3.50	37.00	4.36	39.00	3.63	39.00	4.23	-	0.60
Municipal Court										
Magistrate Judge (GF)		0.60		0.60		0.60		0.60	-	-
Magistrate Judge Pro-Tem (GF)		0.10		0.10		0.10		0.05	-	(0.05)
Court Administrator (GF)	1.00		1.00		1.00		1.00		-	-
Court Clerk (GF)	2.00		2.00		2.00	0.60	2.00	0.60	-	-
Municipal Court Total	3.00	0.70	3.00	0.70	3.00	1.30	3.00	1.25	-	(0.05)

POSITION LIST/HEAD COUNT - continued

Department/Position	FY 2014-15		FY 2015-16		FY 2016-17		FY 2017-18		Change from FY 2016-17	
	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time	Full-Time	Temporary/ Part-Time
Wastewater										
Director of Wastewater (WWF)	1.00		1.00		1.00		1.00		-	-
Plant Chief Operator (WWF)	1.00		1.00		1.00		1.00		-	-
Chief Collections Operator (WWF)	1.00		1.00		1.00		1.00		-	-
Plant Chemist (WWF)	1.00		1.00		1.00		1.00		-	-
Mechanic/Electrician (WWF)	1.00		1.00		1.00		1.00		-	-
Collector Operator III (WWF)			1.00		1.00		1.00		-	-
Collector Operator II (WWF)	4.00								-	-
WW Plant Operator II (WWF)			1.00						-	-
Collector Operator I (WWF)			1.00						-	-
WW Plant Operator I (WWF)	1.00		2.00		1.00		2.00		1.00	-
Collector Operator - Entry (WWF)					1.00		1.00		-	-
WW Plant Operator - Entry (WWF)					2.00		2.00		-	-
Administrative Assistant (WWF)	0.50			0.60		0.60	1.00		1.00	(0.60)
Wastewater Total	10.50	-	10.00	0.60	10.00	0.60	12.00	-	2.00	(0.60)
City-Wide Totals										
General Fund	92.61	16.34	94.15	18.74	99.56	19.13	100.50	22.69	0.94	3.56
Information Technology Fund	-	-	-	-	-	-	3.00	0.60	3.00	0.60
Wastewater Fund	20.39	-	18.85	0.83	16.44	0.88	15.50	-	(0.94)	(0.88)
Total City Headcount	113.00	16.34	113.00	19.57	116.00	20.01	119.00	23.29	3.00	3.28

(GF) = General Fund
 (ITF) = Information Technology Internal Service Fund
 (WWF) = Wastewater Enterprise Fund

Staffing Level Changes

The city staffing level changes were based on analyses of departmental needs and funding allocations. The fiscal year 2017-18 budget includes the following changes:

- The Public Works Department performed an overall analysis of the staffing allocations between the General Fund and the Wastewater Enterprise Fund. Several of the changes incorporated in the fiscal year 2017-18 budget are related to these reallocations.
- For all other departments that previously allocated a portion of salaries to the Wastewater Enterprise Fund, the City has implemented an indirect cost allocation plan for the fiscal year 2017-18 budget. Those salaries are no longer directly allocated to the Wastewater Enterprise Fund, but rather included in the internal charges allocations.
- A new internal service fund was created for information technology costs for the fiscal year 2017-18 budget. The positions in the Information Technology Department were reallocated to this new fund.
- The Economic Development Director position was moved from the City Manager's Office to a separate Economic Development Department. As a director level position, the move to a separate department was deemed more appropriate.
- One full-time position was added:
 - A Wastewater Plant Operator position was added to address increases in workload due to several wastewater facilities added since 2012 with no increased in operations staffing. The new facilities include a 27-acre wetland park, a digester, a clarifier, and two injection wells.
- Two part-time positions were added:
 - A Support Services Clerk position was added to address workload in the Records Division, the front desk, and other support functions.
 - A part-time Administrative Assistant was added to the Parks & Recreation Department. The department has experienced increases in service levels, and the new position will take on some of the administrative functions to alleviate the workload for the other staff.

POSITION LIST/HEAD COUNT - continued

- Seven temporary positions were added:
 - Six Traffic Control Assistant positions were added for a total 1.72 FTEs. These new positions will help to address traffic issues in Uptown and the SR 179 corridor.
 - A temporary position was added to the Public Works Department for a total of 0.25 FTEs. The position will be filled with a specialized bike park maintenance person to oversee repairs, weekly maintenance, training, and volunteer organization efforts at the Sedona Bike Skills Park.
- Two positions were reclassified:
 - A Right-of-Way Specialist position (formerly Traffic Aide Worker) was eliminated and a Right-of-Way Supervisor position added to manage the new traffic control operations team, including the Traffic Control Assistant positions previously discussed.
 - The Police Lieutenant position was eliminated and a second Police Commander position added to better address the organizational structure of the Police Department.
- Two positions were increased from part-time to full-time:
 - The Assistant City Attorney position was increased to full-time; however, the funding level has remained the same.
 - An Administrative Assistant position was increased to full-time to better address the workload needs of the Wastewater Department.
- Other adjustments included position title changes and adjustments to the hours of some part-time and temporary positions.

City of Sedona
FY 2017-18 Proposed Budget
Summary of Carryover Requests

Department	Program	Description	Status	Amount
General Fund				
City Manager's Office	Communications/Citizens Engagement	Public Access Channel/Video Communications	Not Started	\$ 20,000
City Manager's Office	Communications/Citizens Engagement	Citizen Survey	Not Started	10,000
Information Technology	Information Technology Services	PD E-Citations Upgrade	Not Started (to be carried forward as part of CIP project)	70,000
Information Technology	Information Technology Services	Microsoft 365 Migration/Training	Not Started	40,000
Community Development	Planning	Land Development Code Comprehensive Update	In Progress	118,000
Community Development	Planning	Wireless Communications Master Plan	In Progress (moved to City Manager's Office)	15,000
Municipal Court	Administration	Scanner Required by AOC	Not Started	900
General Services	Administration	Market Study Adjustments	Partially Used	429,150
General Services	Administration	Springbrook Training for New Staff	Not Started (moved to Human Resources)	15,000
General Fund Total				\$ 718,050
Wastewater Enterprise Fund				
Wastewater	Plant Operations	Operator Area Remodel	Not Started	\$ 12,000
Wastewater	Plant Operations	UV Flow Meter Replacement	Not Started	8,000
Wastewater	Plant Operations	PLC Rack 4 Installation	Not Started	7,500
Wastewater	Collections	Building Construction In-Town Office	Not Started	10,000
Wastewater	Collections	Office Furniture	Not Started	500
Wastewater Enterprise Fund Total				\$ 38,000
Grand Total				\$ 756,050

**EXHIBIT A
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
Revenues												
Taxes												
City Sales Tax	\$ 10,222,370	\$ 15,929,500	\$ 16,573,400	\$ 15,345,300	\$ 14,620,800	\$ 15,807,300	\$ 16,749,500	\$ 17,128,200	\$ 17,515,300	\$ 17,911,000	\$ 18,315,600	\$ 18,729,200
Bed Tax	3,010,334	3,623,300	3,894,100	3,541,900	3,462,600	3,846,100	4,077,600	4,159,200	4,242,400	4,327,200	4,413,700	4,502,000
Franchise Fees	781,223	783,600	759,400	736,700	736,700	747,800	758,900	770,300	781,900	793,600	805,500	817,500
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
State Shared Revenues												
State Sales Tax	948,696	948,500	972,200	860,100	845,800	865,100	872,100	879,400	886,900	894,600	902,600	910,800
Urban Revenue Sharing	1,207,731	1,271,700	1,303,500	1,153,200	1,134,000	1,159,900	1,169,300	1,179,000	1,189,000	1,199,300	1,210,100	1,221,100
Vehicle License Tax	577,681	606,100	615,200	596,800	596,800	605,800	614,900	624,100	633,500	643,000	652,600	662,300
Other Intergovernmental	73,853	10,350	26,060	26,010	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	432,000	432,000	438,500	445,100	451,800	458,600	465,500	472,500	479,600
Licenses and Permits	496,517	452,570	470,750	483,300	496,000	506,300	518,650	528,350	537,850	549,800	558,500	567,800
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	138,930	395,350	417,500	387,500	422,000	398,150	432,750	407,450	444,000	419,000	454,100
Other Revenues	315,863	146,700	115,000	104,300	104,300	104,300	104,700	104,700	104,700	105,100	105,100	105,100
Contingent Revenues	-	-	550,000	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 18,612,738	\$ 24,655,050	\$ 26,352,260	\$ 23,929,010	\$ 23,074,410	\$ 24,761,010	\$ 25,966,810	\$ 26,515,710	\$ 27,015,510	\$ 27,591,010	\$ 28,113,110	\$ 28,707,410
Expenditures												
Salaries and Wages	6,150,678	6,638,044	7,708,740	7,461,600	7,648,100	7,954,000	8,272,200	8,603,100	8,947,200	9,305,100	9,677,300	10,064,400
Employee Benefits	2,515,231	2,644,001	3,369,220	3,353,200	3,604,700	3,875,100	4,165,700	4,478,100	4,814,000	5,175,100	5,563,200	5,980,400
Estimated Vacancy Savings	-	-	(300,000)	(307,500)	(315,200)	(327,800)	(340,900)	(354,500)	(368,700)	(383,400)	(398,700)	(414,600)
Operations	2,614,060	3,865,384	4,817,761	4,440,700	4,440,700	4,507,300	4,574,900	4,643,500	4,713,200	4,783,900	4,855,700	4,928,500
Estimated Under Budget	-	-	(578,131)	(532,884)	(532,884)	(540,876)	(548,988)	(557,220)	(565,584)	(574,068)	(582,684)	(591,420)
Community Contracts	1,288,097	1,472,280	1,460,477	1,460,500	1,460,500	1,482,400	1,504,600	1,527,200	1,550,100	1,573,400	1,597,000	1,621,000
Destination Marketing	1,336,234	1,597,200	1,740,200	1,552,400	1,508,800	1,713,800	1,841,100	1,886,000	1,931,800	1,978,400	2,026,000	2,074,600
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	203,000	206,000	209,100	212,200	215,400	218,600	221,900
Equipment Replacement Reserve Contributions	-	-	(238,050)	(238,100)	(238,100)	(241,700)	(245,300)	(249,000)	(252,700)	(256,500)	(260,300)	(264,200)
Contingency	-	-	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000
Total Expenditures	\$ 14,907,362	\$ 17,324,791	\$ 20,462,905	\$ 19,690,516	\$ 19,708,116	\$ 20,554,524	\$ 21,361,112	\$ 22,115,280	\$ 22,902,416	\$ 23,744,832	\$ 24,624,816	\$ 25,545,080
Other Financing Sources (Uses)												
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)	(367,305)	(367,300)	(390,500)	(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)	(4,165,900)	(3,858,800)	(2,942,200)	(3,179,500)	(3,367,900)	(2,582,700)	(2,640,800)	(2,700,200)	(2,760,800)	-
Transfers to Capital Improvements Fund	(6,884,446)	(1,554,249)	(2,262,761)	(885,083)	(163,444)	(208,582)	(429,804)	(1,021,196)	(644,276)	(284,770)	-	(2,062,050)
Total Other Financing Sources (Uses)	\$ (7,305,462)	\$ (5,932,949)	\$ (6,464,050)	\$ (5,111,188)	\$ (3,472,944)	\$ (3,778,582)	\$ (4,200,054)	\$ (4,018,246)	\$ (3,711,776)	\$ (3,424,470)	\$ (3,213,350)	\$ (2,527,950)
Net Revenues/Expenditures/Other Financing	\$ (3,600,086)	\$ 1,397,310	\$ (574,695)	\$ (872,694)	\$ (106,650)	\$ 427,904	\$ 405,644	\$ 382,184	\$ 401,318	\$ 421,708	\$ 274,944	\$ 634,380
Fund Balances												
Beginning Fund Balance	12,883,223	9,283,137	10,680,447	10,105,752	9,233,058	9,126,408	9,554,312	9,959,956	10,342,140	10,743,458	11,165,166	11,440,110
Ending Fund Balance	9,283,137	10,680,447	10,105,752	9,233,058	9,126,408	9,554,312	9,959,956	10,342,140	10,743,458	11,165,166	11,440,110	12,074,490
Fund Balance Reserves												
Operating Reserve - Minimum	7,698,137	8,662,397	9,067,702	8,694,958	8,888,308	9,312,612	9,714,656	10,093,140	10,490,758	10,908,666	11,348,058	11,810,290
Budget Carryovers	285,000	718,050	-	-	-	-	-	-	-	-	-	-
Equipment Replacement Reserve	-	-	238,050	238,100	238,100	241,700	245,300	249,000	252,700	256,500	260,300	264,200
Debt Service Reserve	1,300,000	1,300,000	800,000	300,000	-	-	-	-	-	-	-	-
Total Fund Balance Reserves	9,283,137	10,680,447	10,105,752	9,233,058	9,126,408	9,554,312	9,959,956	10,342,140	10,743,458	11,165,166	11,608,358	12,074,490
Remaining Available Fund Balance	\$ -	\$ (168,248)	\$ -									

EXHIBIT C
City of Sedona
Long-Range Forecast
Capital Improvements Fund

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Revenues												
Intergovernmental	740,993	695,300	1,067,657	1,056,557	709,900	715,300	745,800	751,400	757,000	762,700	768,500	774,400
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
Total Revenues	\$ 1,003,733	\$ 911,900	\$ 1,271,857	\$ 1,135,757	\$ 789,100	\$ 894,500	\$ 812,500	\$ 780,600	\$ 861,200	\$ 1,166,900	\$ 797,700	\$ 803,600
Expenditures												
Capital Outlay	4,045,969	2,973,192	8,395,669	9,603,950	5,914,000	5,925,000	12,386,000	10,476,000	13,510,000	8,010,000	6,507,000	2,650,000
Total Expenditures	\$ 4,045,969	\$ 2,973,192	\$ 8,395,669	\$ 9,603,950	\$ 5,914,000	\$ 5,925,000	\$ 12,386,000	\$ 10,476,000	\$ 13,510,000	\$ 8,010,000	\$ 6,507,000	\$ 2,650,000
Other Financing Sources (Uses)												
Transfers to Art in Public Places Fund	(30,537)	(26,800)	(32,368)	(74,633)	(47,740)	(37,000)	(97,660)	(76,310)	(109,450)	(61,200)	(52,300)	(14,600)
Transfers from General Fund	6,884,446	1,554,249	469,863	885,083	163,444	208,582	429,804	1,021,196	644,276	284,770	-	2,062,050
Total Other Financing Sources (Uses)	\$ 6,853,909	\$ 1,527,449	\$ 437,495	\$ 810,450	\$ 115,704	\$ 171,582	\$ 332,144	\$ 944,886	\$ 534,826	\$ 223,570	\$ (52,300)	\$ 2,047,450
Net Revenues/Expenditures/Other Financing	\$ 3,811,673	\$ (533,843)	\$ (6,686,317)	\$ (7,657,743)	\$ (5,009,196)	\$ (4,858,918)	\$ (11,241,356)	\$ (8,750,514)	\$ (12,113,974)	\$ (6,619,530)	\$ (5,761,600)	\$ 201,050
Beginning Fund Balance	8,015,570	11,827,243	11,293,400	4,607,083	(3,050,660)	(8,059,856)	(12,918,774)	(24,160,130)	(32,910,644)	(45,024,618)	(51,644,148)	(57,405,748)
Ending Fund Balance	\$ 11,827,243	\$ 11,293,400	\$ 4,607,083	\$ (3,050,660)	\$ (8,059,856)	\$ (12,918,774)	\$ (24,160,130)	\$ (32,910,644)	\$ (45,024,618)	\$ (51,644,148)	\$ (57,405,748)	\$ (57,204,698)



City Manager's Office Memorandum

Date: April 20, 2017
To: Mayor Sandy Moriarty and City Council
Thru: Justin Clifton, City Manager
Karen Osburn, Assistant City Manager
From: Cherie R. Wright, Director of Financial Services
CC: Fiscal Sustainability Work Group members
RE: Wastewater Enterprise Fund Analysis

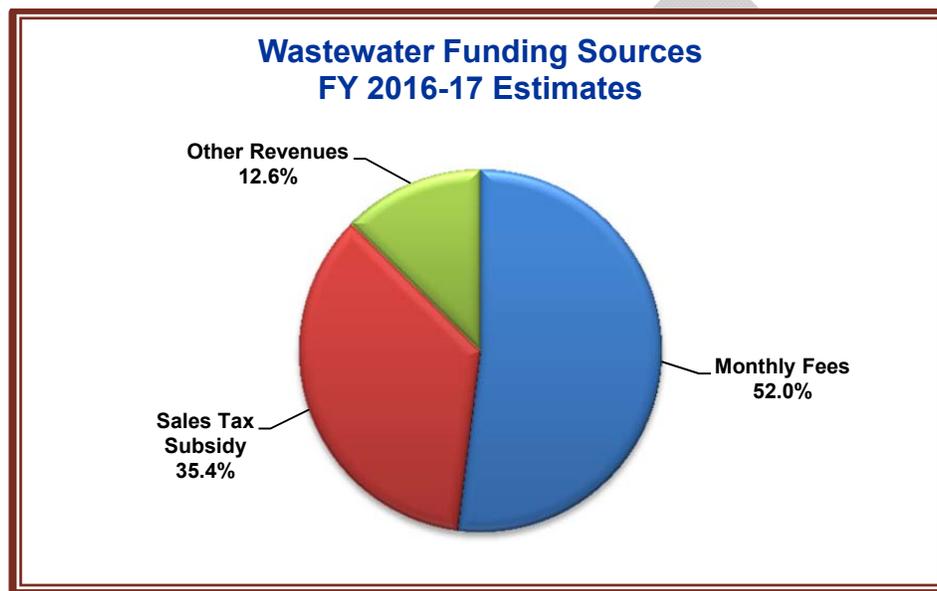
As requested by the City Council, we have prepared an analysis of the funding status of the Wastewater Enterprise Fund to review the need for ongoing rate increases and subsidies. This memo covers the following:

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F – Schedule of Current Accounts Compared to the 2014 Fee Study Projections	
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Background

Since the inception of the Wastewater Enterprise Fund, the City has been subsidizing the fund with a portion of sales tax revenues. The City's goal for many years has been to eventually eliminate the subsidy and to base user rates on the full cost of the wastewater utility system.¹

Currently, the General Fund subsidizes the Wastewater Fund with 25% of the City's sales tax revenues. This means 35% of the total funding for the Wastewater Fund comes from the General Fund. In addition, since fiscal year (FY) 1988-89, the General Fund has subsidized the Wastewater Fund with over \$113 million of city sales taxes. However, according to Arizona Revised Statutes (ARS) §9-530, municipal utility systems must pay for all costs, including debt service and capital costs, with service charges. The City's plan to eliminate the subsidy is important to achieve compliance with this state law.



Analysis Approach

To gain an understanding of the funding status of the Wastewater Enterprise Fund, it was necessary to identify and review the components that make up the fund. The Wastewater Fund encompasses an operations component, a capital improvements component, and a debt service component. For purposes of this analysis, these three components have been defined as follows:

- The *operations component* includes the day-to-day operations of the wastewater treatment plant, the wastewater collection system, billing, and overall administration of the utility. This component also includes routine purchase and replacement of operating capital needs, such as vehicles and other equipment.
- The *capital improvements component* accounts for significant infrastructure construction and improvements, as well as the costs associated with management of those projects.
- The *debt service component* accounts for the repayment of long-term debt including bonds, certificates of participation (COPs), and loans. This component also includes the associated administrative costs such as trustee fees and arbitrage compliance services.

¹ An enterprise fund type is used for activities operated similar to a business. Utility funds provide service to their ratepayers, and like a business, the customers should pay for all costs associated with the service provided.

Analysis Approach (cont'd)

Currently, the City's accounting system does not separately identify the balances of these components. We reviewed all of the City's audited financial statements back to FY 1988-89, when the Wastewater Enterprise Fund began, and reconstructed the financial data for allocation to the three identified components. Significant assumptions were made in this reconstruction and will be discussed in detail in this memorandum.

To ensure the Council's intent was incorporated in the reconstruction of the historical financial data, searches were made of Council minutes relating to the financial plans for the Wastewater Fund. While an extensive search and review was conducted of the Council minutes back to the incorporation of the City and the first Council meeting on January 11, 1998, this does not guarantee that a Council direction or intent was not missed during this review.

Historical Review

Schedules of the historical financial data allocated to the three components have been presented as Exhibits A and B.

- Exhibit A presents each of the three components and totals for each of the 29 fiscal years since the inception of the Wastewater Enterprise Fund in FY 1988-89.
- Exhibit B presents several of the fiscal years grouped based on certain key changes in the fund activity and assumptions as discussed in more detail in Appendix II. The groupings were as follows:
 - FYs 1988-89 through 1989-90 (From Inception prior to Issuance of Debt)
 - FYs 1990-91 through 1992-93 (From First Debt Issuance prior to Start of Operational Activity)
 - FYs 1993-94 through 1994-95 (From Start of Operational Activity – Fee Schedule Adopted November 13, 1990)
 - FYs 1995-96 through 1996-97 (Fee Schedules Adopted August 25, 1995 and July 9, 1996)
 - FY 1997-98 (Fee schedule adopted May 27, 1997)
 - FYs 1998-99 through 2009-10 (Start of Limited Detail General Ledger Data Available)
 - FYs 2010-11 through 2013-14 (Fee Schedule Adopted April 13, 2010)
 - FYs 2014-15 through 2016-17 (Fee Schedule Adopted May 27, 2014)

Long-Range Forecasts

The long-range forecasts were updated to incorporate the following:

- Allocation to the three components – **operations, capital, and debt**
- FY 2017-18 proposed operating and Capital Improvement Plan (CIP) costs
- Refined revenue projections discussed in Appendix III

Three scenarios have been compiled as follows:

- Exhibit C presents Scenario 1, which is based on the rate increases recommend in the 2014 Fee Study as follows:

Long-Range Forecasts (cont'd)

2014 Fee Study Recommended Rate Increases

Fiscal Year	% Increase
2017-18	4%
2018-19	4%
2019-20	4%
2020-21	3%
2021-22	3%
2022-23	3%
2023-24	0%
2024-25	0%
2025-26	0%
2026-27	0%

- Exhibit D presents Scenario 2, which is based on no increase in FY 2017-18.
- Exhibit E presents Scenario 3, which is based on a reduction in the rate increases for FYs 2017-18 through 2019-20 to 3%.
- The scenarios do not include any additional operational costs once Wells 3, 4, and 5 are complete. The current budget levels may be adequate to cover those costs, but no actual data is currently available.

Current User Fee Structure

The following table presents the estimated user fee revenues for the current fiscal year.

FY 2016-17 Estimated User Fee Revenues

User Fee	Estimate	% of Total
Residential:		
Standard	\$1,706,000	28.7%
Low Flow	1,476,500	24.9%
Low Income Subsidized	19,600	0.3%
Multi-Family	87,800	1.5%
Additional Dwelling Unit (ADU) ²	4,200	0.1%
Deferred Connection Fees ³	18,700	0.3%
Environmental Penalties ⁴	29,600	0.5%
Commercial Fees	2,193,700	37.0%
Stand-By Fees ⁵	395,700	6.7%
Total	\$5,931,800	100.0%

² The ADU rate was suspended as of January 13, 2017 when the ADU classification was eliminated.

³ The deferred connection rate is charged for those homeowners who signed agreements with the City for deferral of connection to the wastewater system for a period of five years, with an option to renew those agreements for another 5 years. Almost all of the customers in this classification are in their second five-year term.

⁴ The environmental penalty rate is charged to those homeowners who have not connected to the wastewater system when required and did not enter into a deferred connection agreement with the City.

⁵ See the Consideration section regarding SB1430 for a discussion of the possible elimination of the stand-by fees.

Current User Fee Structure (cont'd)

The following table is an estimation of the funding sources by component attributed to residents compared to visitors. The amounts presented as other sources represent miscellaneous revenues not attributed to residents or visitors.

FY 2016-17 Estimated Comparison of Resident/Visitor Funding⁶

Component/Funding Source	Resident	Visitor	Other	Totals
Operations:				
User Fees	\$2,753,789	\$ 913,149	\$ -	\$ 3,666,938
Other Revenues	73,370	14,130	6,300	93,800
Subtotal Operations	\$2,827,159	\$ 929,279	\$ 6,300	\$ 3,760,738
% of Operations	75.2%	24.6%	0.2%	
Capital:				
User Fees	\$1,239,403	\$ 410,983	\$ -	\$ 1,650,386
Capacity Fees	289,362	34,438	-	323,800
Other Revenues	3,200	-	77,100	80,300
Subtotal Capital	\$1,531,965	\$ 445,421	\$77,100	\$ 2,054,186
% of Capital	74.6%	21.7%	3.7%	
Debt:				
User Fees	\$ 439,229	\$ 145,647	\$ -	\$ 584,876
Sales Tax Subsidies	1,329,108	2,698,492	-	4,027,600
Other Revenues	-	-	37,900	37,900
Subtotal Debt	\$1,768,337	\$2,844,139	\$37,900	\$ 4,650,376
% of Debt	38.0%	61.2%	0.8%	
Total	\$6,127,461	\$4,216,839	\$121,300	\$10,465,600
% of Total	58.5%	40.3%	1.2%	

Based on data provided by the Chamber of Commerce, we have estimated the total visitor days and an annualization of that amount was determined for an estimated of visitor population compared to resident population. In addition, we included an estimated of the annualized number of seasonal residents.

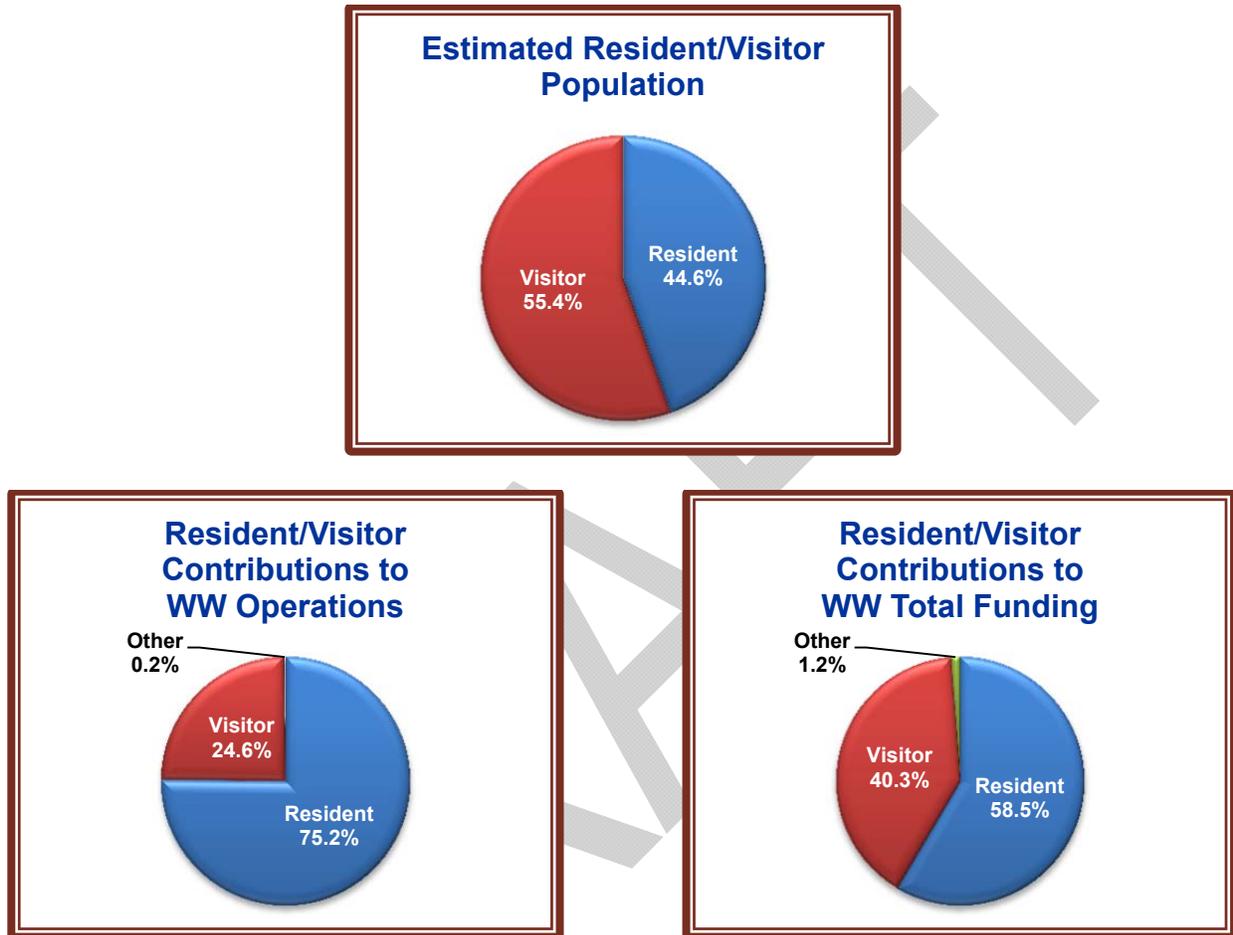
Comparison of Estimated Resident/Visitor Population

Customer Type	Annualized Population	% of Total
Visitors	13,613	55.4%
Residents:		
Permanent	10,488	
Seasonal	474	
Subtotal	10,962	44.6%
Annualized Total	24,575	

⁶ Analysis only includes ongoing revenues. Those revenues defined as one-time have been excluded.

Current User Fee Structure (cont'd)

Based on this analysis⁷, while the annualized visitor population represents 55% of the total annualized population, the visitors contribute less than 25% of the funding for the operations of the wastewater system. Even considering all funding sources in total, the annualized visitor population only contributes 40%. As the debt service is paid off and the sales tax subsidies are reduced, the portion of funding attributed to the annualized visitor population will decrease under the current fee structure.



Comparison of Current Accounts to the 2014 Fee Study Projections

A schedule of the current accounts compared to the 2014 Fee Study projections has been presented as Exhibit F.

In the Fee Study, the various customer rates were based on ratios of an established equivalent residential unit (ERU). For FY 2016-17, the 1.00 ERU rate is equivalent to \$58.76, which is the standard residential rate charged. The residential low-flow rate is \$45.70, which is 78% of the ERU rate.

⁷ As a caution, the analysis does not take into consideration the level of impact visitors may have on the wastewater system, such as no overnight stay, spending the day hiking, etc.

Comparison of Current Accounts to the 2014 Fee Study Projections (cont'd)

The Fee Study used data from May 2013 to determine a total of 9,418 ERUs that were being billed at that time. The Fee Study estimated that by FY 2016-17, the total number of ERUs would grow to 9,480. However, based on February 2017 data, we are currently billing for 8,413 ERUs. That represents a net difference of 1,067 or annual revenues of approximately \$730,000 at the current ERU rate of \$58.76 per month.

Compared to the May 2013 data, the total number of ERUs billed has decreased by 1,005. Of this decrease, 514 ERUs are attributable to residential categories; however, the number of billing units (per dwelling or connection) increased by 19. This change in ERUs can be attributed to the following:

- We continue to see many residents take advantage of the City's low flow program and replace their toilets with qualifying low-flow versions. In May 2013, the low-flow rate was 91% of the ERU rate; however, with an intention to promote water conservation, the low-flow rate was reduced to 78% of the ERU rate. For each residential account changed to the low-flow rate, it is a reduction of 0.22 ERUs billed.
- We have seen some residents previously on higher rates apply and be approved for the low-income subsidy rate. The low-income subsidy rate is currently 53% of the ERU rate. A total of 28 accounts have been added to the low-income subsidy program since May 2013.
- A total of 65 accounts previously not connected to the wastewater system have now connected. Those accounts that were paying the stand-by rate were paying 50% of the ERU rate, but those accounts that were paying environmental penalties were paying 2 times the ERU rate.

Compared to the May 2013 data, the total number of commercial ERUs billed has decreased by 492. This biggest part of the change is attributable to the changes in the restaurant categories. In the 2010 Fee Study, the restaurants were billed based on number of seats. In the 2014 Fee Study, the billing unit for restaurants was changed to square footage, with an alternative option to select water-based billing instead of square footage. Several restaurants have opted for water-based billing, which generally results in substantially lower monthly payments. In rare cases has the water-based billing been the less affordable option. With the numbers of restaurants that have changed to water-based billing, the total number of ERUs billed for restaurants has decreased by 641⁸ or annual revenues of approximately \$450,000.

While the significant differences in ERUs may have some impact on the equitable sharing of the wastewater system costs, the overall financial viability has not been compromised due to other funding sources exceeding the Fee Study projections and expenditures less than the Fee Study projections.

Comparison of Overall Funding Sources and Expenditures to the 2014 Fee Study

A schedule of revenue surpluses and expenditure savings compared to the 2014 Fee Study projections has been presented as Exhibit G.

⁸ Water-based accounts are assessed a fixed charge plus a per unit charge. The fixed charge is the commercial minimum and the 89 units in Exhibit F include the count for water-based accounts. In the case of restaurants, there are 21 water-based accounts included that are included in the commercial minimum.

Comparison of Overall Funding Sources and Expenditures to the 2014 Fee Study (cont'd)

For FYs 2014-15 through 2016-17, the combined revenue surpluses and expenditure savings are estimated as approximately \$5.3 million. For FYs 2017-18 and 2018-19, the net revenues and expenditures are expected to be less than the 2014 Fee Study projections by approximately \$7.7 million as a result of unanticipated increases in capital outlay expenditures.

Considerations

Senate Bill (SB) 1430

SB 1430 proposes to take away the City's right to assess a fee on vacant land that does not have a wastewater connection or wastewater service. Currently, the City assesses a stand-by fee on vacant land with sewer availability. If there is no sewer availability, no fees are assessed. The stand-by fee is based on the City's costs for maintenance of the capacity that was required to be built and held available to serve parcels that have delayed development. If the City's right to assess the stand-by fee is removed, the other customers of the system will have to bear the costs associated with the maintenance of the capacity for those vacant properties. We estimate that a 7.3% increase in fees would be necessary just to maintain current revenue levels. A 7.3% rate increase would result in the following impacts to residential customers:

Impact of Possible Rate Increase Resulting from SB1430

	Current Monthly Rate	7.3% Increase	New Monthly Rate	Annualized Increase
Per residential unit (ERU)	\$58.76	\$4.29	\$63.05	\$51.48
Low flow rate	\$45.70	\$3.34	\$49.04	\$40.08
Low-income subsidized rate	\$30.93	\$2.26	\$33.19	\$27.12

Wastewater Master Plan in Progress

The Wastewater Master Plan is currently in progress and expected to be complete in June 2017. The proposed Capital Improvement Plan (CIP) includes several projects in the preliminary master plan. Currently, it is unknown if any additional significant projects will be identified for the 10-year horizon.

Update to Current Fee Study

As previously discussed, the current fee structure does not appear to equitably attribute the costs of the system to the visitor population. The visitor population currently contributes less than 25% of the funding for wastewater operations. If the goal is to make the distribution of costs between residents and visitors equitable, this may mean increasing the proportionate share of the system costs to commercial accounts and decreasing the proportionate share of the system costs to the residential accounts.

In addition, the impacts of last year's SB 1350 prohibiting the ban of short-term rentals is, as of yet, unknown. As a result of SB 1350, Council eliminated the ADU classification. While the revenues generated by the ADU wastewater fees were minimal, it is not yet known what the extent of any potential increase in the plant's capacity usage will be. We are hearing many stories about home being purchased and remodeled specifically for the purpose of short-term rentals. We are also hearing many stories about property owners using their guesthouses as short-term rentals.

Considerations (cont'd)

To date, we have issued 67 business licenses for short-term rentals. We have no actual data to compare the level of illegal short-term rental activity prior to SB 1350 to the level of activity now. In future fee studies, we may want to consider implementing a new wastewater rate for guesthouses. Currently, there are no wastewater fees assessed for guesthouses because prior to SB 1350, it was assumed that their use was minimal.

Adopted Rate Increase for FY 2017-18

The 4% rate increase for FY 2017-18 already adopted by the Council⁹ results in the following impacts to residential customers:

Impact of FY 2017-18 Rate Increases

	FY17 Monthly Rate	4% Increase	FY18 Monthly Rate	Annualized Increase
Per residential unit (ERU)	\$58.76	\$2.35	\$61.11	\$28.20
Low flow rate	\$45.70	\$1.82	\$47.52	\$21.84
Low-income subsidized rate	\$30.93	\$1.24	\$32.17	\$14.88

If the Council chose to reduce the rate increase to 3%, the impact to residential customers would be as follows:

Impact of a 3% Rate Increases

	FY17 Monthly Rate	3% Increase	FY18 Monthly Rate	Annualized Increase	Annual Savings over 4% Increase
Per residential unit (ERU)	\$58.76	\$1.76	\$60.52	\$21.12	\$7.08
Low flow rate	\$45.70	\$1.37	\$47.07	\$16.44	\$5.40
Low-income subsidized rate	\$30.93	\$0.93	\$31.86	\$11.16	\$3.72

A one-time reduction elimination of the rate increase for FY 2017-18 would result in approximately \$194,000 less in revenues for the Wastewater Fund for FY 2017-18 and compounds over the 10-year forecast resulting in a reduction in revenues of approximately \$2.7 million. If the adopted rate increases through FY 2019-20 are reduced to 3%, the result over the 10-year forecast is a reduction in revenues of approximately \$1.8 million.

Impacts to Low-Income Residents

In the past, concerns have been raised about the affordability of wastewater rates for low-income residents. If concerns persist, Council may wish to consider changing the low-income subsidized rate. Currently, the revenues generated by this category are approximately \$20,000. Any changes that Council would want to consider to make this particular rate affordable and reasonable would have a very minor impact on the overall funding of the wastewater system.

⁹ With the adoption of the 2014 Rate Study, the recommended 4% annual increases were adopted by Council through FY 2019-20.

Considerations (cont'd)

To participate in the low-income subsidy program, residents must complete an application annually. The criteria for qualification include the following:

- The service address must be the customer's primary residence, and the customer may not own any other real estate.
- The customer must be a legal resident of the U.S.
- Water usage must be less than 5,000 gallons per month per person.
- The customer's account cannot be delinquent.
- Income qualifications are as follows:

FY 2016-17 Income Qualifications for Low-Income Subsidy Program¹⁰

Household Size	Gross Income Maximum
1 person	\$35,400
2 person	\$40,450
3 person	\$45,500
4 person	\$50,550
5 person	\$54,600
6 person	\$58,650
7 person	\$62,700

Proposed Action Plan

Accounting of Each Component

As previously discussed, the Wastewater Enterprise Fund commingles each of the three components, **operations**, **capital**, and **debt**. If there are no issues with the assumptions made in the reconstruction of the historical financial data, staff will separate the three components in the City's accounting system based on the balances determined in Exhibits A and B.

Establish Major Repair and Maintenance Reserve

The original Facility Plan in 1989 recommended that a major repair and replacement reserve be funded at 0.75 percent of the constructed value per year.¹¹ The Wastewater Director is also recommending the establishment of a major maintenance reserve. Over the next year, staff will be developing a plan for the creation of a reserve for the significant repair and replacements that routinely are needed as the facility ages. We expect to bring forward a plan for this reserve in the FY 2018-19 budget process.

¹⁰ Annually, the City compares the Community Development Block Grant (CDBG) program income guidelines for both Coconino County and Yavapai County and sets the low-income subsidy program thresholds at the higher of the two counties.

¹¹ See Appendix I, April 17, 1989 excerpts.

Proposed Action Plan (cont'd)

Develop Annual Notice of Wastewater Financial Status

Resolution No. 90-38 requires that each wastewater customer be notified annually, in conjunction with a regular bill, of the financial status of the previous year's fund and allocation of expenditures between operations, capital, and fixed costs. Staff will develop a notice to be distributed annually to those wastewater customers who receive a paper bill and will look into other means of distribution.¹²

Continued Communication of the Low-Flow and Low-Income Programs

The City has information about the low-flow and low-income programs on the City's website, as well as the cable access channel. Information about these programs is regularly communicated to customers who visit or call the Financial Services Department.

These programs were also discussed in the June 2016 Community Connection newsletter. We were surprised at the number of calls received shortly after the release of the newsletter inquiring about these programs.

Staff will continue to communicate these programs to customers to help make sure those most in need of the lower cost programs are aware of their existence.

Staff Recommendations

We recommend taking no action on changing the adopted 4% fee increase at this time due to the uncertainties regarding SB 1430 and the Wastewater Master Plan currently in progress.

While no action needs to be taken at this time, the sales tax subsidy scheduled for FY 2025-26 would not be needed since the final debt service payment would be paid with the balance of the debt service reserves. Over time, the funding status should continue to be reviewed as actual financial activity may vary from the projections made.

A new fee study should be considered, possibly in FY 2018-19. We would expect that some data would be available at that time to address any potential impacts of short-term rentals on the wastewater system. At that time, the structural issues of current fees previously discussed could be addressed, including the significant changes in restaurant ERUs, comparability of visitor to resident allocations, and possible exploration of additional options for water-based billing.

Fiscal Sustainability Work Group Recommendations

This analysis of the Wastewater Fund was reviewed and discussed with the Fiscal Sustainability Work Group. The Work Group was in favor of the recommendations to maintain the already adopted fee increase at this time and to conduct a fee study to address concerns about the equitableness of cost sharing among ratepayers.

¹² Approximately 23% of wastewater customers opt for paperless billing. While these customers have the option of downloading their bill via Xpress Bill Pay, most generally do not. Those customers are generally set up for automatic payments and typically do not have a need to view their bill unless the payment changes.

Appendix I – Excerpts/Recap from Historical Minutes

July 6, 1998

Discussion/possible action on recommendation of Wastewater Advisory Commission to impose an additional sales tax on all items including food to raise \$900,000 dedicated to the Wastewater facility

- Included discussion of dedicating a 1% sales tax increase to the Wastewater Fund
- Included discussion of possible taxation of food
- Included discussion of need for additional revenues to balance the budget

July 13, 1988

Discussion/possible action for enacting an increase of the city sales tax by 1%, such tax to take effect December 1st, 1998

- Adopted Ordinance No. 88-18 to increase sales tax by 1% effective September 1, 1988¹³

August 2, 1988

Discussion/possible action on the recommendation of the Wastewater Advisory Commission with regard to adoption and/or approval of the Wastewater Facility Plan Requirement dated July 25, 1998

- Per agenda packet, "...the sales tax shall be used to pay for costs of bonds or loans for construction of the system. The user fees and surcharge on septage pumped shall be used to pay for the operating costs of the treatment system."¹⁴
- Approved the Wastewater Facility Plan developed by the Wastewater Advisory Commission

August 2, 1988

Discussion/possible action on establishing a Special Revenue Fund into which can be placed all the revenue generated by the additional 1% sales tax to be levied on September 1, 1998

- Referenced a memo dated July 25, 1998 to John Allen from Susan Williams regarding a special revenue fund for monies generated by the additional 1% sales tax
- Approved motion for the fund to be set up¹⁵
- "...it was not in anybody's mind to use the money for anything else."

¹³ This Ordinance did not impose a tax on food or formally dedicate the tax increase to the Wastewater Fund.

¹⁴ Except in FYs 1988-89 and 1989-90 when no other ongoing revenue source was available for capital outlay expenditures, the sales tax subsidy was allocated to the **debt** component. The user fees have been allocated to the three components as identified when the fee schedules were adopted. When detail general ledger data was available to identify the amount of septage fees, those revenues were allocated to the **operations** component.

¹⁵ The motion established a fund for the additional 1% sales tax; however, the motion did not specify the 1% to be dedicated to the Wastewater Fund, which is an enterprise fund (not a special revenue fund). In the audited financial statements, sales tax revenues were reported in the Wastewater Fund, which seems to satisfy the Council's intent.

Appendix I – Excerpts/Recap from Historical Minutes (cont'd)

February 17, 1989

Work session on Wastewater Facility Plant as prepared by Engineering Science

- Per presentation by Ken James, Engineering Science, “Bond #1 is repaid from sales tax revenue, Bond #2 is repaid from users fees and connection charges.”¹⁶

April 17, 1989

Work session on recommendations from Wastewater Advisory Commission on sewer plant location and related items

- Per minutes, “Entire collection system in phase I is estimated at 12½ million dollars. This would be financed through the 1% sales tax revenue...Waste Water Treatment Plan – the lift stations, and the effluent re-use disposal, including land acquisition is estimated at 10 million dollars. This would be financed through subsidiary bonds whereby the City would obligate the collection fees and the monthly user fees to retire these bonds...There will be an estimated month User Fee of \$22.47. This will help finance the year to year maintenance of the plant, pump stations, effluent re-use disposal area, etc.”¹⁷
- Adopted the Wastewater Advisory Commission’s recommendations dated February 16, 1989 and portions of Engineering Science Facility Plan dated March 1989.
- Per the Engineering Science Facility Plan, “Bond Issue #2...Repayment Source Connection Fees...”¹⁸
- Per the Engineering Science Facility Plan, “...it is advisable for the City to create a fund to cover the cost of future major repair and replacement. It is recommended that a major repair and replacement reserve be funded at 0.75 percent of the constructed value per year.”¹⁹
- Per the Engineering Science Facility Plan, “...Monthly User Charge...Monthly Cost/ERU \$17.97...R&R Reserves \$4.50...Suggested Monthly Charge \$22.47...”²⁰

¹⁶ Since inadequate detail is available to identify the costs specific to each bond issue, and since it appears from later minutes that the intention changed, no user fees were allocated to the **debt** component until specified in the adoption of the revised fee schedule on May 27, 1997.

¹⁷ Again, since inadequate detail is available to identify the costs specific to each bond issue, and since it appears from later minutes that the intention changed, no user fees were allocated to the **debt** component until specified in the adoption of the revised fee schedule on May 27, 1997.

¹⁸ The Engineering Science Facility Plan also planned for the “Bond #2” to be paid from connection fees. Again, since inadequate detail is available to identify the costs specific to each bond issue, and since it appears from later minutes that the intention changed, no user fees were allocated to the **debt** component until specified in the adoption of the revised fee schedule on May 27, 1997.

¹⁹ The City has an account in the Local Government Investment Pool titled Sedona WW Replacement with a balance of \$100,508, which may be this intended account. There have been no transactions in this account other than interest earnings for many years, and no documentation has been found to explain this account’s intended purpose. If the intent is to maintain the major repair and replacement reserve as described here, a reserve of fund balance should be created and estimated balance would be approximately \$925,000.

²⁰ Based on this fee structure, the portion of user fees to be allocated to the **operations** component would be 80% and the portion to be allocated to the **capital** component would be 20%. Since the user fees subsequently adopted were different than the fees proposed here, these percentage allocations were not used.

Appendix I – Excerpts/Recap from Historical Minutes (cont'd)

September 25, 1990

Discussion/possible action, presentation from Larry Given of Peacock, Hislop, Staley and Given, Inc. regarding proposed structure and marketing plan for sale of city sewer revenue bonds

- Per minutes, "...the first lien revenue bonds will have everything pushed through all revenue sources; sewer taps, user fees, and one percent sales tax. We are only betting that the one percent sales tax will be there to pay them off. The remainder of the revenues will flow down to pay the subordinate lien bonds..."²¹

November 13, 1990

Public Hearing-Discussion/Action on Resolution adopting user fee schedule and capacity utilization fee schedule

- Per minutes, "The user fee is really paying for operations, maintenance, repair and replacement...A very small portion of the user fee goes to paying for new capital cost or significant repair costs. Most of it goes to operations and maintenance and a very small amount to repair and replacement."
- Adopted Resolution No. 90-38 to establish monthly service fees and capacity fees
- Per Exhibit A, "The accounting system will segregate O&M+R [operation and maintenance plus replacement] revenues and expenditures from other wastewater revenues and expenditures to assure adequate revenues to properly operated and maintain the treatment works. The sewer utility fund will have at least two accounts, one for O&M and one for replacement costs. The service charge rates will be revised as needed to generate sufficient revenue to pay the total O&M+R."²²
- Per Exhibit A, "Each user will be notified annually, in conjunction with a regular bill, of the financial status of the previous years fund and allocation of expenditures between O&M, Replacement and fixed costs."²³
- Per Exhibit A, "The Facility Plan estimated Operation & Maintenance (O&M), Repair & Replacement (R&R), and Utility Administration costs for the collection, treatment and disposal facilities. For Phase 1 flows, these costs are \$714,500, \$100,000, and \$31,000 for O&M, R&R and Utility Administration, respectively."²⁴

²¹ Based on the reconstructed financial data (see Exhibits A and B), there was no need for the other revenues to pay for the debt service of either bond issuance.

²² While there is partial designation in the detail general ledger data of the revenues and expenditures for the **operations, capital** and **debt** components, there are improvements needed and there is no tracking of the fund balances for each component.

²³ It is uncertain if any such notice has ever been supplied with the wastewater bills.

²⁴ These amounts were used to determine the ratio of user fee allocations to the **operations** and **capital** components. There is no indication here that fees were intended to cover debt service costs.

Appendix I – Excerpts/Recap from Historical Minutes (cont'd)

January 27, 1993

Report on Wastewater Project and Financing Strategy

- Per minutes, “User fees should be considered as separate operating and maintenance money. Any surplus has to be adjusted by a decrease in the rate base, or if too low to cover expenses, raised.”²⁵
- Per minutes, “The refinancing of the bonds has put the City in a position of the Sales Tax revenues not fully covering the debt service. Some portion of capacity fee reserves will have to be set aside for debt service.”²⁶

April 3, 1995

Discussion on financial review of wastewater revenue and budget

- Per minutes, “In most cases rates include a capital sinking fund. With the refinancing, the debt service costs increased and the 1% sales tax will be used for the debt financing on bonds rather than capital needs.”

June 13, 1995

Discussion on financing plan for sewer system issues

- Per minutes, “COP’s (Certificate of Participation), which the City is considering borrowing to correct the winter effluent disposal problem and to pay for sewer compliances with ADEQ, will be financed by sales tax. COP’S will not be financed by present user fees for the sewer system.”

July 11, 1995

Public hearing – rate change for monthly sewer fees

- Per minutes, “We wanted to differentiate because some people believed we could use capacity fees for operating costs, and they can only be used for capital-related cost or debt service cost. The 1% sales tax is now used to finance large bonds we had. In the future, we’ll clearly make that distinction.”

August 29, 1995

Public hearing – discussion/possible action on approval of Resolution to change the monthly sewer rates

- Per minutes, “Wastewater fund is an enterprise fund technically supported by users of system, which should pay for cost of operation, administration, depreciation of equipment to replace equipment, etc. There are no cost allocations here in Sedona.”²⁷

²⁵ It seems the intent at this time has changed, and the intention was not to allocate user fees to the payment of debt service.

²⁶ Based on the reconstructed financial data (see Exhibits A and B), there was no need to use capacity fees to pay for debt service costs.

²⁷ From a review of the limited general ledger data available in older years, it appears that the cost allocations began in FY 2010-11.

Appendix I – Excerpts/Recap from Historical Minutes (cont'd)

- Per minutes, "...reducing sewer budget would reduce subsidy amount; capacity fees can only be used for capital; sales tax increase would not help the huge debt and operating increases in future; general fund is illegal according to EPA. The \$6.8 million cost for improvements proposed are totally financed by sales tax, none is coming from sewer users."
- Per minutes, "The \$6.9 million cost for improvements proposed are totally financed by sales tax, none is coming from sewer users."
- Per minutes, "Explained that e.g. City Manager is a general fund employee, yet 60% of time went to sewer fund, so that fund should be paying for that time instead of general fund. These expenses are being paid out of the surplus general fund, but unless we find another allocation, general funds will have to be used very soon, which we can't do."
- Per minutes, "There are no provisions in the regulations that authorize funding of the operations and maintenance of the wastewater facility from sources other than user fees and excess revenues generated by the system itself. General fund monies do not fall in to these categories."
- Adopted Resolution No. 95-26 to increase monthly service fees and capacity fees (increased user fees by 50%)
- Per Resolution No. 95-26, "The City Council has been obligated to subsidize the operation of the Wastewater System and shall be obligated to continue to subsidize the Wastewater System for Fiscal Year 1995-1996 even with a rate increase; and In order to develop a Wastewater System that is self-sufficient an increase in user fees is deemed necessary..."
- Per Resolution No. 95-26, "...to increase fees so as to insure that the Wastewater System is sufficiently funded so as to maintain a fully functional Wastewater System at the highest and best level of operations..."
- Per Council Agenda Communication, "The increased subsidy will make it more difficult for the City to eliminate a subsidy to the Wastewater Fund in the next fiscal year."²⁸

October 24, 1995

Discussion/action on Resolution confirming the City Policy established in Resolution No. 90-38, of a fixed capacity connection fee of \$2,100.00 for one equivalent residential unit for property located in Phase 1 and Phase 1 Deferred of the Sedona Wastewater System; providing connections shall only be permitted when there is sewer capacity available; and providing for prepayment

- Per minutes, "...city did not subsidize enterprise fund or sewer fund with general funds, as it is not legal. Sales tax goes into enterprise fund, but is backup for bonds that were issued."²⁹
- Per minutes, "The future infrastructure costs will be higher. In order to increase to 1 million gallons, we are not having that being affected by the capacity fees or general fund. It will be paid for by sales tax revenue. So, the \$2100 fee is only for Phase 1 and Phase 1 deferred."³⁰

²⁸ First instance found of discussion about eliminating the subsidy.

²⁹ The sales tax was not just a backup for the bonds, but also used to pay for the bonds. Based on the reconstructed financial data, it was assumed that the sales tax revenues did not subsidize operations. A deficit in the **operations** component is carried until FY 1998-99.

Appendix I – Excerpts/Recap from Historical Minutes (cont'd)

July 9, 1996

Public hearing – wastewater rate increase – discussion/action on Resolution providing for adoption of new base sewer user rates for the City of Sedona Wastewater System and providing that such rates shall become effective August 8, 1996

- Adopted Resolution No. 96-32 to increase monthly service fees (increased user fees by 20%)

July 9, 1996

Public hearing – tax rate increase – discussion/action on first reading of Ordinance amending the City Code, Chapter 8A, Sedona Tax Code, transaction privilege tax rate and use tax rate; and repealing all code provisions, ordinances and other provisions in conflict therewith

- Per minutes, “The City currently designates 1 cent, of our 2 cent sales tax, to the sewer. City needs to fund approximately 1.9 million in additional sewer debt service. 1.5 million of the 2.5 million generated will go towards debt services.”
- Per minutes, “Will not be collecting the full sales tax this year, only an estimated 1.8 million will be collected. \$800,000 of that will have to go into funding the anticipated debt. The other million will go for funding the Capital Improvement plan proposal before you.”

April 22, 1997

Sewer rate increase – discussion/possible action on “Notice of Intent to raise Sewer Rates”

- Per minutes, “Implement the State Statute requiring a contribution to the Sewer debt from the current users. Make sure the Wastewater fund meets the Federal and State requirements of having users pay for the operation and administration of the system.”
- Per minutes, “The Sales Tax is now 3%. The ½ cent that the City Council increased brings in approximately \$2,500,000. \$1 million goes into a Capital fund and the rest into the sewer. Next year 4 million will go for debt service. Most of the 2 cents is related to the sewer, debt service, or payment of sewer capital. The other 1 cent goes to general fund, capital, and general City operations. Have had this looked over by our legal department and they say its legal. This is similar to charging the users, of the system, for debt service cost. Which the City has a right to recover. That portion of the rate increase would go towards payment of the debt.”³¹
- Per Council Agenda Communication, “The Notice of Intent to increase sewer rates effect July 1, 1997, provides a rate increase that will make the Wastewater Fund fully supported by the users, except for payment of debt service...The city has not complied with State and Federal law requiring that Wastewater Enterprise (sewer) Funds be fully supported by the users of the system. Since the inception of the sewer, rates in Sedona have not covered the cost of administration and operation for the wastewater treatment plant. Instead cash reserves (or the savings account) of the Wastewater Fund were depleted keeping the rates artificially low.”
- Per Council Agenda Communication, “Implement a State Statute required contribution to sewer debt service payment derived from the user rates for residential, commercial and time shares.”

³⁰ It is assumed that the expansion discussed was paid with debt financing, and therefore, repaid with sales tax subsidies.

³¹ First instance found of an allocation of user fees to payment of debt.

Appendix I – Excerpts/Recap from Historical Minutes (cont'd)

- Per Notice of Intent, “The city will continue **not to fully fund debt service** costs or **fully pay** for time and resources of other departments that support the Wastewater Fund...The City Manager is proposing that over time a certain percentage of the rate increase be devoted to payment of debt service.”

May 27, 1997

Public hearing/Resolution/increase of monthly sewer rates

- Per minutes, “In lieu of borrowing, the increase will contribute to our capitol [sic] construction fund that we use for extending Sewer lines. The \$1,307,523 is for the operation of the plant, chemicals, staffing, and for collections systems.”³²
- Per minutes, “The other ½% sales tax will pay the Sewer debt.”
- Per minutes, “State law requires that when bonds are used to finance a public utility, the municipality shall fix the rates charged for service to the public as nearly as practical as to pay the interest, and not less than 3% per year on the principle [sic] on the bond in excess of the operation and maintenance cost. The rate must pay for maintenance and operations costs and as nearly practical also pay higher interest of 3%.”
- Per Council Agenda Communication, “*With the proposed rate increase, this will be the first year since the inception of the sewer that users will pay for the operation and maintenance costs of the system...The proposed rate adjustment of 20 percent on commercial and residential users will allows the city to take a significant financial step in developing a true enterprise fund (self supporting fund) for the sewer. The city will still not collect the payment of sewer debt of the administrative overhead cost for legal, accounting, the City Manager’s Officer, etc., form the Wastewater Fund.*”
- Per Council Agenda Communication, “The proposed rate adjustment will include a contribution of approximately \$100,000 to the payment of long term debt for the sewer. The City Manager is proposing that over time a certain percentage of the rate increase be devoted to payment of debt service.”³³
- Adopted Resolution No. 97-12 to increase monthly service fees effective August 1, 1997 (increased user fees by 20%)

May 26, 1988

Public hearing – ½% tax rate reduction clause

- Per Council Agenda Communication, “The city currently has a three percent (3%) sales tax. One percent (1%) of the tax is devoted to City operations, non sewer capital improvements and debt service for land purchases. Half of a percent (.5%) is earmarked for non sewer capital improvements and the remaining one and half percent (1.5%) is used for sewer debt and current capital improvements for Wastewater.”

³² This amount was used to determine the ratio of user fee allocations to the **operations** component.

³³ This amount was used to determine the ratio of user fee allocations to the **debt** component. The remainder was plugged to the **capital** component.

Appendix I – Excerpts/Recap from Historical Minutes (cont'd)

- Per Council Agenda Communication, “The challenge looming for the city is the growing debt from wastewater improvements that will not be paid off until the year 2017. It is anticipated that over 60 percent of the city’s sales tax will go toward wastewater improvements in the future.”

January 27, 2010

Presentation/discussion on a wastewater rate study, 10-year financial plan and new sewer connection policy for the wastewater enterprise fund

- Per minutes, “...there are three basic objectives: 1. Update the current rates; 2. Identify methods to increase revenue to the wastewater utility; 3. To develop a 10-year financial plan to help the wastewater enterprise fund become more self supporting.”

April 13, 2010

Public hearing – discussion/possible action on a Resolution adopting proposed increases and additions to wastewater rates, rate components, fees and service charges

- Adopted Resolution No. 2010-07 to adopt new base sewer user rates

January 15, 2014

Presentation/discussion/possible direction on the findings and recommendations of the 2013 comprehensive wastewater financial plan, wastewater cost of service analysis, and wastewater rate study by Grant Hoag, Wastewater Rate Study Consultant

- Approved the rate increase and financial plan

Appendix II – Explanation of Historical Assumptions and Allocations

General Assumptions and Allocations

Throughout all of the 29 historical years reviewed, the following assumptions and allocations were made:

- Conversion to modified accrual fund balance
 - The financial activity in the audit reports comply with generally accepted accounting principles (GAAP) for enterprise fund types. GAAP required enterprise funds to be reported on the “full” accrual basis of accounting. However, the budgetary basis used for the Wastewater Fund is modified accrual, which is the same basis of accounting used for the General Fund and other governmental fund types. For purposes of this analysis and to evaluate fund balance, the financial activity was converted to the modified accrual basis of accounting. For example, the acquisition or construction of capital assets is reflected as capital outlay expenditures instead of capitalized, and principal payments on debt are reflected as expenditures instead of reductions of the liabilities.
- Operations
 - Capital lease activity was allocated to operations in the FY 1998-99 detail general ledger so the capital lease activity was also assumed to be allocated to operating in the prior years.
- Capital
 - Capacity fees and any related penalties and interest revenues associated with capacity fees were attributed to capital.
 - All grants were assumed to be capital and included Environmental Protection Agency (EPA) construction grant, Community Development Block Grant (CDBG), Water Infrastructure Financing Authority (WIFA) grant.
 - Arbitrage rebates were allocated to capital since the arbitrage earnings were assumed to be earned on capital debt proceeds.
 - Claims and judgments were assumed to be capital since they were allocated to capital in the detail general ledgers in FYs 1998-99 and later.
- Debt
 - All debt service payments, administrative fees, and arbitrage compliance services were allocated to debt.
 - Refunded bond defeasances were allocated to debt.
- Other Allocations
 - When detail general ledger data was not available, all capital outlay expenditures were assumed to be **capital**. When detail general ledger data was available, any operating capital expenditures were allocated to **operations**.

Appendix II – Explanation of Historical Assumptions and Allocations (cont'd)

- Bond, COPs, and loan proceeds were allocated to **capital** for new money issues and allocated to **debt** for refunding issues.
- Bond issuance costs were allocated based on where the proceeds were allocated (**capital** or **debt**) since costs are paid from the proceeds.
- Except in FYs 1988-89 through 1989-90, all sales tax subsidies were allocated to **debt**.
- When detail general ledger data was not available, interest earnings were allocated based on the average of beginning and ending balances (with no allocation to negative balances). When detail general ledger data was available, interest earnings were allocated based on the detail general ledger allocations to **operations**, **debt**, and **capital**.
- When detail general ledger data was available, miscellaneous revenues were allocated based on the detail general ledger allocations to **operations** and **capital** (includes permit fees and sale of assets allocated to **capital**).
- When detail general ledger data was available, cost of services were allocated based on the detail general ledger allocations (includes the non-capitalized portion of capital costs allocated to **capital** and debt administration costs to **debt**).
- When detail general ledger data was available, the audit reports did not always categorize the detail general ledger accounts the same way from year to year, but the detail general ledger accounts were consistently allocated to the three components.
- When the audit reports included prior period adjustments, they were included as adjustments to that year's activity instead of restating prior years.

FYs 1988-89 through 1989-90 (From Inception prior to Issuance of Debt)

The Wastewater Enterprise Fund began in FY 1988-89. On November 21, 1988, the board of the Sedona Sanitary District voted to dissolve and transfer all of the property of the District to the City.

The following assumptions and allocations were made for these fiscal years:

- Since there were no charges for services or cost of services accounts until FY 1993-94, assumed no **operations** activity.
- All other activity not previously discussed was assumed to be **capital**.
- The sales tax subsidy was assumed to pay for capital outlay expenditures and the remainder was assumed to be set aside for future debt service since there were no other ongoing revenue sources during that time.

FYs 1990-91 through 1992-93 (From First Debt Issuance prior to Start of Operational Activity)

The first bonds were sold in FY 1990-91.

Appendix II – Explanation of Historical Assumptions and Allocations (cont'd)

The following assumptions and allocations were made for these fiscal years:

- Since there were no charges for services or cost of services accounts until FY 1993-94, assumed no **operations** activity.
- All other activity not previously discussed was assumed to be **capital**.

FYs 1993-94 through 1994-95

(From Start of Operational Activity – Fee Schedule Adopted November 13, 1990)

The first fee schedule was adopted on November 13, 1990; however, the first recording of operational activity was in FY 1993-94.

The following assumptions and allocations were made for these fiscal years:

- Charges for services revenue was allocated based on the ratio of funding to be generated as cited in the November 13, 1990 minutes. According to the minutes, the fees were set to generate \$100,000 for **capital** and \$745,500 for **operations**. Allocations to components were as follows:

Allocation of Charges for Services

Component	% of Allocation
Operations	88%
Capital	12%
Debt	0%

- All other activity not previously discussed was assumed to be **operations**.

FYs 1995-96 through 1996-97

(Fee Schedules Adopted August 25, 1995 and July 9, 1996)

The fee schedule adopted on August 25, 1995 increased fees by 50%. The fee schedule adopted on July 9, 1996 increased fees by 20%.

The following assumptions and allocations were made for these fiscal years:

- No detail for the components of the fee increases were available so it was assumed that charges for services revenue would be allocated based on the same ratio of funding in the 1990 original fee adoption.
- The negative capacity fee revenue in FY 1995-96 is the result of a prior period adjustment for deferred capacity fees of \$292,722.
- All other activity not previously discussed was assumed to be **operations**.

FY 1997-98

(Fee schedule adopted May 27, 1997)

The fee schedule adopted on May 27, 1997 increased fees by 20%.

Appendix II – Explanation of Historical Assumptions and Allocations (cont'd)

The following assumptions and allocations were made for this fiscal year:

- Charges for services revenue was allocated based on the ratio of funding to be generated as cited in the May 27, 1997 minutes. According to the minutes, the fees were set to generate \$1,307,523 for **operations** and \$100,000 for **debt**. The balance of the revenues generated was allocated to **capital**. Allocations to components were as follows:

Allocation of Charges for Services

Component	% of Allocation
Operations	70%
Capital	25%
Debt	5%

- The negative grant revenue is a result of an adjustment for the unreimbursed portion of a grant.
- All other activity not previously discussed was assumed to be **operations**.

FYs 1998-99 through 2009-10 (Start of Limited Detail General Ledger Data Available)

Some detail general ledger data is available starting with FY 1998-99.

The following assumptions and allocations were made for these fiscal years:

- The monthly fees and late fees revenues (accounts categorized as charges for services in the audit reports) were allocated based on the same ratio of funding in the 1997 fee adoption.
- All other general ledger accounts included in charges for services were allocated based on allocations to the three components in the detail general ledger, included allocations of septage fees, grease fees, and environmental penalties to **operations**.
- When the detail general ledgers did not reconcile to the audit reports, differences in charges for services and interest revenues, as well as cost of services expenditures, were allocated to **operations**. Differences in capital outlay expenditures were allocated to **capital**.
- The negative claims and judgments in FY 2000-01 is the result of an adjustment to a prior estimate of a litigation claim payable.
- The negative arbitrage rebate in FY 2001-02 is a result of an adjustment to a prior estimate of arbitrage rebate payable.
- Negative interest revenue in FY 2003 is a result of losses in the State Treasurer's investment pool associated with the bankruptcy of National Century Financial Enterprises (NCFE).
- The FY 2004-05 transfer to the General Fund for destination marketing was assumed to be paid from sales tax subsidy in **debt**.
- The FY 2008-09 transfer to the General Fund for destination marketing and for the Series 2007 bonds was assumed to be paid from sales tax subsidy in **debt**.

Appendix II – Explanation of Historical Assumptions and Allocations (cont'd)

- The FY 2009-10 transfer to the General Fund for the Series 2007 bonds was assumed to be paid from sales tax subsidy in **debt**.

FYs 2010-11 through 2013-14 (Fee schedule adopted April 13, 2010)

The fee schedule adopted on April 13, 2010 increased fees and changed the fee structure. Details of the fee calculations are available in the Rate Study; however, some assumptions about the allocations to the three components had to be made. The various customer rates were based on ratios of an established equivalent residential unit (ERU), and the system costs and offsetting revenues were expressed in terms of ERUs.

In addition, detail general ledger data is available in the City's current accounting system starting with FY 2011-12.

The following assumptions and allocations were made for these fiscal years:

- The allocations of the ERU calculations to the three components were applied to the monthly fees, standby fees and late charges accounts (accounts categorized as charges for services in the audit reports).
- The ERU calculations allocated to **operations** included:
 - Operations & maintenance (O&M) costs
 - The other charges portion of the offsetting miscellaneous revenues since the majority would be allocated to operations
- The ERU calculations allocated to **debt** included:
 - Debt service costs
 - Offsetting sales tax subsidy
 - An assumed portion of the fees to replace the planned reductions in the sales tax subsidy
 - The net difference assumed as use of the fund balance reserves
- The ERU calculations allocated to **capital** included:
 - Pay-go project costs
 - The interest portion of the offsetting miscellaneous revenues since the majority would be allocated to capital
 - The capacity fees portion of the offsetting miscellaneous revenues
 - The balance of the Rate Study amount for use of the fund balance reserves after the portion allocated to debt
- Allocations to components were as follows:

Allocation of Charges for Services

Component	FY2011 Allocation	FY2012 Allocation	FY2013 Allocation	FY2014 Allocation
Operations	74%	67%	63%	59%
Capital	8%	17%	23%	19%
Debt	18%	16%	14%	22%

Appendix II – Explanation of Historical Assumptions and Allocations (cont'd)

- All other general ledger accounts included in charges for services were allocated based on allocations to the three components in the detail general ledger, included allocations of septage fees, grease fees, and environmental penalties to **operations**.
- When the detail general ledgers did not reconcile to the audit reports, differences in charges for services and interest revenues, as well as cost of services expenditures, were allocated to **operations**. Differences in capital outlay expenditures were allocated to **capital**.
- The FYs 2012-13 and 2013-14 transfers to the General Fund for CIP project management were assumed to be paid from **capital**.

FYs 2014-15 through 2016-17 (Fee Schedule Adopted May 27, 2014)

The fee schedule adopted on January 15, 2014 increased fees and changed the fee structure. Details of the fee calculations are available in the Rate Study; however, some assumptions about the allocations to the three components had to be made. The various customer rates were based on ratios of an established equivalent residential unit (ERU), and the system costs and offsetting revenues were expressed in terms of ERUs.

The following assumptions and allocations were made for these fiscal years:

- The allocations of the ERU calculations to the three components were applied to the monthly fees, standby fees and late charges accounts (accounts categorized as charges for services in the audit reports).
- The ERU calculations allocated to **operations** included:
 - Operations & maintenance (O&M) costs
 - Bad debt costs
 - The other charges portion of the offsetting miscellaneous revenues since the majority would be allocated to operations
 - The balance of the Rate Study amount for use of the fund balance reserves after the portions allocated to debt and capital
- The ERU calculations allocated to **debt** included:
 - Debt service costs³⁴
 - Offsetting sales tax subsidy
 - An assumed portion of the fees to replace the planned reductions in the sales tax subsidy³⁵
 - An assumption that the use of the fund balance reserves was to continue at approximately the same rate as under the prior Rate Study with an assumed annual escalator of 3%³⁶

³⁴ Since the Rate Study was adopted prior to the issuance of the Series 2015 refunding bonds, which resulted in a \$1.3 million savings on the refunded Series 2005 bonds, an adjustment was made to lower the calculated debt service ERU to avoid the unnecessary over-allocation of charges for services to the debt component. The difference in the portion of fees resulting from the savings was assumed to benefit the capital component.

³⁵ Since the replacement of the planned reductions in the sales tax subsidy exceeded the necessary funding levels to cover the debt service costs, the amount of the excess was assumed to benefit the capital component.

Appendix II – Explanation of Historical Assumptions and Allocations (cont'd)

- The ERU calculations allocated to **capital** included:
 - Pay-go project costs
 - The interest portion of the offsetting miscellaneous revenues since the majority would be allocated to capital
 - The capacity fees portion of the offsetting miscellaneous revenues
 - The balance of the Rate Study amount for use of the fund balance reserves after the portion allocated to debt limited to the net of the project costs and miscellaneous revenues
 - Benefitting portion of the savings in the debt component related to the refunding of bonds and allocations of fees exceeding the necessary funding levels to cover debt service costs
- Allocations to components were as follows:

Allocation of Charges for Services

Component	FY2015 Allocation	FY2016 Allocation	FY2017 Allocation
Operations	64%	61%	62%
Capital	21%	12%	28%
Debt	15%	17%	10%

- All other general ledger accounts included in charges for services were allocated based on allocations to the three components in the detail general ledger, included allocations of septage fees, grease fees, and environmental penalties to **operations**.
- When the detail general ledgers did not reconcile to the audit reports, differences in charges for services and interest revenues, as well as cost of services expenditures, were allocated to **operations**. Differences in capital outlay expenditures were allocated to **capital**.
- The FY 2014-15 transfer to the General Fund for CIP project management was assumed to be paid from **capital**.

³⁶ Even with the assumed annual escalator to the use of fund balance reserves of 3% a substantial fund balance remains in the debt component when the debt service is fully paid in FY 2025-26.

Appendix III – Assumptions Used in Revenue Projections

Capacity Fees

- One-Time
 - Non-routine significant capacity fees received in the current fiscal year were considered one-time revenues.
 - One-time capacity fees were projected for FY 2019-20 based on the assumption that two new hotels may be permitted. The capacity fees for two large permitted projects in FY 2016-17 were used as the basis for estimating the fees in FY 2019-20.
- Ongoing
 - Current year estimated residential and commercial capacity fees were based on the current year trends to date.
 - Forecasted capacity fees were assumed to remain at the same level as the current year with increases based on a forecasted construction index, with the exception of FY 2021-22, which included an assumption that the accounts currently on deferred connection agreements would connect at the termination of those agreements.
 - If the current level of residential capacity fees remains the same at approximately 27 connections per year, with a total of 1,190 accounts on stand-by or environmental penalty, it will be over 40 years before all of those accounts are connected.

Charges for Services

- Ongoing
 - Current year estimated charges for services were based on the current year trends to date.
 - A factor was included based on an assumption of the annual average of residential accounts converting from standard rates to low-flow rates and stand-by accounts converting to low-flow rates.
 - A factor was included based on an assumption of the annual increases in population and the estimated number of new homes added at low-flow rates.
 - An assumption was made that in FY 2021-22 the accounts currently on deferred connection agreements would connect at the termination of those agreements at the low-flow rates.

Appendix III – Assumptions Used in Revenue Projections (cont'd)

- Rate increases were based on the recommendations in the 2014 Fee Study as follows:

2014 Fee Study Recommended Rate Increases

Fiscal Year	% Increase
2017-18	4%
2018-19	4%
2019-20	4%
2020-21	3%
2021-22	3%
2022-23	3%
2023-24	0%
2024-25	0%
2025-26	0%
2026-27	0%

Fines and Forfeitures

- Ongoing
 - Current year estimated fines and forfeitures were based on the current year trends to date.
 - Forecasted late fees and NSF fees were based on the average of the last 3 years and projected as flat through the 10-year forecast.
 - Forecasted environmental penalties were increased based on the rate increases recommended in the 2014 Fee Study.

Other Revenues

- One-Time
 - Non-routine other revenues received in the current fiscal year were considered one-time revenues and not included in the forecasted years.
- Ongoing
 - Current year estimated other revenues were based on the current year trends to date and projected as flat through the 10-year forecast.

Sales Tax Subsidies

- Ongoing
 - The current year sales tax subsidy was based on 25% of the current year sales tax revenue estimate.

Appendix III – Assumptions Used in Revenue Projections (cont'd)

- Forecasted sales tax subsidies were based on the recommended subsidies rates in the 2014 Rate Study as follows:

2014 Fee Study Recommended Rate Increases

Fiscal Year	% Increase
2017-18	25%
2018-19	25%
2019-20	20%
2020-21	20%
2021-22	20%
2022-23	15%
2023-24	15%
2024-25	15%
2025-26	15%
2026-27	0%

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Exhibit A
City of Sedona
Historical Financial Data by Fiscal Year
FYs 1988-89 through 2016-17 YTD

	FY89				FY90				FY91				FY92			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 117,057	\$ 635,761	\$ 752,818	\$ -	\$ 123,331	\$ 1,151,569	\$ 1,274,900	\$ -	\$ 15,660,638	\$ 4,063,091	\$ 19,723,729
Revenues																
Charges for Services				-				-								-
Capacity Fees				-				-								-
Contribution from Sanitary District		126,044		126,044		-		-								-
Sanitary District Assessments		4,940		4,940		889		889								-
Grants				-				-								-
Interest Income	-	20,384	110,709	131,093	-	10,463	77,796	88,259	-	680,688	224,884	905,572	-	810,449	325,014	1,135,463
Miscellaneous				-				-			200	200				-
Total Revenues	-	151,368	110,709	262,077	-	11,352	77,796	89,148	-	965,428	224,884	1,190,312	-	3,130,647	325,014	3,455,661
Expenditures																
Cost of Services				-				-								-
Capital Outlay		213,584		213,584		943,660		943,660		5,186,760		5,186,760		13,668,181		13,668,181
Capital Lease Payments				-				-								-
Debt Principal and Interest				-				-			1,134,050	1,134,050			1,798,113	1,798,113
Bond Issuance Costs				-				-			201,531	201,531				-
Arbitrage Rebate				-				-								-
Claims and Judgments				-				-								-
Legal		29,766		29,766		2,874		2,874								-
Miscellaneous		4,545		4,545		2,204		2,204		250		250				-
Total Expenditures	-	247,895	-	247,895	-	948,738	-	948,738	-	5,388,541	1,134,050	6,522,591	-	13,668,181	1,798,113	15,466,294
Other Financing Sources/Uses																
Sales Tax Subsidy		213,584	525,052	738,636		943,660	438,012	1,381,672			1,548,119	1,548,119			1,682,317	1,682,317
Revenue Bonds Issued				-				-		19,960,420	2,272,569	22,232,989				-
Certificates of Participation Issued				-				-								-
Refunding Bonds Issued				-				-								-
Bond Defeasance				-				-								-
Capital Lease Proceeds				-				-								-
Loan Proceeds				-				-								-
Sale of Capital Assets				-				-								-
Transfer Out				-				-								-
Residual Equity Transfer				-				-						1,226		1,226
Total Other Financing Sources/Uses	-	213,584	525,052	738,636	-	943,660	438,012	1,381,672	-	19,960,420	3,820,688	23,781,108	-	1,226	1,682,317	1,683,543
Net Revenue/Expenditures/Other Financing	-	117,057	635,761	752,818	-	6,274	515,808	522,082	-	15,537,307	2,911,522	18,448,829	-	(10,536,308)	209,218	(10,327,090)
Ending Fund Balance (including reserves)	\$ -	\$ 117,057	\$ 635,761	\$ 752,818	\$ -	\$ 123,331	\$ 1,151,569	\$ 1,274,900	\$ -	\$ 15,660,638	\$ 4,063,091	\$ 19,723,729	\$ -	\$ 5,124,330	\$ 4,272,309	\$ 9,396,639

Exhibit A
City of Sedona
Historical Financial Data by Fiscal Year
FYs 1988-89 through 2016-17 YTD

	FY93				FY94				FY95				FY96			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$ -	\$ 5,124,330	\$ 4,272,309	\$ 9,396,639	\$ -	\$ (3,103,629)	\$ 5,681,769	\$ 2,578,140	\$(263,734)	\$ 624,519	\$ 6,205,578	\$ 6,566,363	\$(803,105)	\$ 603,703	\$ 4,440,761	\$ 4,241,359
Revenues																
Charges for Services				-	219,014	29,378	-	248,392	552,099	74,058	-	626,157	858,627	115,175	-	973,802
Capacity Fees		347,496		347,496		6,561,722		6,561,722		558,181		558,181		(218,271)		(218,271)
Contribution from Sanitary District		-		-		-		-		-		-		-		-
Sanitary District Assessments		-		-		-		-		-		-		-		-
Grants		3,625,307		3,625,307												
Interest Income	-	52,555	258,890	311,445	-	-	194,781	194,781	-	23,603	204,595	228,198	-	457	210,320	210,777
Miscellaneous		2,535		2,535	15,732	-		15,732	2,846	-		2,846	109,599	-		109,599
Total Revenues	-	4,027,893	258,890	4,286,783	234,746	6,591,100	194,781	7,020,627	554,945	655,842	204,595	1,415,382	968,226	(102,639)	210,320	1,075,907
Expenditures																
Cost of Services				-	498,480			498,480	1,094,316			1,094,316	716,353			716,353
Capital Outlay		15,255,852		15,255,852		2,862,952		2,862,952		676,658		676,658		4,328,724		4,328,724
Capital Lease Payments													9,859	-		9,859
Debt Principal and Interest			350,938	350,938			1,774,829	1,774,829			4,182,469	4,182,469			2,795,111	2,795,111
Bond Issuance Costs		60,000	500,744	560,744			130,785	130,785			-	-			-	-
Arbitrage Rebate																-
Claims and Judgments														563,246	-	563,246
Legal		-		-		-		-		-		-		-		-
Miscellaneous		-		-		-		-		-		-		-		-
Total Expenditures	-	15,315,852	851,682	16,167,534	498,480	2,862,952	1,905,614	5,267,046	1,094,316	676,658	4,182,469	5,953,443	726,212	4,891,970	2,795,111	8,413,293
Other Financing Sources/Uses																
Sales Tax Subsidy		-	1,819,685	1,819,685		-	1,985,794	1,985,794		-	2,213,057	2,213,057		-	2,351,286	2,351,286
Revenue Bonds Issued		-	-	-				-				-	3,806,000			3,806,000
Certificates of Participation Issued		3,060,000		3,060,000				-				-				-
Refunding Bonds Issued			25,100,000	25,100,000			2,985,000	2,985,000			-	-			-	-
Bond Defeasance			(24,917,433)	(24,917,433)			(2,736,152)	(2,736,152)			-	-			-	-
Capital Lease Proceeds													31,886	-		31,886
Loan Proceeds																-
Sale of Capital Assets				-				-				-				-
Transfer Out				-				-				-				-
Residual Equity Transfer		-		-				-				-				-
Total Other Financing Sources/Uses	-	3,060,000	2,002,252	5,062,252	-	-	2,234,642	2,234,642	-	-	2,213,057	2,213,057	31,886	3,806,000	2,351,286	6,189,172
Net Revenue/Expenditures/Other Financing	-	(8,227,959)	1,409,460	(6,818,499)	(263,734)	3,728,148	523,809	3,988,223	(539,371)	(20,816)	(1,764,817)	(2,325,004)	273,900	(1,188,609)	(233,505)	(1,148,214)
Ending Fund Balance (including reserves)	\$ -	\$ (3,103,629)	\$ 5,681,769	\$ 2,578,140	\$(263,734)	\$ 624,519	\$ 6,205,578	\$ 6,566,363	\$(803,105)	\$ 603,703	\$ 4,440,761	\$ 4,241,359	\$(529,204)	\$ (584,906)	\$ 4,207,255	\$ 3,093,145

Exhibit A
City of Sedona
Historical Financial Data by Fiscal Year
FYs 1988-89 through 2016-17 YTD

	FY97				FY98				FY99				FY00			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$ (529,204)	\$ (584,906)	\$ 4,207,255	\$ 3,093,145	\$ (639,920)	\$ (734,815)	\$ 5,062,950	\$ 3,688,215	\$ (513,267)	\$ 367,828	\$ 5,484,230	\$ 5,338,791	\$ 78,603	\$ 24,821,862	\$ 5,626,023	\$ 30,526,488
Revenues																
Charges for Services	1,197,788	160,669	-	1,358,457	1,307,523	457,071	100,000	1,864,594	1,390,701	484,209	102,365	1,977,275	1,508,621	529,071	111,054	2,148,746
Capacity Fees		727,605		727,605		651,392		651,392		778,728		778,728		653,757		653,757
Contribution from Sanitary District		-		-		-		-		-		-		-		-
Sanitary District Assessments		-		-		-		-		-		-		-		-
Grants				-		(69,968)		(69,968)				-				-
Interest Income	-	-	174,535	174,535	-	-	331,505	331,505	180,236	1,086,247	72,762	1,339,245	111,954	1,676,447	32,591	1,820,992
Miscellaneous	5,152	-		5,152	12,559	-		12,559	(70)	7,690		7,620	2,541	12,120		14,661
Total Revenues	1,202,940	888,274	174,535	2,265,749	1,320,082	1,038,495	431,505	2,790,082	1,570,867	2,356,874	175,127	4,102,868	1,623,116	2,871,395	143,645	4,638,156
Expenditures																
Cost of Services	1,301,204			1,301,204	1,182,733			1,182,733	972,551			972,551	1,240,296			1,240,296
Capital Outlay		4,097,113		4,097,113		4,805,151		4,805,151	5,547	5,760,886		5,766,433	7,837	13,466,559		13,474,396
Capital Lease Payments	12,452	-		12,452	10,696	-		10,696	899	-		899		-		-
Debt Principal and Interest			2,714,400	2,714,400			3,907,466	3,907,466			4,975,890	4,975,890			4,543,089	4,543,089
Bond Issuance Costs		35,070	-	35,070		-		-		707,246	261,269	968,515		-		-
Arbitrage Rebate				-				-				-				-
Claims and Judgments			-	-			-	-		1,400,000	-	1,400,000		511,613	-	511,613
Legal		-		-		-		-		-		-		-		-
Miscellaneous		-		-		-		-		-		-		-		-
Total Expenditures	1,313,656	4,132,183	2,714,400	8,160,239	1,193,429	4,805,151	3,907,466	9,906,046	978,997	7,868,132	5,237,159	14,084,288	1,248,133	13,978,172	4,543,089	19,769,394
Other Financing Sources/Uses																
Sales Tax Subsidy		-	3,395,560	3,395,560		-	3,897,241	3,897,241		-	3,873,416	3,873,416		-	4,440,187	4,440,187
Revenue Bonds Issued		3,094,000		3,094,000		2,869,299		2,869,299		29,965,292		29,965,292		-		-
Certificates of Participation Issued		-		-		-		-		-		-		-		-
Refunding Bonds Issued			-	-			-	-			11,069,708	11,069,708			-	-
Bond Defeasance			-	-			-	-			(9,739,299)	(9,739,299)			-	-
Capital Lease Proceeds		-		-				-				-				-
Loan Proceeds				-		2,000,000		2,000,000				-				-
Sale of Capital Assets				-				-				-				-
Transfer Out				-				-				-				-
Residual Equity Transfer				-				-				-				-
Total Other Financing Sources/Uses	-	3,094,000	3,395,560	6,489,560	-	4,869,299	3,897,241	8,766,540	-	29,965,292	5,203,825	35,169,117	-	-	4,440,187	4,440,187
Net Revenue/Expenditures/Other Financing	(110,716)	(149,909)	855,695	595,070	126,653	1,102,643	421,280	1,650,576	591,870	24,454,034	141,793	25,187,697	374,983	(11,106,777)	40,743	(10,691,051)
Ending Fund Balance (including reserves)	\$ (639,920)	\$ (734,815)	\$ 5,062,950	\$ 3,688,215	\$ (513,267)	\$ 367,828	\$ 5,484,230	\$ 5,338,791	\$ 78,603	\$ 24,821,862	\$ 5,626,023	\$ 30,526,488	\$ 453,586	\$ 13,715,085	\$ 5,666,766	\$ 19,835,437

Exhibit A
City of Sedona
Historical Financial Data by Fiscal Year
FYs 1988-89 through 2016-17 YTD

	FY01				FY02				FY03			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$ 453,586	\$ 13,715,085	\$ 5,666,766	\$ 19,835,437	\$ 843,217	\$ 13,632,920	\$ 5,695,467	\$ 20,171,605	\$ 1,402,780	\$ 12,397,909	\$ 6,022,417	\$ 19,823,106
Revenues												
Charges for Services	1,496,161	544,770	110,442	2,151,373	1,783,999	647,445	132,566	2,564,011	1,960,244	720,487	145,402	2,826,133
Capacity Fees		1,235,756		1,235,756		3,057,633		3,057,633		958,426		958,426
Contribution from Sanitary District		-		-		-		-		-		-
Sanitary District Assessments		-		-		-		-		-		-
Grants						3,274,214		3,274,214				
Interest Income	173,016	1,515,450	-	1,688,466	324	703,192	3,722	707,238	(313,374)	99,811	19,658	(193,905)
Miscellaneous	6,927	298,480		305,407	5,991	24,843		30,834	482	7,064		7,546
Total Revenues	1,676,104	3,594,456	110,442	5,381,002	1,790,314	7,707,327	136,288	9,633,930	1,647,352	1,785,788	165,060	3,598,200
Expenditures												
Cost of Services	1,263,811			1,263,811	1,202,618			1,202,618	1,055,515			1,055,515
Capital Outlay	22,662	4,345,974		4,368,636	28,134	9,130,441		9,158,575		2,764,226		2,764,226
Capital Lease Payments		-		-		-		-		-		-
Debt Principal and Interest			4,532,006	4,532,006			4,506,815	4,506,815			4,695,927	4,695,927
Bond Issuance Costs							71,511	71,511				
Arbitrage Rebate		242,259		242,259		(188,103)		(188,103)				
Claims and Judgments		(911,613)		(911,613)								
Legal												
Miscellaneous												
Total Expenditures	1,286,473	3,676,620	4,532,006	9,495,099	1,230,752	8,942,338	4,578,326	14,751,416	1,055,515	2,764,226	4,695,927	8,515,668
Other Financing Sources/Uses												
Sales Tax Subsidy		-	4,450,265	4,450,265		-	4,689,137	4,689,137		-	5,169,948	5,169,948
Revenue Bonds Issued												
Certificates of Participation Issued												
Refunding Bonds Issued							2,319,850	2,319,850				
Bond Defeasance							(2,240,000)	(2,240,000)				
Capital Lease Proceeds												
Loan Proceeds												
Sale of Capital Assets										3,443,281		3,443,281
Transfer Out												
Residual Equity Transfer												
Total Other Financing Sources/Uses	-	-	4,450,265	4,450,265	-	-	4,768,987	4,768,987	-	3,443,281	5,169,948	8,613,229
Net Revenue/Expenditures/Other Financing	389,631	(82,164)	28,701	336,168	559,562	(1,235,011)	326,949	(348,499)	591,837	2,464,843	639,081	3,695,761
Ending Fund Balance (including reserves)	\$ 843,217	\$ 13,632,920	\$ 5,695,467	\$ 20,171,605	\$ 1,402,780	\$ 12,397,909	\$ 6,022,417	\$ 19,823,106	\$ 1,994,617	\$ 14,862,753	\$ 6,661,498	\$ 23,518,867

Exhibit A
City of Sedona
Historical Financial Data by Fiscal Year
FYs 1988-89 through 2016-17 YTD

	FY04				FY05				FY06			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$ 1,994,617	\$ 14,862,753	\$ 6,661,498	\$ 23,518,867	\$ 2,847,175	\$ 15,046,206	\$ 7,527,871	\$ 25,421,251	\$ 3,808,576	\$ 12,426,588	\$ 10,887,110	\$ 27,122,275
Revenues												
Charges for Services	2,028,012	718,750	151,460	2,898,222	2,107,395	690,545	158,498	2,956,438	2,106,535	738,961	158,532	3,004,028
Capacity Fees		1,222,587		1,222,587		164,075		164,075		1,491,112		1,491,112
Contribution from Sanitary District		-		-		-		-		-		-
Sanitary District Assessments		-		-		-		-		-		-
Grants		-		-		-		-		-		-
Interest Income	7,973	204,749	44,748	257,470	99,020	374,915	165,058	638,993	211,686	687,609	149,378	1,048,673
Miscellaneous	3,726	2,460		6,186	-	72,880		72,880	500	3,330		3,830
Total Revenues	2,039,711	2,148,546	196,208	4,384,465	2,206,415	1,302,415	323,556	3,832,386	2,318,721	2,921,012	307,910	5,547,643
Expenditures												
Cost of Services	1,187,153			1,187,153	1,245,013			1,245,013	1,669,045	1,574,408		3,243,453
Capital Outlay		1,965,093		1,965,093		3,922,033		3,922,033		4,357,528		4,357,528
Capital Lease Payments		-		-		-		-		-		-
Debt Principal and Interest			4,545,714	4,545,714			1,780,646	1,780,646			3,607,630	3,607,630
Bond Issuance Costs		-	-	-		-	933,354	933,354		-	-	-
Arbitrage Rebate		-		-		-		-		-		-
Claims and Judgments		-		-		-		-		-		-
Legal		-		-		-		-		-		-
Miscellaneous		-		-		-		-		-		-
Total Expenditures	1,187,153	1,965,093	4,545,714	7,697,960	1,245,013	3,922,033	2,714,000	7,881,046	1,669,045	5,931,936	3,607,630	11,208,611
Other Financing Sources/Uses												
Sales Tax Subsidy		-	5,215,879	5,215,879		-	5,120,991	5,120,991		-	5,541,642	5,541,642
Revenue Bonds Issued		-		-		-		-		-		-
Certificates of Participation Issued		-		-		-		-		-		-
Refunding Bonds Issued			-	-			42,339,080	42,339,080			-	-
Bond Defeasance			-	-			(41,580,387)	(41,580,387)			-	-
Capital Lease Proceeds		-		-		-		-		-		-
Loan Proceeds		-		-		-		-		-		-
Sale of Capital Assets		-		-		-		-		3,436,970		3,436,970
Transfer Out		-		-		-	(130,000)	(130,000)		-		-
Residual Equity Transfer				-				-				-
Total Other Financing Sources/Uses	-	-	5,215,879	5,215,879	-	-	5,749,684	5,749,684	-	3,436,970	5,541,642	8,978,612
Net Revenue/Expenditures/Other Financing	852,558	183,453	866,373	1,902,384	961,402	(2,619,618)	3,359,240	1,701,024	649,676	426,046	2,241,922	3,317,644
Ending Fund Balance (including reserves)	\$ 2,847,175	\$ 15,046,206	\$ 7,527,871	\$ 25,421,251	\$ 3,808,576	\$ 12,426,588	\$ 10,887,110	\$ 27,122,275	\$ 4,458,252	\$ 12,852,634	\$ 13,129,033	\$ 30,439,919

Exhibit A
City of Sedona
Historical Financial Data by Fiscal Year
FYs 1988-89 through 2016-17 YTD

	FY07				FY08				FY09			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$ 4,458,252	\$ 12,852,634	\$ 13,129,033	\$ 30,439,919	\$ 4,838,312	\$ 8,052,411	\$ 14,623,022	\$ 27,513,744	\$ 4,768,887	\$ 14,250,388	\$ 15,142,120	\$ 34,161,395
Revenues												
Charges for Services	2,227,948	777,397	167,426	3,172,772	2,305,656	793,964	172,243	3,271,863	2,345,198	806,458	174,723	3,326,378
Capacity Fees		917,733		917,733		417,542		417,542		455,085		455,085
Contribution from Sanitary District		-		-		-		-		-		-
Sanitary District Assessments		-		-		-		-		-		-
Grants		-		-		-		-		-		-
Interest Income	201,086	740,223	552,142	1,493,451	47,299	680,218	695,622	1,423,139	77,681	452,658	204,444	734,783
Miscellaneous	3,232	4,910		8,142	90	6,936		7,026	260	7,690		7,950
Total Revenues	2,432,266	2,440,263	719,568	5,592,098	2,353,045	1,898,660	867,865	5,119,570	2,423,139	1,721,891	379,167	4,524,196
Expenditures												
Cost of Services	1,992,362			1,992,362	2,422,470			2,422,470	2,869,386			2,869,386
Capital Outlay	59,845	7,240,487		7,300,332		4,865,682		4,865,682		8,959,813		8,959,813
Capital Lease Payments		-		-		-		-		-		-
Debt Principal and Interest			4,958,403	4,958,403			6,032,085	6,032,085			5,917,842	5,917,842
Bond Issuance Costs		-		-		215,558		215,558		-		-
Arbitrage Rebate		-		-		-		-		-		-
Claims and Judgments				-				-				-
Legal		-		-		-		-		-		-
Miscellaneous		-		-		-		-		-		-
Total Expenditures	2,052,207	7,240,487	4,958,403	14,251,097	2,422,470	5,081,240	6,032,085	13,535,795	2,869,386	8,959,813	5,917,842	17,747,041
Other Financing Sources/Uses												
Sales Tax Subsidy			5,732,824	5,732,824			5,683,318	5,683,318			5,435,186	5,435,186
Revenue Bonds Issued						9,380,558		9,380,558				
Certificates of Participation Issued												
Refunding Bonds Issued												
Bond Defeasance												
Capital Lease Proceeds												
Loan Proceeds												
Sale of Capital Assets												
Transfer Out											(479,856)	(479,856)
Residual Equity Transfer												
Total Other Financing Sources/Uses	-	-	5,732,824	5,732,824	-	9,380,558	5,683,318	15,063,876	-	-	4,955,330	4,955,330
Net Revenue/Expenditures/Other Financing	380,059	(4,800,224)	1,493,989	(2,926,175)	(69,425)	6,197,978	519,098	6,647,651	(446,247)	(7,237,922)	(583,345)	(8,267,515)
Ending Fund Balance (including reserves)	\$ 4,838,312	\$ 8,052,411	\$ 14,623,022	\$ 27,513,744	\$ 4,768,887	\$ 14,250,388	\$ 15,142,120	\$ 34,161,395	\$ 4,322,639	\$ 7,012,466	\$ 14,558,775	\$ 25,893,880

Exhibit A
City of Sedona
Historical Financial Data by Fiscal Year
FYs 1988-89 through 2016-17 YTD

	FY10				FY11				FY12			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$ 4,322,639	\$ 7,012,466	\$ 14,558,775	\$ 25,893,880	\$ 4,424,743	\$ 3,143,750	\$ 13,262,553	\$ 20,831,046	\$ 4,875,445	\$ 682,579	\$ 11,766,656	\$ 17,324,680
Revenues												
Charges for Services	2,351,131	810,839	175,967	3,337,937	2,904,797	308,571	694,285	3,907,653	3,327,451	850,722	765,650	4,943,823
Capacity Fees		986,957		986,957		213,250		213,250		201,042		201,042
Contribution from Sanitary District		-		-		-		-		-		-
Sanitary District Assessments		-		-		-		-		-		-
Grants		-		-		-		-		-		-
Interest Income	170,374	121,291	117,847	409,512	103	85,609	48,748	134,460	16,279	165,008	26,997	208,284
Miscellaneous	93	10,790		10,883	3,069	13,928		16,997	3,625	10,952		14,577
Total Revenues	2,521,598	1,929,877	293,814	4,745,289	2,907,969	621,358	743,033	4,272,360	3,347,355	1,227,724	792,647	5,367,726
Expenditures												
Cost of Services	2,354,941			2,354,941	2,426,875			2,426,875	2,522,588			2,522,588
Capital Outlay	64,553	5,798,593		5,863,146	30,392	3,082,529		3,112,921	4,691	3,375,106		3,379,797
Capital Lease Payments		-		-		-		-		-		-
Debt Principal and Interest			6,110,981	6,110,981			7,652,003	7,652,003			5,673,717	5,673,717
Bond Issuance Costs		-		-		-		-		-	278,650	278,650
Arbitrage Rebate		-		-		-		-		-		-
Claims and Judgments				-				-				-
Legal		-		-		-		-		-		-
Miscellaneous		-		-		-		-		-		-
Total Expenditures	2,419,494	5,798,593	6,110,981	14,329,068	2,457,267	3,082,529	7,652,003	13,191,799	2,527,279	3,375,106	5,952,367	11,854,752
Other Financing Sources/Uses												
Sales Tax Subsidy		-	4,925,801	4,925,801		-	5,413,073	5,413,073		-	5,002,648	5,002,648
Revenue Bonds Issued		-		-		-		-		-		-
Certificates of Participation Issued		-		-		-		-		-		-
Refunding Bonds Issued				-				-			9,600,164	9,600,164
Bond Defeasance				-				-			(9,235,000)	(9,235,000)
Capital Lease Proceeds		-		-		-		-		-		-
Loan Proceeds		-		-		-		-		-		-
Sale of Capital Assets		-		-		-		-		-		-
Transfer Out			(404,856)	(404,856)				-				-
Residual Equity Transfer				-				-				-
Total Other Financing Sources/Uses	-	-	4,520,945	4,520,945	-	-	5,413,073	5,413,073	-	-	5,367,812	5,367,812
Net Revenue/Expenditures/Other Financing	102,104	(3,868,716)	(1,296,222)	(5,062,834)	450,702	(2,461,171)	(1,495,897)	(3,506,366)	820,076	(2,147,382)	208,092	(1,119,214)
Ending Fund Balance (including reserves)	\$ 4,424,743	\$ 3,143,750	\$ 13,262,553	\$ 20,831,046	\$ 4,875,445	\$ 682,579	\$ 11,766,656	\$ 17,324,680	\$ 5,695,521	\$ (1,464,803)	\$ 11,974,748	\$ 16,205,466

Exhibit A
City of Sedona
Historical Financial Data by Fiscal Year
FYs 1988-89 through 2016-17 YTD

	FY13				FY14				FY15			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$ 5,695,521	\$ (1,464,803)	\$ 11,974,748	\$ 16,205,466	\$ 6,227,500	\$ (613,039)	\$ 11,733,108	\$ 17,347,569	\$ 6,389,216	\$ (135,416)	\$ 11,721,119	\$ 17,974,919
Revenues												
Charges for Services	3,447,525	1,237,344	770,961	5,455,830	3,206,048	1,036,397	1,164,876	5,407,322	3,561,086	1,190,145	805,710	5,556,941
Capacity Fees		392,365		392,365		484,100		484,100		533,054		533,054
Contribution from Sanitary District		-		-		-		-		-		-
Sanitary District Assessments		-		-		-		-		-		-
Grants		-		-		-		-		-		-
Interest Income	6,967	104,963	-	111,930	304	120,619	5,625	126,548	114	73,079	-	73,193
Miscellaneous	2,952	33,538		36,490	7,564	9,102		16,666	3,390	-		3,390
Total Revenues	3,457,444	1,768,210	770,961	5,996,615	3,213,916	1,650,218	1,170,501	6,034,636	3,564,590	1,796,278	805,710	6,166,578
Expenditures												
Cost of Services	2,824,065	307,192		3,131,257	3,000,930	115,278	8,935	3,125,143	3,297,147	131,782	29,753	3,458,682
Capital Outlay	101,400	545,413		646,813	51,270	973,691		1,024,961	141,589	2,190,533		2,332,122
Capital Lease Payments		-		-		-		-		-		-
Debt Principal and Interest			5,651,264	5,651,264			5,729,107	5,729,107			5,220,340	5,220,340
Bond Issuance Costs		-	-	-		-	67,823	67,823		-	90,679	90,679
Arbitrage Rebate		-		-		-		-		-		-
Claims and Judgments			-	-			-	-			-	-
Legal		-		-		-		-		-		-
Miscellaneous		-		-		-		-		-		-
Total Expenditures	2,925,465	852,605	5,651,264	9,429,334	3,052,200	1,088,969	5,805,865	9,947,034	3,438,736	2,322,315	5,340,772	11,101,823
Other Financing Sources/Uses												
Sales Tax Subsidy		-	4,638,664	4,638,664		-	4,478,074	4,478,074		-	4,046,986	4,046,986
Revenue Bonds Issued		-		-		-		-		-		-
Certificates of Participation Issued		-		-		-		-		-		-
Refunding Bonds Issued			-	-			7,905,300	7,905,300			10,390,000	10,390,000
Bond Defeasance			-	-			(7,760,000)	(7,760,000)			(10,290,000)	(10,290,000)
Capital Lease Proceeds		-		-		-		-		-		-
Loan Proceeds		-		-		-		-		-		-
Sale of Capital Assets		-		-		-		-		-		-
Transfer Out		(63,842)	-	(63,842)		(83,626)	-	(83,626)		(88,235)	-	(88,235)
Residual Equity Transfer				-				-				-
Total Other Financing Sources/Uses	-	(63,842)	4,638,664	4,574,822	-	(83,626)	4,623,374	4,539,748	-	(88,235)	4,146,986	4,058,751
Net Revenue/Expenditures/Other Financing	531,979	851,763	(241,639)	1,142,103	161,716	477,623	(11,990)	627,350	125,854	(614,272)	(388,076)	(876,494)
Ending Fund Balance (including reserves)	\$ 6,227,500	\$ (613,039)	\$ 11,733,108	\$ 17,347,569	\$ 6,389,216	\$ (135,416)	\$ 11,721,119	\$ 17,974,919	\$ 6,515,071	\$ (749,688)	\$ 11,333,043	\$ 17,098,425

Exhibit A
City of Sedona
Historical Financial Data by Fiscal Year
FYs 1988-89 through 2016-17 YTD

	FY16				FY17 YTD				Total FYs 1989 through 2016			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$ 6,515,071	\$ (749,688)	\$ 11,333,043	\$ 17,098,425	\$ 6,763,685	\$ (4,561,605)	\$ 11,395,821	\$ 13,597,902	\$ -	\$ -	\$ -	\$ -
Revenues												
Charges for Services	3,516,540	1,240,797	933,134	5,690,470	2,780,972	1,236,697	438,270	4,455,938	47,710,100	14,963,223	6,995,294	69,668,617
Capacity Fees		541,045		541,045		1,166,873		1,166,873	-	23,332,372	-	23,332,372
Contribution from Sanitary District		-		-		-		-	-	126,044	-	126,044
Sanitary District Assessments		-		-		-		-	-	5,829	-	5,829
Grants		-		-		-		-	-	9,434,291	-	9,434,291
Interest Income	6,788	128,604	44,342	179,734	2,111	21,178	-	23,289	997,830	10,619,292	4,296,712	15,913,834
Miscellaneous	108,017	-		108,017	2,050	-		2,050	298,277	529,448	-	827,725
Total Revenues	3,631,345	1,910,446	977,476	6,519,266	2,785,133	2,424,748	438,270	5,648,150	49,006,207	59,010,498	11,292,006	119,308,712
Expenditures												
Cost of Services	3,382,730	179,968		3,562,698	2,030,040	228,917		2,258,957	41,722,582	2,308,628	38,688	44,069,898
Capital Outlay		5,542,394		5,542,394	121,897	1,730,989		1,852,886	517,920	140,325,616	-	140,843,536
Capital Lease Payments		-		-		-		-	33,906	-	-	33,906
Debt Principal and Interest			5,412,247	5,412,247			1,719,613	1,719,613	-	-	110,203,082	110,203,082
Bond Issuance Costs		-		-		-		-	-	1,219,405	2,334,815	3,554,220
Arbitrage Rebate		-		-		-		-	-	54,156	-	54,156
Claims and Judgments				-				-	-	1,563,246	-	1,563,246
Legal		-		-		-		-	-	32,640	-	32,640
Miscellaneous		-		-		-		-	-	6,999	-	6,999
Total Expenditures	3,382,730	5,722,362	5,412,247	14,517,339	2,151,937	1,959,906	1,719,613	5,831,456	42,274,408	145,510,690	112,576,585	300,361,683
Other Financing Sources/Uses												
Sales Tax Subsidy		-	4,497,550	4,497,550		-	2,178,666	2,178,666	-	1,157,244	108,211,712	109,368,956
Revenue Bonds Issued		-		-		-		-	-	69,075,569	2,272,569	71,348,138
Certificates of Participation Issued		-		-		-		-	-	3,060,000	-	3,060,000
Refunding Bonds Issued				-				-	-	-	111,709,102	111,709,102
Bond Defeasance				-				-	-	-	(108,498,271)	(108,498,271)
Capital Lease Proceeds		-		-		-		-	31,886	-	-	31,886
Loan Proceeds		-		-		-		-	-	2,000,000	-	2,000,000
Sale of Capital Assets		-		-		-		-	-	6,880,251	-	6,880,251
Transfer Out				-				-	-	(235,703)	(1,014,712)	(1,250,415)
Residual Equity Transfer				-				-	-	1,226	-	1,226
Total Other Financing Sources/Uses	-	-	4,497,550	4,497,550	-	-	2,178,666	2,178,666	31,886	81,938,587	112,680,400	194,650,873
Net Revenue/Expenditures/Other Financing	248,615	(3,811,916)	62,779	(3,500,523)	633,196	464,842	897,323	1,995,360	6,763,685	(4,561,605)	11,395,821	13,597,902
Ending Fund Balance (including reserves)	\$ 6,763,685	\$ (4,561,605)	\$ 11,395,821	\$ 13,597,902	\$ 7,396,881	\$ (4,096,763)	\$ 12,293,144	\$ 15,593,262	\$ 6,763,685	\$ (4,561,605)	\$ 11,395,821	\$ 13,597,902

Exhibit B
City of Sedona
Historical Financial Data in Grouped Fiscal Years
FYs 1988-89 through 2016-17 YTD

	FYs 1988 through 1989				FYs 1989 through 1990				FYs 1990 through 1991				FYs 1991 through 1992				FYs 1992 through 1993				FYs 1993 through 1994				FYs 1994 through 1995			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	123,331	\$	1,151,569	\$	1,274,900	\$	-	\$	(3,103,629)	\$	5,681,769	\$	2,578,140		
Revenues																												
Charges for Services	-	-	-	-	-	-	-	-	-	-	-	-	771,113	103,436	-	874,549												
Capacity Fees	-	-	-	-	-	347,496	-	347,496	-	7,119,903	-	7,119,903	-	-	-	7,119,903												
Contribution from Sanitary District	-	126,044	-	126,044	-	-	-	-	-	-	-	-	-	-	-	-												
Sanitary District Assessments	-	5,829	-	5,829	-	-	-	-	-	-	-	-	-	-	-	-												
Grants	-	-	-	-	-	6,230,045	-	6,230,045	-	-	-	-	-	-	-	-												
Interest Income	-	30,847	188,505	219,352	-	1,543,692	808,788	2,352,480	-	23,603	399,376	422,979	-	-	-	422,979												
Miscellaneous	-	-	-	-	-	2,735	-	2,735	18,578	-	-	18,578	-	-	-	18,578												
Total Revenues	-	162,720	188,505	351,225	-	8,123,968	808,788	8,932,756	789,691	7,246,942	399,376	8,436,009																
Expenditures																												
Cost of Services	-	-	-	-	-	-	-	-	1,592,796	-	-	1,592,796																
Capital Outlay	-	1,157,244	-	1,157,244	-	34,110,793	-	34,110,793	-	3,539,610	-	3,539,610																
Capital Lease Payments	-	-	-	-	-	-	-	-	-	-	-	-																
Debt Principal and Interest	-	-	-	-	-	-	3,283,101	3,283,101	-	-	5,957,298	5,957,298																
Bond Issuance Costs	-	-	-	-	-	261,531	500,744	762,275	-	-	130,785	130,785																
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	-	-	-																
Claims and Judgments	-	-	-	-	-	-	-	-	-	-	-	-																
Legal	-	32,640	-	32,640	-	-	-	-	-	-	-	-																
Miscellaneous	-	6,749	-	6,749	-	250	-	250	-	-	-	-																
Total Expenditures	-	1,196,633	-	1,196,633	-	34,372,574	3,783,845	38,156,419	1,592,796	3,539,610	6,088,083	11,220,489																
Other Financing Sources/Uses																												
Sales Tax Subsidy	-	1,157,244	963,064	2,120,308	-	-	5,050,121	5,050,121	-	-	4,198,851	4,198,851																
Revenue Bonds Issued	-	-	-	-	-	19,960,420	2,272,569	22,232,989	-	-	-	-																
Certificates of Participation Issued	-	-	-	-	-	3,060,000	-	3,060,000	-	-	-	-																
Refunding Bonds Issued	-	-	-	-	-	-	25,100,000	25,100,000	-	-	2,985,000	2,985,000																
Bond Defeasance	-	-	-	-	-	-	(24,917,433)	(24,917,433)	-	-	(2,736,152)	(2,736,152)																
Capital Lease Proceeds	-	-	-	-	-	-	-	-	-	-	-	-																
Loan Proceeds	-	-	-	-	-	-	-	-	-	-	-	-																
Sale of Capital Assets	-	-	-	-	-	-	-	-	-	-	-	-																
Transfer Out	-	-	-	-	-	-	-	-	-	-	-	-																
Residual Equity Transfer	-	-	-	-	-	1,226	-	1,226	-	-	-	-																
Total Other Financing Sources/Uses	-	1,157,244	963,064	2,120,308	-	23,021,646	7,505,257	30,526,903	-	-	4,447,699	4,447,699																
Net Revenue/Expenditures/Other Financing	-	123,331	1,151,569	1,274,900	-	(3,226,960)	4,530,200	1,303,240	(803,105)	3,707,332	(1,241,008)	1,663,219																
Ending Fund Balance (including reserves)	\$	-	\$	123,331	\$	1,151,569	\$	1,274,900	\$	-	\$	(3,103,629)	\$	5,681,769	\$	2,578,140	\$(803,105)	\$	603,703	\$	4,440,761	\$	4,241,359					

Exhibit B
City of Sedona
Historical Financial Data in Grouped Fiscal Years
FYs 1988-89 through 2016-17 YTD

	FYs 1996 through 1997				FY 1998				FYs 1999 through 2010			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$ (803,105)	\$ 603,703	\$ 4,440,761	\$ 4,241,359	\$ (639,920)	\$ (734,815)	\$ 5,062,950	\$ 3,688,215	\$ (513,267)	\$ 367,828	\$ 5,484,230	\$ 5,338,791
Revenues												
Charges for Services	2,056,415	275,844	-	2,332,259	1,307,523	457,071	100,000	1,864,594	23,611,602	8,262,896	1,760,679	33,635,176
Capacity Fees	-	509,334	-	509,334	-	651,392	-	651,392	-	12,339,391	-	12,339,391
Contribution from Sanitary District	-	-	-	-	-	-	-	-	-	-	-	-
Sanitary District Assessments	-	-	-	-	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	(69,968)	-	(69,968)	-	3,274,214	-	3,274,214
Interest Income	-	457	384,855	385,312	-	-	331,505	331,505	967,275	8,342,810	2,057,972	11,368,057
Miscellaneous	114,751	-	-	114,751	12,559	-	-	12,559	23,772	459,193	-	482,965
Total Revenues	2,171,166	785,635	384,855	3,341,656	1,320,082	1,038,495	431,505	2,790,082	24,602,649	32,678,504	3,818,651	61,099,803
Expenditures												
Cost of Services	2,017,557	-	-	2,017,557	1,182,733	-	-	1,182,733	19,475,161	1,574,408	-	21,049,569
Capital Outlay	-	8,425,837	-	8,425,837	-	4,805,151	-	4,805,151	188,578	72,577,315	-	72,765,893
Capital Lease Payments	22,311	-	-	22,311	10,696	-	-	10,696	899	-	-	899
Debt Principal and Interest	-	-	5,509,511	5,509,511	-	-	3,907,466	3,907,466	-	-	56,207,028	56,207,028
Bond Issuance Costs	-	35,070	-	35,070	-	-	-	-	-	922,804	1,266,134	2,188,938
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	54,156	-	54,156
Claims and Judgments	-	563,246	-	563,246	-	-	-	-	-	1,000,000	-	1,000,000
Legal	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	2,039,868	9,024,153	5,509,511	16,573,532	1,193,429	4,805,151	3,907,466	9,906,046	19,664,638	76,128,683	57,473,162	153,266,483
Other Financing Sources/Uses												
Sales Tax Subsidy	-	-	5,746,846	5,746,846	-	-	3,897,241	3,897,241	-	-	60,278,594	60,278,594
Revenue Bonds Issued	-	6,900,000	-	6,900,000	-	2,869,299	-	2,869,299	-	39,345,850	-	39,345,850
Certificates of Participation Issued	-	-	-	-	-	-	-	-	-	-	-	-
Refunding Bonds Issued	-	-	-	-	-	-	-	-	-	-	55,728,638	55,728,638
Bond Defeasance	-	-	-	-	-	-	-	-	-	-	(53,559,686)	(53,559,686)
Capital Lease Proceeds	31,886	-	-	31,886	-	-	-	-	-	-	-	-
Loan Proceeds	-	-	-	-	-	2,000,000	-	2,000,000	-	-	-	-
Sale of Capital Assets	-	-	-	-	-	-	-	-	-	6,880,251	-	6,880,251
Transfer Out	-	-	-	-	-	-	-	-	-	-	(1,014,712)	(1,014,712)
Residual Equity Transfer	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources/Uses	31,886	6,900,000	5,746,846	12,678,732	-	4,869,299	3,897,241	8,766,540	-	46,226,101	61,432,834	107,658,935
Net Revenue/Expenditures/Other Financing	163,184	(1,338,518)	622,190	(553,144)	126,653	1,102,643	421,280	1,650,576	4,938,011	2,775,922	7,778,322	15,492,255
Ending Fund Balance (including reserves)	\$ (639,920)	\$ (734,815)	\$ 5,062,950	\$ 3,688,215	\$ (513,267)	\$ 367,828	\$ 5,484,230	\$ 5,338,791	\$ 4,424,743	\$ 3,143,750	\$ 13,262,553	\$ 20,831,046

Exhibit B
City of Sedona
Historical Financial Data in Grouped Fiscal Years
FYs 1988-89 through 2016-17 YTD

	FYs 2011 through 2014				FYs 2015 through 2017 YTD				Total FYs 1989 through 2016			
	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total	Operations	Capital	Debt	Total
Beginning Fund Balance	\$ 4,424,743	\$ 3,143,750	\$ 13,262,553	\$ 20,831,046	\$ 6,389,216	\$ (135,416)	\$ 11,721,119	\$ 17,974,919	\$ -	\$ -	\$ -	\$ -
Revenues												
Charges for Services	12,885,821	3,433,035	3,395,772	19,714,628	9,858,597	3,667,638	2,177,114	15,703,349	50,491,072	16,199,919	7,433,564	74,124,555
Capacity Fees	-	1,290,757	-	1,290,757	-	2,240,972	-	2,240,972	-	24,499,245	-	24,499,245
Contribution from Sanitary District	-	-	-	-	-	-	-	-	-	126,044	-	126,044
Sanitary District Assessments	-	-	-	-	-	-	-	-	-	5,829	-	5,829
Grants	-	-	-	-	-	-	-	-	-	9,434,291	-	9,434,291
Interest Income	23,653	476,199	81,370	581,222	9,013	222,861	44,342	276,216	999,941	10,640,470	4,296,712	15,937,123
Miscellaneous	17,210	67,520	-	84,730	113,457	-	-	113,457	300,327	529,448	-	829,775
Total Revenues	12,926,684	5,267,511	3,477,142	21,671,337	9,981,067	6,131,471	2,221,456	18,333,994	51,791,340	61,435,246	11,730,276	124,956,862
Expenditures												
Cost of Services	10,774,458	422,470	8,935	11,205,863	8,709,917	540,667	29,753	9,280,337	43,752,622	2,537,545	38,688	46,328,855
Capital Outlay	187,753	7,976,739	-	8,164,492	263,486	9,463,916	-	9,727,402	639,817	142,056,605	-	142,696,422
Capital Lease Payments	-	-	-	-	-	-	-	-	33,906	-	-	33,906
Debt Principal and Interest	-	-	24,706,091	24,706,091	-	-	12,352,200	12,352,200	-	-	111,922,695	111,922,695
Bond Issuance Costs	-	-	346,473	346,473	-	-	90,679	90,679	-	1,219,405	2,334,815	3,554,220
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	54,156	-	54,156
Claims and Judgments	-	-	-	-	-	-	-	-	-	1,563,246	-	1,563,246
Legal	-	-	-	-	-	-	-	-	-	32,640	-	32,640
Miscellaneous	-	-	-	-	-	-	-	-	-	6,999	-	6,999
Total Expenditures	10,962,211	8,399,209	25,061,499	44,422,919	8,973,403	10,004,583	12,472,632	31,450,618	44,426,345	147,470,596	114,296,198	306,193,139
Other Financing Sources/Uses												
Sales Tax Subsidy	-	-	19,532,459	19,532,459	-	-	10,723,202	10,723,202	-	1,157,244	110,390,378	111,547,622
Revenue Bonds Issued	-	-	-	-	-	-	-	-	-	69,075,569	2,272,569	71,348,138
Certificates of Participation Issued	-	-	-	-	-	-	-	-	-	3,060,000	-	3,060,000
Refunding Bonds Issued	-	-	17,505,464	17,505,464	-	-	10,390,000	10,390,000	-	-	111,709,102	111,709,102
Bond Defeasance	-	-	(16,995,000)	(16,995,000)	-	-	(10,290,000)	(10,290,000)	-	-	(108,498,271)	(108,498,271)
Capital Lease Proceeds	-	-	-	-	-	-	-	-	31,886	-	-	31,886
Loan Proceeds	-	-	-	-	-	-	-	-	-	2,000,000	-	2,000,000
Sale of Capital Assets	-	-	-	-	-	-	-	-	-	6,880,251	-	6,880,251
Transfer Out	-	(147,468)	-	(147,468)	-	(88,235)	-	(88,235)	-	(235,703)	(1,014,712)	(1,250,415)
Residual Equity Transfer	-	-	-	-	-	-	-	-	-	1,226	-	1,226
Total Other Financing Sources/Uses	-	(147,468)	20,042,923	19,895,455	-	(88,235)	10,823,202	10,734,967	31,886	81,938,587	114,859,066	196,829,539
Net Revenue/Expenditures/Other Financing	1,964,473	(3,279,166)	(1,541,434)	(2,856,127)	1,007,664	(3,961,347)	572,026	(2,381,657)	7,396,881	(4,096,763)	12,293,144	15,593,262
Ending Fund Balance (including reserves)	\$ 6,389,216	\$ (135,416)	\$ 11,721,119	\$ 17,974,919	\$ 7,396,881	\$ (4,096,763)	\$ 12,293,144	\$ 15,593,262	\$ 7,396,881	\$ (4,096,763)	\$ 12,293,144	\$ 15,593,262

EXHIBIT C
City of Sedona
Long-Range Forecast - Scenario 1 (Rate Increases Based on the 2014 Fee Study Recommendations)
Wastewater Enterprise Fund Totals

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Revenues												
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
Total Revenues	\$ 6,529,241	\$ 7,359,200	\$ 6,723,550	\$ 6,970,751	\$ 8,011,549	\$ 7,460,350	\$ 8,296,751	\$ 7,952,250	\$ 7,983,050	\$ 8,013,949	\$ 8,043,950	\$ 8,074,550
Expenditures												
Salaries and Wages	1,109,974	1,062,895	939,990	963,500	987,600	1,027,100	1,068,200	1,110,900	1,155,300	1,201,500	1,249,500	1,299,500
Employee Benefits	471,153	446,473	405,940	436,400	469,100	504,200	542,000	582,700	626,400	673,400	723,900	778,200
Estimated Vacancy Savings	-	-	(25,000)	(25,600)	(26,200)	(27,200)	(28,300)	(29,400)	(30,600)	(31,800)	(33,100)	(34,400)
Operations	1,933,389	1,857,993	3,346,376	3,346,320	3,346,320	3,396,520	3,447,420	3,499,120	3,551,620	3,604,920	3,659,020	3,713,800
Estimated Under Budget	-	-	(334,638)	(334,632)	(334,632)	(339,652)	(344,742)	(349,912)	(355,162)	(360,492)	(365,902)	(371,380)
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
Total Expenditures	\$ 14,367,467	\$ 11,101,436	\$ 14,211,453	\$ 14,380,588	\$ 11,222,488	\$ 10,474,768	\$ 11,548,378	\$ 11,032,208	\$ 11,186,358	\$ 10,021,328	\$ 10,687,518	\$ 7,027,720
Other Financing Sources (Uses)												
City Sales Taxes	4,497,550	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	4,027,700	4,165,900	3,858,800	2,942,200	3,179,500	3,367,900	2,582,700	2,640,800	2,700,200	2,760,800	-
Total Other Financing Sources (Uses)	\$ 4,497,550	\$ 4,027,700	\$ 4,165,900	\$ 3,858,800	\$ 2,942,200	\$ 3,179,500	\$ 3,367,900	\$ 2,582,700	\$ 2,640,800	\$ 2,700,200	\$ 2,760,800	\$ -
Net Revenues/Expenditures/Other Financing	\$ (3,340,676)	\$ 285,464	\$ (3,322,003)	\$ (3,551,037)	\$ (268,739)	\$ 165,082	\$ 116,273	\$ (497,258)	\$ (562,508)	\$ 692,821	\$ 117,232	\$ 1,046,830
Fund Balances												
Beginning Fund Balance	16,938,579	13,597,903	13,883,367	10,561,364	7,010,327	6,741,588	6,906,670	7,022,943	6,525,685	5,963,177	6,655,998	6,773,230
Ending Fund Balance	13,597,903	13,883,367	10,561,364	7,010,327	6,741,588	6,906,670	7,022,943	6,525,685	5,963,177	6,655,998	6,773,230	7,820,060
Fund Balance Reserves												
Operating Reserve	4,015,316	1,294,062	1,477,556	1,495,329	1,514,063	1,553,656	1,594,859	1,637,803	1,682,519	1,729,176	1,777,806	1,828,573
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	-	-
Total Fund Balance Reserves	8,652,569	5,875,752	6,081,865	6,124,572	6,133,551	6,159,486	6,180,203	6,189,003	6,165,432	6,212,226	1,777,806	1,828,573
Remaining Available Fund Balance	\$ 4,945,334	\$ 8,007,615	\$ 4,479,498	\$ 885,754	\$ 608,037	\$ 747,184	\$ 842,739	\$ 336,682	\$ (202,256)	\$ 443,772	\$ 4,995,424	\$ 5,991,486

EXHIBIT C
City of Sedona
Long-Range Forecast - Scenario 1 (Rate Increases Based on the 2014 Fee Study Recommendations)
Wastewater Operations

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected									
Revenues												
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
Total Revenues	\$ 3,631,345	\$ 3,780,167	\$ 3,866,301	\$ 3,964,271	\$ 4,061,264	\$ 4,187,038	\$ 4,323,660	\$ 4,467,931	\$ 4,599,917	\$ 4,746,140	\$ 4,887,501	\$ 5,033,785
Expenditures												
Salaries and Wages	1,004,304	953,545	829,350	850,100	871,400	906,300	942,600	980,300	1,019,500	1,060,300	1,102,700	1,146,800
Employee Benefits	413,855	403,613	364,020	391,300	420,600	452,100	486,000	522,500	561,700	603,800	649,100	697,800
Estimated Vacancy Savings	-	-	(25,000)	(25,600)	(26,200)	(27,200)	(28,300)	(29,400)	(30,600)	(31,800)	(33,100)	(34,400)
Operations	1,964,571	1,857,993	3,311,016	3,311,000	3,311,000	3,360,700	3,411,100	3,462,300	3,514,200	3,566,900	3,620,400	3,674,700
Estimated Under Budget	-	-	(331,102)	(331,100)	(331,100)	(336,070)	(341,110)	(346,230)	(351,420)	(356,690)	(362,040)	(367,470)
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
Total Expenditures	\$ 3,382,730	\$ 3,323,151	\$ 4,540,284	\$ 4,587,700	\$ 4,637,700	\$ 4,747,830	\$ 4,862,290	\$ 4,981,470	\$ 5,105,380	\$ 5,234,510	\$ 5,369,060	\$ 5,509,430
Other Financing Sources (Uses)												
City Sales Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Revenues/Expenditures/Other Financing	\$ 248,615	\$ 457,016	\$ (673,983)	\$ (623,429)	\$ (576,436)	\$ (560,792)	\$ (538,630)	\$ (513,539)	\$ (505,463)	\$ (488,370)	\$ (481,559)	\$ (475,645)
Fund Balances												
Beginning Fund Balance	6,515,071	6,763,686	7,220,702	6,546,719	5,923,290	5,346,854	4,786,062	4,247,432	3,733,893	3,228,430	2,740,060	2,258,501
Ending Fund Balance	6,763,686	7,220,702	6,546,719	5,923,290	5,346,854	4,786,062	4,247,432	3,733,893	3,228,430	2,740,060	2,258,501	1,782,856
Operating Reserve	4,015,316	1,306,190	1,576,028	1,593,800	1,612,533	1,652,143	1,693,363	1,736,323	1,781,060	1,827,737	1,876,387	1,927,210
Excess	2,748,370	5,914,512	4,970,690	4,329,490	3,734,320	3,133,918	2,554,068	1,997,569	1,447,370	912,323	382,114	(144,354)

EXHIBIT C
City of Sedona
Long-Range Forecast - Scenario 1 (Rate Increases Based on the 2014 Fee Study Recommendations)
Wastewater Capital

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Revenues												
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
Total Revenues	\$ 1,910,446	\$ 2,955,702	\$ 2,452,824	\$ 2,665,516	\$ 2,843,632	\$ 2,249,752	\$ 3,033,211	\$ 1,974,445	\$ 1,949,869	\$ 2,109,370	\$ 2,077,940	\$ 3,002,065
Expenditures												
Salaries and Wages	99,186	109,350	110,640	113,400	116,200	120,800	125,600	130,600	135,800	141,200	146,800	152,700
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	-	35,240	35,200	35,200	35,700	36,200	36,700	37,300	37,900	38,500	39,100
Estimated Under Budget	-	-	(3,524)	(3,520)	(3,520)	(3,570)	(3,620)	(3,670)	(3,730)	(3,790)	(3,850)	(3,910)
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	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 5,722,362	\$ 2,626,960	\$ 5,261,326	\$ 5,353,980	\$ 1,887,880	\$ 1,030,030	\$ 1,989,180	\$ 1,353,830	\$ 1,384,070	\$ 294,910	\$ 826,250	\$ 1,518,290
Other Financing Sources (Uses)												
City Sales Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Revenues/Expenditures/Other Financing	\$ (3,811,916)	\$ 328,742	\$ (2,808,502)	\$ (2,688,464)	\$ 955,752	\$ 1,219,722	\$ 1,044,031	\$ 620,615	\$ 565,799	\$ 1,814,460	\$ 1,251,690	\$ 1,483,775
Fund Balances												
Beginning Fund Balance	(749,688)	(4,561,604)	(4,232,862)	(7,041,364)	(9,729,828)	(8,774,076)	(7,554,354)	(6,510,323)	(5,889,708)	(5,323,909)	(3,509,449)	(2,257,759)
Ending Fund Balance	(4,561,604)	(4,232,862)	(7,041,364)	(9,729,828)	(8,774,076)	(7,554,354)	(6,510,323)	(5,889,708)	(5,323,909)	(3,509,449)	(2,257,759)	(773,984)

EXHIBIT C
City of Sedona
Long-Range Forecast - Scenario 1 (Rate Increases Based on the 2014 Fee Study Recommendations)
Wastewater Debt Service

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected	Projected								
Revenues												
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
Total Revenues	\$ 977,476	\$ 623,331	\$ 404,425	\$ 340,964	\$ 1,106,653	\$ 1,023,560	\$ 939,880	\$ 1,509,874	\$ 1,433,264	\$ 1,158,439	\$ 1,078,509	\$ 38,700
Expenditures												
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	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 5,412,247	\$ 5,151,325	\$ 4,409,843	\$ 4,438,908	\$ 4,696,908	\$ 4,491,908	\$ 4,492,208	\$ -				
Other Financing Sources (Uses)												
City Sales Taxes	4,497,550	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	4,027,700	4,165,900	3,858,800	2,942,200	3,179,500	3,367,900	2,582,700	2,640,800	2,700,200	2,760,800	-
Total Other Financing Sources (Uses)	\$ 4,497,550	\$ 4,027,700	\$ 4,165,900	\$ 3,858,800	\$ 2,942,200	\$ 3,179,500	\$ 3,367,900	\$ 2,582,700	\$ 2,640,800	\$ 2,700,200	\$ 2,760,800	\$ -
Net Revenues/Expenditures/Other Financing	\$ 62,779	\$ (500,294)	\$ 160,482	\$ (239,144)	\$ (648,055)	\$ (493,848)	\$ (389,128)	\$ (604,334)	\$ (622,844)	\$ (633,269)	\$ (652,899)	\$ 38,700
Fund Balances												
Beginning Fund Balance	11,333,043	11,395,822	10,895,528	11,056,010	10,816,866	10,168,811	9,674,963	9,285,835	8,681,501	8,058,657	7,425,388	6,772,489
Ending Fund Balance	11,395,822	10,895,528	11,056,010	10,816,866	10,168,811	9,674,963	9,285,835	8,681,501	8,058,657	7,425,388	6,772,489	6,811,189
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	6,187,623	5,549,323	5,069,133	4,700,491	4,130,301	3,575,744	2,942,338	6,772,489	6,811,189

EXHIBIT D
City of Sedona
Long-Range Forecast - Scenario 1 (No Increase in FY 2017-18)
Wastewater Enterprise Fund Totals

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Revenues												
Charges for Services	\$ 5,611,150	\$ 5,922,200	\$ 5,927,700	\$ 6,152,900	\$ 6,386,600	\$ 6,595,700	\$ 6,821,800	\$ 7,044,900	\$ 7,063,800	\$ 7,083,000	\$ 7,101,900	\$ 7,120,800
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
Total Revenues	\$ 6,529,241	\$ 7,359,200	\$ 6,487,050	\$ 6,725,050	\$ 7,756,650	\$ 7,197,150	\$ 8,024,650	\$ 7,671,250	\$ 7,701,250	\$ 7,731,350	\$ 7,760,550	\$ 7,790,350
Expenditures												
Salaries and Wages	1,109,974	1,062,895	939,990	963,500	987,600	1,027,100	1,068,200	1,110,900	1,155,300	1,201,500	1,249,500	1,299,500
Employee Benefits	471,153	446,473	405,940	436,400	469,100	504,200	542,000	582,700	626,400	673,400	723,900	778,200
Estimated Vacancy Savings	-	-	(25,000)	(25,600)	(26,200)	(27,200)	(28,300)	(29,400)	(30,600)	(31,800)	(33,100)	(34,400)
Operations	1,933,389	1,857,993	3,346,376	3,346,320	3,346,320	3,396,520	3,447,420	3,499,120	3,551,620	3,604,920	3,659,020	3,713,800
Estimated Under Budget	-	-	(334,638)	(334,632)	(334,632)	(339,652)	(344,742)	(349,912)	(355,162)	(360,492)	(365,902)	(371,380)
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
Total Expenditures	\$ 14,367,467	\$ 11,101,436	\$ 14,211,453	\$ 14,380,588	\$ 11,222,488	\$ 10,474,768	\$ 11,548,378	\$ 11,032,208	\$ 11,186,358	\$ 10,021,328	\$ 10,687,518	\$ 7,027,720
Other Financing Sources (Uses)												
City Sales Taxes	4,497,550	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	4,027,700	4,165,900	3,858,800	2,942,200	3,179,500	3,367,900	2,582,700	2,640,800	2,700,200	2,760,800	-
Total Other Financing Sources (Uses)	\$ 4,497,550	\$ 4,027,700	\$ 4,165,900	\$ 3,858,800	\$ 2,942,200	\$ 3,179,500	\$ 3,367,900	\$ 2,582,700	\$ 2,640,800	\$ 2,700,200	\$ 2,760,800	\$ -
Net Revenues/Expenditures/Other Financing	\$ (3,340,676)	\$ 285,464	\$ (3,558,503)	\$ (3,796,738)	\$ (523,638)	\$ (98,118)	\$ (155,828)	\$ (778,258)	\$ (844,308)	\$ 410,222	\$ (166,168)	\$ 762,630
Fund Balances												
Beginning Fund Balance	16,938,579	13,597,903	13,883,367	10,324,864	6,528,126	6,004,488	5,906,370	5,750,542	4,972,284	4,127,976	4,538,198	4,372,030
Ending Fund Balance	13,597,903	13,883,367	10,324,864	6,528,126	6,004,488	5,906,370	5,750,542	4,972,284	4,127,976	4,538,198	4,372,030	5,134,660
Fund Balance Reserves												
Operating Reserve	4,015,316	1,294,062	1,477,556	1,495,329	1,514,063	1,553,656	1,594,859	1,637,803	1,682,519	1,729,176	1,777,806	1,828,573
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	-	-
Total Fund Balance Reserves	8,652,569	5,875,752	6,081,865	6,124,572	6,133,551	6,159,486	6,180,203	6,189,003	6,165,432	6,212,226	1,777,806	1,828,573
Remaining Available Fund Balance	\$ 4,945,334	\$ 8,007,615	\$ 4,242,998	\$ 403,553	\$ (129,063)	\$ (253,116)	\$ (429,662)	\$ (1,216,719)	\$ (2,037,457)	\$ (1,674,028)	\$ 2,594,224	\$ 3,306,086

EXHIBIT D
City of Sedona
Long-Range Forecast - Scenario 1 (No Increase in FY 2017-18)
Wastewater Operations

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected									
Revenues												
Charges for Services	\$ 3,441,183	\$ 3,684,817	\$ 3,642,100	\$ 3,735,040	\$ 3,827,140	\$ 3,947,151	\$ 4,077,644	\$ 4,215,323	\$ 4,342,209	\$ 4,482,797	\$ 4,618,695	\$ 4,759,326
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
Total Revenues	\$ 3,631,345	\$ 3,780,167	\$ 3,721,200	\$ 3,815,340	\$ 3,908,740	\$ 4,029,751	\$ 4,161,244	\$ 4,300,023	\$ 4,426,909	\$ 4,567,497	\$ 4,703,395	\$ 4,844,026
Expenditures												
Salaries and Wages	1,004,304	953,545	829,350	850,100	871,400	906,300	942,600	980,300	1,019,500	1,060,300	1,102,700	1,146,800
Employee Benefits	413,855	403,613	364,020	391,300	420,600	452,100	486,000	522,500	561,700	603,800	649,100	697,800
Estimated Vacancy Savings	-	-	(25,000)	(25,600)	(26,200)	(27,200)	(28,300)	(29,400)	(30,600)	(31,800)	(33,100)	(34,400)
Operations	1,964,571	1,857,993	3,311,016	3,311,000	3,311,000	3,360,700	3,411,100	3,462,300	3,514,200	3,566,900	3,620,400	3,674,700
Estimated Under Budget	-	-	(331,102)	(331,100)	(331,100)	(336,070)	(341,110)	(346,230)	(351,420)	(356,690)	(362,040)	(367,470)
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
Total Expenditures	\$ 3,382,730	\$ 3,323,151	\$ 4,540,284	\$ 4,587,700	\$ 4,637,700	\$ 4,747,830	\$ 4,862,290	\$ 4,981,470	\$ 5,105,380	\$ 5,234,510	\$ 5,369,060	\$ 5,509,430
Other Financing Sources (Uses)												
City Sales Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Revenues/Expenditures/Other Financing	\$ 248,615	\$ 457,016	\$ (819,084)	\$ (772,360)	\$ (728,960)	\$ (718,079)	\$ (701,046)	\$ (681,447)	\$ (678,471)	\$ (667,013)	\$ (665,665)	\$ (665,404)
Fund Balances												
Beginning Fund Balance	6,515,071	6,763,686	7,220,702	6,401,618	5,629,258	4,900,298	4,182,218	3,481,172	2,799,725	2,121,254	1,454,241	788,577
Ending Fund Balance	6,763,686	7,220,702	6,401,618	5,629,258	4,900,298	4,182,218	3,481,172	2,799,725	2,121,254	1,454,241	788,577	123,173
Operating Reserve	4,015,316	1,306,190	1,576,028	1,593,800	1,612,533	1,652,143	1,693,363	1,736,323	1,781,060	1,827,737	1,876,387	1,927,210
Excess	2,748,370	5,914,512	4,825,590	4,035,458	3,287,764	2,530,075	1,787,809	1,063,402	340,194	(373,495)	(1,087,810)	(1,804,037)

EXHIBIT D
City of Sedona
Long-Range Forecast - Scenario 1 (No Increase in FY 2017-18)
Wastewater Capital

Projected as Recessionary
 Period

	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Revenues												
Charges for Services	\$ 1,240,797	\$ 1,651,952	\$ 1,933,937	\$ 2,127,228	\$ 1,532,581	\$ 1,701,558	\$ 1,877,612	\$ 1,414,943	\$ 1,380,630	\$ 1,523,510	\$ 1,483,375	\$ 2,361,474
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
Total Revenues	\$ 1,910,446	\$ 2,955,702	\$ 2,375,487	\$ 2,580,378	\$ 2,782,331	\$ 2,181,708	\$ 2,958,162	\$ 1,917,893	\$ 1,894,680	\$ 2,048,460	\$ 2,018,625	\$ 2,907,624
Expenditures												
Salaries and Wages	99,186	109,350	110,640	113,400	116,200	120,800	125,600	130,600	135,800	141,200	146,800	152,700
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	-	35,240	35,200	35,200	35,700	36,200	36,700	37,300	37,900	38,500	39,100
Estimated Under Budget	-	-	(3,524)	(3,520)	(3,520)	(3,570)	(3,620)	(3,670)	(3,730)	(3,790)	(3,850)	(3,910)
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	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 5,722,362	\$ 2,626,960	\$ 5,261,326	\$ 5,353,980	\$ 1,887,880	\$ 1,030,030	\$ 1,989,180	\$ 1,353,830	\$ 1,384,070	\$ 294,910	\$ 826,250	\$ 1,518,290
Other Financing Sources (Uses)												
City Sales Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Revenues/Expenditures/Other Financing	\$ (3,811,916)	\$ 328,742	\$ (2,885,839)	\$ (2,773,602)	\$ 894,451	\$ 1,151,678	\$ 968,982	\$ 564,063	\$ 510,610	\$ 1,753,550	\$ 1,192,375	\$ 1,389,334
Fund Balances												
Beginning Fund Balance	(749,688)	(4,561,604)	(4,232,862)	(7,118,701)	(9,892,303)	(8,997,852)	(7,846,173)	(6,877,191)	(6,313,128)	(5,802,518)	(4,048,968)	(2,856,593)
Ending Fund Balance	(4,561,604)	(4,232,862)	(7,118,701)	(9,892,303)	(8,997,852)	(7,846,173)	(6,877,191)	(6,313,128)	(5,802,518)	(4,048,968)	(2,856,593)	(1,467,259)

EXHIBIT D
City of Sedona
Long-Range Forecast - Scenario 1 (No Increase in FY 2017-18)
Wastewater Debt Service

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected	Projected								
Revenues												
Charges for Services	\$ 933,134	\$ 585,431	\$ 351,662	\$ 290,632	\$ 1,026,880	\$ 946,991	\$ 866,544	\$ 1,414,634	\$ 1,340,961	\$ 1,076,693	\$ 999,829	\$ -
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
Total Revenues	\$ 977,476	\$ 623,331	\$ 390,362	\$ 329,332	\$ 1,065,580	\$ 985,691	\$ 905,244	\$ 1,453,334	\$ 1,379,661	\$ 1,115,393	\$ 1,038,529	\$ 38,700
Expenditures												
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	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 5,412,247	\$ 5,151,325	\$ 4,409,843	\$ 4,438,908	\$ 4,696,908	\$ 4,491,908	\$ 4,492,208	\$ -				
Other Financing Sources (Uses)												
City Sales Taxes	4,497,550	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	4,027,700	4,165,900	3,858,800	2,942,200	3,179,500	3,367,900	2,582,700	2,640,800	2,700,200	2,760,800	-
Total Other Financing Sources (Uses)	\$ 4,497,550	\$ 4,027,700	\$ 4,165,900	\$ 3,858,800	\$ 2,942,200	\$ 3,179,500	\$ 3,367,900	\$ 2,582,700	\$ 2,640,800	\$ 2,700,200	\$ 2,760,800	\$ -
Net Revenues/Expenditures/Other Financing	\$ 62,779	\$ (500,294)	\$ 146,419	\$ (250,776)	\$ (689,128)	\$ (531,717)	\$ (423,764)	\$ (660,874)	\$ (676,447)	\$ (676,315)	\$ (692,879)	\$ 38,700
Fund Balances												
Beginning Fund Balance	11,333,043	11,395,822	10,895,528	11,041,947	10,791,171	10,102,043	9,570,326	9,146,561	8,485,687	7,809,240	7,132,925	6,440,047
Ending Fund Balance	11,395,822	10,895,528	11,041,947	10,791,171	10,102,043	9,570,326	9,146,561	8,485,687	7,809,240	7,132,925	6,440,047	6,478,747
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	6,437,638	6,161,928	5,482,555	4,964,496	4,561,217	3,934,487	3,326,327	2,649,875	6,440,047	6,478,747

EXHIBIT E
City of Sedona
Long-Range Forecast - Scenario 3 (Rate Increases for FYs 2017-18 through 2019-20 Reduced to 3%)
Wastewater Enterprise Fund Totals

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Revenues												
Charges for Services	\$ 5,611,150	\$ 5,922,200	\$ 6,105,000	\$ 6,276,300	\$ 6,452,000	\$ 6,663,100	\$ 6,891,500	\$ 7,117,100	\$ 7,136,200	\$ 7,155,600	\$ 7,174,700	\$ 7,193,800
Fines and Forfeitures	76,287	73,900	74,550	75,750	76,950	77,950	78,950	79,950	79,950	79,950	79,950	79,950
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
Total Revenues	\$ 6,529,241	\$ 7,359,200	\$ 6,663,150	\$ 6,847,250	\$ 7,820,750	\$ 7,263,250	\$ 8,093,050	\$ 7,742,050	\$ 7,772,250	\$ 7,802,550	\$ 7,831,950	\$ 7,861,950
Expenditures												
Salaries and Wages	1,109,974	1,062,895	939,990	963,500	987,600	1,027,100	1,068,200	1,110,900	1,155,300	1,201,500	1,249,500	1,299,500
Employee Benefits	471,153	446,473	405,940	436,400	469,100	504,200	542,000	582,700	626,400	673,400	723,900	778,200
Estimated Vacancy Savings	-	-	(25,000)	(25,600)	(26,200)	(27,200)	(28,300)	(29,400)	(30,600)	(31,800)	(33,100)	(34,400)
Operations	1,933,389	1,857,993	3,346,376	3,346,320	3,346,320	3,396,520	3,447,420	3,499,120	3,551,620	3,604,920	3,659,020	3,713,800
Estimated Under Budget	-	-	(334,638)	(334,632)	(334,632)	(339,652)	(344,742)	(349,912)	(355,162)	(360,492)	(365,902)	(371,380)
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
Total Expenditures	\$ 14,367,467	\$ 11,101,436	\$ 14,211,453	\$ 14,380,588	\$ 11,222,488	\$ 10,474,768	\$ 11,548,378	\$ 11,032,208	\$ 11,186,358	\$ 10,021,328	\$ 10,687,518	\$ 7,027,720
Other Financing Sources (Uses)												
City Sales Taxes	4,497,550	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	4,027,700	4,165,900	3,858,800	2,942,200	3,179,500	3,367,900	2,582,700	2,640,800	2,700,200	2,760,800	-
Total Other Financing Sources (Uses)	\$ 4,497,550	\$ 4,027,700	\$ 4,165,900	\$ 3,858,800	\$ 2,942,200	\$ 3,179,500	\$ 3,367,900	\$ 2,582,700	\$ 2,640,800	\$ 2,700,200	\$ 2,760,800	\$ -
Net Revenues/Expenditures/Other Financing	\$ (3,340,676)	\$ 285,464	\$ (3,382,403)	\$ (3,674,538)	\$ (459,538)	\$ (32,018)	\$ (87,428)	\$ (707,458)	\$ (773,308)	\$ 481,422	\$ (94,768)	\$ 834,230
Fund Balances												
Beginning Fund Balance	16,938,579	13,597,903	13,883,367	10,500,964	6,826,426	6,366,888	6,334,870	6,247,442	5,539,984	4,766,676	5,248,098	5,153,330
Ending Fund Balance	13,597,903	13,883,367	10,500,964	6,826,426	6,366,888	6,334,870	6,247,442	5,539,984	4,766,676	5,248,098	5,153,330	5,987,560
Fund Balance Reserves												
Operating Reserve	4,015,316	1,294,062	1,477,556	1,495,329	1,514,063	1,553,656	1,594,859	1,637,803	1,682,519	1,729,176	1,777,806	1,828,573
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	-	-
Total Fund Balance Reserves	8,652,569	5,875,752	6,081,865	6,124,572	6,133,551	6,159,486	6,180,203	6,189,003	6,165,432	6,212,226	1,777,806	1,828,573
Remaining Available Fund Balance	\$ 4,945,334	\$ 8,007,615	\$ 4,419,098	\$ 701,853	\$ 233,337	\$ 175,384	\$ 67,238	\$ (649,019)	\$ (1,398,757)	\$ (964,128)	\$ 3,375,524	\$ 4,158,986

EXHIBIT E
City of Sedona
Long-Range Forecast - Scenario 3 (Rate Increases for FYs 2017-18 through 2019-20 Reduced to 3%)
Wastewater Operations

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected									
Revenues												
Charges for Services	\$ 3,441,183	\$ 3,684,817	\$ 3,750,880	\$ 3,809,839	\$ 3,866,273	\$ 3,987,429	\$ 4,119,248	\$ 4,258,465	\$ 4,386,658	\$ 4,528,691	\$ 4,665,989	\$ 4,808,068
Fines and Forfeitures	76,287	73,900	74,550	75,750	76,950	77,950	78,950	79,950	79,950	79,950	79,950	79,950
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
Total Revenues	\$ 3,631,345	\$ 3,780,167	\$ 3,828,780	\$ 3,888,939	\$ 3,946,573	\$ 4,068,729	\$ 4,201,548	\$ 4,341,765	\$ 4,469,958	\$ 4,611,991	\$ 4,749,289	\$ 4,891,368
Expenditures												
Salaries and Wages	1,004,304	953,545	829,350	850,100	871,400	906,300	942,600	980,300	1,019,500	1,060,300	1,102,700	1,146,800
Employee Benefits	413,855	403,613	364,020	391,300	420,600	452,100	486,000	522,500	561,700	603,800	649,100	697,800
Estimated Vacancy Savings	-	-	(25,000)	(25,600)	(26,200)	(27,200)	(28,300)	(29,400)	(30,600)	(31,800)	(33,100)	(34,400)
Operations	1,964,571	1,857,993	3,311,016	3,311,000	3,311,000	3,360,700	3,411,100	3,462,300	3,514,200	3,566,900	3,620,400	3,674,700
Estimated Under Budget	-	-	(331,102)	(331,100)	(331,100)	(336,070)	(341,110)	(346,230)	(351,420)	(356,690)	(362,040)	(367,470)
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
Total Expenditures	\$ 3,382,730	\$ 3,323,151	\$ 4,540,284	\$ 4,587,700	\$ 4,637,700	\$ 4,747,830	\$ 4,862,290	\$ 4,981,470	\$ 5,105,380	\$ 5,234,510	\$ 5,369,060	\$ 5,509,430
Other Financing Sources (Uses)												
City Sales Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Revenues/Expenditures/Other Financing	\$ 248,615	\$ 457,016	\$ (711,504)	\$ (698,761)	\$ (691,127)	\$ (679,101)	\$ (660,742)	\$ (639,705)	\$ (635,422)	\$ (622,519)	\$ (619,771)	\$ (618,062)
Fund Balances												
Beginning Fund Balance	6,515,071	6,763,686	7,220,702	6,509,198	5,810,436	5,119,309	4,440,208	3,779,466	3,139,761	2,504,339	1,881,819	1,262,048
Ending Fund Balance	6,763,686	7,220,702	6,509,198	5,810,436	5,119,309	4,440,208	3,779,466	3,139,761	2,504,339	1,881,819	1,262,048	643,986
Operating Reserve	4,015,316	1,306,190	1,576,028	1,593,800	1,612,533	1,652,143	1,693,363	1,736,323	1,781,060	1,827,737	1,876,387	1,927,210
Excess	2,748,370	5,914,512	4,933,169	4,216,636	3,506,776	2,788,065	2,086,102	1,403,437	723,279	54,083	(614,339)	(1,283,224)

EXHIBIT E
City of Sedona
Long-Range Forecast - Scenario 3 (Rate Increases for FYs 2017-18 through 2019-20 Reduced to 3%)
Wastewater Capital

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Revenues												
Charges for Services	\$ 1,240,797	\$ 1,651,952	\$ 1,991,915	\$ 2,169,987	\$ 1,548,309	\$ 1,718,983	\$ 1,896,837	\$ 1,429,474	\$ 1,394,809	\$ 1,539,158	\$ 1,498,612	\$ 2,385,732
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
Total Revenues	\$ 1,910,446	\$ 2,955,702	\$ 2,433,465	\$ 2,623,137	\$ 2,798,059	\$ 2,199,133	\$ 2,977,387	\$ 1,932,424	\$ 1,908,859	\$ 2,064,108	\$ 2,033,862	\$ 2,931,882
Expenditures												
Salaries and Wages	99,186	109,350	110,640	113,400	116,200	120,800	125,600	130,600	135,800	141,200	146,800	152,700
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	-	35,240	35,200	35,200	35,700	36,200	36,700	37,300	37,900	38,500	39,100
Estimated Under Budget	-	-	(3,524)	(3,520)	(3,520)	(3,570)	(3,620)	(3,670)	(3,730)	(3,790)	(3,850)	(3,910)
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	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 5,722,362	\$ 2,626,960	\$ 5,261,326	\$ 5,353,980	\$ 1,887,880	\$ 1,030,030	\$ 1,989,180	\$ 1,353,830	\$ 1,384,070	\$ 294,910	\$ 826,250	\$ 1,518,290
Other Financing Sources (Uses)												
City Sales Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Revenues/Expenditures/Other Financing	\$ (3,811,916)	\$ 328,742	\$ (2,827,861)	\$ (2,730,843)	\$ 910,179	\$ 1,169,103	\$ 988,207	\$ 578,594	\$ 524,789	\$ 1,769,198	\$ 1,207,612	\$ 1,413,592
Fund Balances												
Beginning Fund Balance	(749,688)	(4,561,604)	(4,232,862)	(7,060,723)	(9,791,565)	(8,881,386)	(7,712,283)	(6,724,077)	(6,145,483)	(5,620,694)	(3,851,496)	(2,643,884)
Ending Fund Balance	(4,561,604)	(4,232,862)	(7,060,723)	(9,791,565)	(8,881,386)	(7,712,283)	(6,724,077)	(6,145,483)	(5,620,694)	(3,851,496)	(2,643,884)	(1,230,292)

EXHIBIT E
City of Sedona
Long-Range Forecast - Scenario 3 (Rate Increases for FYs 2017-18 through 2019-20 Reduced to 3%)
Wastewater Debt Service

	Projected as Recessionary Period											
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
	Actuals	Estimated	Projected	Projected								
Revenues												
Charges for Services	\$ 933,134	\$ 585,431	\$ 362,205	\$ 296,474	\$ 1,037,418	\$ 956,688	\$ 875,416	\$ 1,429,161	\$ 1,354,733	\$ 1,087,751	\$ 1,010,099	\$ -
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
Total Revenues	\$ 977,476	\$ 623,331	\$ 400,905	\$ 335,174	\$ 1,076,118	\$ 995,388	\$ 914,116	\$ 1,467,861	\$ 1,393,433	\$ 1,126,451	\$ 1,048,799	\$ 38,700
Expenditures												
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	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 5,412,247	\$ 5,151,325	\$ 4,409,843	\$ 4,438,908	\$ 4,696,908	\$ 4,491,908	\$ 4,492,208	\$ -				
Other Financing Sources (Uses)												
City Sales Taxes	4,497,550	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	4,027,700	4,165,900	3,858,800	2,942,200	3,179,500	3,367,900	2,582,700	2,640,800	2,700,200	2,760,800	-
Total Other Financing Sources (Uses)	\$ 4,497,550	\$ 4,027,700	\$ 4,165,900	\$ 3,858,800	\$ 2,942,200	\$ 3,179,500	\$ 3,367,900	\$ 2,582,700	\$ 2,640,800	\$ 2,700,200	\$ 2,760,800	\$ -
Net Revenues/Expenditures/Other Financing	\$ 62,779	\$ (500,294)	\$ 156,962	\$ (244,934)	\$ (678,590)	\$ (522,020)	\$ (414,892)	\$ (646,347)	\$ (662,675)	\$ (665,257)	\$ (682,609)	\$ 38,700
Fund Balances												
Beginning Fund Balance	11,333,043	11,395,822	10,895,528	11,052,490	10,807,556	10,128,966	9,606,946	9,192,054	8,545,707	7,883,032	7,217,775	6,535,167
Ending Fund Balance	11,395,822	10,895,528	11,052,490	10,807,556	10,128,966	9,606,946	9,192,054	8,545,707	7,883,032	7,217,775	6,535,167	6,573,867
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	6,448,181	6,178,313	5,509,478	5,001,116	4,606,710	3,994,507	3,400,119	2,734,725	6,535,167	6,573,867

Exhibit F
City of Sedona
Comparison of Current Accounts to the Fee Study Projections

Billing Classification	Billing Unit	February 2017				Estimated per Fee Study	May 2013				Increase (Decrease) in Units	Increase (Decrease) in ERUs
		Units	Billing Rate	ERU Rate	ERUs		Units	Billing Rate	ERU Rate	ERUs		
Residential	Dwelling	2,393	\$58.76	1.00	2,393	2,791	\$47.34	1.00	2,857	(398)	(464)	
Residential Low Flow	Dwelling	2,697	\$45.70	0.78	2,098	2,233	\$42.94	0.91	2,078	464	20	
Additional Dwelling Unit	Connection	0	\$0.00	0.00	0	8	\$23.67	0.50	4	(8)	(4)	
Multi-Family/Apartments	Dwelling	184	\$37.83	0.64	118	186	\$40.47	0.85	167	(2)	(49)	
Residential Subsidy	Connection	53	\$30.93	0.53	28	25	\$27.50	0.58	15	28	13	
Vacant - Sewer Availability	Parcel	1,169	\$29.38	0.50	585	1,222	\$23.67	0.50	590	(53)	(6)	
Environmental Penalty	Parcel	21	\$117.52	2.00	42	33	\$94.68	2.00	66	(12)	(24)	
Residential Subtotal		6,517			5,263	6,498			5,777	19	(514)	
Theatres, Libraries, Churches	Seat	4,418	\$0.87	0.01	65	4,310	\$0.63	0.01	57	108	8	
Bar without dining	Seat	0		0.00	0	309	\$4.19	0.09	27	(309)	(27)	
Car Wash with Recycle	Bay	5	\$130.21	2.22	11	5	\$94.47	2.00	10	0	1	
Dept/Retail Stores	Restroom	549	\$9.83	0.17	92	308	\$7.13	0.15	45	241	47	
Hotel, Motel, RV Park	Room	1,548	\$31.86	0.54	839	1,704	\$26.61	0.56	979	(156)	(140)	
Hotel - water based billing	water usage	13,718	\$0.76	0.01	177			0.00		13,718	177	
Resort-Cottages/Villas	Connection	599	\$63.72	1.08	650	629	\$53.21	1.12	637	(30)	13	
Fitness Center/Beauty Salon	100 sq feet	448	\$4.05	0.07	31	398	\$2.94	0.06	17	50	14	
Jeep and Rental/Jeep Washing	Vehicle	53	\$3.71	0.06	3	48	\$2.69	0.06	3	5	0	
Market	Connection	4	\$241.10	4.10	16	4	\$174.92	3.69	15	0	1	
Mortuary	Connection	1	\$380.86	6.48	6	1	\$276.32	5.84	6	0	0	
Office, Med Building, Mfg, Contractor	100 sq feet	10,169	\$0.87	0.01	151	6,498	\$0.63	0.01	82	3,671	69	
Repair shop, Service Station	Connection	14	\$48.23	0.82	11	16	\$34.99	0.74	12	(2)	(1)	
Restaurant	Seat			0.00	0	4,499	\$14.66	0.31	1,393	(4,499)	(1,393)	
Restaurant with Patio Seating	Seat			0.00	0	399	\$7.33	0.15	62	(399)	(62)	
Restaurant	100 sq feet	1,343	\$30.24	0.51	691			0.00		1,343	691	
Restaurant with Patio Seating	100 sq feet	384	\$15.12	0.26	99			0.00		384	99	
Restaurant - water based billing	water usage	182	\$1.15	0.02	4			0.00		182	4	
School with Gym/Shower	Student	618	\$11.26	0.19	118	390	\$8.18	0.17	67	228	51	
School with cafeteria	Student		\$18.19	0.31	0	338	\$13.19	0.28	94	(338)	(94)	
School with no gym/shower/cafeteria	Student	268	\$4.08	0.07	19	329	\$2.96	0.06	21	(61)	(2)	
Public Restroom	Fixture	73	\$65.24	1.11	81	88	\$47.34	1.00	88	(15)	(7)	
Laundromat (efficiency)	Machine	18	\$38.50	0.66	12	18	\$27.93	0.59	11	0	1	
Laundromat (12-18 lb)	Machine	9	\$49.59	0.84	8	9	\$35.98	0.76	2	0	6	
Laundromat (25-35 lb)	Machine	8	\$62.88	1.07	9	8	\$50.17	1.06	8	0	1	
Commercial Minimum	Connection	89	\$36.82	0.63	56	5	\$47.34	1.00	5	84	51	
Commercial Subtotal		34,518			3,149	20,313			3,641		(492)	
Total		41,035			8,413	9,480			9,418		(1,005)	

All Accounts	February 2017 Per Fee Study	
Estimated gross revenues based on total ERUs	\$5,931,890	\$6,684,538
Estimated bad debt	(\$177,957)	(\$200,536)
Estimated net revenues	<u>\$5,753,933</u>	<u>\$6,484,001</u>

Difference (\$730,068)

Residential		
Estimated gross revenues based on total ERUs	\$3,711,345	\$4,117,196
Estimated bad debt	(\$111,340)	(\$123,516)
Estimated net revenues	<u>\$3,600,004</u>	<u>\$3,993,680</u>

Difference (\$393,675)

Commercial		
Estimated gross revenues based on total ERUs	\$2,220,545	\$2,567,342
Estimated bad debt	(\$66,616)	(\$77,020)
Estimated net revenues	<u>\$2,153,929</u>	<u>\$2,490,322</u>

Difference (\$336,393)

Exhibit G
City of Sedona
Revenue Surpluses and Expenditures Savings Compared to 2014 Fee Study Projections
Wastewater Enterprise Fund Totals

	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	Total
Overall Funding Sources														
<u>Per Fee Study</u>														
Monthly Fees	\$ 5,391,390	\$ 5,628,745	\$ 5,876,461	\$ 6,134,989	\$ 6,404,797	\$ 6,686,373	\$ 6,913,111	\$ 7,147,434	\$ 7,389,596	\$ 7,417,334	\$ 7,445,072	\$ 7,472,811	\$ 7,500,549	\$ 87,408,663
Sales Tax Subsidy	3,506,601	3,576,733	3,648,268	3,101,027	3,163,048	2,581,047	2,632,668	2,685,321	2,054,271	2,095,356	2,137,263	2,180,009	0	33,361,613
Other Revenues	671,745	654,168	617,617	593,433	602,048	636,358	650,081	665,934	683,871	695,071	705,332	717,249	718,847	8,611,753
Total	\$ 9,569,736	\$ 9,859,646	\$ 10,142,346	\$ 9,829,450	\$ 10,169,893	\$ 9,903,779	\$ 10,195,859	\$ 10,498,690	\$ 10,127,738	\$ 10,207,762	\$ 10,287,667	\$ 10,370,068	\$ 8,219,396	\$ 129,382,029

<u>Per Forecast</u>														
Monthly Fees	\$ 5,556,941	\$ 5,690,470	\$ 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	\$ 87,154,111
Sales Tax Subsidy	4,046,986	4,497,550	4,027,600	4,165,900	3,858,800	2,942,200	3,179,500	3,367,900	2,582,700	2,640,800	2,700,200	2,760,800	0	40,770,936
Other Revenues	609,637	828,796	1,437,000	559,350	572,150	1,370,050	601,450	1,202,850	626,350	637,450	648,350	658,650	669,550	10,421,633
Total	\$ 10,213,564	\$ 11,016,816	\$ 11,386,800	\$ 10,889,450	\$ 10,829,551	\$ 10,953,749	\$ 10,639,850	\$ 11,664,651	\$ 10,534,950	\$ 10,623,850	\$ 10,714,149	\$ 10,804,750	\$ 8,074,550	\$ 138,346,680

<u>Difference between Fee Study and Forecast</u>														
Monthly Fees	\$ 165,551	\$ 61,725	\$ 45,739	\$ 29,211	\$ (6,196)	\$ (44,874)	\$ (54,211)	\$ (53,533)	\$ (63,696)	\$ (71,734)	\$ (79,473)	\$ (87,511)	\$ (95,549)	\$ (254,552)
Sales Tax Subsidy	540,385	920,817	379,332	1,064,873	695,752	361,153	546,832	682,579	528,429	545,444	562,937	580,791	0	7,409,323
Other Revenues	(62,108)	174,628	819,383	(34,083)	(29,898)	733,692	(48,631)	536,916	(57,521)	(57,621)	(56,982)	(58,599)	(49,297)	1,809,880
Total	\$ 643,828	\$ 1,157,170	\$ 1,244,454	\$ 1,060,000	\$ 659,658	\$ 1,049,970	\$ 443,991	\$ 1,165,961	\$ 407,212	\$ 416,088	\$ 426,482	\$ 434,682	\$ (144,846)	\$ 8,964,651

Overall Expenditures														
<u>Per Fee Study</u>														
Operating Expenses	\$ 3,528,681	\$ 3,637,177	\$ 3,749,323	\$ 3,865,241	\$ 3,985,060	\$ 4,108,912	\$ 4,236,933	\$ 4,379,265	\$ 4,526,413	\$ 4,678,539	\$ 4,835,814	\$ 4,998,413	\$ 5,166,518	\$ 55,696,290
Debt Service	5,169,363	5,820,463	5,789,513	4,660,213	4,661,775	4,687,775	4,687,775	4,687,775	4,687,775	4,687,775	4,482,775	4,483,050	0	58,506,027
Capital Outlay	3,319,235	4,341,926	3,626,048	1,838,388	116,759	1,321,490	1,359,746	1,399,150	1,439,736	1,481,539	1,524,597	2,282,103	3,229,251	27,279,966
Total	\$ 12,017,279	\$ 13,799,566	\$ 13,164,884	\$ 10,363,842	\$ 8,763,594	\$ 10,118,177	\$ 10,284,454	\$ 10,466,190	\$ 10,653,923	\$ 10,847,853	\$ 10,843,186	\$ 11,763,566	\$ 8,395,769	\$ 141,482,283

<u>Per Forecast</u>														
Operating Expenses	\$ 3,438,736	\$ 3,382,730	\$ 3,323,151	\$ 4,540,284	\$ 4,587,700	\$ 4,637,700	\$ 4,747,830	\$ 4,862,290	\$ 4,981,470	\$ 5,105,380	\$ 5,234,510	\$ 5,369,060	\$ 5,509,430	\$ 59,720,271
Debt Service	5,340,772	5,412,247	5,151,325	4,409,843	4,438,908	4,696,908	4,696,908	4,696,908	4,696,908	4,696,908	4,491,908	4,492,208	0	57,221,751
Capital Outlay	2,322,315	5,722,362	2,626,960	5,261,326	5,353,980	1,887,880	1,030,030	1,989,180	1,353,830	1,384,070	294,910	826,250	1,518,290	31,571,383
Total	\$ 11,101,823	\$ 14,517,339	\$ 11,101,436	\$ 14,211,453	\$ 14,380,588	\$ 11,222,488	\$ 10,474,768	\$ 11,548,378	\$ 11,032,208	\$ 11,186,358	\$ 10,021,328	\$ 10,687,518	\$ 7,027,720	\$ 148,513,405

<u>Difference between Fee Study and Forecast</u>														
Operating Expenses	\$ 89,945	\$ 254,447	\$ 426,172	\$ (675,043)	\$ (602,640)	\$ (528,788)	\$ (510,897)	\$ (483,025)	\$ (455,057)	\$ (426,841)	\$ (398,696)	\$ (370,647)	\$ (342,912)	\$ (4,023,981)
Debt Service	(171,409)	408,216	638,188	250,370	222,867	(9,133)	(9,133)	(9,133)	(9,133)	(9,133)	(9,133)	(9,158)	0	1,284,276
Capital Outlay	996,920	(1,380,436)	999,088	(3,422,938)	(5,237,221)	(566,390)	329,716	(590,030)	85,906	97,469	1,229,687	1,455,853	1,710,961	(4,291,417)
Total	\$ 915,456	\$ (717,773)	\$ 2,063,448	\$ (3,847,611)	\$ (5,616,994)	\$ (1,104,311)	\$ (190,314)	\$ (1,082,188)	\$ (378,285)	\$ (338,505)	\$ 821,858	\$ 1,076,048	\$ 1,368,049	\$ (7,031,122)

Impact of Revenue Surpluses and Expenditure Savings														
	\$ 1,559,284	\$ 439,398	\$ 3,307,902	\$ (2,787,611)	\$ (4,957,336)	\$ (54,341)	\$ 253,677	\$ 83,773	\$ 28,927	\$ 77,583	\$ 1,248,339	\$ 1,510,730	\$ 1,223,203	\$ 1,933,529

SUMMARY OF CAPITAL PROJECTS - continued

FY 2018 - FY 2027 Master Summary Project List by Major Program - Scenario A (Accelerated Plan)

(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
AC - Arts & Culture														
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
AC - Arts & Culture Subtotal				\$0	\$75,000	\$0	\$0	\$125,000	\$0	\$0	\$75,000	\$0	\$0	\$275,000
Proposed Funding as Capital Reserves				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CD - Community Development														
Improvements at Ranger Station	Restricted & Unidentified		CD-1	\$120,175	\$0	\$0	\$0	\$0	\$0	\$0	\$923,000	\$760,000	\$0	\$1,803,175
CD - Community Development Subtotal				\$120,175	\$0	\$0	\$0	\$0	\$0	\$0	\$923,000	\$760,000	\$0	\$1,803,175
Proposed Funding as Capital Reserves				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$302,000	\$0	\$302,000
MC - Municipal Court														
New Courtroom - Remodel OR New Construction	Restricted & Unidentified		MC-1	\$272,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$272,500
MC - Municipal Court Subtotal				\$272,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$272,500
Proposed Funding as Capital Reserves				\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PR - Parks & Recreation														
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	\$150,000	\$0	\$0	\$140,000	\$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
PR - Parks & Recreation Subtotal				\$1,379,600	\$270,000	\$160,000	\$532,830	\$150,000	\$75,000	\$330,000	\$140,000	\$535,000	\$0	\$3,572,430
Proposed Funding as Capital Reserves				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$150,000	\$0	\$0	\$140,000	\$0	\$0	\$290,000

SUMMARY OF CAPITAL PROJECTS - continued

FY 2018 - FY 2027 Master Summary Project List by Major Program - Scenario A (Accelerated Plan)

(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
Streets & Transportation														
Create Neighborhood Connections	Unidentified		ST-1	\$513,600	\$1,329,200	\$392,400	\$431,800	\$296,450	\$412,600	\$246,450	\$563,600	\$1,066,600	\$0	\$5,252,700
New Pedestrian Crossings	Capital Reserves & Unidentified		ST-2	\$151,500	\$2,085,650	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,237,150
Uptown/SR 179 Street Improvements	Capital Reserves & Unidentified		ST-3	\$2,041,810	\$3,979,400	\$6,763,000	\$2,523,000	\$0	\$0	\$0	\$0	\$0	\$0	\$15,307,210
Enhance Transit Services - Fixed Route	Unidentified		ST-4	\$0	\$0	\$0	\$440,400	\$811,060	\$811,060	\$0	\$0	\$0	\$0	\$2,062,520
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	Capital Reserves & Unidentified		ST-7	\$0	\$0	\$0	\$121,200	\$832,000	\$1,100,700	\$444,200	\$1,308,000	\$2,393,700	\$823,000	\$7,022,800
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	\$1,400,000	\$8,070,000	\$0	\$0	\$0	\$9,692,200
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	\$292,900	\$303,000	\$0	\$0	\$595,900
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	\$302,500	\$1,262,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,565,000
Streets & Transportation Subtotal				\$3,530,493	\$8,309,133	\$8,417,900	\$4,324,400	\$6,884,110	\$6,163,510	\$11,774,050	\$7,473,350	\$5,985,300	\$823,000	\$63,685,246
Proposed Funding as Capital Reserves				\$1,989,746	\$3,351,526	\$6,363,000	\$121,200	\$600,000	\$0	\$0	\$0	\$0	\$0	\$12,425,472
Proposed Funding as Unidentified				\$1,169,090	\$4,585,950	\$2,054,900	\$4,203,200	\$6,284,110	\$6,163,510	\$11,669,050	\$7,098,350	\$5,985,300	\$823,000	\$50,036,460
PW - Public Works														
Improve Uptown Restrooms	Unidentified		PW-1	\$0	\$0	\$0	\$0	\$121,200	\$121,200	\$0	\$0	\$0	\$0	\$242,400
PW - Public Works Subtotal				\$0	\$0	\$0	\$0	\$121,200	\$121,200	\$0	\$0	\$0	\$0	\$242,400
Proposed Funding as Capital Reserves				\$0	\$0	\$0	\$0	\$0						
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$121,200	\$121,200	\$0	\$0	\$0	\$0	\$242,400

SUMMARY OF CAPITAL PROJECTS - continued

FY 2018 - FY 2027 Master Summary Project List by Major Program - Scenario A (Accelerated Plan)

(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
SD - Storm Drainage														
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 & Capital Reserves		SD-11	\$0	\$0	\$250,000	\$475,000	\$475,000	\$400,000	\$400,000	\$775,000	\$775,000	\$775,000	\$4,325,000
SD - Storm Drainage Subtotal				\$3,730,405	\$2,662,300	\$910,000	\$875,000	\$900,000	\$1,910,750	\$1,759,250	\$825,000	\$825,000	\$825,000	\$15,222,705
Proposed Funding as Capital Reserves				\$979,700	\$1,747,300	\$145,000	\$75,000	\$75,000	\$0	\$0	\$0	\$0	\$0	\$3,022,000
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$0	\$1,085,750	\$934,250	\$0	\$0	\$0	\$2,020,000
Total Projects Non-Wastewater				\$10,175,312	\$12,749,683	\$10,245,400	\$5,732,230	\$8,180,310	\$8,270,460	\$13,863,300	\$9,436,350	\$8,105,300	\$1,648,000	\$88,406,345

SUMMARY OF CAPITAL PROJECTS - continued

FY 2018 - FY 2027 Master Summary Project List by Major Program - Scenario A (Accelerated Plan)

(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
WW - Wastewater														
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
Upgrade 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
WW - Wastewater Subtotal				\$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
TOTAL ALL PROJECTS				\$15,252,362	\$17,913,483	\$11,936,900	\$6,557,230	\$9,955,310	\$9,400,460	\$15,013,300	\$9,486,350	\$8,675,300	\$2,898,000	\$107,088,695
Proposed Funding Summary														
1% for Arts				\$0	\$75,000	\$0	\$0	\$125,000	\$0	\$0	\$75,000	\$0	\$0	\$275,000
Capital Reserves				\$4,186,585	\$6,426,026	\$7,265,500	\$196,200	\$675,000	\$0	\$0	\$0	\$0	\$0	\$18,749,311
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	\$0	\$335,000	\$0	\$455,175
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	\$923,000	\$123,000	\$0	\$1,046,000
Unidentified				\$1,169,090	\$4,585,950	\$2,054,900	\$4,203,200	\$6,555,310	\$7,370,460	\$12,603,300	\$7,238,350	\$6,287,300	\$823,000	\$52,890,860
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
TOTAL PROPOSED FUNDING				\$15,252,362	\$17,913,483	\$11,936,900	\$6,557,230	\$9,955,310	\$9,400,460	\$15,013,300	\$9,486,350	\$8,675,300	\$2,898,000	\$107,088,695

SUMMARY OF CAPITAL PROJECTS - continued

FY 2018 - FY 2027 Master Summary Project List by Major Program - Scenario A (Accelerated Plan)

(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
Proposed 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
Total Revenue Impacts				\$0										

NOTE: Projects with revenue impacts to be determined: PR-8, PD-7

Expenditures														
Personnel Costs				\$0	\$0	\$9,710	\$9,710	\$233,630	\$249,630	\$249,630	\$259,630	\$259,630	\$259,630	\$1,531,200
Materials & Supplies				\$16,250	\$33,950	\$56,740	\$62,740	\$60,740	\$67,970	\$81,570	\$98,170	\$108,170	\$118,170	\$704,470
Contractual Services				-\$20,007	\$16,333	\$25,333	\$536,333	\$686,533	\$757,183	\$919,683	\$935,683	\$878,683	\$881,683	\$5,617,440
Total Expenditure Impacts				-\$3,757	\$50,283	\$91,783	\$608,783	\$980,903	\$1,074,783	\$1,250,883	\$1,293,483	\$1,246,483	\$1,259,483	\$7,853,110

NOTE: Projects with expenditure impacts to be determined: PR-1, PR-4, PR-8, PD-5, PD-6, PD-7, ST-9, WW-2, WW-6, WW-9

NET EXPENDITURE/(REVENUE)				-\$3,757	\$50,283	\$91,783	\$608,783	\$980,903	\$1,074,783	\$1,250,883	\$1,293,483	\$1,246,483	\$1,259,483	\$7,853,110
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Project Status Summary														
Carryover				\$5,982,238	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,982,238
New				\$8,101,034	\$7,544,183	\$6,363,000	\$121,200	\$600,000	\$0	\$0	\$0	\$0	\$0	\$22,729,417
Future Estimate				\$1,169,090	\$10,369,300	\$5,573,900	\$6,436,030	\$9,355,310	\$9,400,460	\$15,013,300	\$9,486,350	\$8,675,300	\$2,898,000	\$78,377,040
TOTALS BY STATUS				\$15,252,362	\$17,913,483	\$11,936,900	\$6,557,230	\$9,955,310	\$9,400,460	\$15,013,300	\$9,486,350	\$8,675,300	\$2,898,000	\$107,088,695

Category Summary														
Arts Transfer				\$32,368	\$99,683	\$85,400	\$34,400	\$54,310	\$54,460	\$108,300	\$63,350	\$55,300	\$8,000	\$595,571
Construction				\$8,953,990	\$15,175,600	\$10,591,500	\$3,963,937	\$7,545,000	\$6,867,000	\$11,480,000	\$8,023,000	\$7,800,000	\$2,575,000	\$82,975,027
Contingency				\$571,060	\$235,000	\$0	\$43,893	\$0	\$30,000	\$0	\$0	\$0	\$0	\$879,953
Design				\$2,066,480	\$1,138,200	\$365,000	\$1,465,000	\$1,311,000	\$1,829,000	\$1,755,000	\$585,000	\$370,000	\$250,000	\$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				\$2,400,000	\$500,000	\$620,000	\$500,000	\$630,000	\$520,000	\$1,170,000	\$750,000	\$450,000	\$65,000	\$7,605,000
Master Plan				\$0	\$0	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Project Management				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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
TOTALS BY CATEGORY				\$15,252,362	\$17,913,483	\$11,936,900	\$6,557,230	\$9,955,310	\$9,400,460	\$15,013,300	\$9,486,350	\$8,675,300	\$2,898,000	\$107,088,695

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Improvements at Ranger Station

Phase: 1A of 4
 (If Applicable)

Project #: CD-1

Location:

250 Brewer Road

	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 will be 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: 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	
Current Approved Total Project Budget	\$261,600
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$261,600
Estimated Expenditures through June 30, 2017	\$141,425
Budget Balance Remaining	\$120,175

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 FY 2026.

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	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
Design	Summit CFD	Future Estimate									\$25,000			\$25,000
Design	Fairfield CFD	Future Estimate										\$35,000		\$35,000
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
Construction	Summit CFD	Future Estimate									\$898,000	\$123,000		\$1,021,000
Construction	Fairfield CFD	Future Estimate										\$300,000		\$300,000
Construction	Unidentified	Future Estimate										\$302,000		\$302,000
Totals				\$141,425	\$120,175	\$0	\$0	\$0	\$0	\$0	\$923,000	\$760,000	\$0	\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies	\$300	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600
Contractual Services	\$6,480	\$9,120	\$9,120	\$9,120	\$9,120	\$9,120	\$9,120	\$9,120	\$9,120	\$9,120
Total Expenditure Impacts	\$6,780	\$9,720	\$9,720	\$9,720	\$9,720	\$9,720	\$9,720	\$9,720	\$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

 Phase: of (If Applicable)

Project #: MC-1

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 Budget 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.

Location:

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

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



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$272,500
Requested Total Project Budget	\$272,500
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$272,500

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Court Restricted Revenues	New		\$22,500										\$22,500
Construction	Court Restricted Revenues	New		\$150,000										\$150,000
Technology	Capital Reserves	New		\$50,000										\$50,000
Construction	Capital Reserves	New		\$50,000										\$50,000
														\$0
														\$0
														\$0
Totals				\$0	\$272,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$272,500

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

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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
Total Expenditure Impacts	\$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:

Shade Structures and Playground Equipment Replacement

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

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 to the users of the playground equipment. These are the last two playgrounds that need to be covered in order to accomplish one of the goals in the Master Plan.

Location:

Posse Grounds Park Playground Area

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



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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services										
Total Expenditure Impacts	\$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 any level of work that maintenance is already doing to take care of it. It might decrease costs, however, because wood chips would not have to be replaced annually.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Bike Skills Park - Phase II

 Phase: of

Project #:

(If Applicable)

Location:

Posse Grounds Park

	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. 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.

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 3 and 4 are currently unfunded.



For Continuing Projects

Estimated Project Status as of June 30, 2017:

Phase 2 - the dual slalom will be substantially complete.

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

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	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	\$3,000											\$3,000
Construction	Unidentified	Future Estimate						\$150,000			\$140,000			\$290,000
Arts Transfer	Capital Reserves	Carryover	\$1,100											\$1,100
Totals				\$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 business 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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Total Expenditure Impacts	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

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.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Dog Park Improvements

Phase: of
(If Applicable)

Project #:

Location:

Posse Grounds Park

	Original	Revised (if applicable)
Start Date	April 2016	
Estimated Completion Date	FY2018	

Project Description:

Upgrade existing dog park. A master plan was created in FY2017 based on community feedback, best practices and resources available. The new Master Plan includes increases to parking, improvements to drainage and erosion control, new surfacing options, a new watering station, and many other improvements not presently scheduled to be funded. It is a beautiful "best case" Master Plan. The feedback from the community was positive.

The FY2018 amount represents carryover to complete the improvements currently in process.



Project Justification:

The current facility is dirty, eroding, and not functioning as well as it could. Phase I of this project was to be completed in FY2016. There were delays on the project. Once this phase is completed, there will be 8 additional parking spaces and 4 handicapped ADA parking spaces, a new watering station for pets and people, increased area with easy-to-maintain surfacing, a portion of artificial turf, and an improved seating area. The remaining project phase would encompass additional improvements as outlined in the Master Plan.

For Continuing Projects

Estimated Project Status as of June 30, 2017:

Plans for Phase 1 will be complete and out for bid. Depending on response to the request for bid, a contractor will be selected and construction significantly completed.

Project Balance	
Original Approved Project Budget	\$219,120
Approved Budget Increases/Decreases	\$0
Current Approved Total Project Budget	\$219,120
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$219,120
Estimated Expenditures through June 30, 2017	\$139,120
Budget Balance Remaining	\$80,000

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Development Impact Fees	Carryover	\$38,420	\$5,000										\$43,420
Construction	Development Impact Fees	Carryover	\$100,700	\$75,000										\$175,700
Design	Development Impact Fees	Future Estimate								\$30,000				\$30,000
Construction	Development Impact Fees	Future Estimate								\$300,000				\$300,000
														\$0
														\$0
														\$0
														\$0
														\$0
Totals				\$139,120	\$80,000	\$0	\$0	\$0	\$0	\$330,000	\$0	\$0	\$0	\$549,120

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

Total Operating Impacts:

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

Explanation of Operating Impacts:

Park already exists so operating expenses are already accounted for.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

New Police Facility

Location:

Unknown

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. 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 project does not include land acquisition.



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$20,000
Requested Total Project Budget	\$20,000
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$20,000

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Evaluation	Capital Reserves	New		\$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			\$8,250	\$7,500								\$15,750
														\$0
														\$0
														\$0
Totals				\$0	\$20,000	\$833,250	\$757,500	\$0	\$0	\$0	\$0	\$0	\$0	\$1,610,750

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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services							\$27,000	\$27,000	\$27,000	\$27,000
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$27,000	\$27,000	\$27,000	\$27,000

Explanation of Operating Impacts:

The \$27,000 is the estimated cost of utilities if a new building is built. The 2016 average utility cost was just under \$26,000.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Strengthen Radio Signal

Phase: of Project #:
(If Applicable)

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.

Location:

100 Roadrunner Drive and Airport Mesa

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



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.

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.

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	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		\$100,000										\$100,000
Study	Capital Reserves	New		\$15,000										\$15,000
Equipment	Capital Reserves	Future Estimate			\$600,000									\$600,000
														\$0
														\$0
														\$0
Totals				\$0	\$155,000	\$600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$755,000

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

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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:

Renovation of Current Police Facility

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

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 for as an office building and not a police department. The Sedona Police Department 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 7 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.

Location:

100 Roadrunner Drive

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



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$151,500
Requested Total Project Budget	\$151,500
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$151,500

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Construction	Capital Reserves	New		\$145,000										\$145,000
Equipment	Capital Reserves	New		\$5,000										\$5,000
Arts Transfer	Capital Reserves	New		\$1,500										\$1,500
														\$0
														\$0
														\$0
Totals				\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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:

Construct Bathrooms at Shooting Range

 Phase: of (If Applicable)

Project #: PD-5

Location:

Wastewater Treatment Plant/Shooting Range

	Original	Revised (if applicable)
Start Date	July 2016	
Estimated Completion Date	July 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	
Current Approved Total Project Budget	\$726,250
Requested Budget Increase/Decrease	-\$46,747
Requested Total Project Budget	\$679,503
Estimated Expenditures through June 30, 2017	\$485,328
Budget Balance Remaining	\$194,175

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	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
Totals				\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500
Total Expenditure Impacts	-\$7,500	-\$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 to be determined.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Create Neighborhood Connections

Phase: of Project #:
(If Applicable)

Project Description:

Construct various improvements related to connectivity throughout the City:
FY2018: Tlaquepaque/Ranger/Brewer **FY2023:** Panorama Blvd/Rockridge Dr
FY2019: Forest Rd/SR 89A (ADOT) **FY2024:** Panorama Blvd/Birch Blvd
FY2020: Northview Rd/Sunset Dr **FY2025:** Contractors Rd/Goodrow Ln*
FY2021: Southwest Dr/Navajo Dr/Cantabile St **FY2026:** Tranquil Ave/Madole Rd/Safeway Shopping Ctr*
FY2022: Willow Wy/Rockridge Dr **FY2027:** White Bear Rd/Calle del Sol/Navoti*
 * = Pending development outside City right-of-way.
 Note: Either FY2023 or FY2024 are needed, not both.

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.

Location:

Citywide

	Original	Revised (if applicable)
Start Date	July 2018	
Estimated Completion Date	June 2019	

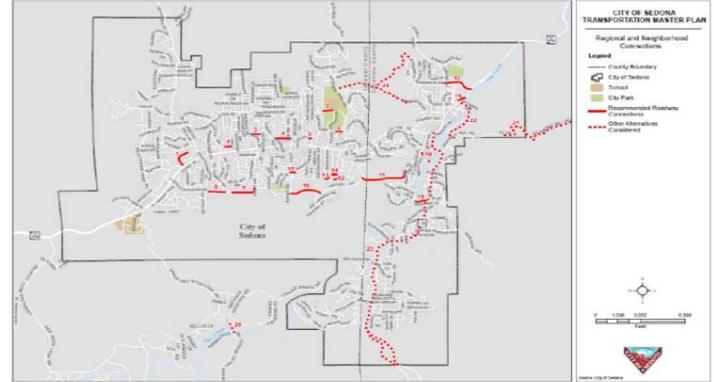


Figure 17: Regional and Neighborhood Roadway Connections

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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$0
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$0

Budget Detail

Project Estimate Detail:

Category	Funding Source	New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals	
Design	Unidentified	Future Estimate		\$60,000	\$120,000	\$40,000	\$30,000	\$25,000	\$45,000	\$25,000	\$60,000	\$110,000		\$515,000	
Construction	Unidentified	Future Estimate		\$300,000	\$800,000	\$200,000	\$150,000	\$120,000	\$215,000	\$120,000	\$300,000	\$550,000		\$2,755,000	
Land Acquisition	Unidentified	Future Estimate		\$150,000	\$400,000	\$150,000	\$250,000	\$150,000	\$150,000	\$100,000	\$200,000	\$400,000		\$1,950,000	
Arts Transfer	Unidentified	Future Estimate		\$3,600	\$9,200	\$2,400	\$1,800	\$1,450	\$2,600	\$1,450	\$3,600	\$6,600		\$32,700	
														\$0	
														\$0	
														\$0	
Totals				\$0	\$513,600	\$1,329,200	\$392,400	\$431,800	\$296,450	\$412,600	\$246,450	\$563,600	\$1,066,600	\$0	\$5,252,700

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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services			\$3,000	\$6,000	\$9,000	\$12,000	\$15,000	\$18,000	\$21,000	\$24,000
Total Expenditure Impacts	\$0	\$0	\$3,000	\$6,000	\$9,000	\$12,000	\$15,000	\$18,000	\$21,000	\$24,000

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.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

New Pedestrian Crossings

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

Project Description:

Construct pedestrian controlled street crossings:
FY2018: Signal Crossing SR 89A at Arroyo Roble Rd
FY2021: Pedestrian over crossing SR 89A - Wayside

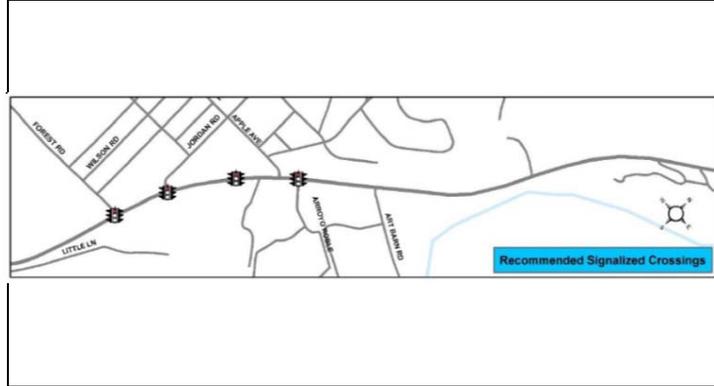
Project Justification:

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."

Location:

Uptown Sedona - and SR 179

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



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$151,500
Requested Total Project Budget	\$151,500
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$151,500

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	New		\$25,000										\$25,000
Construction	Capital Reserves	New		\$125,000										\$125,000
Arts Transfer	Capital Reserves	New		\$1,500										\$1,500
Design	Unidentified	Future Estimate			\$315,000									\$315,000
Construction	Unidentified	Future Estimate			\$1,750,000									\$1,750,000
Arts Transfer	Unidentified	Future Estimate			\$20,650									\$20,650
														\$0
														\$0
Totals				\$0	\$151,500	\$2,085,650	\$0	\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services	\$1,500	\$1,500	\$1,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500
Total Expenditure Impacts	\$1,500	\$1,500	\$1,500	\$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: of **Project #:**
 (If Applicable)

Project Description:

Construct Uptown/SR 179 Street Improvement Projects:
FY2018&2019: 4' median through Uptown with 2nd southbound thru lane (including roundabout at Jordan Road)
FY2018&2019: Minor projects
FY2018&2019: Y bypass lanes (northbound and southbound)
FY2018&2020: Widen Schnebly Roundabout to two lanes and widen SR 179 from Schebly to the "Y" to two lanes in each direction; include a grade-separated pedestrian crossing at Tlaquepaque (pedestrians going under the roadway)
FY2021: Roundabout at north end of Uptown

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

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:

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

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	New Appropriation/ Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Land Acquisition	Capital Reserves	New	\$950,000										\$950,000
Design	Capital Reserves	New	\$432,000										\$432,000
Construction	Capital Reserves	New		\$3,080,000	\$6,300,000								\$9,380,000
Arts Transfer	Capital Reserves	New	\$4,320	\$30,800	\$63,000								\$98,120
Land Acquisition	Unidentified	Future Estimate			\$400,000	\$200,000							\$600,000
Design	Unidentified	Future Estimate	\$649,000			\$300,000							\$949,000
Construction	Unidentified	Future Estimate		\$860,000		\$2,000,000							\$2,860,000
Arts Transfer	Unidentified	Future Estimate	\$6,490	\$8,600	\$0	\$23,000							\$38,090
Totals			\$0	\$2,041,810	\$3,979,400	\$6,763,000	\$2,523,000	\$0	\$0	\$0	\$0	\$0	\$15,307,210

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

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Total Operating Impacts:

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services		\$10,500	\$11,500	\$14,500	\$19,500	\$24,500	\$24,500	\$24,500	\$24,500	\$24,500
Total Expenditure Impacts	\$0	\$10,500	\$11,500	\$14,500	\$19,500	\$24,500	\$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.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Enhance Transit Services - Fixed Route

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

Project Description:

Enhance Transit Service:
FY2021: Extend Verde Lynx to the Village of Oak Creek (VOC)
FY2022 & 2023: Provide park-and-ride lots

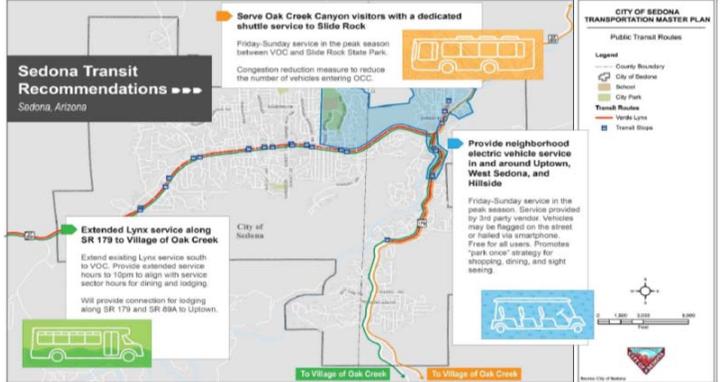
Project Justification:

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.

Location:

Citywide

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



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$0
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$0

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Unidentified	Future Estimate					\$40,000	\$66,000	\$66,000					\$172,000
Construction	Unidentified	Future Estimate						\$440,000	\$440,000					\$880,000
Vehicles	Unidentified	Future Estimate					\$400,000							\$400,000
Land Acquisition	Unidentified	Future Estimate						\$300,000	\$300,000					\$600,000
Arts Transfer	Unidentified	Future Estimate					\$400	\$5,060	\$5,060					\$10,520
														\$0
														\$0
														\$0
Totals				\$0	\$0	\$0	\$440,400	\$811,060	\$811,060	\$0	\$0	\$0	\$0	\$2,062,520

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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services				\$500,000	\$500,000	\$500,000	\$503,000	\$506,000	\$506,000	\$506,000
Total Expenditure Impacts	\$0	\$0	\$0	\$500,000	\$500,000	\$500,000	\$503,000	\$506,000	\$506,000	\$506,000

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.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

New Pedestrian Pathways

Location:

Citywide

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 improving walkability throughout the City:
FY2019: Posse Grounds Overflow/Trailheads Parking Lot
FY2020: Sanborn/Thunder Mountain Multi-Use Path
FY2021: Northview Road Sidewalk
FY2022: Airport Road Sidewalk
FY2023: Uptown/West Sedona Multi-Use Path
FY2024: Coffee Pot Rd Sidewalk
FY2025: Chapel Rd Sidewalk
FY2026: Rodeo Rd Sidewalk
FY2027: 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 FY2019 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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$721,200
Requested Total Project Budget	\$721,200
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$721,200

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	New Appropriation/	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Land Acquisition	Unidentified	Future Estimate						\$30,000	\$20,000	\$20,000	\$500,000		\$15,000	\$585,000
Design	Capital Reserves	New					\$120,000							\$120,000
Design	Unidentified	Future Estimate						\$200,000	\$70,000	\$70,000	\$450,000	\$120,000	\$200,000	\$1,110,000
Construction	Capital Reserves	New						\$600,000						\$600,000
Construction	Unidentified	Future Estimate							\$1,000,000	\$350,000	\$350,000	\$2,250,000	\$600,000	\$4,550,000
Arts Transfer	Capital Reserves	New					\$1,200							\$1,200
Arts Transfer	Unidentified	Future Estimate					\$0	\$2,000	\$10,700	\$4,200	\$8,000	\$23,700	\$8,000	\$56,600
Totals				\$0	\$0	\$0	\$0	\$121,200	\$832,000	\$1,100,700	\$444,200	\$1,308,000	\$2,393,700	\$7,022,800

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

Total Operating Impacts:

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies			\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000

Explanation of Operating Impacts:

Materials and supplies would include seal coating of paths/parking lot, patching, replacing of concrete panels, striping, etc.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

New Bicycle Lanes

Location:

Citywide

Phase: of **Project #:**
(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:
FY2023: Bicycle Boulevard parallel to SR 89A in West Sedona
FY2024: Bike Lane on Posse Grounds Road
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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$0
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$0

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Unidentified	Future Estimate						\$400,000	\$60,000	\$400,000				\$860,000
Construction	Unidentified	Future Estimate							\$2,000,000	\$300,000	\$2,000,000			\$4,300,000
Arts Transfer	Unidentified	Future Estimate						\$4,000	\$20,600	\$7,000	\$20,000			\$51,600
Land Acquisition	Unidentified	Future Estimate						\$100,000						\$100,000
														\$0
														\$0
														\$0
														\$0
Totals				\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies						\$5,000	\$10,000	\$15,000	\$20,000	\$25,000
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000

Explanation of Operating Impacts:

Materials and supplies would include seal coating of paths, patching, curb replacement, striping, etc.

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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$151,000
Requested Total Project Budget	\$151,000
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$151,000

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Technology	Capital Reserves	New		\$50,000										\$50,000
Construction	Capital Reserves	New		\$100,000										\$100,000
Arts Transfer	Capital Reserves	New		\$1,000										\$1,000
Design	Unidentified	Future Estimate								\$1,000,000				\$1,000,000
Construction	Unidentified	Future Estimate									\$2,500,000	\$2,500,000		\$5,000,000
Arts Transfer	Unidentified	Future Estimate								\$10,000	\$25,000	\$25,000		\$60,000
														\$0
														\$0
Totals				\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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:

Uptown Parking & Wayfinding

Phase: of Project #:
(If Applicable)

Project Description:

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.

FY2024: Multi-level parking structure

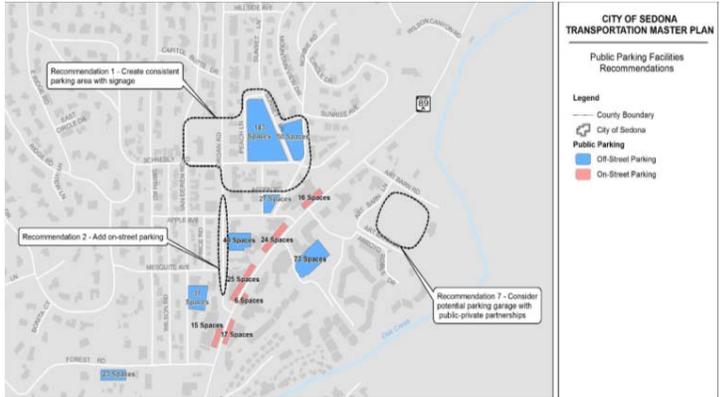
Project Justification:

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.

Location:

Uptown

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



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.

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

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$222,200
Requested Total Project Budget	\$222,200
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$222,200

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	New		\$10,000	\$10,000									\$20,000
Construction	Capital Reserves	New		\$100,000	\$100,000									\$200,000
Arts Transfer	Capital Reserves	New		\$1,100	\$1,100									\$2,200
Land Acquisition	Unidentified	Future Estimate								\$1,000,000				\$1,000,000
Design	Unidentified	Future Estimate							\$1,400,000					\$1,400,000
Construction	Unidentified	Future Estimate								\$7,000,000				\$7,000,000
Arts Transfer	Unidentified	Future Estimate								\$70,000				\$70,000
Totals				\$0	\$111,100	\$111,100	\$0	\$0	\$0	\$1,400,000	\$8,070,000	\$0	\$0	\$9,692,200

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

Total Operating Impacts:

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs			\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$20,000	\$20,000	\$20,000
Materials & Supplies	\$10,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$20,000	\$20,000	\$20,000
Contractual Services			\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$15,000	\$15,000	\$15,000
Total Expenditure Impacts	\$10,000	\$15,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$55,000	\$55,000	\$55,000

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.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Traffic Signal Operations/Management

 Phase: of Project #:
 (If Applicable)

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%.

Location:

City-wide

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



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.

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

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	New		\$10,000										\$10,000
Construction	Capital Reserves	New		\$10,000										\$10,000
Arts Transfer	Capital Reserves	New		\$200										\$200
Technology	Capital Reserves	New		\$40,000										\$40,000
														\$0
														\$0
														\$0
Totals				\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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

Phase: of (If Applicable)

Project #:

Location:

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

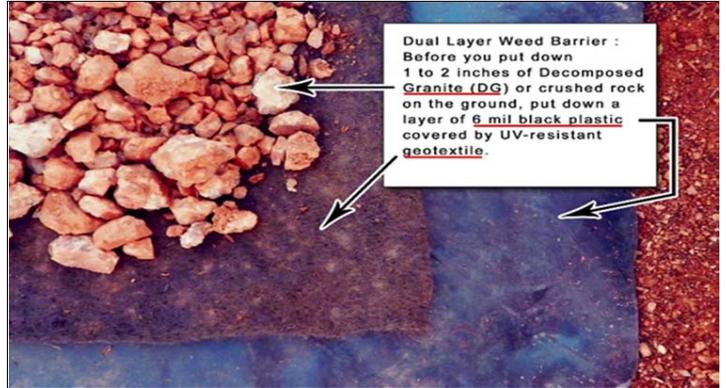
	Original	Revised (if applicable)
Start Date	FY2024	
Estimated Completion Date	FY2025	

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.

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

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	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	Future Estimate								\$30,000				\$30,000
Construction	Unidentified	Future Estimate								\$260,000	\$300,000			\$560,000
Arts Transfer	Unidentified	Future Estimate								\$2,900	\$3,000			\$5,900
														\$0
														\$0
														\$0
Totals			\$201,857	\$0	\$0	\$0	\$0	\$0	\$0	\$292,900	\$303,000	\$0	\$0	\$797,757

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

Total Operating Impacts:

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies							\$200	\$400	\$400	\$400
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$400	\$400	\$400

Explanation of Operating Impacts:

Materials and supplies related to maintaining new landscaping and irrigation.

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	\$21,580
Current Approved Total Project Budget	\$626,979
Requested Budget Increase/Decrease	-\$129,150
Requested Total Project Budget	\$497,829
Estimated Expenditures through June 30, 2017	\$72,296
Budget Balance Remaining	\$425,533

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

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	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
Totals			\$72,296	\$425,533	\$0	\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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:

Coffee Pot Drainage Basin, Grasshopper Lane Area (Yavapai County)

 Phase: of (If Applicable)

 Project #:
Location:

Grasshopper Lane

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

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	New	\$465,465	\$25,000										\$490,465
Construction	Yavapai County Flood Control	New	\$675,000	\$325,000										\$1,000,000
Construction	Grant	New	\$0	\$0										\$0
Construction	Capital Reserves	New	\$235,962	\$945,000										\$1,180,962
Arts Transfer	Capital Reserves	New	\$7,014	\$9,700										\$16,714
														\$0
														\$0
														\$0
Totals			\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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)

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

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.

Location:

Little Elf Drive

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



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$0
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$0

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	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
Totals				\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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:

Improvements to Back O' Beyond Road, Low Water Crossing (Yavapai County)

Phase: of Project #:
(If Applicable)

Project Description:

Development of plans, specifications, and cost estimate to eliminate one low water crossing along Back O' Beyond Road. Corps of Engineers' requirements will be determined, and right-of-way needs will be defined. The Yavapai County Flood Control funds do not become available until FY 2020.

Project Justification:

This project will develop a design and costs to improve public road ingress and egress for the Cathedral Rock Trailhead parking area and some private residential parcels. During large monsoon storms, this area is routinely isolated. From a public safety standpoint, trailhead parking area ingress and egress is important. This project provides drainage improvements not shown in the 2005 Stormwater Master Plan.

Location:

Back O' Beyond Road

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



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$0
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$0

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Yavapai County Flood Control	Future Estimate				\$125,000								\$125,000
Land Acquisition	Capital Reserves	Future Estimate				\$20,000								\$20,000
Construction	Yavapai County Flood Control	Future Estimate				\$225,000	\$350,000							\$575,000
														\$0
														\$0
														\$0
														\$0
														\$0
Totals				\$0	\$0	\$0	\$370,000	\$350,000	\$0	\$0	\$0	\$0	\$0	\$720,000

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

Total Operating Impacts:

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

Explanation of Operating Impacts:

The operating expenditures account for costs related to debris removal, erosion repair, etc.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Saddlerock Area Drainage Improvements (Yavapai County)

Phase: of Project #:
(If Applicable)

Project Description:

This project funds design and construction of storm drainage improvements for the Saddlerock area per the 2005 Stormwater Master Plan.

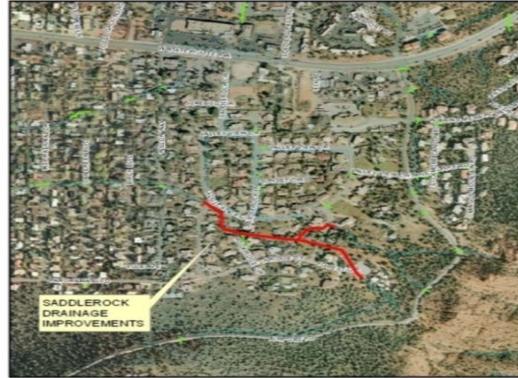
Project Justification:

This project was identified in the 2005 Stormwater Master Plan as a high priority project. This project is identified as SC-CO1 - SC-C08 & SC-D01 - SC-D05 in the Master Plan.

Location:

Saddlerock Area

	Original	Revised (if applicable)
Start Date	July 2021	
Estimated Completion Date	June 2024	



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$0
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$0

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Yavapai County Flood Control	Future Estimate						\$175,000						\$175,000
Construction	Yavapai County Flood Control	Future Estimate								\$375,000				\$375,000
Construction	Unidentified	Future Estimate								\$925,000				\$925,000
Arts Transfer	Unidentified	Future Estimate								\$9,250				\$9,250
														\$0
														\$0
														\$0
														\$0
Totals				\$0	\$0	\$0	\$0	\$175,000	\$0	\$1,309,250	\$0	\$0	\$0	\$1,484,250

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

Total Operating Impacts:

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

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:

Juniper Hills Area Drainage Improvements (Coconino County)

Phase: of Project #:
(If Applicable)

Project Description:

Design and installation of Storm Drainage Improvements in the Juniper Lane Area. Capacity of existing drainage improvements would be increased from a point along Juniper Lane, just north of Cindy Lane, to an outlet just south of New Castle Lane. These improvements have been identified in the budget to occur after the completion of the majority of the improvements in the Brewer/Tlaquepaque area. These improvements will be in the Coconino County Flood Control area. To install this storm drainage improvement, the removal of approximately 600 feet of private street structure will occur. The City will replace the street but will not take ownership of or maintain the replaced street in the future.

Project Justification:

The 2005 Stormwater Master Plan did not identify this work; however, community representatives have communicated their concerns to City staff regarding the lack of storm drainage improvements in this area. In addition, projects in the Yavapai County Flood Control area, identified in the 2005 Stormwater Master Plan, do not compete with this project for Coconino County Flood Control funds. Storm drainage improvements will reduce damages from flooding, prevent natural erosion from occurring, and control silt runoff in the Juniper Lane area.

Location:

Juniper Lane

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



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$701,000
Requested Total Project Budget	\$701,000
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$701,000

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Coconino County Flood Control	New		\$100,000										\$100,000
Construction	Coconino County Flood Control	New			\$500,000									\$500,000
Construction	Capital Reserves	New			\$100,000									\$100,000
Arts Transfer	Capital Reserves	New			\$1,000									\$1,000
														\$0
														\$0
														\$0
														\$0
Totals				\$0	\$100,000	\$601,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$701,000

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

Total Operating Impacts:

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

Explanation of Operating Impacts:

The operating expenditures account for costs related to debris removal, erosion repair, etc.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Stormwater Master Plan Update & Project Implementations

Phase: of Project #:
 (If Applicable)

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.

Location:

City-Wide

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



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$0
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$0

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals	
Study	Capital Reserves	Future Estimate				\$125,000	\$75,000	\$75,000						\$275,000	
Study	Coconino County Flood Control	Future Estimate				\$125,000	\$75,000	\$75,000						\$275,000	
Construction	Coconino County Flood Control	Future Estimate					\$325,000	\$325,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,650,000	
Construction	Yavapai County Flood Control	Future Estimate									\$375,000	\$375,000	\$375,000	\$1,125,000	
														\$0	
														\$0	
														\$0	
Totals				\$0	\$0	\$0	\$250,000	\$475,000	\$475,000	\$400,000	\$400,000	\$775,000	\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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

 Phase: of
 (If Applicable)

 Project #:
Location:

Wastewater Reclamation Plant (WWRP)

	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.

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.

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	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
Design	Wastewater Revenues	Future Estimate												\$0
Construction	Wastewater Revenues	Carryover		\$400,000										\$400,000
Construction	Wastewater Revenues	Future Estimate												\$0
Contingency	Wastewater Revenues	Carryover		\$40,000										\$40,000
														\$0
														\$0
														\$0
Totals			\$23,225	\$456,775	\$0	\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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:

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.

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

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Wastewater Revenues	New	\$989,221	\$250,000										\$1,239,221
Design	Wastewater Revenues	Future Estimate			\$130,000	\$100,000								\$230,000
Construction	Wastewater Revenues	Carryover	\$4,412,268	\$434,215										\$4,846,483
Construction	Wastewater Revenues	New		\$1,000,000	\$2,000,000									\$3,000,000
Construction	Wastewater Revenues	Future Estimate				\$1,256,500								\$1,256,500
Environmental	Wastewater Revenues	Carryover	\$13,355	\$90,000										\$103,355
Environmental	Wastewater Revenues	New			\$25,000									\$25,000
Environmental	Wastewater Revenues	Future Estimate				\$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
Totals			\$7,137,983	\$1,990,275	\$2,155,000	\$1,381,500	\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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

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

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 forcemain 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.

Location:

Citywide

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



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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals	
Design	Wastewater Revenues	New		\$250,000										\$250,000	
Design	Wastewater Revenues	Future Estimate			\$208,200	\$25,000	\$25,000	\$25,000	\$50,000	\$50,000				\$383,200	
Construction	Wastewater Revenues	New		\$650,000	\$650,000									\$1,300,000	
Construction	Wastewater Revenues	Future Estimate			\$1,220,600	\$250,000	\$250,000	\$250,000	\$500,000	\$500,000				\$2,970,600	
Contingency	Wastewater Revenues	New		\$270,000										\$270,000	
Contingency	Wastewater Revenues	Future Estimate			\$200,000									\$200,000	
														\$0	
														\$0	
Totals				\$0	\$1,170,000	\$2,278,800	\$275,000	\$275,000	\$275,000	\$550,000	\$550,000	\$0	\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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:

Upgrade WWRP Bar Screens and Tertiary Filters

Phase: of Project #:
(If Applicable)

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.

Location:

Wastewater Reclamation Plant (WWRP)

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



For Continuing Projects

Estimated Project Status as of June 30, 2017:

The bar screen replacement project is anticipated to be approximately 50% complete.

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.

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Wastewater Revenues	New	\$50,000	\$100,000										\$150,000
Construction	Wastewater Revenues	New		\$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
Totals			\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies	\$1,000	\$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	\$1,200
Total Expenditure Impacts	\$2,200	\$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.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Upgrade Existing WWRP Odor Control Unit

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

Project Description:

This project is for improvements to the existing odor control unit.

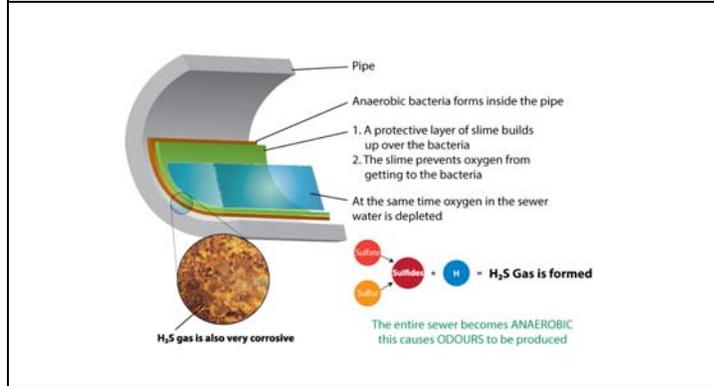
Project Justification:

The existing odor control unit at the WWRP is rated for a flow of 0.9 million gallons per day. Current average daily flows of 1.2 million gallons per day exceed this rating. The project will implement upgrades to the odor control unit, as identified and recommended in the Odor Control Study, to be completed in FY2017.

Location:

Wastewater Reclamation Plant (WWRP)

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



For Continuing Projects

Estimated Project Status as of June 30, 2017:

The odor control study is estimated 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	\$25,000
Approved Budget Increases/Decreases	
Current Approved Total Project Budget	\$25,000
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$25,000
Estimated Expenditures through June 30, 2017	\$25,000
Budget Balance Remaining	\$0

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Evaluation	Wastewater Revenues	Carryover	\$25,000											\$25,000
Design	Wastewater Revenues	Future Estimate			\$20,000									\$20,000
Construction	Wastewater Revenues	Future Estimate			\$150,000									\$150,000
Contingency	Wastewater Revenues	Future Estimate			\$15,000									\$15,000
														\$0
														\$0
														\$0
														\$0
Totals			\$25,000	\$0	\$185,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$210,000

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

Total Operating Impacts:

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

Explanation of Operating Impacts:

Purchase of filters for the new unit.

SUMMARY OF CAPITAL PROJECTS - continued

FY 2018 - FY 2027 Master Summary Project List by Major Program - Scenario B (Within Staffing Constraints)

(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
AC - Arts & Culture														
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
AC - Arts & Culture Subtotal				\$0	\$75,000	\$0	\$0	\$125,000	\$0	\$0	\$75,000	\$0	\$0	\$275,000
Proposed Funding as Capital Reserves				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CD - Community Development														
Improvements at Ranger Station	Restricted & Unidentified		CD-1	\$120,175	\$0	\$0	\$0	\$0	\$0	\$0	\$923,000	\$760,000	\$0	\$1,803,175
CD - Community Development Subtotal				\$120,175	\$0	\$0	\$0	\$0	\$0	\$0	\$923,000	\$760,000	\$0	\$1,803,175
Proposed Funding as Capital Reserves				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$302,000	\$0	\$302,000
MC - Municipal Court														
New Courtroom - Remodel OR New Construction	Restricted & Unidentified		MC-1	\$272,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$272,500
MC - Municipal Court Subtotal				\$272,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$272,500
Proposed Funding as Capital Reserves				\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PR - Parks & Recreation														
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	\$150,000	\$0	\$0	\$140,000	\$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
PR - Parks & Recreation Subtotal				\$1,379,600	\$270,000	\$160,000	\$532,830	\$150,000	\$75,000	\$330,000	\$140,000	\$535,000	\$0	\$3,572,430
Proposed Funding as Capital Reserves				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$150,000	\$0	\$0	\$140,000	\$0	\$0	\$290,000

SUMMARY OF CAPITAL PROJECTS - continued

FY 2018 - FY 2027 Master Summary Project List by Major Program - Scenario B (Within Staffing Constraints)

(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
Streets & Transportation														
Create Neighborhood Connections	Unidentified		ST-1	\$769,200	\$521,200	\$809,200	\$392,400	\$431,800	\$296,450	\$412,600	\$246,450	\$563,600	\$1,066,600	\$5,509,500
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	\$440,400	\$811,060	\$811,060	\$0	\$0	\$0	\$0	\$2,062,520
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	Capital Reserves & Unidentified		ST-7	\$0	\$0	\$0	\$121,200	\$832,000	\$1,100,700	\$444,200	\$1,308,000	\$2,393,700	\$823,000	\$7,022,800
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	\$1,400,000	\$8,070,000	\$0	\$0	\$0	\$9,692,200
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	\$292,900	\$303,000	\$0	\$0	\$595,900
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	\$302,500	\$1,262,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,565,000
Streets & Transportation Subtotal				\$2,380,603	\$5,779,083	\$4,344,240	\$5,037,000	\$11,362,460	\$8,570,360	\$11,940,200	\$7,156,200	\$5,482,300	\$1,889,600	\$63,942,046
Proposed Funding as Capital Reserves				\$1,239,746	\$3,149,526	\$0	\$121,200	\$600,000	\$0	\$0	\$0	\$0	\$0	\$5,110,472
Proposed Funding as Unidentified				\$769,200	\$2,257,900	\$4,344,240	\$4,915,800	\$10,762,460	\$8,570,360	\$11,835,200	\$6,781,200	\$5,482,300	\$1,889,600	\$57,608,260
PW - Public Works														
Improve Uptown Restrooms	Unidentified		PW-1	\$0	\$0	\$0	\$0	\$121,200	\$121,200	\$0	\$0	\$0	\$0	\$242,400
PW - Public Works Subtotal				\$0	\$0	\$0	\$0	\$121,200	\$121,200	\$0	\$0	\$0	\$0	\$242,400
Proposed Funding as Capital Reserves				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$121,200	\$121,200	\$0	\$0	\$0	\$0	\$242,400

SUMMARY OF CAPITAL PROJECTS - continued

FY 2018 - FY 2027 Master Summary Project List by Major Program - Scenario B (Within Staffing Constraints)

(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
SD - Storm Drainage														
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 & Capital Reserves		SD-11	\$0	\$0	\$250,000	\$475,000	\$475,000	\$400,000	\$400,000	\$775,000	\$775,000	\$775,000	\$4,325,000
SD - Storm Drainage Subtotal				\$3,730,405	\$2,662,300	\$910,000	\$875,000	\$900,000	\$1,910,750	\$1,759,250	\$825,000	\$825,000	\$825,000	\$15,222,705
Proposed Funding as Capital Reserves				\$979,700	\$1,747,300	\$145,000	\$75,000	\$75,000	\$0	\$0	\$0	\$0	\$0	\$3,022,000
Proposed Funding as Unidentified				\$0	\$0	\$0	\$0	\$0	\$1,085,750	\$934,250	\$0	\$0	\$0	\$2,020,000
Total Projects Non-Wastewater				\$9,025,422	\$10,219,633	\$6,171,740	\$6,444,830	\$12,658,660	\$10,677,310	\$14,029,450	\$9,119,200	\$7,602,300	\$2,714,600	\$88,663,145

SUMMARY OF CAPITAL PROJECTS - continued

FY 2018 - FY 2027 Master Summary Project List by Major Program - Scenario B (Within Staffing Constraints)

(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
WW - Wastewater														
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
Upgrade 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
WW - Wastewater Subtotal				\$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
TOTAL ALL PROJECTS				\$14,102,472	\$15,383,433	\$7,863,240	\$7,269,830	\$14,433,660	\$11,807,310	\$15,179,450	\$9,169,200	\$8,172,300	\$3,964,600	\$107,345,495
Proposed Funding Summary														
1% for Arts				\$0	\$75,000	\$0	\$0	\$125,000	\$0	\$0	\$75,000	\$0	\$0	\$275,000
Capital Reserves				\$3,436,585	\$6,224,026	\$902,500	\$196,200	\$675,000	\$0	\$0	\$0	\$0	\$0	\$11,434,311
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	\$0	\$335,000	\$0	\$455,175
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	\$923,000	\$123,000	\$0	\$1,046,000
Unidentified				\$769,200	\$2,257,900	\$4,344,240	\$4,915,800	\$11,033,660	\$9,777,310	\$12,769,450	\$6,921,200	\$5,784,300	\$1,889,600	\$60,462,660
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
TOTAL PROPOSED FUNDING				\$14,102,472	\$15,383,433	\$7,863,240	\$7,269,830	\$14,433,660	\$11,807,310	\$15,179,450	\$9,169,200	\$8,172,300	\$3,964,600	\$107,345,495

SUMMARY OF CAPITAL PROJECTS - continued

FY 2018 - FY 2027 Master Summary Project List by Major Program - Scenario B (Within Staffing Constraints)

(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
Proposed 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
Total Revenue Impacts				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NOTE: Projects with revenue impacts to be determined: PR-8, PD-7														
Expenditures														
Personnel Costs				\$0	\$0	\$9,710	\$9,710	\$233,630	\$249,630	\$249,630	\$259,630	\$259,630	\$259,630	\$1,531,200
Materials & Supplies				\$16,250	\$33,950	\$56,740	\$62,740	\$60,740	\$67,970	\$81,570	\$98,170	\$108,170	\$118,170	\$704,470
Contractual Services				-\$12,507	\$16,333	\$25,333	\$536,333	\$686,533	\$757,183	\$919,683	\$935,683	\$878,683	\$881,683	\$5,624,940
Total Expenditure Impacts				\$3,743	\$50,283	\$91,783	\$608,783	\$980,903	\$1,074,783	\$1,250,883	\$1,293,483	\$1,246,483	\$1,259,483	\$7,860,610
NOTE: Projects with expenditure impacts to be determined: PR-1, PR-4, PR-8, PD-5, PD-6, PD-7, ST-9, WW-2, WW-6, WW-9														
NET EXPENDITURE/(REVENUE)				\$3,743	\$50,283	\$91,783	\$608,783	\$980,903	\$1,074,783	\$1,250,883	\$1,293,483	\$1,246,483	\$1,259,483	\$7,860,610
Project Status Summary														
Carryover				\$5,982,238	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,982,238
New				\$7,351,034	\$7,342,183	\$0	\$121,200	\$600,000	\$0	\$0	\$0	\$0	\$0	\$15,414,417
Future Estimate				\$769,200	\$8,041,250	\$7,863,240	\$7,148,630	\$13,833,660	\$11,807,310	\$15,179,450	\$9,169,200	\$8,172,300	\$3,964,600	\$85,948,840
TOTALS BY STATUS				\$14,102,472	\$15,383,433	\$7,863,240	\$7,269,830	\$14,433,660	\$11,807,310	\$15,179,450	\$9,169,200	\$8,172,300	\$3,964,600	\$107,345,495
Category Summary														
Arts Transfer				\$31,478	\$74,633	\$47,740	\$37,000	\$97,660	\$76,310	\$109,450	\$61,200	\$52,300	\$14,600	\$602,371
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	\$7,550,000	\$3,125,000	\$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
Project Management				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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
TOTALS BY CATEGORY				\$14,102,472	\$15,383,433	\$7,863,240	\$7,269,830	\$14,433,660	\$11,807,310	\$15,179,450	\$9,169,200	\$8,172,300	\$3,964,600	\$107,345,495

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Create Neighborhood Connections

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

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 **FY2027:** Tranquil Ave/Madole Rd/Safeway Shopping Ctr*
FY2023: Willow Wy/Rockridge Dr **FY2028:** White Bear Rd/Calle del Sol/Navoti*
 * = Pending development outside City right-of-way.
 Note: Either FY2024 or FY2025 are needed, not both.

Location:

Citywide

	Original	Revised (if applicable)
Start Date	July 2018	
Estimated Completion Date	June 2019	

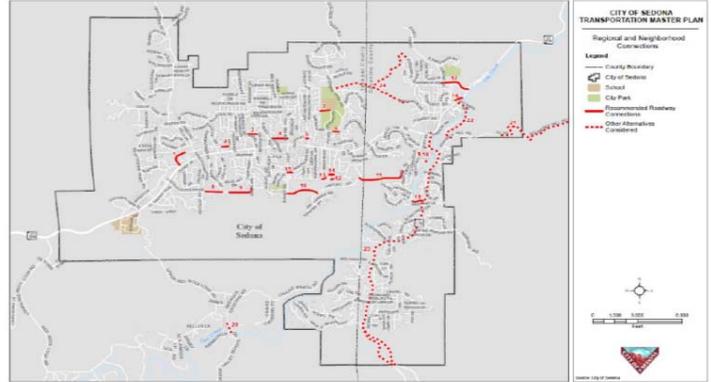


Figure 17: Regional and Neighborhood Roadway Connections

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:

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

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals	
Design	Unidentified	Future Estimate		\$60,000	\$120,000		\$40,000	\$30,000	\$25,000	\$45,000	\$25,000	\$60,000	\$110,000	\$515,000	
Construction	Unidentified	Future Estimate		\$300,000		\$800,000	\$200,000	\$150,000	\$120,000	\$215,000	\$120,000	\$300,000	\$550,000	\$2,755,000	
Land Acquisition	Unidentified	Future Estimate		\$400,000	\$400,000		\$150,000	\$250,000	\$150,000	\$150,000	\$100,000	\$200,000	\$400,000	\$2,200,000	
Arts Transfer	Unidentified	Future Estimate		\$9,200	\$1,200	\$9,200	\$2,400	\$1,800	\$1,450	\$2,600	\$1,450	\$3,600	\$6,600	\$39,500	
														\$0	
														\$0	
														\$0	
Totals				\$0	\$769,200	\$521,200	\$809,200	\$392,400	\$431,800	\$296,450	\$412,600	\$246,450	\$563,600	\$1,066,600	\$5,509,500

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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services			\$3,000	\$6,000	\$9,000	\$12,000	\$15,000	\$18,000	\$21,000	\$24,000
Total Expenditure Impacts	\$0	\$0	\$3,000	\$6,000	\$9,000	\$12,000	\$15,000	\$18,000	\$21,000	\$24,000

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.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

New Pedestrian Crossings

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

Project Description:

Construct pedestrian controlled street crossings:
FY2018: Signal Crossing SR 89A at Arroyo Roble Rd
FY2019&2020: Pedestrian over crossing SR 89A - Wayside

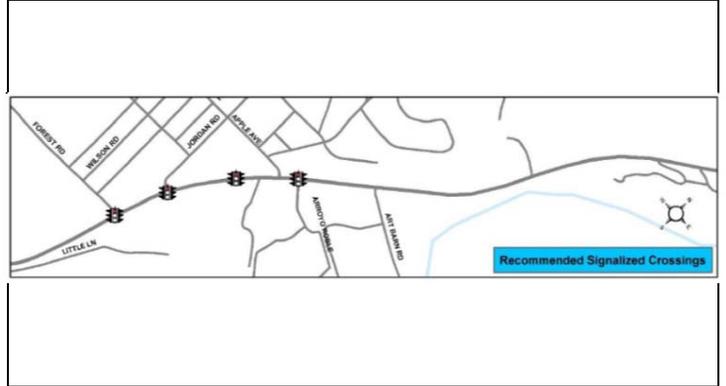
Project Justification:

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."

Location:

Uptown Sedona - and SR 179

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



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$151,500
Requested Total Project Budget	\$151,500
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$151,500

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	New		\$25,000										\$25,000
Construction	Capital Reserves	New		\$125,000										\$125,000
Arts Transfer	Capital Reserves	New		\$1,500										\$1,500
Design	Unidentified	Future Estimate			\$315,000									\$315,000
Construction	Unidentified	Future Estimate			\$875,000	#####								\$1,750,000
Arts Transfer	Unidentified	Future Estimate			\$11,900	\$8,750								\$20,650
														\$0
														\$0
Totals				\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services	\$1,500	\$1,500	\$1,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500
Total Expenditure Impacts	\$1,500	\$1,500	\$1,500	\$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:

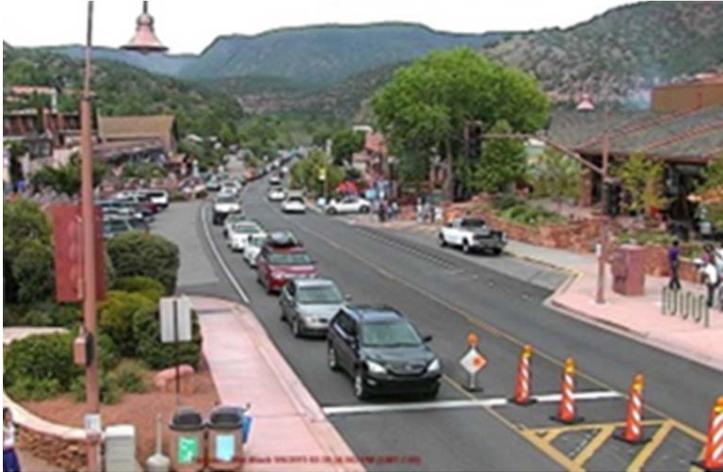
Uptown Sedona

Phase: of **Project #:**
(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&2019: 4' 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 Schebly 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:

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

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	New Appropriation/	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Land Acquisition	Capital Reserves	New		\$200,000										\$200,000
Design	Capital Reserves	New		\$432,000										\$432,000
Construction	Capital Reserves	New			\$2,880,000									\$2,880,000
Arts Transfer	Capital Reserves	New		\$4,320	\$28,800									\$33,120
Land Acquisition	Unidentified	Future Estimate				\$400,000	\$750,000		\$200,000					\$1,350,000
Design	Unidentified	Future Estimate			\$30,000	\$119,000	\$500,000		\$300,000					\$949,000
Construction	Unidentified	Future Estimate			\$200,000	\$860,000	\$2,000,000	\$4,300,000	\$2,000,000					\$9,360,000
Arts Transfer	Unidentified	Future Estimate			\$2,300	\$9,790	\$25,000	\$43,000	\$23,000					\$103,090
Totals				\$0	\$636,320	\$3,141,100	\$3,275,000	\$4,343,000	\$2,523,000	\$0	\$0	\$0	\$0	\$15,307,210

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

Total Operating Impacts:

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services		\$10,500	\$11,500	\$14,500	\$19,500	\$24,500	\$24,500	\$24,500	\$24,500	\$24,500
Total Expenditure Impacts	\$0	\$10,500	\$11,500	\$14,500	\$19,500	\$24,500	\$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.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Enhance Transit Services - Fixed Route

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

Project Description:

Enhance Transit Service:
FY2021: Extend Verde Lynx to the Village of Oak Creek (VOC)
FY2022 & 2023: Provide park-and-ride lots

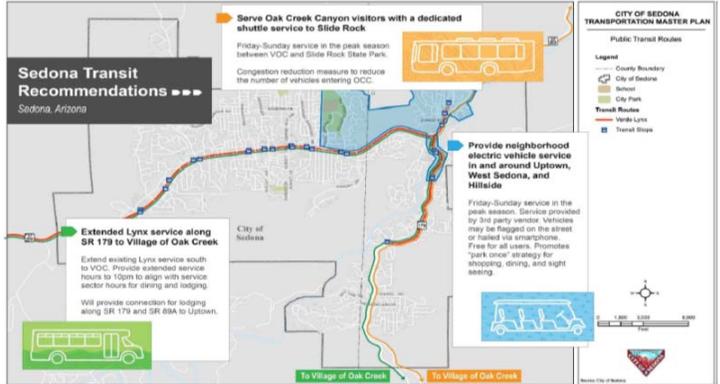
Project Justification:

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.

Location:

Citywide

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



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$0
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$0

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Unidentified	Future Estimate					\$40,000	\$66,000	\$66,000					\$172,000
Construction	Unidentified	Future Estimate						\$440,000	\$440,000					\$880,000
Vehicles	Unidentified	Future Estimate					\$400,000							\$400,000
Land Acquisition	Unidentified	Future Estimate						\$300,000	\$300,000					\$600,000
Arts Transfer	Unidentified	Future Estimate					\$400	\$5,060	\$5,060					\$10,520
														\$0
														\$0
														\$0
Totals				\$0	\$0	\$0	\$440,400	\$811,060	\$811,060	\$0	\$0	\$0	\$0	\$2,062,520

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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies										
Contractual Services				\$500,000	\$500,000	\$500,000	\$503,000	\$506,000	\$506,000	\$506,000
Total Expenditure Impacts	\$0	\$0	\$0	\$500,000	\$500,000	\$500,000	\$503,000	\$506,000	\$506,000	\$506,000

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.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

New Pedestrian Pathways

Location:

Citywide

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 improving walkability throughout the City:
FY2021: Posse Grounds Overflow/Trailheads Parking Lot
FY2022: Sanborn/Thunder Mountain Multi-Use Path
FY2023: Northview Road Sidewalk
FY2024: Airport Road Sidewalk
FY2025: Uptown/West Sedona Multi-Use Path
FY2026: Coffee Pot Rd Sidewalk
FY2027: Chapel Rd Sidewalk
FY2028: Rodeo Rd Sidewalk
FY2029: 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 FY2019 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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$721,200
Requested Total Project Budget	\$721,200
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$721,200

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	New Appropriation/	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Land Acquisition	Unidentified	Future Estimate						\$30,000	\$20,000	\$20,000	\$500,000		\$15,000	\$585,000
Design	Capital Reserves	New					\$120,000							\$120,000
Design	Unidentified	Future Estimate						\$200,000	\$70,000	\$70,000	\$450,000	\$120,000	\$200,000	\$1,110,000
Construction	Capital Reserves	New						\$600,000						\$600,000
Construction	Unidentified	Future Estimate							\$1,000,000	\$350,000	\$350,000	\$2,250,000	\$600,000	\$4,550,000
Arts Transfer	Capital Reserves	New					\$1,200							\$1,200
Arts Transfer	Unidentified	Future Estimate			\$0	\$0	\$0	\$2,000	\$10,700	\$4,200	\$8,000	\$23,700	\$8,000	\$56,600
Totals				\$0	\$0	\$0	\$121,200	\$832,000	\$1,100,700	\$444,200	\$1,308,000	\$2,393,700	\$823,000	\$7,022,800

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

Total Operating Impacts:

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies			\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000

Explanation of Operating Impacts:

Materials and supplies would include seal coating of paths/parking lot, patching, replacing of concrete panels, striping, etc.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

New Bicycle Lanes

Location:

Citywide

Phase: of **Project #:**
(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:
FY2023: Bicycle Boulevard parallel to SR 89A in West Sedona
FY2024: Bike Lane on Posse Grounds Road
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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$0
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$0

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Unidentified	Future Estimate						\$400,000	\$60,000	\$400,000				\$860,000
Construction	Unidentified	Future Estimate							\$2,000,000	\$300,000	\$2,000,000			\$4,300,000
Arts Transfer	Unidentified	Future Estimate						\$4,000	\$20,600	\$7,000	\$20,000			\$51,600
Land Acquisition	Unidentified	Future Estimate						\$100,000						\$100,000
														\$0
														\$0
														\$0
														\$0
Totals				\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies						\$5,000	\$10,000	\$15,000	\$20,000	\$25,000
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000

Explanation of Operating Impacts:

Materials and supplies would include seal coating of paths, patching, curb replacement, striping, etc.

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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$151,000
Requested Total Project Budget	\$151,000
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$151,000

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Technology	Capital Reserves	New		\$50,000										\$50,000
Construction	Capital Reserves	New		\$100,000										\$100,000
Arts Transfer	Capital Reserves	New		\$1,000										\$1,000
Design	Unidentified	Future Estimate								\$1,000,000				\$1,000,000
Construction	Unidentified	Future Estimate									\$2,500,000	\$2,500,000		\$5,000,000
Arts Transfer	Unidentified	Future Estimate								\$10,000	\$25,000	\$25,000		\$60,000
														\$0
														\$0
Totals				\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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:

Uptown Parking & Wayfinding

Phase: of Project #:
(If Applicable)

Project Description:

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.

FY2024: Multi-level parking structure

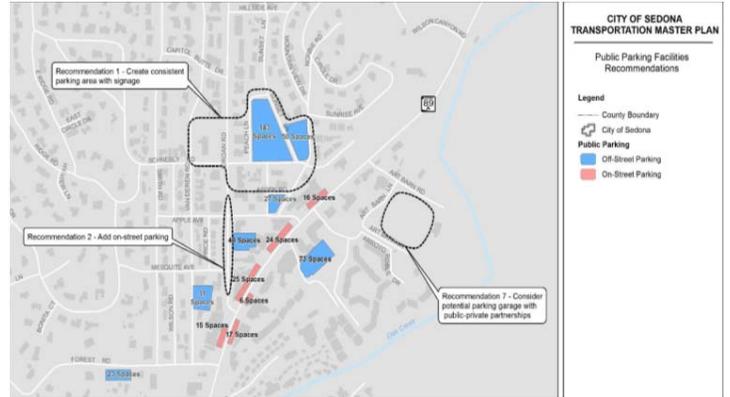
Project Justification:

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.

Location:

Uptown

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



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.

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

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	\$222,200
Requested Total Project Budget	\$222,200
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$222,200

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	New		\$10,000	\$10,000									\$20,000
Construction	Capital Reserves	New		\$100,000	\$100,000									\$200,000
Arts Transfer	Capital Reserves	New		\$1,100	\$1,100									\$2,200
Land Acquisition	Unidentified	Future Estimate								\$1,000,000				\$1,000,000
Design	Unidentified	Future Estimate							\$1,400,000					\$1,400,000
Construction	Unidentified	Future Estimate								\$7,000,000				\$7,000,000
Arts Transfer	Unidentified	Future Estimate								\$70,000				\$70,000
Totals				\$0	\$111,100	\$111,100	\$0	\$0	\$0	\$1,400,000	\$8,070,000	\$0	\$0	\$9,692,200

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

Total Operating Impacts:

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs			\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$20,000	\$20,000	\$20,000
Materials & Supplies	\$10,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$20,000	\$20,000	\$20,000
Contractual Services			\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$15,000	\$15,000	\$15,000
Total Expenditure Impacts	\$10,000	\$15,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$55,000	\$55,000	\$55,000

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.

CAPITAL PROJECTS DETAILS - continued

Project Summary

Project Title:

Traffic Signal Operations/Management

Phase: of Project #:
(If Applicable)

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%.

Location:

City-wide

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



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.

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

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	New		\$10,000										\$10,000
Construction	Capital Reserves	New		\$10,000										\$10,000
Arts Transfer	Capital Reserves	New		\$200										\$200
Technology	Capital Reserves	New		\$40,000										\$40,000
														\$0
														\$0
														\$0
Totals				\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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

Phase: of **Project #:**

(If Applicable)

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.

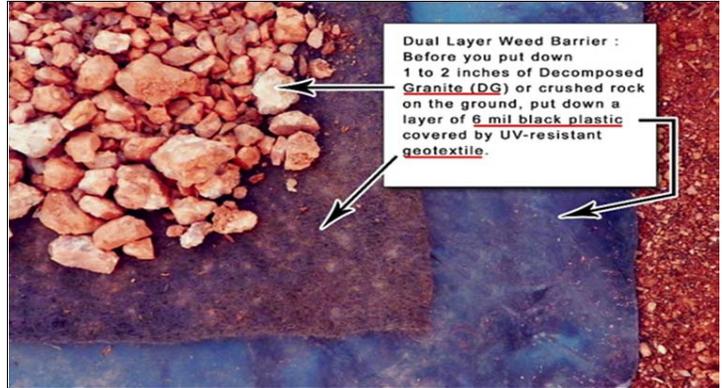
Project Justification:

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.

Location:

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

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



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.

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

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

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	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	Future Estimate								\$30,000				\$30,000
Construction	Unidentified	Future Estimate								\$260,000	\$300,000			\$560,000
Arts Transfer	Unidentified	Future Estimate								\$2,900	\$3,000			\$5,900
														\$0
														\$0
														\$0
Totals			\$201,857	\$0	\$0	\$0	\$0	\$0	\$0	\$292,900	\$303,000	\$0	\$0	\$797,757

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

Total Operating Impacts:

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
Personnel Costs										
Materials & Supplies							\$200	\$400	\$400	\$400
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$400	\$400	\$400

Explanation of Operating Impacts:

Materials and supplies related to maintaining new landscaping and irrigation.

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	\$21,580
Current Approved Total Project Budget	\$626,979
Requested Budget Increase/Decrease	-\$129,150
Requested Total Project Budget	\$497,829
Estimated Expenditures through June 30, 2017	\$72,296
Budget Balance Remaining	\$425,533

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

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	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
Totals			\$72,296	\$425,533	\$0	\$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
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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:

Improve Ranger Rd/Brewer Rd Intersection

Phase: of Project #:
(If Applicable)

Project Description:

This project consists of a study, design, and construction to improve existing Ranger Road/Brewer Road between SR 179 and SR 89A.

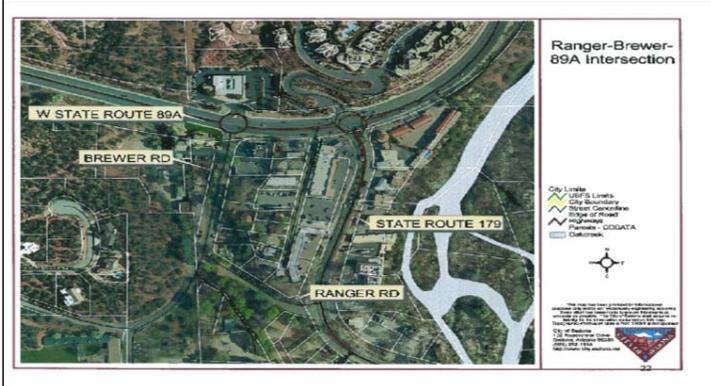
Project Justification:

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.

Location:

Ranger Road - Brewer Road - SR 89A Intersection

	Original	Revised (if applicable)
Start Date		
Estimated Completion Date		



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	
Current Approved Total Project Budget	\$0
Requested Budget Increase/Decrease	
Requested Total Project Budget	\$0
Estimated Expenditures through June 30, 2017	\$0
Budget Balance Remaining	\$0

Budget Detail

Project Estimate Detail:

Category	Funding Source	Carryover/ New Appropriation/ Future Estimate	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Unidentified	Future Estimate			\$200,000									\$200,000
Land Acquisition	Unidentified	Future Estimate			\$50,000									\$50,000
Environmental	Unidentified	Future Estimate			\$50,000									\$50,000
Construction	Unidentified	Future Estimate				\$1,250,000								\$1,250,000
Arts Transfer	Unidentified	Future Estimate			\$2,500	\$12,500								\$15,000
														\$0
														\$0
														\$0
Totals				\$0	\$0	\$302,500	\$1,262,500	\$0	\$0	\$0	\$0	\$0	\$0	\$1,565,000

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

Total Operating Impacts:

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Revenues										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures										
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.

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
Ongoing Revenues											
City Sales Taxes*	\$16,663,400	\$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	\$3,894,100	\$3,172,200	23%	\$3,623,300	7%	\$451,100	\$1,875,043	52%	\$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	\$972,200	\$979,400	-1%	\$948,500	2%	(\$30,900)	\$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	\$615,200	\$620,300	-1%	\$606,100	2%	(\$14,200)	\$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	\$470,750	\$448,525	5%	\$452,570	4%	\$4,045	\$311,843	69%	\$508,362	\$473,367	\$434,251
Charges for Services	\$395,350	\$108,950	263%	\$127,400	210%	\$18,450	\$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	\$115,000	\$225,300	-49%	\$127,600	-10%	(\$97,700)	\$60,464	47%	\$304,018	\$264,212	\$438,847
Total Ongoing Revenues	\$25,800,460	\$23,858,706	8%	\$24,616,620	5%	\$757,914	\$13,239,318	54%	\$18,612,738	\$17,253,557	\$15,535,678
Ongoing Expenditures											
City Council	\$77,775	\$78,585	-1%	\$76,800	1%	\$1,785	\$39,457	51%	\$63,123	\$66,995	\$53,561
City Manager's Office	\$3,010,700	\$951,859	216%	\$844,458	257%	\$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	\$258,090	\$297,719	-13%	\$256,593	1%	\$41,126	\$161,670	63%	\$219,942	\$243,829	\$226,818
Parks & Recreation	\$614,594	\$548,757	12%	\$556,017	11%	(\$7,260)	\$337,889	61%	\$465,072	\$454,464	\$331,091
General Services	\$1,686,962	\$3,269,425	-48%	\$3,197,059	-47%	\$72,366	\$2,870,962	90%	\$4,071,781	\$3,869,177	\$3,082,440
Community Development	\$1,429,450	\$1,372,094	4%	\$1,256,446	14%	\$115,648	\$757,420	60%	\$1,180,037	\$1,054,199	\$924,595
Public Works	\$3,262,205	\$3,091,918	6%	\$3,049,998	7%	\$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	\$4,440,860	\$4,084,779	9%	\$3,941,559	13%	\$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
Total Ongoing Expenditures	\$18,578,976	\$17,350,528	7%	\$16,092,911	15%	\$1,257,617	\$10,327,151	64%	\$14,907,360	\$14,262,164	\$12,520,234
Net Ongoing	\$7,221,484	\$6,508,178	11%	\$8,523,709	-15%	\$2,515,234	\$2,912,167	34%	\$3,705,378	\$2,991,392	\$3,015,444

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
Other											
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	(\$274,100)	(\$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)
Net One-Time Revenues/Expenditures	(\$1,910,260)	(\$922,932)	107%	(\$1,193,452)	60%	(\$270,520)	(\$369,689)	31%	\$95,261	\$0	\$34,699
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	(\$469,863)	(\$8,291,104)	-94%	(\$1,554,249)	-70%	\$6,736,855	\$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
Net Transfers	(\$4,671,152)	(\$12,523,772)	-63%	(\$5,932,949)	-21%	\$6,011,353	(\$2,412,666)	41%	(\$7,400,723)	(\$7,657,901)	\$167,253
Beginning Fund Balance	\$10,680,446	\$17,650,256	-39%	\$9,283,138	15%	(\$8,367,117)	\$9,283,138	100%	\$12,883,223	\$17,549,731	\$14,332,336
Equipment Replacement Reserve											
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
Net Contribution to Equipment Replacement Reserve	\$238,050	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Ending Fund Balances											
Operating Reserve**	\$10,520,518	\$9,411,730	12%	\$8,662,397	21%	(\$749,334)			\$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	\$0	\$0	∞	\$0	∞	\$0			\$0		
Total Ending Fund Balances	\$11,558,568	\$10,711,730	8%	\$10,680,446	8%	(\$31,283)	\$9,412,950	88%	\$9,283,138	\$12,883,223	\$17,549,731

* 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

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
Ongoing Revenues											
Internal Cost Charges	\$1,467,480		∞		∞	\$0		N/A			
Charges for Services	\$650	\$600	8%	\$650	0%	\$50	\$445	68%	\$745	\$714	\$400
Total Ongoing Revenues	\$1,468,130	\$600	244588%	\$650	225766%	\$50	\$445	68%	\$745	\$714	\$400
Ongoing Expenditures											
Information Technology Services	\$849,476	\$863,887	-2%	\$908,570	-7%	(\$44,683)	\$655,579	72%	\$0	\$0	\$0
Geographic Information Systems	\$138,420	\$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	\$480,230		∞		∞	\$0		N/A			
Total Ongoing Expenditures	\$1,468,126	\$982,077	49%	\$1,022,760	44%	(\$40,683)	\$732,312	72%	\$853,746	\$1,058,766	\$713,547
Net Ongoing	\$4	(\$981,477)	-100%	(\$1,022,110)	-100%	(\$40,683)	(\$731,867)	72%	(\$853,001)	(\$1,058,052)	(\$713,147)
Other											
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			
Net One-Time Revenues/Expenditures	\$0	(\$215,000)	-100%	\$0	N/A	(\$215,000)	\$0	N/A	\$0	\$0	\$0
Beginning Fund Balance	\$0		N/A		N/A	\$0		N/A			
Equipment Replacement Reserve											
Reserve Contributions	\$214,120	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Equipment Purchases	(\$144,700)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Net Use of Operating Revenues	\$69,420	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Ending Fund Balances											
Equipment Replacement Reserve	\$69,420		∞		∞	\$0		N/A			
Remaining Available Fund Balance	\$4		∞		∞	\$0		N/A			
Total Ending Fund Balances	\$69,424		∞		∞	\$0		N/A			

* 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.

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
Ongoing Revenues											
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
Total Ongoing Revenues	\$6,723,550	\$6,403,864	5%	\$6,466,300	4%	\$62,436	\$4,231,577	65%	\$6,529,241	\$6,116,182	\$6,050,040
Ongoing Expenditures											
Wastewater Administration	\$201,215	\$164,216	23%	\$242,623	-17%	(\$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	\$180,030	\$77,578	132%	\$89,075	102%	(\$11,497)	\$53,069	60%	\$0	\$0	\$0
Human Resources	\$51,040	\$19,547	161%	\$19,547	161%	\$0	\$12,383	63%	\$0	\$0	\$0
Financial Services	\$189,540	\$58,940	222%	\$58,940	222%	\$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	\$71,050	\$82,500	-14%	\$82,500	-14%	\$0	\$63,168	77%	\$0	\$0	\$0
City Manager	\$67,510	\$48,681	39%	\$48,681	39%	\$0	\$30,492	63%	\$0	\$0	\$0
City Clerk	\$5,640	\$12,650	-55%	\$12,650	-55%	\$0	\$7,955	63%	\$0	\$0	\$0
City Attorney	\$55,090	\$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	\$1,053,950	\$668,566	58%	\$650,263	62%	\$18,303	\$411,836	63%	\$700,976	\$634,709	\$566,487
Total Ongoing Expenditures	\$4,232,016	\$3,388,187	25%	\$3,168,426	34%	\$238,064	\$1,928,515	61%	\$3,505,998	\$3,351,205	\$3,110,349
Net Ongoing	\$2,491,534	\$3,015,677	-17%	\$3,297,874	-24%	\$295,670	\$2,303,062	70%	\$3,023,244	\$2,764,977	\$2,939,691
Other											
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	(\$97,450)	(\$100,000)	-3%	(\$100,000)	-3%	\$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)
Net One-Time Revenues/Expenditures	(\$10,257,075)	(\$8,773,915)	17%	(\$7,122,610)	44%	\$134,495	(\$2,849,737)	40%	(\$10,861,469)	(\$7,727,163)	(\$6,706,788)

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
Transfers:											
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)
Net Transfers	\$4,165,900	\$3,881,668	7%	\$4,027,700	3%	\$415,022	\$2,178,666	54%	\$4,497,550	\$3,935,819	\$4,394,447
Beginning Fund Balance	\$14,792,117	\$14,792,117	0%	\$13,597,904	9%	(\$1,194,213)	\$13,597,904	100%	\$16,938,579	\$17,964,947	\$17,337,597
Equipment Replacement Reserve											
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
Net Contribution to Equipment Replacement Reserve	\$116,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Ending Fund Balances											
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		
Total Ending Fund Balances	\$11,308,576	\$12,915,547	-12%	\$13,800,868	-18%	(\$1,235,346)	\$15,229,895	110%	\$13,597,904	\$16,938,579	\$17,964,947

* 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

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
Ongoing Revenues											
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
Total Ongoing Revenues	\$861,900	\$799,000	8%	\$911,400	-5%	\$112,400	\$584,287	64%	\$902,994	\$862,099	\$780,913
Ongoing Expenditures											
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	\$53,490	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Total Ongoing Expenditures	\$1,203,490	\$1,150,000	5%	\$1,150,000	5%	\$0	\$499,774	43%	\$1,126,227	\$488,072	\$1,799,340
Net Ongoing	(\$341,590)	(\$351,000)	-3%	(\$238,600)	43%	\$0	\$84,513	-35%	(\$223,233)	\$374,027	(\$1,018,427)
Other											
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
Net One-Time Revenues	\$100,000	\$0	∞	\$35,600	181%	\$35,600	\$35,631	100%	\$0	\$0	\$0
Transfer from General Fund**	\$35,389	\$351,000	-90%	\$351,000	-90%	\$0	\$234,000	67%	\$506,500	\$0	\$1,018,427
Beginning Fund Balance	\$807,946	\$378,138	114%	\$659,946	22%	\$281,808	\$376,678	57%	\$376,678	\$2,651	\$2,651
Ending Fund Balances											
Restricted Reserve*	\$601,745	\$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
Total Ending Fund Balances	\$601,745	\$378,138	59%	\$807,946	-26%	\$429,808	\$730,822	90%	\$659,946	\$376,678	\$2,651

* 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
Ongoing Revenues												
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
Total Ongoing Revenues	\$0	\$15,860	\$28,600	\$500	\$700	\$20,400	\$0	\$2,500	\$5,000	\$5,500	\$0	\$0
Ongoing Expenditures												
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
Total Ongoing Expenditures	\$0	\$0	\$5,000	\$2,000	\$0	\$15,000	\$0	\$11,350	\$5,000	\$5,500	\$0	\$0
Net Ongoing	\$0	\$15,860	\$23,600	(\$1,500)	\$700	\$5,400	\$0	(\$8,850)	\$0	\$0	\$0	\$0
Other												
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	\$0	\$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
Net One-Time Revenues/Expenditures	\$0	(\$172,500)	(\$25,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$30,000)	\$0
Beginning Fund Balance	\$286,000	\$215,000	\$69,300	\$10,240	\$140	\$1,780	\$0	\$11,520	\$500	\$250	\$30,000	\$0
Ending Fund Balances	\$286,000	\$58,360	\$67,900	\$8,740	\$840	\$7,180	\$0	\$2,670	\$500	\$250	\$0	\$0

FUND SUMMARIES - continued

Capital Funds

	Development Impact Fees							Art in Public Places	Totals
	Capital Improvements	Storm Drainage	General Government	Parks & Open Space	Police	Streets			
Ongoing Revenues									
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
Total Ongoing Revenues	\$725,200	\$17,320	\$1,800	\$124,960	\$19,100	\$62,310	\$230	\$0	\$950,920
Other									
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	(\$3,511,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$3,511,000)
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)
Net One-Time Revenues/Expenditures	(\$7,849,012)	(\$50,000)	(\$22,700)	(\$1,379,600)	\$0	\$0	\$0	\$0	(\$9,301,312)
Transfers:									
Transfer from Capital Improvements Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$32,368	\$0	\$32,368
Transfer from General Fund	\$469,863	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$469,863
Transfer to Arts Fund	(\$32,368)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$32,368)
Net Transfers	\$437,495	\$0	\$0	\$0	\$0	\$0	\$32,368	\$0	\$469,863
Beginning Fund Balances	\$11,293,400	\$86,550	(\$57,882)	\$1,948,026	\$37,294	\$271,765	\$80,420	\$0	\$13,659,573
Ending Fund Balances	\$4,607,083	\$53,870	(\$78,782)	\$693,386	\$56,394	\$334,075	\$113,018	\$0	\$5,779,044

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.

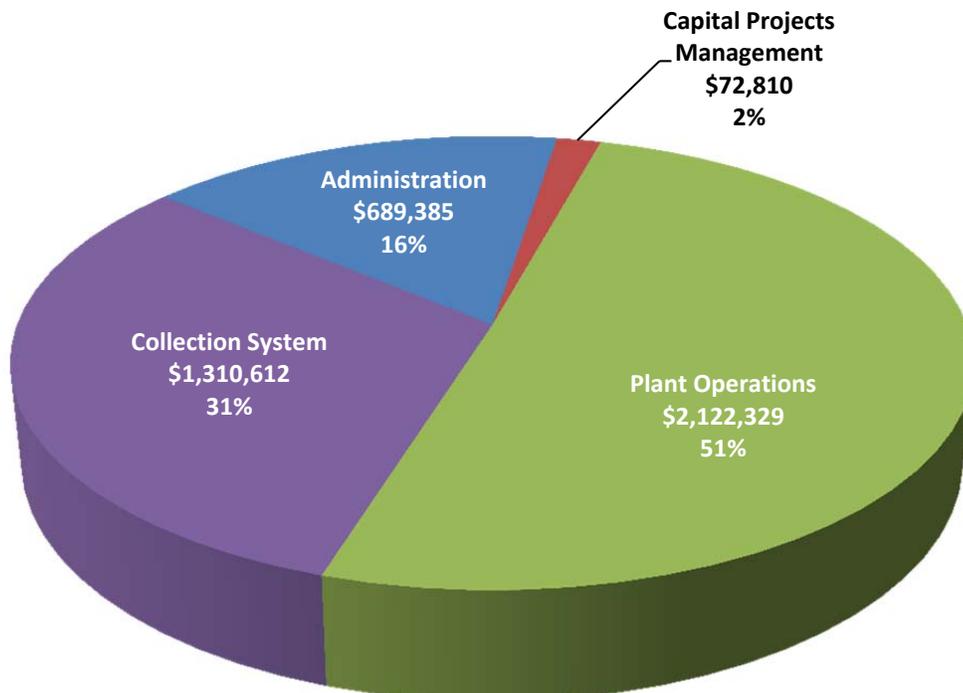
Description

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: \$4,195,136



WASTEWATER - continued

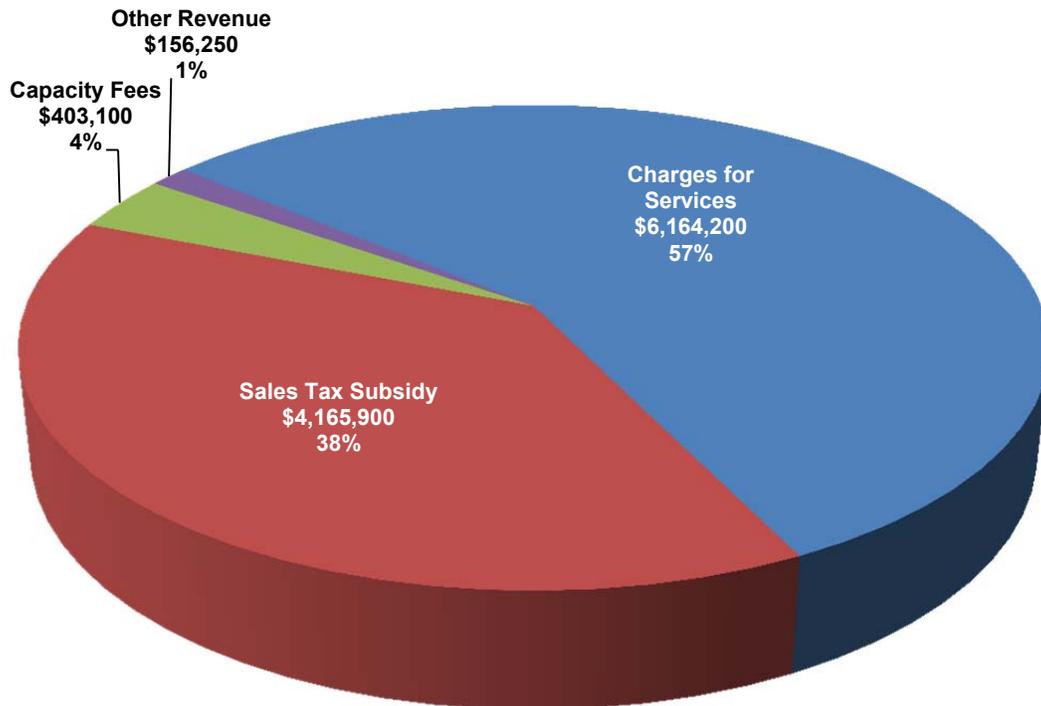
WASTEWATER FUND REVENUES & OTHER FINANCING SOURCES

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 Target
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
Total	\$11,020,302	\$10,285,532	\$11,386,900	\$10,889,450
Monthly Sewer Fee per Equivalent Residential Units	\$56.50	\$58.76	\$58.76	\$61.11

FY 2018 FUNDING SOURCES: \$10,889,450



WASTEWATER - Administration

Program Expenditures:	\$689,385
Personnel Costs:	\$178,300 (26%)
Supplies & Services:	\$ 62,365 (9%)
Capital & Debt Service:	\$ 80,000 (12%)
Internal Charges:	\$368,720 (53%)
Employee Time Allocation:	1.65 FTEs

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

Program Expenditures:	\$1,310,612
Personnel Costs:	\$ 290,080 (22%)
Supplies & Services:	\$ 726,212 (56%)
Capital & Debt Service:	\$ 149,500 (11%)
Internal Charges:	\$ 144,820 (11%)
Employee Time Allocation:	3.40 FTEs

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"> • Days of impact 	1	5	2	5

WASTEWATER - Plant Operations

Program Expenditures:	\$2,122,329
Personnel Costs:	\$ 520,230 (24%)
Supplies & Services:	\$1,145,139 (54%)
Capital & Debt Service:	\$ 62,500 (3%)
Internal Charges:	\$ 394,460 (19%)
Employee Time Allocation:	6.40 FTEs

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
<ul style="list-style-type: none"> • Days of impact 	30	5	100+	10
Annual average influent flow (millions of gallons)	412.66	417	405 M	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

Program Expenditures:	\$72,810
Personnel Costs:	\$60,540 (83%)
Internal Charges:	\$12,270 (17%)
Employee Time Allocation:	0.55 FTEs

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
Wastewater Fund											
59-5250-01 - Administration	\$689,385	\$371,716	85%	\$342,623	101%	\$29,093	\$201,917	59%	\$374,177	\$465,345	\$369,906
59-5252-89 - Capital Projects Management	\$72,810	\$65,200	12%	\$68,000	7%	(\$2,800)	\$46,457	68%	\$138,707	\$135,227	\$104,228
59-5253-55 - Plant Operations	\$1,898,505	\$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	\$1,310,612	\$1,154,660	14%	\$913,733	43%	\$240,927	\$548,079	60%	\$1,000,003	\$984,801	\$897,653
59-5253-66 - Lab	\$223,824	\$160,946	39%	\$162,677	38%	(\$1,731)	\$101,086	62%	\$177,889	\$177,990	\$112,331
Wastewater Fund Total	\$4,195,136	\$3,005,388	40%	\$2,625,665	60%	\$379,723	\$1,489,155	57%	\$2,804,366	\$2,747,270	\$2,554,075

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
Wastewater Fund												
59-5250-01 - Administration												
Personnel	\$178,300	\$55,260	223%	\$130,260	37%	(\$75,000)	\$82,541	63%	\$285,958	\$326,289	\$319,700	Budget Increase: 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	Budget Decrease: 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)
Internal Charges	\$368,720	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Contingencies	\$0	\$100,000	-100%	\$0	N/A	\$100,000	\$0	N/A	\$0	\$30,010	\$0	Budget Decrease: Moved to General Services
Ongoing Total	\$591,935	\$271,716	118%	\$242,623	144%	\$29,093	\$163,866	68%	\$367,309	\$461,055	\$364,999	
Supplies & Services (one-time)	\$17,450	\$100,000	-83%	\$100,000	-83%	\$0	\$38,051	38%	\$0	\$0	\$0	Budget: 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	Budget: Fiber optic cable, light fixtures, vehicle replacement (Decisions Package - CM Recommended)
One-Time Total	\$97,450	\$100,000	-3%	\$100,000	-3%	\$0	\$38,051	38%	\$6,868	\$4,290	\$4,907	
Administration Total	\$689,385	\$371,716	85%	\$342,623	101%	\$29,093	\$201,917	59%	\$374,177	\$465,345	\$369,906	
59-5252-89 - Capital Projects Management												
Personnel	\$60,540	\$65,200	-7%	\$68,000	-11%	(\$2,800)	\$46,457	68%	\$138,707	\$135,227	\$102,192	Budget Decrease: Change in allocations between programs
Supplies & Services (ongoing)	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$2,036	
Internal Charges	\$12,270	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Capital Projects Management Total	\$72,810	\$65,200	12%	\$68,000	7%	(\$2,800)	\$46,457	68%	\$138,707	\$135,227	\$104,228	

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
59-5253-55 - Plant Operations												
Personnel	\$408,340	\$312,580	31%	\$323,900	26%	(\$11,320)	\$204,690	63%	\$254,022	\$251,577	\$232,416	Budget Increase: Change in allocations between programs and increase to overtime (\$12k), added Wastewater Plant Operator (Decision Package - CM Contingent Recommendation) Current Year Over Budget: 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	Budget Increase: 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); moved phone/internet/software maintenance costs to IT (\$14k), uniforms expenses/special supplies/training for Wastewater Plant Operator (\$4k) (Decision Package - CM Contingent Recommendation); reduction to trail maintenance (\$13k), wetlands maintenance (\$35k), sludge disposal (\$10k) Current Year Under Budget: Savings in sludge disposal
Internal Charges	\$365,850	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	\$1,663,605	\$1,073,866	55%	\$1,004,132	66%	\$69,734	\$554,118	55%	\$1,111,650	\$957,422	\$1,067,151	
Supplies & Services (one-time)	\$179,900	\$139,000	29%	\$96,500	86%	\$42,500	\$0	0%	\$0	\$0	\$0	Budget: 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	Budget: Steel plates for centrifuge roll-offs, replace ML recycle pump VFDs, replacement PLC processor
One-Time Total	\$234,900	\$179,000	31%	\$134,500	75%	\$44,500	\$37,498	28%	\$1,940	\$26,484	\$2,807	
Plant Operations Total	\$1,898,505	\$1,252,866	52%	\$1,138,632	67%	\$114,234	\$591,616	52%	\$1,113,590	\$983,906	\$1,069,957	

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
59-5253-56 - Collection System												
Personnel	\$290,080	\$293,690	-1%	\$256,690	13%	\$37,000	\$201,398	78%	\$299,127	\$301,360	\$306,139	Current Year Under Budget: Estimated vacancy savings Budget Decrease: Moved phone/alarm system costs to IT (\$10k); moved septic maintenance to Finance (\$24k); reduction of manhole cover rehab (\$35k); added Foothills odor control (\$10k), electrical underground service (\$10k) Current Year Under Budget: Savings in operations maintenance, professional services
Supplies & Services (ongoing)	\$588,612	\$655,970	-10%	\$502,108	17%	\$153,862	\$278,746	56%	\$700,337	\$683,441	\$591,515	
Internal Charges	\$144,820	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	\$1,023,512	\$949,660	8%	\$758,798	35%	\$190,862	\$480,144	63%	\$999,464	\$984,801	\$897,653	
Supplies & Services (one-time)	\$137,600	\$135,000	2%	\$84,935	62%	\$50,065	\$0	0%	\$0	\$0	\$0	Budget: 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 Budget: Pump replacements, roof replacements at 3 pump stations
One-Time Total	\$149,500	\$70,000	114%	\$70,000	114%	\$0	\$67,935	97%	\$539	\$0	\$0	
Collection System Total	\$1,310,612	\$1,154,660	14%	\$913,733	43%	\$240,927	\$548,079	60%	\$1,000,003	\$984,801	\$897,653	
59-5253-66 - Lab												
Personnel	\$111,890	\$101,210	11%	\$99,440	13%	\$1,770	\$58,427	59%	\$132,938	\$127,101	\$73,109	Budget Increase: 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	
Internal Charges	\$28,610	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Add testing of injection well and digester (\$5k); increase maintenance contract on instruments (\$3k) Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	\$207,884	\$160,946	29%	\$162,677	28%	(\$1,731)	\$101,086	62%	\$173,446	\$177,990	\$109,832	
Supplies & Services (one-time)	\$8,440	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: Ergonomic mats, fall protection harness, portable analyzer, portable trojan transmittance meter, cell phone upgrade, ADEQ studies Budget: Lab fume hood motor replacement and relocation
One-Time Total	\$7,500	\$0	∞	\$0	∞	\$0	\$0	N/A	\$4,443	\$0	\$2,499	
Lab Total	\$223,824	\$160,946	39%	\$162,677	38%	(\$1,731)	\$101,086	62%	\$177,889	\$177,990	\$112,331	

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
Wastewater Fund Totals												
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	
Internal Charges Subtotal	\$920,270	\$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	\$3,559,746	\$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	
Wastewater Fund Total	\$4,195,136	\$3,005,388	40%	\$2,625,665	60%	\$379,723	\$1,489,155	57%	\$2,804,366	\$2,747,270	\$2,554,075	

WASTEWATER - continued

Positions/Allocations Summaries

Position	FY18 FTE	FY17 FTE
Administrative Assistant ⁽¹⁾	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 ⁽²⁾	2.00	0.00
WW Plant Operator I	2.00	1.00
Total	12.00	10.60

Org Unit	Org Description	FY18 FTE	FY17 FTE
Wastewater Fund			
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
Wastewater Fund Total		12.00	10.60

⁽¹⁾ Part-time position changed to full-time in Decision Package (CM Contingent Recommendation)

⁽²⁾ One additional operator position added in Decision Package (CM Contingent Recommendation)



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	Full Time Wastewater Administrative Assistant
Department	Wastewater
Program	
Funding Request Type	Ongoing
Source of Funds	Wastewater Fund
Additional Explanation	Staffing the Administrative Assistant position as a full- time is being requested. This would return to the 2003 level of staffing for this Departmental support position. The Department Director, who has observed the position's changes over the years, has observed that the current time allocation for the position is not adequate to meet the Department's needs. The size of the staff has grown, while the hours for administrative assistance have been substantially reduced over the years. This affects the Department's ability to move toward more efficiency and innovation, especially in the realm of preventative maintenance.

I. Description of Request	
Increase Wastewater Administrative Assistant hours from 24 hours per week to 40 hours per week.	
II. Problem/Issue	
A. History/Background	
<p>Prior to 2003 Wastewater was a separate department with a full time Administrative Assistant. In 2003, the Wastewater Department became a division under the Public Works Department.</p> <p>Beginning in 2005 the Administrative Assistant for Wastewater and the Supervising Administrative Assistant for Public Works worked together as a team to cover the administrative functions of Public Works with a full time Administrative Assistant in both locations.</p> <p>In 2014 the Wastewater division again became a separate department, as it had been prior to 2003. When the previous Wastewater Administrative Assistant left the City, the decision was made to replace her with two positions allocating 24 hours per week, one for Wastewater and one for Community Development. The net result of these changes was a time reduction of 40% in Administrative Assistant support for the Wastewater Department.</p> <p>Since 2005 the Wastewater Department operations personnel group has grown from 2 administrative personnel (Director and Administrative Assistant) 1 Chemist, 1 electrician mechanic, and 5 operators to 1.6 administrative personnel, 1 Chemist, 1 electrician mechanic, and 7 operators. This is a staff increase of 17.7 % staff increase. Due to the part-time status of the Administrative Assistant the ratio of Administrative Assistant to assisted staff has gone from 1:8 to 1:16.6.</p> <p>The operational concept has been changing from a reactionary maintenance approach to a preventative maintenance approach. Over the years the wastewater system has grown. Since 2005 significant additions have been added to the collection system (Sedona Meadows, Chapel, Kachina, and Yavapino subdivisions) and the treatment plant (27 acre wetland park, digester, aeration basin, clarifier, 40 acre irrigation area, and injection wells). Over the years administrative assistants have increased financial management of bills over the years along with management of credit card billings. Over the years material ordering, bill management, personnel support, and record keeping work load on the Administrative Assistant position, with far less time to manage this increased load.</p>	

Contingent Recommendation \$35,060

B. Does this affect our citizens/customers quality of life?		Yes
If yes, then how:		
<p>The work of an administrative assistant involves financial, correspondence, systems analysis, and record keeping issues. Our citizens/customers properly expect the City departments to operate in an efficient and effective manner. This requires not only attention to payment of bills and placing orders. Records management, record keeping, and analysis functions also need attention. This is especially the case as the Wastewater Department seeks to improve its capacity to further implement preventative maintenance and seek to points for innovation within the Wastewater System. Currently the time allotted to the position results in a focus on ordering and bill paying, but records keeping and analysis is put on a back burner. In short the focus is on the short term to the neglect of tasks focused on longer term improvement of the Department.</p>		
C. Is this a traditional government function?		Yes
If it is not a traditional function, why should the City of Sedona deal with it?		
D. Does the project/issue relate to the Community Plan (or other master plans)?		
No	If other master plan, which?	
If not in a specific plan, how does this fit into the City's priorities?		
E. Provide a cost/benefit analysis. What does the City/community get for this investment?		
<p>An exact cost/benefit analysis for the increase in hours is not possible. This is true for two reasons. The current time for work forces a focus on the immediate. Time to let bills lag behind while doing work flow analysis tasks is not available. The second reason is that although it seems reasonable that providing time for analysis of the work (tasks, products, and commodities uses) would produce benefits the amount of the benefits is unknown. In light of this is presented below is a qualitative analysis based upon what we have and are experiencing.</p> <p>The benefit of an Administrative Assistant to the Wastewater Department lies in several issues:</p> <ul style="list-style-type: none"> A. <u>Consistency of availability.</u> The Wastewater Department office is open from 8 AM to 5 PM five days a week. The part-time person is available 3 of those days. This means that other staff members often have to wait for orders to be managed. At times due to meeting attendance by the Director the office must be left empty. This could be considered a security issue since someone entering the administration building could tamper with plant control systems unobserved. Phone messages may be left unresponded to for a day. Vendors trying to process orders are delayed due to lack of availability of the Administrative Assistant to answer questions. This can impact the Operators completion of maintenance work. B. <u>Reduction in impact of days off.</u> Because of the limited time allotted to this position, an unanticipated leave day has a significant impact on meeting the work load requirements. The \$1.7 million supplies and services budget for the Wastewater Department is one of the larger budgets of this type in the City. It is not unusual to process 90+ transactions in a month. (Transaction refers to a multi-step process of ordering, verifying receipt, assembling documents for paying, submitting packages for payment, and making copies for department records) C. <u>Error Reduction.</u> Due to the volume of transactions processed errors do result. Some are because of the available time. D. <u>Time for Analysis and Support Work.</u> The Administrative Assistant does not have time to do some recordkeeping and analysis work such as keeping track of electrical usage, purging records efficiently, helping with making appointments for some trainings, and helping with budget preparation more. <p>A full time Administrative Assistant would support the Operating staff better by freeing them up to focus more on the actual system maintenance management and work because they could spend less time on meeting scheduling, ordering of supplies, Through improved recordkeeping and data input supervisors and the Director would have improved records for their use in improving the system.</p>		

Contingent Recommendation \$35,060

The benefit of this request for the City/Community :

1. Improved retention . The workload of the position is such that the stress level of having to perform with such limited hours could easily result in significant turnover in the position. The impact on other staff from lack of administrative support may lead to reduced job satisfaction, since operators are called upon to do administrative assistant tasks. Improved retention in this position benefits the Community by retained departmental knowledge which promotes smoother operation in responding to vendors and citizens who call for assistance.
2. More efficient operation. The City/Community benefits from processes that allow for innovations to keep the plant in compliance with ADEQ regulations in an efficient manner. To do this adequate resources (time, personnel, and finances) need to be provided to the department so that it can routinely analyze and review its operations. The Administrative Assistant is an important part of doing this effectively. The aspects of efficient operation that the Administrative Assistant aids in, if provided with adequate time, is identification of cost savings (this can impact the rate) and keeping records for analysis by others to spot cost adverse trends that might otherwise go unnoticed (electrical costs at pumps, increased material usage through monitoring ordering, materials being ordered that don't perform as expected, etc). These could impact the rate.

III. Risk Analysis

A. What happens if this is not done?

The Administrative Assistant's focus will continue to be on financial and near term issues. Management of office functions such as organizing records and tracking trends in material ordering will fall further behind.

B. Show examples of best practices from other cities, if applicable:

The job description for this position is not being met in ways that help the Wastewater Department move forward.

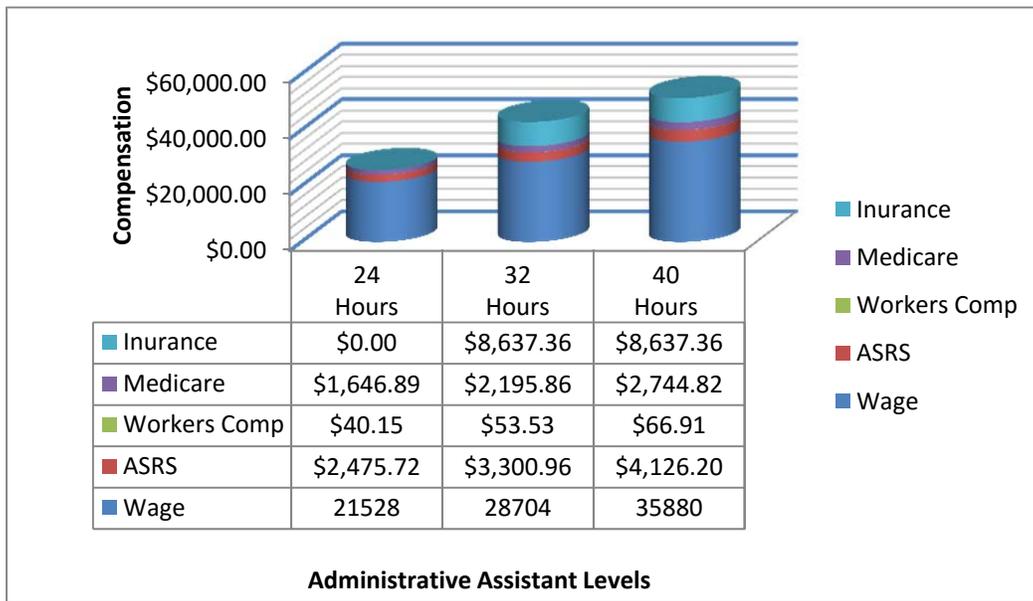
C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:

Two options for increasing hours are being proposed. The first option would be best for the Department.

1. Increase the hours for the position to 40 hours per week from 24 hours.
2. Increase the hours for the position to 32 hours per week from 24 hours.

The chart below presents the alternatives considered. The chart shows that increasing the hours results in a significant change in the benefits paid to the Administrative Assistant. As presented above this increase in compensation is accompanied by an increase in the usefulness of the position because time to perform currently neglected administrative duties and being more available to support the Department during its normal working hours. As noted above returning this position to 40 hours a week as it was in 2003 is appropriate due to the independent status of the Wastewater Department and the current growth of the department. Also the size of the staff is proposed to increase over the next several years as the department implements maintenance of newly installed injection wells and the Department works toward a more robust preventative maintenance program. Adding time to this position will help in assigning tasks within the department more appropriately.

Contingent Recommendation \$35,060



IV. Implementation

A. What is the timeframe for completion of plan and implementation for project/issue?

If approved the position hours would increase effective Monday, July 3, 2017.

B. How will you market/communicate the project/issue to the public?

Not Applicable

C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.

Performance Measures

- A. Monitoring Wastewater energy usage monthly.
- B. Creation of work sheets for planned major maintenance tasks.
- C. Reducing backlog of records to be in compliance with City record retention guidelines
- D. Ability to pursue more special projects such as investigating best value products, improved ordering patterns, analysis of Wastewater spending levels throughout the year. Research alternative pricing for 10 frequently ordered items to determine best pricing available.
- E. Learn to assist in entering data into work order program.

Contingent Recommendation \$35,060

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Salary & Wages	59-5250-01-6005	\$37,310
Part-Time Wages	59-5250-01-6010	-\$22,390
FICA	59-5250-01-6125	\$1,140
ASRS	59-5250-01-6130	\$1,700
STD/LTD Insurances	59-5250-01-6134	\$50
Health Dental Life	59-5250-01-6135	\$17,220
Workers Comp	59-5250-01-6136	\$30
Total Ongoing Expenditures		\$35,060.00

Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
		\$0
		\$0
Total One-Time Expenditures		\$0

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

VI. Proposed Cost Savings (If Applicable)

Please explain any cost savings:

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0

Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0

Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:

Contingent Recommendation \$35,060

VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$\$ 0.000
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	New Vehicle – Ford Ranger Replacement
Department	Wastewater
Program	
Funding Request Type	One-Time
Source of Funds	Wastewater Fund
Additional Explanation	

I. Description of Request

Replace 2008 Ford Ranger Vehicle

II. Problem/Issue

A. History/Background

This 2 passenger truck vehicle was purchased in September 2007. Its current mileage is about 40,000 miles.



B. Does this affect our citizens/customers quality of life? No

If yes, then how:

C. Is this a traditional government function? Yes

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

D. Does the project/issue relate to the Community Plan (or other master plans)?

No If other master plan, which?

If not in a specific plan, how does this fit into the City's priorities?

The City evaluates the age and maintenance condition of its fleet. Ten year age is a typical evaluation point, because the vehicle may still have some residual value.

E. Provide a cost/benefit analysis. What does the City/community get for this investment?

The value remaining in the 2008 Ford Ranger is estimated at about \$1750 based on a comparison with an auction of a 2001 Ford Ranger with 81,000 miles by the City of Chandler. That vehicle may sale for about \$1400.



Chandler • Arizona

2001 White Ford Ranger Pickup

Auction #1795367

Bid on Item

Region: **AZ**

Increment: \$25.00

Current Price: \$1,379.54

Minimum bid: \$1,404.54

* Your proxy bid: \$

Currency: USD

Bid Deposit: **REQUIRED**

* Public Surplus will place incremental bids for you up to the maximum amount you are willing to bid using proxy bidding. Your maximum amount is only visible to you. No other bidders will know what your maximum bid is. If there is a reserve price, your bid will go to the reserve maximum and then any amount of your bid over the reserve amount, will be in a proxy bid.

Auction #1795367 - 2001 White Ford Range

Current Price **\$1,379.54**

Time Left **4 days 2 hours**

High Bidder **rushauto**

of Bids **17**

First Offer **\$1.00**

Auction Started **Feb 21, 2017 10:46:37 AM MST**

Auction Ends **Feb 28, 2017 12:30:00 PM MST**

Note: This auction might extend

Seller: **City of Chandler**
[View seller's auctions]

Terms and Cond. [View Terms and Conditions]

Pick-up Location City of Chandler - Central Supply [Map It]
975 E. Armstrong Way Bldg I
Chandler, AZ 85286

Auction Contact **Central Supply**
(480) 782-2417
[Send Email]

Payment **Visa, MasterCard, Discover**
Online CC Payment Less than or equal to \$4,000.00

Shipping **Buyer must pickup item(s)**

Description

Year: **2001**

Make: **Ford**

Model: **Ranger Pickup**

Mileage: **81,693**

VIN: **1FTYR10U91PB53275**

Running Condition: **Starts Runs Drives**

Engine: **3.0 L 183 CID V6 OHV**

Transmission: **Automatic**

Tires: **P225 70R15**

 **SHOW ME THE CARFAX**
View the CARFAX Report

The Ford Ranger has not experienced significant repair issues although a cracked front window would need replacement prior to sale. By selling the vehicle at this point the City recovers value from the

equipment while avoiding the expense of significant repairs.

To replace the vehicle the Department is requesting \$25,000. The vehicle need is for a vehicle that could be used by the Administrative Assistant for collecting mail, making trips to purchase supplies, and attending meeting. The vehicle would also be used transport several operators to meetings so that the number of trucks needed to travel could be reduced.

III. Risk Analysis

A. What happens if this is not done?

The cost to retain the 2008 Ford Ranger may increase as repairs increase. Because of the Ranger's passenger capacity more vehicles may continue to be used for trips where the operators are attending the same meeting.

B. Show examples of best practices from other cities, if applicable:

C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:

An alternative would be to retain the 2008 Ford Ranger for another year. The lost of value due to equipment age would continue. This proposed solution is being recommended because it allows replacement of an aging vehicle with a more useful one.

Another alternative is to sale the 2008 Ford Ranger and provide the Administrative Assistant with a vehicle allowance or reimbursement for miles driven on City business. This is not being recommended because it is not City policy to require Administrative Assistants to use their own vehicles.

IV. Implementation

A. What is the timeframe for completion of plan and implementation for project/issue?

The purchase of a new vehicle is expected to occur by November 2017. The purchase is anticipated to be made using vendor available through the Arizona State Procurement Office. The 2008 Ford Ranger would be put up for auction after the new vehicle is acquired.

B. How will you market/communicate the project/issue to the public?

The 2008 Ford Ranger would be put up for auction.

C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.

Procurement of the new vehicle within the appropriated funds. Sale of the Ranger for \$1750 or more.

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
		\$0
		\$0
Total Ongoing Expenditures		\$0

Line Item Description (One-Time)	Account*	FY 2017-18 Request
Machinery and Equipment	59-5250-01-6848	\$25,000
		\$0
		\$0
		\$0
Total One-Time Expenditures		\$25,000

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

VI. Proposed Cost Savings (If Applicable)

Please explain any cost savings:

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0

Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0

Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:

VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	Wastewater Plant Operator
Department	Wastewater
Program	
Funding Request Type	Ongoing
Source of Funds	Wastewater Fund
Additional Explanation	The Wastewater Plant has added a number of facilities within the last 3 years to increase the plant's capacity to treat waste. The effective and efficient operation of these facilities requires an increase in the Plant staff since the Department is already short staffed not considering the new facilities.

I. Description of Request

Authorize the addition of one Plant operator to more closely match staffing to the workload.

II. Problem/Issue

A. History/Background

In 2005 the Wastewater Plant operated with two operators. One operator was added to the Plant in 2006 in response to an audit of the plant staffing level. In 2012 an operator was moved from the Collections group to work at the Plant. The Plant has been operating with 4 Wastewater Plant Operators since that time. The Plant Chemist, as a certified operator regularly assists in some of the routine plant duties.

Since 2012 several significant facilities have been added to the plant operation. They include a 27 acre wetland park, a digester, a clarifier, and 2 injection wells. The effective and efficient operation of plant facilities requires at minimum an increase of one plant operator.

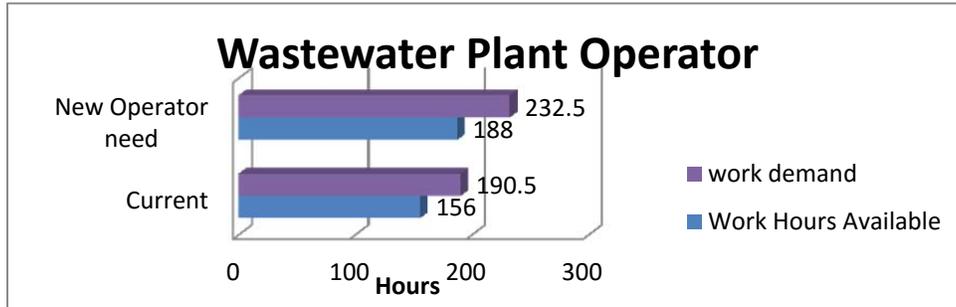
In the past the Plant Chemist, as a certified operator was able to assist in some of the routine plant duties. The increase in plant facilities and frequency of testing mandated by the latest issued ADEQ permit has substantially reduced the amount of time she can help during regular hours. The new permit requires Fecal Coliform testing daily rather than weekly, more frequent monitoring of some on-site monitoring wells, and added monitoring at the potable water well.

During design maintenance workloads were not identified for all of the new processes (wetlands, digester, aeration basins). For the development of injection wells the design engineer estimated 20 operator hours per week for one two-well system (duty well plus one backup). The effluent management plan approved by the Council in 2012 anticipates 6 injection wells (5 duty plus one backup). Experience using contracted maintenance for wetland cattail clearing indicates a workload need equivalent to about 4 hours per week.

Wastewater Department staff has performed a staffing analysis which is attached to this request. That analysis identifies that current staffing (156 work hours) is below the current need (191 work hours) by about 35 hours per week. This shortfall is handled by having to use overtime (10+ hours a week departmentally) and also reducing the time allotted to some non-daily duties, as indicated by asterisks

Contingent Recommendation \$74,440

next to some tasks. The estimated increased staffing need associated with new injection well, digester, and aeration basin facilities is 42 hours. This reflects new permit testing requirements and actual operation and maintenance of the facilities. Without a new operator the departmental working hours available deficit increases from 35 hours to 77 hours per week. The addition of a new operator provides an additional 32 hours of actual work time. The City is still about 45 hours short in plant operator support. This analysis is attached as pages 6 -8 and depicted below



As the City adds injection wells 3 and 4 another operator will also be needed due to an estimated 20 - 30 hour increase in work demand. Also depending on the type of filtration system selected addition work demand hours may be created. The Wastewater Department will continue to evaluate its operation and may request a third operator to fill the work hour gap that remains after well 3 and 4 are placed in service.

B. Does this affect our citizens/customers quality of life?		Yes
If yes, then how:		
Keeps the plant in compliance with ADEQ regulations which require we consistently operate the plant to attain a designated treatment of the wastewater. Failure to operate the plant effectively can result in fines, restrictions on disposal, and mandates to upgrade plant operations in a short time frame.		
The Community Plan under environmental policies contains a policy which states, "2. Investigate and implement appropriate methods to reuse treated wastewater and to recharge groundwater." The City has constructed injection wells which it will need to maintain in order to receive the anticipated benefit.		
C. Is this a traditional government function?		Yes
If it is not a traditional function, why should the City of Sedona deal with it?		
D. Does the project/issue relate to the Community Plan (or other master plans)?		
Yes, Community Plan	If other master plan, which?	
If not in a specific plan, how does this fit into the City's priorities?		
E. Provide a cost/benefit analysis. What does the City/community get for this investment?		
The City/community receives the benefit of maintained upgrade and injection well facilities.		

III. Risk Analysis

A. What happens if this is not done?

The existing staff will not be able to maintain essential facilities. This would result in permit violations, loss of benefits anticipated when the treatment facilities were constructed, and possibly sanction from the Arizona Department of Environmental Quality.

B. Show examples of best practices from other cities, if applicable:

C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:

IV. Implementation

A. What is the timeframe for completion of plan and implementation for project/issue?

The new employee would be hired as close to the beginning of the fiscal year as possible. Ideally the employee would be hired by the week after labor day.

B. How will you market/communicate the project/issue to the public?

The City would use its typical employee recruitment process.

C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.

The City's level of compliance with the ADEQ permit, and ability to effectively monitor and operate the wastewater treatment plant. The ability to keep the plant appearance as a clean, well maintained facility would also be a performance measure.

Contingent Recommendation \$74,440

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Salary & Wages	59-5253-55-6005	\$39,590
FICA	59-5253-55-6125	\$3,030
ASRS Retirement	59-5253-55-6130	\$4,490
STD/LTD Insurance	59-5253-55-6134	\$160
Health/Dental/Life Insurance	59-5253-55-6135	\$17,210
Workers Compensation	59-5253-55-6136	\$1,010
Uniform Expenses	59-5253-55-6214	\$1,000
Spec. Supplies/Safety	59-5253-55-6243	\$300
Travel and Training	59-5253-55-6750	\$2,500
Total Ongoing Expenditures		\$69,290.00

Line Item Description (One-Time)	Account*	FY 2017-18 Request
Computer Hardware	59-5224-21-6246	\$2,000
Computer Software	59-5224-21-6247	\$650
Office Furniture non-capital	59-5253-55-6244	\$2,500
Total One-Time Expenditures		\$5,150.00

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

Contingent Recommendation \$74,440

VI. Proposed Cost Savings (If Applicable)		
Please explain any cost savings:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0
Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:		
VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.

Current operator Routine Duties

Daily	Hrs	Weekly	Hrs	Monthly	Hrs	Quarterly/Annual Duties	Hrs
Plant Rounds & Reads/Checks	7.0	Clean Bar Screens (x2)	2.0	Flush Grit Sump/ML Scum/Clarifier Scum*	0.25	Bar Screens Maint – Float check*	0.25
Irrigation Rounds & Reads	7.0	Flush Grit Pumps/Clean Grit Pit*	0.5	Vehicle Inspections	0.5	Quarterly Reports	4
Irrigation Line Changes	7.0	Influent Flow Meter Cal*	0.25	Clean Guage Boards	0.25	Clean Digester Walls*	0.25
Irrigation Start-Up	3.5	Remove Seeds (Anoxic Zones)*	2.0	Pressure Wash Sandfilters*	0.5	ADEQ/SW Inspections	0.25
Irrigation Inspections	3.5	Maint Clarifier WierWasher	1.0	Flush Cent Wet Well/PR*	0.25	Pressure Wash Cent Bldg*	0.25
Irrigation Shut-Down	3.5	Clean Clarifier*	4.0	Exercise/Flush Cent Valves*	0.25	UV Bulbs (Annual)	1.0
Centrifuge Start-Up	3.0	Clean Wiers - Sandfilter	1.0	Flush PR Pump Station*	0.25	Sandfilter Maintenance*	0.25
Centrifuge/DB Operation	12	Rodent Trapping*	0.5	Piezometers	2.0	Mixer Maintenance	1.0
Centrifuge Shut-Down	3.0	Weekly ADEQ Inspections	1.0	Generator Inspection	0.25	Clarifier Maint*	0.25
Daily ADEQ Inspections	0.25	Staff Meeting/Training*	8.0	Monthly ADEQ Inspections	0.25	Blower Maintenance*	0.75
Collect Samples	3.5	pH/DOB/TSS Probe Maint*	0.25	Centrifuge/Conveyor Maint	0.25	Grit/RAS Pump Maint*	0.5
Weekend Lab	5.0	DO Probe Maintenance*	0.5	UVAS Probe Maint*	0.5	Compressor Maint*	0.25
		Turbidimeter Maint*	1.0			Irrigation Pump Maint*	1.0
		Irrigation Repairs	8.0			Sludge Feed/Pit Pump*	0.25
Weekly Total =	58.25	Weekly Total =	30.50	Weekly Total =	5.5	Weekly Total =	10.25

Other Duties

Non Routine	Hrs	Lab	Hrs
Project/Construction Work	4.0	Process Control Testing*	20.0
Supplies Management/Ordering	2.0	QA/QC*	5.0
Weed Eating	2.0	Project/Construction	3.0
Grounds Maintenance	2.0	Compliance Sampling	4.0
Irrigation Repairs	8.0	Data Entry	3.0
Plant Equipment Repairs*	4.0	Compliance Testing	2.0
Supervisory Duties	4.0	Administrative*	1.0
Admin Duties*	4.0	Staff Mtgs/Training*	4.0
Process Control*	1.0	Process Control*	1.0
Safety Programs*	4.0	Compliance Reporting & Permits	2.0
Other Misc	4.0	Plant Work*	1.0
		Other: Misc	1.0

Contingent Recommendation \$74,440

Weekly Total = 39		Weekly Total = 47
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Total Current Hours

<p>Total Operator Routine Duties = 104.5 hours/wk Total Non-Routine Duties = 39 hours/wk Total Lab Duties = 47 hours/wk Total Operator Duties = 190.5 hours/wk</p> <p>Current Staffing = 3 Operators + 1 Chief Operator + 1 Chemist =200 hrs – 12.5 hrs breaks – 11 hrs vac – 8.5 hrs holid = 156 hrs/wk available</p> <p>Already short 35 hours/week</p>		<p>*Represent a lot of the duties that have been reduced due insufficient time to complete work.</p>
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Additional new duties

Injection Well	Hrs	Upgrades	Hrs	Lab	Hrs
Filter Maintenance	2.0	New Bar Screens & Compactor	1.0	Daily Fecals	6.0
Cl Pump Maintenance	1.0	New Blower Maintenance	0.5	Additional Compliance Wells	1.0
Brine Tank Maintenance	1.0	Clarifier Maintenance	0.25	New Digester Testing	3.0
Cl Analyzer Maintenance	1.0	New Instrument/Probe Maint	0.25	Additional Data Entry	1.0
Cl Field Testing	7.0				
Back Flushing	4.0				
Vertical Turbine Pump Maintenance	1.0				
Daily Reads & Data Entry	7.0				
Hydrogen & Cl Sensor Maint/Cal	1.0				

Contingent Recommendation \$74,440

Wetlands Maintenance	4.0				
Weekly Total =	29.0	Weekly Total =	2.0	Weekly Total =	11
Grand Total of New Duties (Weekly Hours) = 46 Hours					

Hours available with new duties

<p>Total Operator Routine Duties = 104.5.5 hours/wk Total Non-Routine Duties = 39 hours/wk Total Lab Duties = 47 hours/wk Total New Duties = 42 hours/wk Total Operator Duties = 232.5 hours/wk</p> <p>Current Staffing = 3 Operators + 1 Chief Operator + 1 Chemist =200 hrs – 25 hrs breaks – 11 hrs vac/flex – 8.5 hrs holiday = 156 hrs/wk available</p> <p>Short 77 hours/week</p>	<p>Additional Operator = 40 hrs - 2.5 hrs breaks – 3.4 hrs vac/flex -1.7 hrs holiday =32.4 hrs/wk available</p> <p>Still short 77 hrs – 32 hrs = 45 hrs after additional new operator</p> <p style="color: blue;">Irrigation duties in blue will decrease by approximately ½ if Area 4 is abandoned = ~13 hrs</p> <p style="color: blue;">Construction/Project work may decrease from 7 to 2 hrs</p> <p style="color: blue;">Still short 42.1 – 13 – 5 = 24.1 hours/week</p>
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City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Wastewater Administration

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
Wastewater Enterprise Fund-Administration														
59-5250-01-6005	Salary & Wages	\$120,580.00	\$74,740.00	61%	\$74,740.00	61%	\$0.00	\$47,755.65	64%	\$175,973.90	\$212,267.18	\$211,495.91	\$83,270.00	Current authorized positions Decision Package: Administrative Assistant (CM Contingent Recommendation)
59-5250-01-6006	Overtime	\$630.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$5,383.67	\$3,945.13	\$2,199.65	\$630.00	Admin assistant OT (Ongoing)
59-5250-01-6009	Special Pay	\$0.00	(\$75,000.00)	-100%	\$0.00	N/A	(\$75,000.00)	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5250-01-6010	Part-Time Wages	\$0.00	\$21,330.00	-100%	\$21,330.00	-100%	\$0.00	\$13,640.20	64%	\$18,403.75	\$9,628.00	\$0.00	\$22,390.00	Current authorized positions Decision Package: Administrative Assistant (CM Contingent Recommendation)
59-5250-01-6046	Other Allowances	\$2,540.00	\$2,340.00	9%	\$2,340.00	9%	\$0.00	\$1,527.50	65%	\$3,900.00	\$3,900.00	\$0.00	(\$22,390.00)	Current authorized positions Decision Package: Administrative Assistant (CM Contingent Recommendation)
59-5250-01-6125	FICA	\$9,470.00	\$7,530.00	26%	\$7,530.00	26%	\$0.00	\$4,560.26	61%	\$14,845.55	\$16,962.96	\$15,885.47	\$2,540.00	Current authorized positions Decision Package: Administrative Assistant (CM Contingent Recommendation)
59-5250-01-6130	ASRS Retirement	\$14,040.00	\$11,160.00	26%	\$11,160.00	26%	\$0.00	\$7,131.41	64%	\$22,929.21	\$30,510.95	\$23,697.60	\$1,140.00	Social Security & Medicare Decision Package: Administrative Assistant (CM Contingent Recommendation)
59-5250-01-6134	STD/LTD Insurance	\$370.00	\$490.00	-24%	\$490.00	-24%	\$0.00	\$174.85	36%	\$986.13	\$1,155.24	\$1,558.86	\$8,330.00	Current authorized positions Decision Package: Administrative Assistant (CM Contingent Recommendation)
59-5250-01-6135	Health/Dental/Life Insurance	\$28,410.00	\$10,000.00	184%	\$10,000.00	184%	\$0.00	\$6,260.38	63%	\$36,489.46	\$48,125.76	\$40,719.77	\$1,700.00	Decision Package: Support Services Clerk (CM Contingent Recommendation)
59-5250-01-6136	Workers Compensation Insurance	\$2,260.00	\$2,670.00	-15%	\$2,670.00	-15%	\$0.00	\$1,491.00	56%	\$7,046.28	\$8,221.35	\$5,031.34	\$320.00	Short-Term Disability & ASRS Long-Term Disability Decision Package: Support Services Clerk (CM Contingent Recommendation)
	Administration - Personnel Costs Subtotal	\$178,300.00	\$55,260.00	223%	\$130,260.00	37%	(\$75,000.00)	\$82,541.25	63%	\$285,957.95	\$334,716.57	\$300,588.60	\$30.00	Current authorized positions Decision Package: Administrative Assistant (CM Contingent Recommendation)
59-5250-01-6210	Printing/Office Supplies	\$3,600.00	\$2,560.00	41%	\$3,560.00	1%	(\$1,000.00)	\$1,868.06	52%	\$2,464.13	\$1,241.47	\$654.29	\$1,080.00	Bottled water month cost \$90.00 (Ongoing)
													\$1,520.00	Ongoing Misc Office Supplies (Ongoing)

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Wastewater Administration

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	Amount							Description	
59-5250-01-6213	Voice & Data Communications	\$10,200.00	\$5,400.00	89%	\$5,400.00	89%	\$0.00	\$831.81	15%	\$3,890.07	\$7,078.60	\$2,447.39	\$1,000.00	Transfer from 59-5253-56-6210 transfer Office supplies to consolidate (Ongoing)	
													\$5,400.00	Phone and Data (Ongoing)	
													\$4,800.00	Increase \$400 a month to Phone and Data to secure fiber optic cable to increase connection 9 phones (Ongoing)	
59-5250-01-6215	Gas & Oil	\$500.00	\$0.00	∞	\$10.00	4900%	(\$10.00)	\$10.01	100%	\$402.68	\$1,896.39	\$3,212.02	\$500.00	oil and gas costs for Admin use vehicle (Ongoing)	
59-5250-01-6220	Special Supplies	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$196.91	\$671.41	\$798.63			
59-5250-01-6230	Building Maintenance	\$16,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$113.10	∞	\$0.00	\$0.00	\$0.00			
													\$8,000.00	Increase Seals around building/ foundation (One-Time)	
													\$8,000.00	Increase Water heater and Ballasts (One-Time)	
59-5250-01-6241	Automobile Expense	\$2,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$1,023.23	\$1,176.14			
													\$2,000.00	Admin Vehicle expenses Repair Ranger Window, tires, oil change (Ongoing)	
59-5250-01-6243	Spec Supplies/Safety Equip/Erg	\$200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$122.79	\$873.55	\$693.13	\$200.00	Director safety supplies \$175 shoes \$20 hard hat (Ongoing)	
													\$700.00	Filing furniture (One-time)	
													\$150.00	Guest area chair (One-time)	
													\$600.00	One time administrative office chairs (One-time)	
59-5250-01-6405	Professional Services	\$13,950.00	\$7,984.00	75%	\$831.00	1579%	\$7,153.00	\$3,745.48	451%	\$5,873.68	\$7,149.23	\$8,108.26	\$6,000.00	Janitorial services (Ongoing)	
													\$1,950.00	Pest Control (Ongoing)	
													\$6,000.00	Window washing services (Ongoing)	
59-5250-01-6420	Legal Services	\$0.00	\$100,000.00	-100%	\$100,000.00	-100%	\$0.00	\$38,050.56	38%	\$0.00	\$0.00	\$0.00			
59-5250-01-6431	System Maintenance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$600.00			
59-5250-01-6450	Legal Fees/Settlements/Deductibles	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$58,044.28	\$70,001.69	\$6,086.07			
59-5250-01-6452	Recording Fees	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$48.00	\$570.50	\$10.00			
59-5250-01-6533	Property & Casualty Insurance	\$0.00	\$82,500.00	-100%	\$82,500.00	-100%	\$0.00	\$63,168.12	77%	\$0.00	\$0.00	\$0.00			
59-5250-01-6703	Dues/Subscriptions/Licenses	\$5,700.00	\$2,667.00	114%	\$1,967.00	190%	\$700.00	\$1,737.11	88%	\$2,005.34	\$253.42	\$8.00			
													\$5,200.00	Northern Arizona Municipal Water Users Assoc fee (Ongoing)	
													\$500.00	US Dept of Agriculture forest service permit Split with City and Plant (Ongoing)	
59-5250-01-6736	Permit Fees	\$6,500.00	\$6,952.00	-7%	\$8,202.00	-21%	(\$1,250.00)	\$8,202.00	100%	\$7,000.00	\$7,009.94	\$21,504.60	\$6,000.00	ADEQ annual Permit for Wastewater Plant (ongoing)	
													\$500.00	USFS annual Permit for sewer transmission line crossing Forest Service Land City to Plant (Ongoing)	
59-5250-01-6750	Travel & Training	\$2,265.00	\$4,637.00	-51%	\$6,137.00	-63%	(\$1,500.00)	\$225.00	4%	\$1,302.82	\$6,883.13	\$0.00	\$555.00	Training for EH Admin (Ongoing)	

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Wastewater Administration

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
													\$1,710.00	Travel and Training for CM \$1250 Training Misc, \$230 Confined Space, \$115 Fall Protection (Ongoing), \$115 LOTO
59-5250-01-6761	Spendable Contingencies	\$0.00	\$100,000.00	-100%	\$0.00	N/A	\$100,000.00	\$0.00	N/A	\$0.00	\$30,010.00	\$0.00		
59-5250-01-6920	Lease Payments	\$0.00	\$3,756.00	-100%	\$3,756.00	-100%	\$0.00	\$1,424.68	38%	\$0.00	\$0.00	\$0.00		
	Administration - Supplies & Services Costs Subtotal	\$62,365.00	\$316,456.00	-80%	\$212,363.00	-71%	\$104,093.00	\$119,375.93	56%	\$81,350.70	\$134,766.37	\$45,298.53		
59-5250-01-6840	Motor Vehicles	\$25,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$25,000.00	Decision Package: New Vehicle - Ford Ranger Replacement (CM Recommended)
59-5250-01-6846	Computer Hardware	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$3,942.49	\$1,972.25	\$2,868.91		
59-5250-01-6857	Improvements - City Owned Property	\$55,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$25,000.00	Increase Fiber Optic Cable Wiring (Experiencing ongoing outages of phone and computers @ The Plant) (One-Time)
													\$30,000.00	Increase Light Fixtures for efficiency and energy savings (One-Time)
59-5250-01-6925	Lease Purchase Payments	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,925.19	\$2,318.19	\$2,038.00		
	Administration - Capital & Debt Service Costs Subtotal	\$80,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$6,867.68	\$4,290.44	\$4,906.91		
59-5250-01-7100	Admin Indirect Cost Allocation	\$7,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5250-01-7110	HR Indirect Cost Allocations	\$5,440.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5250-01-7120	Finance Indirect Cost Alloc.	\$217,270.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5250-01-7130	IT Indirect Cost Allocations	\$19,010.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5250-01-7140	Legal Indirect Cost Allocation	\$45,350.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5250-01-7160	General Indirect Cost Alloc.	\$43,170.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5250-01-7170	Facilities Indirect Cost Alloc	\$31,280.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Administration - Internal Charges Subtotal	\$368,720.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Wastewater Enterprise Fund-Administration Total	\$689,385.00	\$371,716.00	85%	\$342,623.00	101%	\$29,093.00	\$201,917.18	59%	\$374,176.33	\$473,773.38	\$350,794.04		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Wastewater Capital

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	Amount							Description	
Wastewater Enterprise Fund-Capital Projects															
59-5252-89-6005	Salary & Wages	\$43,180.00	\$45,430.00	-5%	\$45,430.00	-5%	\$0.00	\$31,926.80	70%	\$97,402.35	\$93,455.93	\$73,645.94			
														\$43,180.00	Current authorized positions
59-5252-89-6006	Overtime	\$0.00	\$0.00	N/A	\$2,800.00	-100%	(\$2,800.00)	\$1,784.67	64%	\$1,784.10	\$269.31	\$148.79			
59-5252-89-6046	Other Allowances	\$390.00	\$590.00	-34%	\$590.00	-34%	\$0.00	\$341.32	58%	\$0.00	\$30.00	\$0.00		\$390.00	Current authorized positions
59-5252-89-6125	FICA	\$3,340.00	\$3,520.00	-5%	\$3,520.00	-5%	\$0.00	\$2,504.09	71%	\$7,122.20	\$6,838.10	\$5,587.32		\$3,340.00	Social Security & Medicare
59-5252-89-6130	ASRS Retirement	\$4,940.00	\$5,220.00	-5%	\$5,220.00	-5%	\$0.00	\$3,868.36	74%	\$11,270.55	\$12,460.58	\$8,264.31		\$4,940.00	Current authorized positions
59-5252-89-6134	STD/LTD Insurance	\$130.00	\$230.00	-43%	\$230.00	-43%	\$0.00	\$72.75	32%	\$395.11	\$499.88	\$610.39		\$130.00	Short-Term Disability & ASRS Long-Term Disability
59-5252-89-6135	Health/Dental/Life Insurance	\$7,450.00	\$8,620.00	-14%	\$8,620.00	-14%	\$0.00	\$5,009.72	58%	\$17,122.49	\$18,285.63	\$13,935.13		\$7,450.00	Current authorized positions
59-5252-89-6136	Workers Compensation Insurance	\$1,110.00	\$1,590.00	-30%	\$1,590.00	-30%	\$0.00	\$949.00	60%	\$3,609.72	\$3,387.92	\$0.00		\$1,110.00	Current authorized positions
	Capital Projects - Personnel Costs Subtotal	\$60,540.00	\$65,200.00	-7%	\$68,000.00	-11%	(\$2,800.00)	\$46,456.71	68%	\$138,706.52	\$135,227.35	\$102,191.88			
59-5252-89-6450	Legal Fees/Settlements/Deductibles	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$2,035.79			
	Capital Projects - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$2,035.79			
59-5252-89-7100	Admin Indirect Cost Allocation	\$2,400.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5252-89-7110	HR Indirect Cost Allocations	\$1,810.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5252-89-7120	Finance Indirect Cost Alloc.	\$3,040.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5252-89-7130	IT Indirect Cost Allocations	\$4,540.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5252-89-7160	General Indirect Cost Alloc.	\$480.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Capital Projects - Internal Charges Subtotal	\$12,270.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Wastewater Enterprise Fund-Capital Projects Total	\$72,810.00	\$65,200.00	12%	\$68,000.00	7%	(\$2,800.00)	\$46,456.71	68%	\$138,706.52	\$135,227.35	\$104,227.67			

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Wastewater Operations

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
Wastewater Enterprise Fund-Wastewater Plant Operations														
59-5253-55-6005	Salary & Wages	\$258,140.00	\$201,230.00	28%	\$201,230.00	28%	\$0.00	\$132,653.88	66%	\$168,322.12	\$162,417.84	\$150,500.43	\$218,550.00	Current authorized positions
													\$39,590.00	Decision Package: Wastewater Plant Operator (CM Contingent Recommendation)
59-5253-55-6006	Overtime	\$22,000.00	\$9,830.00	124%	\$21,150.00	4%	(\$11,320.00)	\$13,408.67	63%	\$6,722.76	\$5,157.72	\$9,047.17	\$9,830.00	Overtime (On-Going)
													\$12,170.00	Increase: OT Expenses to Cover Saturdays (ADEQ Requires Grade 2 Operator (On-Going))
59-5253-55-6046	Other Allowances	\$390.00	\$390.00	0%	\$390.00	0%	\$0.00	\$227.50	58%	\$0.00	\$0.00	\$0.00	\$390.00	Current authorized positions
59-5253-55-6125	FICA	\$21,470.00	\$16,180.00	33%	\$16,180.00	33%	\$0.00	\$10,898.32	67%	\$12,942.87	\$12,583.82	\$11,691.21	\$3,030.00	Decision Package: Wastewater Plant Operator (CM Contingent Recommendation)
													\$18,440.00	Social Security & Medicare
59-5253-55-6130	ASRS Retirement	\$31,820.00	\$23,980.00	33%	\$23,980.00	33%	\$0.00	\$16,596.58	69%	\$19,512.69	\$22,504.49	\$17,736.30	\$27,330.00	Current authorized positions
													\$4,490.00	Decision Package: Wastewater Plant Operator (CM Contingent Recommendation)
59-5253-55-6134	STD/LTD Insurance	\$1,000.00	\$1,000.00	0%	\$1,000.00	0%	\$0.00	\$333.30	33%	\$708.74	\$882.50	\$1,281.58	\$160.00	Decision Package: Wastewater Plant Operator (CM Contingent Recommendation)
													\$840.00	Short-Term Disability & ASRS Long-Term Disability
59-5253-55-6135	Health/Dental/Life Insurance	\$66,370.00	\$52,940.00	25%	\$52,940.00	25%	\$0.00	\$26,795.75	51%	\$37,140.20	\$41,518.51	\$31,953.04	\$49,160.00	Current authorized positions
													\$17,210.00	Decision Package: Wastewater Plant Operator (CM Contingent Recommendation)
59-5253-55-6136	Workers Compensation Insurance	\$7,150.00	\$7,030.00	2%	\$7,030.00	2%	\$0.00	\$3,776.00	54%	\$8,673.00	\$8,374.25	\$7,071.44	\$6,140.00	Current authorized positions
													\$1,010.00	Decision Package: Wastewater Plant Operator (CM Contingent Recommendation)
Wastewater Plant Operations - Personnel Costs Subtotal		\$408,340.00	\$312,580.00	31%	\$323,900.00	26%	(\$11,320.00)	\$204,690.00	63%	\$254,022.38	\$253,439.13	\$229,281.17		
59-5253-55-6141	Employee Exams	\$3,690.00	\$2,030.00	82%	\$2,842.00	30%	(\$812.00)	\$1,225.00	43%	\$371.00	\$570.00	\$965.30	\$600.00	ADEQ Certification renewal - every 3 years(On-Going)
													\$545.00	ADEQ Operator Exams - DCx2 JCx2 HR (On-Going)
													\$1,125.00	Annual Respirator Fit test (On-Going)
													\$190.00	CDL Physical (Bi-Annual) (On-Going)
													\$260.00	CDL Random Drug tests (On-Going)

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Wastewater Operations

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details		
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	Amount							Description		
																Increase: ADEQ New Certification - DCx2 JCx2
															\$325.00	HR (On-Going)
															\$325.00	Increase: Employee Physical (On-Going)
															\$130.00	Increase: Hep B Vaccines (On-Going)
															\$190.00	Respirator Medical Clearance (On-Going)
59-5253-55-6210	Printing/Office Supplies	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$210.42	\$215.63	\$0.00			
59-5253-55-6212	Postage	\$50.00	\$50.00	0%	\$0.00	∞	\$50.00	\$8.76	\$8.76	∞	\$13.19	\$102.92	\$27.03			
59-5253-55-6213	Voice & Data Communications	\$3,300.00	\$8,985.00	-63%	\$9,884.50	-67%	(\$899.50)	\$6,157.90	\$6,157.90	62%	\$10,389.47	\$9,202.59	\$10,371.55		\$50.00	Postage to Return Parts (On-Going)
															\$2,220.00	Cell Phone Service (On-Going)
															(\$900.00)	Decrease: SCADA DSL Internet Service (Transfer to IT budget)
															(\$1,080.00)	Decrease: Verizon Wireless Service for 2 On-Call Laptops (Transfer to IT Budget)
															(\$540.00)	Decrease: Verizon Wireless Service for New Chief Operator Laptop (Transfer to IT Budget)
															\$1,080.00	Increase: Cell Phone Service (On-Going)
															\$540.00	Increase: Verizon Wireless Service for New Chief Operator Laptop
															\$900.00	SCADA DSL Internet Service
															\$1,080.00	Verizon Wireless Service for 2 On-Call Laptops
59-5253-55-6214	Uniform Expenses	\$10,350.00	\$7,350.00	41%	\$7,350.00	41%	\$0.00	\$4,332.05	\$4,332.05	59%	\$7,178.10	\$3,914.67	\$5,899.74			
															\$1,000.00	Decision Package: New Wastewater Plant Operator (CM Contingent Recommendation)
															(\$200.00)	Decrease: Winter Jacket RG (Bi-Annual)
															\$200.00	Electrical Safety Boots - RG (Annual) (On-Going)
															\$5,400.00	G&K Uniform Services (On-Going)
															\$250.00	Increase: Hats (On-Going)
															\$200.00	Increase: Laundry Supplies (On-Going)
															\$200.00	Increase: Rain Jackets (Bi-Annual) (On-Going)
															\$100.00	Increase: Steel Toe Boots from \$175 PP to \$200 PP (On-Going)
															\$300.00	Increase: T-shirts (On-Going)
															\$1,200.00	Increase: Washer and Dryer (One-Time)
															\$500.00	NFPA Standard Electrical Clothing for RG (On-Going)
															\$700.00	Steel Toe Boots (On-Going)
															\$300.00	Winter Coats (Bi-Annual) (On-Going)
															\$200.00	Winter Jacket RG (Bi-Annual)
59-5253-55-6215	Gas & Oil	\$4,000.00	\$4,500.00	-11%	\$3,600.00	11%	\$900.00	\$1,988.53	\$1,988.53	55%	\$3,176.52	\$3,618.68	\$5,646.92			

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Wastewater Operations

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details		
													Amount	Description	
															Decrease: Diesel (Transfer to 6217) (\$500.00)
															\$4,500.00 Gasoline (On-Going)
59-5253-55-6216	Plant Oil & Lubricants	\$2,500.00	\$1,800.00	39%	\$1,800.00	39%	\$0.00	\$137.59	8%	\$0.00	\$1,780.11	\$200.06			Increase: Oil & Grease - New Blowers (On-Going) \$700.00 Oil & Grease for Plant Equipment (On-Going) \$1,800.00
59-5253-55-6217	Plant Diesel	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			Increase: Plant Diesel (Transfer from 6215) (On-Going) \$500.00
59-5253-55-6221	Janitorial Supplies	\$1,000.00	\$1,000.00	0%	\$500.00	100%	\$500.00	\$0.00	0%	\$147.90	\$36.15	\$418.00			Janitorial Supplies Clorox Wipes, Bleach, etc. (On-Going) \$1,000.00
59-5253-55-6222	Electrical Supplies	\$1,500.00	\$1,500.00	0%	\$1,500.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00			Fuses (On-Going) \$1,500.00
59-5253-55-6223	Wastewater Supplies	\$13,250.00	\$9,650.00	37%	\$8,685.00	53%	\$965.00	\$5,300.67	61%	\$14,655.12	\$14,069.65	\$14,492.65			Construction and Building Supplies (On-Going) \$4,500.00 Fencing Supplies (On-Going) \$1,000.00 Increase: Filters for Aeration/Digester Blowers (On-Going) \$2,000.00 Increase: Misc Supplies (On-Going) \$1,000.00 Nuts and Bolts (On-Going) \$1,000.00 Plumbing Supplies (On-Going) \$2,000.00 Rodent Proofing Supplies (On-Going) \$750.00 Winterizing Supplies (On-Going) \$1,000.00
59-5253-55-6230	Building Maintenance	\$500.00	\$12,000.00	-96%	\$0.00	∞	\$12,000.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			Decrease: Operator Building Remodel (Transfer to 6732) (\$12,000.00) Increase: Misc Bldg Repairs (On-Going) \$500.00 Operator Building Remodel \$12,000.00
59-5253-55-6233	Equipment & Other Rental	\$3,000.00	\$3,000.00	0%	\$0.00	∞	\$3,000.00	\$0.00	N/A	\$0.00	\$143.52	\$10,018.63			Equipment Rental (Backhoe, Forklift, Generator, etc.) (On-Going) \$3,000.00
59-5253-55-6235	Equipment Repair	\$17,500.00	\$42,000.00	-58%	\$29,400.00	-40%	\$12,600.00	\$11,454.81	39%	\$91,906.65	\$112,552.08	\$115,654.49			Carry Over: Replace UV Meter Flow (One-Time) \$8,000.00 Decrease: Motor for Valves (\$10,000.00) Decrease: PLC 2 Processor (\$10,000.00) Decrease: VFD Repair (\$6,500.00) Increase: Front Gate Upgrade for Rodent Proofing (One-Time) \$2,000.00 Motor for Valves \$10,000.00 PLC Processor 2 \$10,000.00 Preventative Maintenance (On-Going) \$7,500.00 VFD Repair \$6,500.00
59-5253-55-6236	Pump and Motor Repair/Rebuild	\$27,500.00	\$52,500.00	-48%	\$39,900.00	-31%	\$12,600.00	\$0.00	0%	\$0.00	\$0.00	\$0.00			Decrease: Pump & Motor Rebuilds (Transfer to 6254) (\$5,000.00) Decrease: Pump & Motor Rebuilds (Transfer to 6258) (\$5,000.00)

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Wastewater Operations

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details		
													Amount	Description	
														Decrease: Pump and Motor Rebuilds	(\$15,000.00)
														Mechanical Seals (On-Going)	\$2,500.00
59-5253-55-6241	Automobile Expense	\$12,300.00	\$5,000.00	146%	\$5,000.00	146%	\$0.00	\$4,266.06	85%	\$1,708.20	\$7,503.15	\$9,205.73		Pump & Motor Rebuilds (Sludge, Grit, RAS/WAS, Mixers, PW, PR) (On-Going)	\$50,000.00
														Increase: Golf Cart Batteries (every 3 years) (One-Time)	\$1,800.00
														Increase: Replace Tractor Forks (One-Time)	\$1,500.00
														Increase: Tractor/Bob cat Repairs (One-Time)	\$4,000.00
59-5253-55-6243	Spec Supplies/Safety Equip/Emg	\$13,925.00	\$4,500.00	209%	\$4,050.00	244%	\$450.00	\$2,564.89	63%	\$5,590.19	\$3,015.35	\$3,513.70		Maintenance/Repairs for Vehicles (On-Going)	\$5,000.00
														Decision Package: New Wastewater Plant Operator (CM Contingent Recommendation)	\$300.00
														Gas Monitor Cartridges - Annual (On-Going)	\$1,200.00
														Increase: Brackets for fall protection (One-Time)	\$3,000.00
														Increase: Replace Fall Protection Harnesses (One-Time)	\$1,200.00
														Increase: Replace Hard Hats (On-Going)	\$125.00
														Increase: Unihoist (fall protection) for AB's (One-Time)	\$4,800.00
														PPE (On-Going)	\$2,700.00
59-5253-55-6244	Office Furniture - Non Capital	\$19,250.00	\$2,000.00	863%	\$0.00	∞	\$2,000.00	\$56.86	∞	\$0.00	\$0.00	\$0.00		Safety Signs (On-Going)	\$600.00
														Break Room Table & Chairs	\$2,000.00
														Decision Package: New Wastewater Plant Operator (CM Contingent Recommendation) (One-Time)	\$2,500.00
														Decrease: Break Room Table & Chairs	(\$2,000.00)
														Increase: Cubicles w/ Desks to Replace Operators Desks (One-Time)	\$15,000.00
														Increase: Replace Desk - MA (One-Time)	\$1,000.00
59-5253-55-6246	Computer Hardware - Non Capita	\$1,000.00	\$2,000.00	-50%	\$2,000.00	-50%	\$0.00	\$0.00	0%	\$2,825.09	\$182.58	\$337.83		Increase: Replace Office Chairs (One-Time)	\$750.00
														Decrease: Replacement SCADA Computers/Monitor/Printer if needed (Transfer to IT Budget)	(\$1,000.00)
														Replacement SCADA Computers/Monitor/Printer if needed	\$1,000.00
59-5253-55-6247	Computer Software - Non Capita	\$2,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		UPS Battery's for PLC's & SCADA (On-Going)	\$1,000.00

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													Amount	Description
59-5253-55-6248	Machinery & Equipment-Non Capi	\$0.00	\$25,000.00	-100%	\$30,000.00	-100%	(\$5,000.00)	\$0.00	0%	\$2,299.18	\$5,444.45	\$1,443.93	\$2,500.00	Increase: SCADA Reporting Program (One-Time)
													(\$25,000.00)	Decrease: Replace RAS/WAS Obsolete VFDs
													\$25,000.00	Replace RAS/WAS Obsolete VFDs
59-5253-55-6249	Radio & Phone Equip-Non Capita	\$1,950.00	\$200.00	875%	\$100.00	1850%	\$100.00	\$141.92	142%	\$45.30	\$32.75	\$57.39	\$200.00	Cell Phone Equipment (On-Going)
													\$1,000.00	Increase: New Cell Phones (One-Time)
													\$750.00	Increase: New Gate Openers (One-Time)
59-5253-55-6250	Instrument & Tools - Non Capital	\$11,600.00	\$7,000.00	66%	\$6,300.00	84%	\$700.00	\$4,574.59	73%	\$0.00	\$0.00	\$0.00	(\$5,000.00)	Decrease: Ground Resistance Tester
													\$5,000.00	Increase: Replacement DOB Probe for Clarifier 1 (One-Time)
													\$4,800.00	Increase: Replacement DOB Probe for Clarifier 2 (One-Time)
													\$4,800.00	Increase: Replacement DOB Probe for Clarifier 2 (One-Time)
													\$2,000.00	Tools (On-Going)
59-5253-55-6254	Irrigation Maintenance	\$85,000.00	\$25,000.00	240%	\$25,000.00	240%	\$0.00	\$2,257.03	9%	\$0.00	\$0.00	\$0.00	\$10,000.00	Increase: Gopher Maintenance - Irrigation Areas (On-Going)
													\$10,000.00	Increase: Irrigation Areas 1, 3, 4 pump rebuilds (7 pumps, 1 every 5 years) (Transfer from 6236) (On-Going)
													\$10,000.00	Increase: Irrigation Berm Maintenance (On-Going)
													\$10,000.00	Increase: Reservoir Vegetation Removal (Every 2-3 Years)
													\$15,000.00	Irrigation Maintenance Parts (On-Going)
													\$30,000.00	Irrigation Soil Amendment (On-Going)
59-5253-55-6255	Operations Maintenance	\$118,100.00	\$82,000.00	44%	\$57,000.00	107%	\$25,000.00	\$50,357.73	88%	\$0.00	\$0.00	\$0.00	\$10,000.00	Arc Flash Update - Bar Screens
													\$200.00	Black Flow Prevention Inspections (On-Going)
													\$8,300.00	Calibrate Flow Meters (On-Going)
													(\$10,000.00)	Decrease: Arc Flash Update - Bar Screens
													(\$10,000.00)	Decrease: Electrical Vaults Coating
													\$500.00	Educational Graphics Project (One-Time)
													\$10,000.00	Electrical Vaults Coating
													\$3,000.00	Generator Inspection Contract (On-Going)
													\$5,000.00	HDPE Reservoir Liner Repair (On-Going)
													\$10,000.00	Increase: Aeration Basin Rehab (One per Year) (On-Going)
													\$20,000.00	Increase: Crack Seal/Coat Roads (One-Time)

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				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.							Amount	Description	
																Increase: Influent Channel Cover Replacement (One-Time)
														\$10,000.00		
														\$4,100.00		Increase: Rodent Proofing (Transfer from 6405) (On-Going)
														\$2,000.00		Increase: Sand filter 3 Scum Bridge Rebuild (One-Time)
														\$10,000.00		Increase: UV Maintenance (On-Going)
														\$5,000.00		Pipe Painting (On-Going)
														\$5,000.00		Sand for Sand filters (On-Going)
														\$20,000.00		UV Bulbs/Quartz Sleeves/Ballasts (On-Going)
														\$15,000.00		Weed/Vegetation Control - Stormwater (On-Going)
59-5253-55-6256	Wwt Plant Maintenance/Repairs	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$154,862.78	\$92,467.02	\$196,496.74			
59-5253-55-6258	Wetlands Maintenance	\$59,800.00	\$64,500.00	-7%	\$32,744.00	83%	\$31,756.00	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00			
														\$6,300.00		Gopher Maintenance (On-Going)
														\$5,000.00		Increase: Pump Rebuilds (Transfer from 6236) (On-Going)
														\$60,000.00		Wetlands Maintenance (On-Going)
														(\$12,500.00)		Decrease: Trail Maintenance (On-Going)
														(\$35,000.00)		Decrease: Wetlands Maintenance (On-Going)
														\$6,000.00		Increase: Cattail Disposal (On-Going)
														\$2,500.00		Increase: Drone Flight for Algae Measurement (On-Going)
														\$27,500.00		Trail Maintenance (On-Going)
59-5253-55-6259	Injection Well Maintenance	\$88,025.00	\$10,000.00	780%	\$35,000.00	152%	(\$25,000.00)	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00			
														\$10,000.00		Increase: Chlorine Generator Maintenance (On-Going)
														\$2,000.00		Increase: Injection Well 2 Oil (On-Going)
														\$5,000.00		Salt for Brine Tank (On-Going)
														\$3,525.00		Increase: Filter Replacement (Hamsco HC 170 Cartridges) (On-Going)
														\$60,000.00		Increase: Injection Well 1 Pull Pipe to Backflush (On-Going)
														\$7,500.00		Increase: Injection Wells 1 & 2 Maintenance (On-Going)
59-5253-55-6405	Professional Services	\$42,700.00	\$33,180.00	29%	\$48,100.00	-11%	(\$14,920.00)	\$12,089.51	\$12,089.51	25%	\$118,727.25	\$37,771.47	\$61,114.47			
														\$1,000.00		Annual Fire Extinguisher & Alarm Inspections (On-Going)
														\$2,000.00		Annual Reservoir Monument Survey - ADWR Regulations (On-Going)
														\$10,000.00		Arc Flash Update - Bar Screens
														\$200.00		Backflow Prevention Inspections

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													Amount	Description
													\$1,500.00	Crane & Hoist Inspections (On-Going)
													(\$10,000.00)	Decrease: Arc Flash Update - Bar Screens
													(\$200.00)	Decrease: Backflow Prevention Inspections - Duplicate in 6255
													(\$3,000.00)	Decrease: Generator Inspection Contract - Duplicate in 6255
													(\$4,100.00)	Decrease: Rodent Proofing (Transfer to 6255)
													(\$25,000.00)	Decrease: Wastewater Plant Education Graphics Project
													\$3,000.00	Generator Inspection Contract
													\$7,000.00	Increase: Consultant to write Electrical Safety Program (One-Time)
													\$30,000.00	Increase: Update O&M (ADEQ Requirement) (One-Time)
													\$4,100.00	Rodent Proofing
													\$1,200.00	TYCO Security System (On-Going)
59-5253-55-6408	Technical Support	\$47,500.00	\$62,500.00	-24%	\$37,500.00	27%	\$25,000.00	\$7,340.00	20%	\$5,185.00	\$16,146.77	\$20,492.48	\$25,000.00	Wastewater Plant Education Graphics Project
													\$7,500.00	Carry Over: PLC Rack 4 Installation (One-Time)
													(\$15,000.00)	Decrease: WIMS Training & Development (Transfer to 6750)
													\$4,000.00	SCADA Annual Loop Checks (On-Going)
													\$36,000.00	SCADA/PLC Support (On-Going)
59-5253-55-6409	Electrical Support/Service	\$15,000.00	\$7,500.00	100%	\$4,875.00	208%	\$2,625.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$15,000.00	WIMS Training & Development
													\$7,500.00	Electrical Support (On-Going)
													\$5,000.00	Increase: PM Service - Electrical Cabinets (On-Going)
59-5253-55-6436	Hardware/Software Maint & Supp	\$1,400.00	\$7,875.00	-82%	\$7,875.00	-82%	\$0.00	\$495.00	6%	\$4,520.21	\$4,506.31	\$3,411.13	\$2,500.00	Increase: PM Service - Main Switch Gear (One-Time)
													\$3,250.00	Citect Support
													(\$3,250.00)	Decrease: Citect Support (Transfer to IT Budget)
													(\$100.00)	Decrease: Kaspersky - SCADA Internet Security (Transfer to IT Budget)
													(\$400.00)	Decrease: LogMeIn for SCADA On-Call Laptops (Transfer to IT Budget)
													(\$3,950.00)	Decrease: WIMS support (Transfer to IT Budget)
													(\$500.00)	Decrease: WIN 911 (Transfer to IT Budget)
													\$200.00	Increase: Rockwell Support (On-Going)
													\$1,450.00	Increase: WIMS Support
													\$75.00	Increase: WIN 911

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													Amount	Description
													\$100.00	Kaspersky - SCADA Internet Security
													\$400.00	LogMeIn for SCADA On-Call Laptops
													\$1,200.00	Rockwell Support (On-Going)
													\$2,500.00	WIMS Support
													\$425.00	WIN 911 Alarm Software Support
59-5253-55-6511	Advertising	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$252.00	\$0.00	\$0.00		
59-5253-55-6530	Utilities	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$287,137.93	\$280,081.04	\$271,896.04		
59-5253-55-6540	Solid Waste / Recycling	\$103,700.00	\$113,700.00	-9%	\$62,535.00	66%	\$51,165.00	\$47,000.10	75%	\$142,232.95	\$112,185.07	\$102,559.42		
													(\$10,000.00)	Decrease: Sludge Disposal - based on current expenditures
													(\$5,000.00)	Decrease: Sludge Hauling - based on current expenditures
													\$5,000.00	Increase: Polymer - based on current expenditures (On-Going)
													\$15,000.00	Polymer for Centrifuge (On-Going)
													\$63,000.00	Sludge Disposal at Landfill (On-Going)
													\$33,000.00	Sludge Hauling (On-Going)
													\$2,700.00	Trash Disposal (On-Going)
59-5253-55-6543	Utilities - Electric	\$215,000.00	\$195,000.00	10%	\$214,500.00	0%	(\$19,500.00)	\$142,859.92	67%	\$0.00	\$0.00	\$0.00	\$195,000.00	APS (On-Going)
													\$20,000.00	Increase: APS based on current expenditures (On-Going)
59-5253-55-6546	Utilities - Propane	\$6,000.00	\$6,000.00	0%	\$6,000.00	0%	\$0.00	\$1,084.93	18%	\$0.00	\$0.00	\$0.00	\$6,000.00	Propane (On-Going)
59-5253-55-6547	Utilities - Solar Energy	\$85,000.00	\$90,000.00	-6%	\$81,000.00	5%	\$9,000.00	\$39,907.68	49%	\$0.00	\$0.00	\$0.00	(\$5,000.00)	Decrease: Solar - Based on current expenditures (On-Going)
													\$90,000.00	Solar (On-Going)
59-5253-55-6703	Dues/Subscriptions/Licenses	\$675.00	\$300.00	125%	\$1,025.01	-34%	(\$725.01)	\$1,025.00	100%	\$0.00	\$150.00	\$380.00	\$375.00	AZ Rural Water Association dues (On-Going)
													\$300.00	AZ Water Dues (On-Going)
59-5253-55-6730	Maint & Improvement	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$220.23	\$152.81	\$0.00		
59-5253-55-6732	Office Maintenance	\$20,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$131.21		
													\$12,000.00	Carry-Over: Operator Bldg Remodel (Transfer from 6230) (One-Time)
													\$8,000.00	Increase: Operator Bldg Remodel (One-Time)
59-5253-55-6737	Landscaping/Materials/Supplies	\$5,750.00	\$750.00	667%	\$750.00	667%	\$0.00	\$216.54	29%	\$0.00	\$0.00	\$0.00	\$5,000.00	Increase: Rock for Digester and Injection Wet Well Areas (One-Time)
													\$750.00	Landscaping (On-Going)
59-5253-55-6750	Travel & Training	\$24,500.00	\$9,916.00	147%	\$9,916.00	147%	\$0.00	\$2,584.71	26%	\$3,973.49	\$0.00	\$0.00	\$2,200.00	Confined Space Rescue Training (Annual) (On-Going)
													\$1,150.00	Confined Space Training (Annual) (Ongoing)
													\$750.00	Crane & Hoist Training (Annual) (On-Going)
													\$750.00	Cross Training - WW

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				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
															Decision Package: New Wastewater Plant Operator (CM Contingent Recommendation)
														\$2,500.00	
														(\$750.00)	Decrease: Cross Training - WW
														(\$300.00)	Decrease: First Aid/CPR Training (Every 2 Years)
														\$1,250.00	Electrical Safety Training - RG (On-Going)
														\$575.00	Fall Protection (Annual) (On-Going)
														\$300.00	First Aid/CPR Training (Every 2 Years)
														\$2,500.00	Increase: Hach WIM National User Conference - CO (One-Time)
														\$500.00	Increase: Ronnie Garcia Electrical Training Split with Plant 2 days PHX (One-Time)
														\$1,500.00	Increase: Ronnie Garcia Thomography Vegas training (One-time)
														\$15,000.00	Increase: WIMS Training & Development (On-Going) (Transfer from 6408)
														\$575.00	LOTO/Electrical Safety Training (Annual) (On-Going)
														(\$7,500.00)	One-Time: Decrease: WIMS Training & Development (On-Going)
														\$3,000.00	Operator Training (On-Going)
														\$500.00	Respirator Training (Annual) (On-Going)
	Wastewater Plant Operations - Supplies & Services Costs Subtotal	\$1,069,315.00	\$900,286.00	19%	\$776,731.51	38%	\$123,554.49	\$349,427.78	45%	\$857,628.17	\$705,844.77	\$834,734.44			
59-5253-55-6840	Motor Vehicles	\$0.00	\$35,000.00	-100%	\$35,000.00	-100%	\$0.00	\$35,000.00	100%	\$520.85	\$9,705.98	\$0.00			
59-5253-55-6846	Computer Hardware	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,419.40	\$15,732.91	\$337.37			
59-5253-55-6848	Machinery & Equipment	\$35,000.00	\$5,000.00	600%	\$3,000.00	1067%	\$2,000.00	\$2,497.96	83%	\$0.00	\$1,045.30	\$2,469.17			
														\$5,000.00	Boats for Ponds and Reservoirs
														(\$5,000.00)	Decrease: Boats for Ponds and Reservoirs
														\$25,000.00	Increase: Replace ML Recycle Pump VFD's (One-Time)
														\$10,000.00	Increase: Replace PLC Processor (One-Time)
59-5253-55-6857	Improvements - City Owned Property	\$20,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
														\$20,000.00	One-Time: Increase: Steel Plates for Centrifuge Roll-Offs (One-Time) - DP?
	Wastewater Plant Operations - Capital & Debt Service Costs Subtotal	\$55,000.00	\$40,000.00	38%	\$38,000.00	45%	\$2,000.00	\$37,497.96	99%	\$1,940.25	\$26,484.19	\$2,806.54			
59-5253-55-7000	Equip Replacement Reserve Chrg	\$169,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
														\$169,200.00	Vehicles & other equipment replacement reserve
59-5253-55-7100	Admin Indirect Cost Allocation	\$23,550.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5253-55-7110	HR Indirect Cost Allocations	\$17,810.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5253-55-7120	Finance Indirect Cost Alloc.	\$69,920.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5253-55-7130	IT Indirect Cost Allocations	\$47,690.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5253-55-7160	General Indirect Cost Alloc.	\$11,650.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5253-55-7170	Facilities Indirect Cost Alloc	\$26,030.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Wastewater Plant Operations - Internal Charges Subtotal	\$365,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			

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													Amount	Description
Wastewater Enterprise Fund-Wastewater Plant Operations Total		\$1,898,505.00	\$1,252,866.00	52%	\$1,138,631.51	67%	\$114,234.49	\$591,615.74	52%	\$1,113,590.80	\$985,768.09	\$1,066,822.15		
Wastewater Enterprise Fund-Wastewater Collection System														
59-5253-56-6005	Salary & Wages	\$188,740.00	\$192,670.00	-2%	\$144,670.00	30%	\$48,000.00	\$129,324.87	89%	\$191,232.26	\$191,597.28	\$194,432.61	\$188,740.00	Current authorized positions
59-5253-56-6006	Overtime	\$15,000.00	\$12,800.00	17%	\$23,800.00	-37%	(\$11,000.00)	\$14,935.68	63%	\$17,810.49	\$20,012.15	\$17,459.94	\$2,200.00	Increase OT based on current projections
59-5253-56-6046	Other Allowances	\$390.00	\$390.00	0%	\$390.00	0%	\$0.00	\$227.50	58%	\$0.00	\$0.00	\$0.00	\$12,800.00	OT (ongoing)
59-5253-56-6125	FICA	\$15,620.00	\$15,750.00	-1%	\$15,750.00	-1%	\$0.00	\$10,643.80	68%	\$15,344.04	\$15,943.60	\$15,555.86	\$390.00	Current authorized positions
59-5253-56-6130	ASRS Retirement	\$23,150.00	\$23,350.00	-1%	\$23,350.00	-1%	\$0.00	\$16,390.38	70%	\$23,737.56	\$27,873.42	\$23,856.80	\$15,620.00	Social Security & Medicare
59-5253-56-6134	STD/LTD Insurance	\$680.00	\$960.00	-29%	\$960.00	-29%	\$0.00	\$409.91	43%	\$791.64	\$1,050.71	\$1,685.50	\$23,150.00	Current authorized positions
59-5253-56-6135	Health/Dental/Life Insurance	\$41,300.00	\$41,040.00	1%	\$41,040.00	1%	\$0.00	\$25,758.99	63%	\$39,933.31	\$38,379.27	\$41,081.86	\$680.00	Short-Term Disability & ASRS Long-Term Disability
59-5253-56-6136	Workers Compensation Insurance	\$5,200.00	\$6,730.00	-23%	\$6,730.00	-23%	\$0.00	\$3,707.00	55%	\$10,278.00	\$10,299.87	\$12,066.02	\$41,300.00	Current authorized positions
Wastewater Collection System - Personnel Costs Subtotal		\$290,080.00	\$293,690.00	-1%	\$256,690.00	13%	\$37,000.00	\$201,398.13	78%	\$299,127.30	\$305,156.30	\$306,138.59	\$5,200.00	Current authorized positions
59-5253-56-6141	Employee Exams	\$2,127.00	\$2,025.00	5%	\$2,025.00	5%	\$0.00	\$595.00	29%	\$356.00	\$421.00	\$1,280.20	\$270.00	Annual Drug test \$90 each x 3 (Ongoing)
													\$900.00	Annual Respirator Fit Test 4 operators, 3 \$75 tests pp (Ongoing)
													\$388.00	CDL Physicals \$97 each x 4 ppl (Ongoing)
													\$374.00	ADEQ Water Certification (Ongoing)
													\$195.00	Increase ADEQ Annual Certs \$65 each (Ongoing)
59-5253-56-6210	Printing/Office Supplies	\$0.00	\$1,000.00	-100%	\$1,000.00	-100%	\$0.00	\$48.62	5%	\$1,680.29	\$110.12	\$0.00	\$1,000.00	Office supplies
													(\$1,000.00)	TRF to 59-5250-01-6210 to consolidate all office supplies coding
59-5253-56-6212	Postage	\$100.00	\$100.00	0%	\$100.00	0%	\$0.00	\$0.00	0%	\$52.50	\$0.00	\$43.01	\$100.00	Misc shipping and return postage (Ongoing)
59-5253-56-6213	Voice & Data Communications	\$3,456.00	\$13,745.00	-75%	\$13,745.00	-75%	\$0.00	\$10,021.94	73%	\$13,005.00	\$13,047.47	\$11,699.47	\$600.00	Cell Phone Upgrades \$200 each x 3 (One-time)
													\$480.00	Increase 1 add'l Verizon Air Card for lap top
													(\$1,440.00)	Transfer Verizon Air Card to IT Budget
													\$960.00	Verizon Air card service for laptop collections portion of annual fee
													\$1,776.00	Verizon Cell Phones \$37 Month x 4 phones (Ongoing)

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													Amount	Description
59-5253-56-6214	Uniform Expenses	\$7,000.00	\$5,825.00	20%	\$5,825.00	20%	\$0.00	\$4,129.64	71%	\$6,183.70	\$2,564.18	\$5,180.94	\$1,080.00	Verizon Smart phone upgrade monthly service increase to \$55 mo. X 4 phones (Ongoing)
													\$5,000.00	G & K Cleaning Uniforms and Rags (Ongoing)
													\$300.00	Hats (Ongoing)
													\$75.00	Increase Boot Costs \$25 PP (On-Going) Total Boot cost \$200
													\$525.00	Safety Boots \$175 each x 3 (Ongoing)
													\$500.00	T-shirts (Ongoing)
													\$600.00	Winter Jacket \$200 each x 3 (Ongoing)
59-5253-56-6215	Gas & Oil	\$8,500.00	\$10,000.00	-15%	\$10,000.00	-15%	\$0.00	\$5,408.10	54%	\$8,547.44	\$9,248.99	\$17,714.75	\$10,000.00	Gas & Oil (Ongoing)
													(\$1,500.00)	Reduce Gas Costs \$1500 (One-time)
59-5253-56-6216	Plant Oil & Lubricants	\$250.00	\$250.00	0%	\$250.00	0%	\$0.00	\$0.00	0%	\$43.63	\$0.00	\$0.00	\$250.00	Oil & Grease for collections (Ongoing)
59-5253-56-6217	Plant Diesel	\$1,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,000.00	Diesel (Ongoing) On road Diesel
59-5253-56-6223	Wastewater Supplies	\$54,000.00	\$43,640.00	24%	\$33,640.00	61%	\$10,000.00	\$25,417.49	76%	\$13,925.80	\$12,652.37	\$8,015.88	\$21,000.00	Biological Odor Control (Ongoing)
													\$1,000.00	Chlorine for spill response (Ongoing)
													\$7,000.00	Electrical and Mechanical Supplies (Ongoing)
													\$5,000.00	Fuse Inventory (Ongoing)
													\$10,000.00	Increase Foothills S Odor Control Unit Current estimate 1.75 Gallons Per day total usage (Ongoing)
													\$10,000.00	One-Time: Carryover Building Construction In town office
59-5253-56-6231	Grounds Maintenance	\$6,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$6,000.00	One-Time: Driveway Maintenance at Pump Stations
59-5253-56-6233	Equipment & Other Rental	\$10,000.00	\$10,000.00	0%	\$3,257.84	207%	\$6,742.16	\$1,257.84	39%	\$3,409.34	\$578.00	\$1,039.62	\$10,000.00	Crane Rental (Ongoing)
													(\$8,000.00)	Remove: Water Truck Rental (purchased one 2016 budget)
													\$8,000.00	Water Truck Rental
59-5253-56-6235	Equipment Repair	\$2,500.00	\$82,500.00	-97%	\$40,435.16	-94%	\$42,064.84	\$6,325.56	16%	\$19,052.51	\$32,375.22	\$81,626.65	\$2,500.00	On-Going: Water Truck Repair
59-5253-56-6241	Automobile Expense	\$20,500.00	\$20,500.00	0%	\$20,500.00	0%	\$0.00	\$11,998.35	59%	\$22,355.92	\$10,956.22	\$14,834.44	\$4,500.00	Collections Vehicles repairs tires, batteries (Ongoing)
													\$10,000.00	Increase Vac Truck Repairs (One-time)
													\$6,000.00	Vac Truck Repairs Split with Streets (Ongoing)
59-5253-56-6243	Spec Supplies/Safety Equip/Emg	\$1,575.00	\$1,500.00	5%	\$1,500.00	5%	\$0.00	\$991.75	66%	\$17,618.20	\$443.93	\$334.79	\$1,500.00	Personal Protective Equipment (Ongoing)
													\$75.00	Increase 3 Hard Hats (Ongoing)
59-5253-56-6244	Office Furniture - Non Capital	\$500.00	\$500.00	0%	\$0.00	∞	\$500.00	\$56.85	∞	\$0.00	\$49.92	\$0.00		

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													Amount	Description
59-5253-56-6246	Computer Hardware - Non Capita	\$2,500.00	\$2,500.00	0%	\$2,500.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$3,091.86	\$500.00	One-Time: Carryover of Office Furniture for Phil Clay
59-5253-56-6248	Machinery & Equipment-Non Capi	\$73,500.00	\$30,000.00	145%	\$30,000.00	145%	\$0.00	\$0.00	0%	\$9,760.97	\$484.32	\$819.89	\$2,500.00	Batteries (Ongoing)
													\$30,000.00	Generator Replacement (Ongoing)
													\$43,500.00	Sewer cleaning and video camera is for inspection of sewer trunk line between City and Wastewater Plant
59-5253-56-6249	Radio & Phone Equip-Non Capita	\$150.00	\$150.00	0%	\$150.00	0%	\$0.00	\$0.00	0%	\$0.00	\$16.34	\$17.55	\$150.00	Batteries for Phones (Ongoing)
59-5253-56-6255	Operations Maintenance	\$254,500.00	\$289,048.00	-12%	\$160,022.92	59%	\$129,025.08	\$49,885.56	31%	\$370,021.48	\$326,951.21	\$207,422.33	\$2,000.00	Biofilter Bed Pumping (Ongoing)
													\$20,000.00	Electrical Maintenance incl corroding wires (Ongoing)
													\$5,000.00	Emergency Plumbing (Ongoing)
													\$70,000.00	Laterals Conveyance System Repairs (Ongoing)
													\$85,000.00	Manhole Rehabs (Ongoing)
													\$10,500.00	Mystic Chapel Modification
													\$7,500.00	Paving from sewer line (Ongoing)
													\$10,000.00	Pump Station Water Supply
													(\$35,000.00)	Reduce Manhole Cover Rehab
													(\$10,500.00)	Remove Mystic Chapel Modification
													(\$10,000.00)	Remove Pump Station Water Supply
													\$100,000.00	Sewer cleaning and video covers 10 SQ miles (Ongoing) Sewer cleaning and video camera is for inspection of sewer trunk line between City and Wastewater Plant
59-5253-56-6257	Pump Station Maintenance	\$5,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$5,000.00	Increase Pump Station Maintenance (Ongoing)
59-5253-56-6405	Professional Services	\$18,657.00	\$51,257.00	-64%	\$41,257.00	-55%	\$10,000.00	\$30,004.88	73%	\$25,323.17	\$105,185.80	\$35,118.50	(\$2,500.00)	Cultural Sewer Easement Extension
													\$2,500.00	Extension Cultural Park Extension
													\$2,000.00	Field Survey Service & Spill testing (Ongoing)
													\$13,157.00	Generator Contract Services (Ongoing)
													\$6,500.00	Modify Electrical Labels and Tags
													(\$6,500.00)	Remove: Modify Electrical Labels and Tags
													(\$25,000.00)	Remove: Single Line Drawings 14 stations
													\$3,500.00	Rodent Proofing (Ongoing)
													\$25,000.00	Single Line Drawings 14 stations
59-5253-56-6408	Technical Support	\$4,400.00	\$3,500.00	26%	\$3,500.00	26%	\$0.00	\$0.00	0%	\$1,263.00	\$0.00	\$1,880.00		

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													Amount	Description
													\$900.00	On-Going: Increase \$24 per month x 3 Major stations
														Technical Support PLC
														Rockwell/OMNI Tech
														Support (Ongoing)
59-5253-56-6409	Electrical Support/Service	\$10,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,500.00	
														Increase Wire replacement underground service (On-Going)
59-5253-56-6511	Advertising	\$0.00	\$0.00	N/A	\$140.00	-100%	(\$140.00)	\$140.00	100%	\$126.00	\$100.00	\$112.00	\$10,000.00	
59-5253-56-6530	Utilities	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$172,674.99	\$154,278.14	\$183,637.97		
59-5253-56-6541	Utilities - Water	\$12,000.00	\$12,500.00	-4%	\$12,500.00	-4%	\$0.00	\$4,399.80	35%	\$0.00	\$0.00	\$0.00		
													(\$500.00)	One-Time: Reduce per current projections
													\$12,500.00	Water Costs Pump Stations and Biofilter (Ongoing)
59-5253-56-6543	Utilities - Electric	\$205,000.00	\$175,000.00	17%	\$175,000.00	17%	\$0.00	\$112,552.75	64%	\$0.00	\$0.00	\$0.00	\$175,000.00	Electric Costs APS 17 Pump Stations (Ongoing)
													\$30,000.00	One-Time: Increase Electric Costs per current expenditures
59-5253-56-6703	Dues/Subscriptions/Licenses	\$200.00	\$175.00	14%	\$175.00	14%	\$0.00	\$175.00	100%	\$352.50	\$139.99	\$135.00	\$175.00	AWPCA Dues RS, PC, WW (Ongoing)
													\$25.00	Increase AWPCA dues (Ongoing)
59-5253-56-6730	Maint & Improvement	\$0.00	\$0.00	N/A	\$20.00	-100%	(\$20.00)	\$16.58	83%	\$433.88	\$384.27	\$0.00		
59-5253-56-6737	Landscaping/Materials/Supplies	\$8,500.00	\$2,000.00	325%	\$1,000.00	750%	\$1,000.00	\$98.30	10%	\$0.00	\$0.00	\$0.00	\$2,000.00	Landscaping, Rocks, plants to landscape (Ongoing)
													\$7,000.00	One-Time: Maintain and Paint Fence at 3 Majors
													(\$500.00)	One-Time: Reduce ongoing Landscaping budget
59-5253-56-6750	Travel & Training	\$14,297.00	\$9,255.00	54%	\$4,500.00	218%	\$4,755.00	\$1,944.11	43%	\$2,831.00	\$0.00	\$0.00	\$690.00	Confined Space Training (Annual) (Ongoing) \$230 each
													\$345.00	Fall Protection (Annual) (Ongoing) \$115 each
													\$300.00	First Aid Training (ongoing) LOTO (Ongoing) \$115 each
													\$345.00	
													\$1,500.00	Phil Clay Treatment Plant Grade 3 Certification (One-time)
													\$317.00	Respirator Training (Annual) (Ongoing)
													\$500.00	Ronnie Garcia Electrical Training Split with Plant 2 days PHX/ (One-time)
													\$1,500.00	Ronnie Garcia Thomography Vegas training (One-time)
													\$1,300.00	Resuce Training (Ongoing)
													\$6,000.00	Staff Training (Ongoing)
													\$1,500.00	Wade West Collections 2 Certification (One-time)
59-5253-56-6755	Septic Maintenance	\$0.00	\$24,000.00	-100%	\$24,000.00	-100%	\$0.00	\$13,277.50	55%	\$11,320.00	\$13,454.00	\$17,510.00		
	Wastewater Collection System - Supplies & Services Costs Subtotal	\$726,212.00	\$790,970.00	-8%	\$587,042.92	24%	\$203,927.08	\$278,745.62	47%	\$700,337.32	\$683,441.49	\$591,514.85		
59-5253-56-6840	Motor Vehicles	\$0.00	\$70,000.00	-100%	\$70,000.00	-100%	\$0.00	\$67,935.49	97%	\$0.00	\$0.00	\$0.00		

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				Incr. over FY2017 Budget	FY2018 Est.									Amount	Description
59-5253-56-6848	Machinery & Equipment	\$0.00	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	N/A	\$539.00	\$0.00	\$0.00		
59-5253-56-6857	Improvements - City Owned Property	\$149,500.00	\$0.00	∞	\$0.00	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
															Increase 5 Minor Pump replace \$8250 each (One-time)
														\$49,500.00	
														\$25,000.00	Increase Major Pumps Rebuild (One-time)
														\$30,000.00	Increase Repair 2 VFD pumps (One-time)
														\$45,000.00	One-Time: Increase Replace Roofs at 3 Pump Stations Brewer \$12,000, El Camino \$12,500, Carol Canyon \$20,000
	Wastewater Collection System - Capital & Debt Service Costs Subtotal	\$149,500.00	\$70,000.00	114%	\$70,000.00	\$70,000.00	114%	\$0.00	\$67,935.49	97%	\$539.00	\$0.00	\$0.00		
59-5253-56-7000	Equip Replacement Reserve Chrg	\$6,900.00	\$0.00	∞	\$0.00	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
														\$6,900.00	Vehicles & other equipment replacement reserve
59-5253-56-7100	Admin Indirect Cost Allocation	\$14,830.00	\$0.00	∞	\$0.00	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5253-56-7110	HR Indirect Cost Allocations	\$11,210.00	\$0.00	∞	\$0.00	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5253-56-7120	Finance Indirect Cost Alloc.	\$60,070.00	\$0.00	∞	\$0.00	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5253-56-7130	IT Indirect Cost Allocations	\$34,170.00	\$0.00	∞	\$0.00	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5253-56-7150	Clerk Indirect Cost Allocation	\$5,640.00	\$0.00	∞	\$0.00	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5253-56-7160	General Indirect Cost Alloc.	\$8,820.00	\$0.00	∞	\$0.00	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5253-56-7170	Facilities Indirect Cost Alloc	\$3,180.00	\$0.00	∞	\$0.00	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Wastewater Collection System - Internal Charges Subtotal	\$144,820.00	\$0.00	∞	\$0.00	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Wastewater Enterprise Fund-Wastewater Collection System Total	\$1,310,612.00	\$1,154,660.00	14%	\$913,732.92	\$913,732.92	43%	\$240,927.08	\$548,079.24	60%	\$1,000,003.62	\$988,597.79	\$897,653.44		
Wastewater Enterprise Fund-Lab															
59-5253-66-6005	Salary & Wages	\$71,410.00	\$73,490.00	-3%	\$66,890.00	\$66,890.00	7%	\$6,600.00	\$39,426.75	59%	\$95,088.02	\$92,888.79	\$51,505.03		
														\$71,410.00	Current authorized positions
59-5253-66-6006	Overtime	\$10,000.00	\$1,610.00	521%	\$6,440.00	\$6,440.00	55%	(\$4,830.00)	\$4,554.42	71%	\$2,259.88	\$1,024.08	\$1,328.58		Increase: OT to Cover Every 3rd Sat (One-Time)
														\$4,390.00	
														\$5,610.00	Overtime (Ongoing)
59-5253-66-6046	Other Allowances	\$200.00	\$200.00	0%	\$200.00	\$200.00	0%	\$0.00	\$113.68	57%	\$0.00	\$0.00	\$0.00	\$200.00	Current authorized positions
59-5253-66-6125	FICA	\$6,250.00	\$5,760.00	9%	\$5,760.00	\$5,760.00	9%	\$0.00	\$3,341.54	58%	\$7,161.41	\$7,079.74	\$3,933.92	\$6,250.00	Social Security & Medicare
59-5253-66-6130	ASRS Retirement	\$9,260.00	\$8,540.00	8%	\$8,540.00	\$8,540.00	8%	\$0.00	\$5,000.45	59%	\$11,048.87	\$12,471.12	\$5,957.43	\$9,260.00	Current authorized positions
59-5253-66-6134	STD/LTD Insurance	\$240.00	\$350.00	-31%	\$350.00	\$350.00	-31%	\$0.00	\$124.27	36%	\$376.10	\$500.78	\$411.59	\$240.00	Short-Term Disability & ASRS Long-Term Disability
59-5253-66-6135	Health/Dental/Life Insurance	\$12,450.00	\$8,690.00	43%	\$8,690.00	\$8,690.00	43%	\$0.00	\$4,831.56	56%	\$12,073.67	\$11,449.64	\$4,076.77	\$12,450.00	Current authorized positions
59-5253-66-6136	Workers Compensation Insurance	\$2,080.00	\$2,570.00	-19%	\$2,570.00	\$2,570.00	-19%	\$0.00	\$1,034.00	40%	\$4,930.00	\$4,589.05	\$5,895.45	\$2,080.00	Current authorized positions
	Lab - Personnel Costs Subtotal	\$111,890.00	\$101,210.00	11%	\$99,440.00	\$99,440.00	13%	\$1,770.00	\$58,426.67	59%	\$132,937.95	\$130,003.20	\$73,108.77		
59-5253-66-6141	Employee Exams	\$75.00	\$75.00	0%	\$75.00	\$75.00	0%	\$0.00	\$0.00	0%	\$0.00	\$50.00	\$75.00	\$75.00	Respirator Fit Test (Annual) (On-Going)
59-5253-66-6212	Postage	\$300.00	\$300.00	0%	\$60.00	\$60.00	400%	\$240.00	\$0.00	0%	\$15.30	\$216.32	\$0.00		

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 Wastewater Operations

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
59-5253-66-6213	Voice & Data Communications	\$660.00	\$444.00	49%	\$399.60	65%	\$44.40	\$214.19	54%	\$433.67	\$444.67	\$425.68	\$300.00	Postage for returning parts & supplies, & sending equipment for calibration (On-Going)
													\$444.00	Cell phone KH (On-Going)
													\$216.00	Increase: Cell Phone Bill from \$37 to \$55 per month (On-Going)
59-5253-66-6214	Uniform Expenses	\$500.00	\$575.00	-13%	\$575.00	-13%	\$0.00	\$137.52	24%	\$222.43	\$99.87	\$352.12	\$100.00	Bi-Annual Winter Jacket
													(\$100.00)	Decrease: Winter Jacket
													\$25.00	Increase \$25 pp Boot charge \$200 (On-Going)
													\$175.00	Steel Toe Boots(Annual) (On-Going)
													\$300.00	Uniform cleaning (On-Going)
59-5253-66-6223	Wastewater Supplies	\$29,000.00	\$24,000.00	21%	\$27,600.00	5%	(\$3,600.00)	\$18,290.27	66%	\$18,184.44	\$13,733.48	\$13,811.06		
													\$5,000.00	Increase: Lab Supplies (Additional testing- Injection Well & Digester) (On-Going)
													\$24,000.00	Lab Supplies (On-Going)
59-5253-66-6230	Building Maintenance	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$500.00	Misc Bldg Maintenance (Transfer from 6730) (On-Going)
59-5253-66-6237	Instrument Service & Repair	\$10,056.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$5,556.00	Hach Services Partnership Maint/Cal Contract on Plant Turbidimeter, UVAS, PH, TSS, & Lab Spectrometer & Turbidimeter (On-Going) (Transfer from 6256)
													\$2,500.00	Increase: Hach Services Partnership Chlorine Analyzer & 2 more DOB Probes (On-Going)
													\$2,000.00	Lab Equipment Maintenance & Calibrations (Balance, Fume Hood, Thermometers) (On-Going) (Transfer From 6256)
59-5253-66-6243	Spec Supplies/Safety Equip/Emg	\$3,925.00	\$1,000.00	293%	\$1,600.00	145%	(\$600.00)	\$941.09	59%	\$213.80	\$9,916.17	\$653.80	\$25.00	Increase Annual Hard Hat Replacement (On-Going)
													\$2,000.00	Increase: Ergonomic Mats (mats in lab are 10 years old) (One-Time)
													\$600.00	Increase: Lab PPE (based on current purchases) (On-Going)
													\$300.00	increase: replace fall protection harness (One-Time)
													\$1,000.00	Lab PPE (On-Going)
59-5253-66-6248	Machinery & Equipment-Non Capi	\$3,300.00	\$650.00	408%	\$3,542.50	-7%	(\$2,892.50)	\$2,844.92	80%	\$0.00	\$0.00	\$0.00	(\$650.00)	Decrease: Portable Chlorine Analyzer well
													\$1,300.00	Increase: Portable Analyzer Well 3-4 (One-Time)
													\$2,000.00	Increase: Portable Trojan Transmittance Meter (One-Time)

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Wastewater Operations

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
59-5253-66-6249	Radio & Phone Equip-Non Capita	\$250.00	\$50.00	400%	\$25.00	900%	\$25.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$650.00	Portable: Chlorine Analyzer well 2
													\$50.00	Batteries/Chargers (On-Going)
													\$200.00	Increase: Upgrade Cell Phone (One-Time)
59-5253-66-6256	Wwt Plant Maintenance/Repairs	\$0.00	\$6,756.00	-100%	\$8,107.20	-100%	(\$1,351.20)	\$6,801.63	84%	\$3,055.00	\$4,068.85	\$3,637.17		
													(\$4,756.00)	Decrease: Hach Services Partnership (Transfer to 6237)
													(\$2,000.00)	Decrease: Lab Equipment Maintenance (Transfer to 6237)
													\$4,756.00	Hach Services Partnership Lab Equipment Maintenance
59-5253-66-6405	Professional Services	\$23,565.00	\$21,900.00	8%	\$17,520.00	35%	\$4,380.00	\$10,862.96	62%	\$14,916.77	\$20,075.76	\$15,536.43	\$2,000.00	
													\$1,000.00	Collections Spill Testing (On-Going)
													\$2,000.00	Increase: ADEQ POC-4 Study Metals (One-Time)
													\$640.00	Increase: ADEQ POC-4 Study Nitrogen/TDS (One-Time)
													\$3,000.00	Legend - Metals (On-Going)
													\$4,160.00	Legend - Nitrogen/TDS (On-Going)
													\$5,660.00	Legend - TCLP (On-Going)
													\$3,325.00	Legend - VOC's (On-Going)
													\$1,000.00	Misc Lab Testing (On-Going)
													\$800.00	PT Testing (Phenova) - New AZDHS Requirement (On-Going)
59-5253-66-6703	Dues/Subscriptions/Licenses	\$310.00	\$220.00	41%	\$233.20	33%	(\$13.20)	\$233.00	100%	\$216.00	\$50.00	\$45.00	\$1,980.00	Sample Carrier - Arrow Express (On-Going)
													\$50.00	AZ Water Dues (On-Going)
													\$75.00	Increase: AZ Rural Water Dues (On-Going)
													\$15.00	Increase: WEF Dues (On-Going)
													\$170.00	WEF Dues (On-Going)
59-5253-66-6730	Maint & Improvement	\$0.00	\$500.00	-100%	\$325.00	-100%	\$175.00	\$119.43	37%	\$652.84	\$0.00	\$0.00	\$500.00	Misc Building Repairs
													(\$500.00)	Misc Building Repairs (Transfer to 6230)
59-5253-66-6736	Permit Fees	\$2,278.00	\$2,278.00	0%	\$2,186.88	4%	\$91.12	\$2,187.00	100%	\$2,187.00	\$2,187.00	\$2,187.00	\$2,278.00	AZDHS Lab License (On-Going)
59-5253-66-6750	Travel & Training	\$1,105.00	\$988.00	12%	\$988.00	12%	\$0.00	\$26.60	3%	\$410.58	\$0.00	\$0.00	\$45.00	Confined Space Rescue Training (Annual) (On-Going)
													\$230.00	Confined Space Training (Annual) (On-Going)
													(\$75.00)	Decrease: First Aid CPR (every 2 years)
													\$115.00	Fall Protection Training (Annual) (On-Going)
													\$75.00	First Aid CPR (every 2 years)
													\$500.00	Increase: WW/LAB/WIMS Training (On-Going)

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Wastewater Operations

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details		
													Amount	Description	
														\$115.00	LOTO Training (Annual) (On-Going)
														\$100.00	Respiratory Training (Annual) (On-Going)
	Lab - Supplies & Services Costs Subtotal	\$75,824.00	\$59,736.00	27%	\$63,237.38	20%	(\$3,501.38)	\$42,658.61	67%	\$40,507.83	\$50,842.12	\$36,723.26			
59-5253-66-6848	Machinery & Equipment	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$4,443.12	\$0.00	\$2,499.00			
59-5253-66-6857	Improvements - City Owned Property	\$7,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Lab - Capital & Debt Service Costs Subtotal	\$7,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$4,443.12	\$0.00	\$2,499.00		\$7,500.00	Increase: Lab Fume Hood Motor Replacement & Relocation (One-Time)
59-5253-66-7100	Admin Indirect Cost Allocation	\$4,360.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5253-66-7110	HR Indirect Cost Allocations	\$3,300.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5253-66-7120	Finance Indirect Cost Alloc.	\$11,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5253-66-7130	IT Indirect Cost Allocations	\$8,250.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5253-66-7160	General Indirect Cost Alloc.	\$1,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Lab - Internal Charges Subtotal	\$28,610.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Wastewater Enterprise Fund-Lab Total	\$223,824.00	\$160,946.00	39%	\$162,677.38	38%	(\$1,731.38)	\$101,085.28	62%	\$177,888.90	\$180,845.32	\$112,331.03			

CITY COUNCIL

Program Expenditures:	\$181,865
Personnel Costs:	\$ 48,100 (26%)
Supplies & Services:	\$ 29,675 (16%)
Internal Charges:	\$104,090 (57%)
Employee Time Allocation:	7.00 FTEs

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.

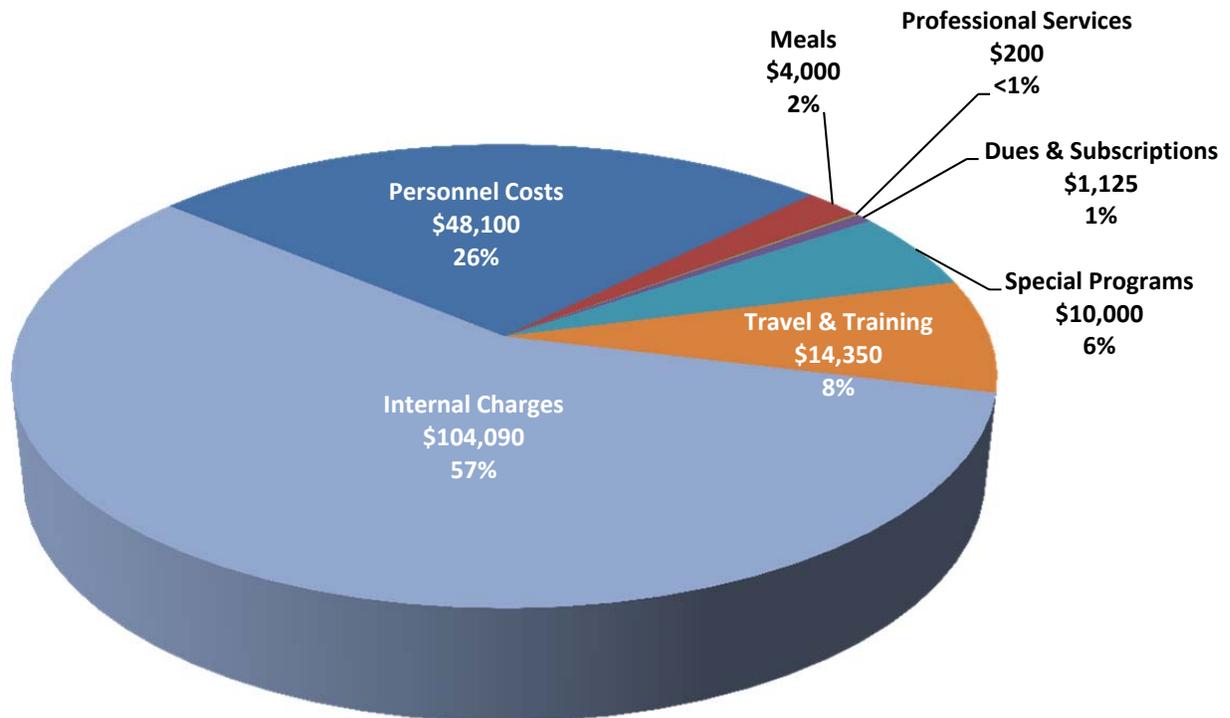
Description

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 7th 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.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
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
General Fund											
10-5210-01 - Administration	\$181,865	\$78,585	131%	\$76,800	137%	\$1,785	\$39,457	51%	\$63,123	\$66,995	\$53,561
General Fund Total	\$181,865	\$78,585	131%	\$76,800	137%	\$1,785	\$39,457	51%	\$63,123	\$66,995	\$53,561

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
General Fund												
10-5210-01 - Administration												
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	
Internal Charges	\$104,090	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
General Fund Total	\$181,865	\$78,585	131%	\$76,800	137%	\$1,785	\$39,457	51%	\$63,123	\$66,995	\$53,561	

Positions/Allocations Summaries

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

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Council

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
General Fund-Administration														
10-5210-01-6005	Salary & Wages	\$44,400.00	\$44,400.00	0%	\$43,150.00	3%	\$1,250.00	\$24,650.00	57%	\$42,300.00	\$40,500.00	\$40,200.00		
10-5210-01-6125	FICA	\$3,400.00	\$3,400.00	0%	\$3,050.00	11%	\$350.00	\$1,788.72	59%	\$3,249.39	\$3,354.59	\$3,236.20	\$44,400.00	Current authorized positions
10-5210-01-6136	Workers Compensation Insurance	\$300.00	\$410.00	-27%	\$225.00	33%	\$185.00	\$165.00	73%	\$572.00	\$527.38	\$556.13	\$3,400.00	Social Security & Medicare
	Administration - Personnel Costs Subtotal	\$48,100.00	\$48,210.00	0%	\$46,425.00	4%	\$1,785.00	\$26,603.72	57%	\$46,121.39	\$44,381.97	\$43,992.33	\$300.00	Current authorized positions
10-5210-01-6024	Meals	\$4,000.00	\$4,000.00	0%	\$4,000.00	0%	\$0.00	\$2,479.41	62%	\$4,601.65	\$5,168.50	\$3,285.21	\$4,000.00	On-going: Meals, ice, beverages
10-5210-01-6244	Office Furniture - Non Capital	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$1,769.58	\$0.00		
10-5210-01-6405	Professional Services	\$200.00	\$900.00	-78%	\$900.00	-78%	\$0.00	\$547.91	61%	\$220.24	\$805.99	\$0.00	\$200.00	On-going: Business Cards, etc. (no portrait or new Council items)
10-5210-01-6703	Dues/Subscriptions/Licenses	\$1,125.00	\$1,125.00	0%	\$1,125.00	0%	\$0.00	\$1,000.00	89%	\$1,000.00	\$500.00	\$10.00	\$1,125.00	On-going: AZ Forward, AZ Town Hall, V V Forum
10-5210-01-6710	Special Programs	\$10,000.00	\$10,000.00	0%	\$10,000.00	0%	\$0.00	\$4,655.22	47%	\$4,633.06	\$6,728.43	\$6,273.61	\$10,000.00	On-going: AZ League Booth, Parade Candy, Chili Cook Off, Other Programs
10-5210-01-6750	Travel & Training	\$14,350.00	\$14,350.00	0%	\$14,350.00	0%	\$0.00	\$4,170.25	29%	\$6,546.81	\$7,640.33	\$0.00	\$14,350.00	On-going: AZ League Conference, other travel and training
	Administration - Supplies & Services Costs Subtotal	\$29,675.00	\$30,375.00	-2%	\$30,375.00	-2%	\$0.00	\$12,852.79	42%	\$17,001.76	\$22,612.83	\$9,568.82		
10-5210-01-7000	Equip Replacement Reserve Chrg	\$2,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$2,500.00	Other equipment replacement reserve
10-5210-01-7120	Finance Indirect Cost Alloc.	\$7,270.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5210-01-7130	IT Indirect Cost Allocations	\$41,400.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5210-01-7140	Legal Indirect Cost Allocation	\$45,350.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5210-01-7160	General Indirect Cost Alloc.	\$4,680.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5210-01-7170	Facilities Indirect Cost Alloc	\$2,890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Administration - Internal Charges Subtotal	\$104,090.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Administration Total	\$181,865.00	\$78,585.00	131%	\$76,800.00	137%	\$1,785.00	\$39,456.51	51%	\$63,123.15	\$66,994.80	\$53,561.15		

CITY CLERK'S OFFICE

Mission Statement

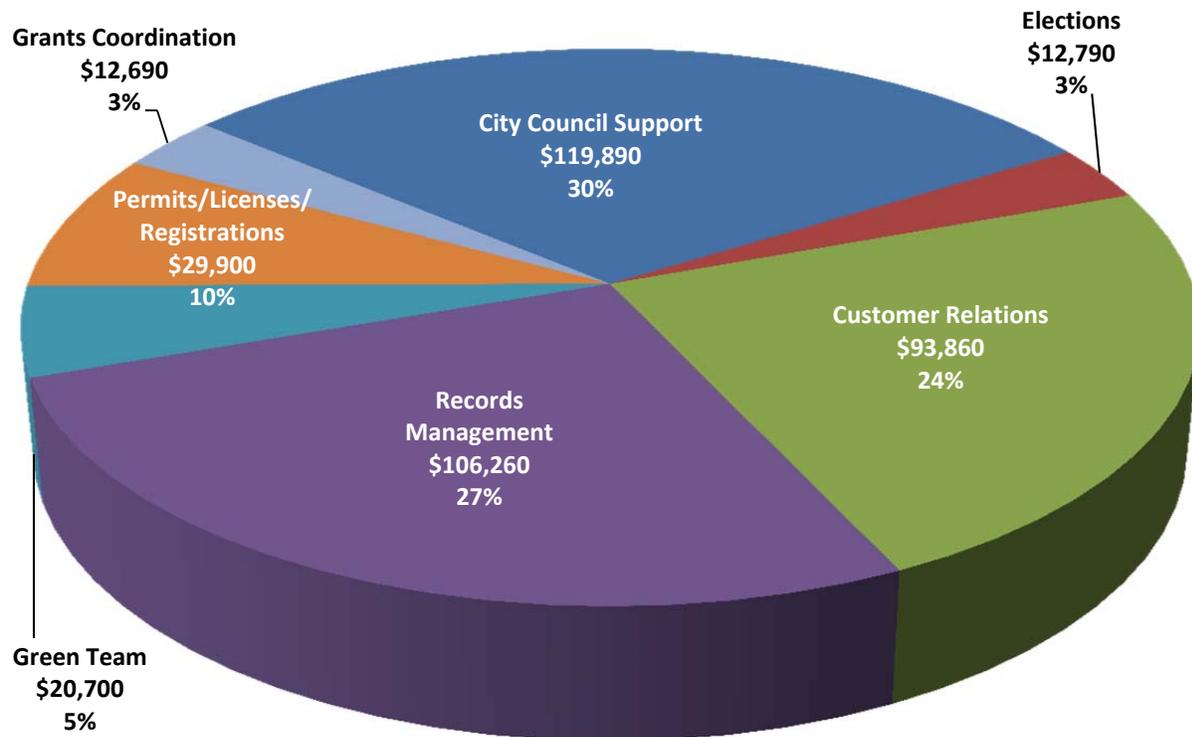
To provide exceptional service to the Mayor and Council, the public and City staff in order that all may be guaranteed fair and impartial elections and open access to information and the legislative process.

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: \$398,240



CITY CLERK'S OFFICE - City Council Support

Program Expenditures:	\$119,890
Personnel Costs:	\$ 73,100 (61%)
Supplies & Services:	\$ 15,000 (12%)
Internal Charges:	\$ 31,790 (27%)
Employee Time Allocation:	0.80 FTEs

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

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
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

Program Expenditures:	\$12,790
Personnel Costs:	\$ 7,930 (62%)
Supplies & Services:	\$ 1,400 (11%)
Internal Charges:	\$ 3,460 (27%)
Employee Time Allocation:	0.09 FTEs

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.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Number of City elections	0	2	1	0

CITY CLERK'S OFFICE - Customer Relations

Program Expenditures:	\$93,860
Personnel Costs:	\$59,020 (63%)
Internal Charges:	\$34,840 (37%)
Employee Time Allocation:	0.83 FTEs

Charges Allocated to Other Departments: \$93,860

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.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Sedona Citizens Connect issues processed	208	240	277	280
Sedona Citizens Connect average days to close an issue	17	10	12	10

CITY CLERK'S OFFICE – Records Management

Program Expenditures:	\$106,260
Personnel Costs:	\$ 48,090 (45%)
Supplies & Services:	\$ 8,350 (8%)
Internal Charges:	\$ 49,820 (47%)
Employee Time Allocation:	0.66 FTEs

**Charges Allocated to Other
Departments: \$106,260**

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.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Records requests processed	N/A	75	109	80

CITY CLERK'S OFFICE - Green Team

Program Expenditures:	\$20,700
Personnel Costs:	\$11,140 (54%)
Supplies & Services:	\$ 2,000 (10%)
Internal Charges:	\$ 7,560 (36%)
Employee Time Allocation:	0.18 FTEs

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	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
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

Program Expenditures:	\$32,050
Personnel Costs:	\$22,510 (70%)
Internal Charges:	\$ 9,540 (30%)
Employee Time Allocation:	0.24 FTEs

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.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
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

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

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
General Fund											
10-5240-01 - Administration	\$0	\$297,719	-100%	\$256,593	-100%	\$41,126	\$161,670	\$1	\$219,942	\$243,829	\$226,818
10-5240-05 - City Council Support	\$119,890	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5240-06 - Elections	\$12,790	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5240-07 - Customer Relations	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$0
10-5240-08 - Records Management	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$0
10-5240-09 - Green Team	\$20,700	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5240-10 - Permits/Licenses/Registrations	\$32,050	\$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
General Fund Total	\$198,120	\$297,719	-33%	\$256,593	-23%	\$41,126	\$161,670	\$1	\$219,942	\$243,829	\$226,818
Wastewater Fund											
59-5240-01 - Administration	\$0	\$12,650	-100%	\$12,650	-100%	\$0	\$7,955	\$1	\$0	\$0	\$0
Wastewater Fund Total	\$0	\$12,650	-100%	\$12,650	-100%	\$0	\$7,955	\$1	\$0	\$0	\$0
GRAND TOTALS											
Administration	\$0	\$310,369	-100%	\$269,243	-100%	\$41,126	\$169,625	\$1	\$219,942	\$243,829	\$226,818
City Council Support	\$119,890	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Elections	\$12,790	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Customer Relations	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$0
Records Management	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$0
Green Team	\$20,700	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Permits/Licenses/Registrations	\$32,050	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Grants Coordination	\$12,690	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Grand Totals	\$198,120	\$310,369	-36%	\$269,243	-26%	\$41,126	\$169,625	\$1	\$219,942	\$243,829	\$226,818
Grand Totals (excluded charges allocated to other departments)	\$398,240	\$310,369	28%	\$269,243	48%	\$41,126	\$169,625	63%	\$219,942	\$243,829	\$226,818

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
General Fund												
10-5240-01 - Administration												
Personnel	\$0	\$205,880	-100%	\$205,880	-100%	\$0	\$130,110	63%	\$200,942	\$185,962	\$182,250	Budget Decrease: 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	Budget Decrease: Change in allocations between programs
Ongoing Total	\$0	\$232,619	-100%	\$232,253	-100%	\$366	\$142,330	61%	\$219,942	\$243,829	\$226,818	
Supplies & Services (one-time)	\$0	\$65,100	-100%	\$24,340	-100%	\$40,760	\$19,340	79%	\$0	\$0	\$0	
Administration Total	\$0	\$297,719	-100%	\$256,593	-100%	\$41,126	\$161,670	63%	\$219,942	\$243,829	\$226,818	
10-5240-05 - City Council Support												
Personnel	\$73,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$15,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Internal Charges	\$31,790	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
City Council Support Total	\$119,890	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
10-5240-06 - Elections												
Personnel	\$7,930	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$1,400	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Internal Charges	\$3,460	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Elections Total	\$12,790	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
10-5240-07 - Customer Relations												
Personnel	\$59,020	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Internal Charges	(\$59,020)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Customer Relations Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$0	
10-5240-08 - Records Management												
Personnel	\$48,090	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$8,350	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Internal Charges	(\$56,440)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Records Management Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$0	

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
10-5240-09 - Green Team												
Personnel	\$11,140	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$2,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Change in allocations between programs
Internal Charges	\$7,560	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Indirect cost allocation plan implemented for FY2018
Green Team Total	\$20,700	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
10-5240-10 - Permits/Licenses/Registrations												
Personnel	\$22,510	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Change in allocations between programs
Internal Charges	\$9,540	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Indirect cost allocation plan implemented for FY2018
Permits/Licenses/Registrations Total	\$32,050	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
10-5240-16 - Grants Coordination												
Personnel	\$8,800	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$750	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Change in allocations between programs
Internal Charges	\$3,140	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Indirect cost allocation plan implemented for FY2018
Grants Coordination Total	\$12,690	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
General Fund Totals												
Personnel Subtotal	\$230,590	\$205,880	12%	\$205,880	12%	\$0	\$130,110	63%	\$200,942	\$185,962	\$182,250	
Supplies & Services Ongoing Subtotal	\$27,500	\$26,739	3%	\$26,373	4%	\$366	\$12,220	46%	\$19,000	\$57,867	\$44,568	
Internal Charges Total	(\$59,970)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Total	\$198,120	\$232,619	-15%	\$232,253	-15%	\$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	\$198,120	\$297,719	-33%	\$256,593	-23%	\$41,126	\$161,670	63%	\$219,942	\$243,829	\$226,818	
Wastewater Fund												
59-5240-01 - Administration												
Personnel	\$0	\$12,650	-100%	\$12,650	-100%	\$0	\$7,955	63%	\$0	\$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	

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
Grand Totals												
Personnel Total	\$230,590	\$218,530	6%	\$218,530	6%	\$0	\$138,065	63%	\$200,942	\$185,962	\$182,250	
Supplies & Services Ongoing Subtotal	\$27,500	\$26,739	3%	\$26,373	4%	\$366	\$12,220	46%	\$19,000	\$57,867	\$44,568	
Internal Charges Total	(\$59,970)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Total	\$198,120	\$245,269	-19%	\$244,903	-19%	\$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	\$198,120	\$310,369	-36%	\$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 ⁽¹⁾	0.88	0.88
Total	2.88	2.88

Org Unit	Org Description	FY18 FTE	FY17 FTE
General Fund ⁽²⁾			
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
General Fund Total		2.88	2.66
Wastewater Fund ⁽³⁾			
59-5240-01	Administration	0.00	0.22
Wastewater Fund Total		0.00	0.22
Grand Total		2.88	2.88

⁽¹⁾ Part-time position

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

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

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Clerk's Office

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
General Fund-Administration														
10-5240-01-6005	Salary & Wages	\$0.00	\$118,700.00	-100%	\$118,700.00	-100%	\$0.00	\$75,510.67	64%	\$141,667.96	\$129,830.19	\$133,541.07		
10-5240-01-6010	Part-Time Wages	\$0.00	\$26,440.00	-100%	\$26,440.00	-100%	\$0.00	\$16,784.79	63%	\$0.00	\$0.00	\$0.00		
10-5240-01-6046	Other Allowances	\$0.00	\$180.00	-100%	\$180.00	-100%	\$0.00	\$105.00	58%	\$180.00	\$195.00	\$165.00		
10-5240-01-6125	FICA	\$0.00	\$11,120.00	-100%	\$11,120.00	-100%	\$0.00	\$6,783.79	61%	\$10,354.17	\$9,852.59	\$9,733.83		
10-5240-01-6130	ASRS Retirement	\$0.00	\$16,480.00	-100%	\$16,480.00	-100%	\$0.00	\$10,516.48	64%	\$16,140.47	\$15,325.22	\$14,745.09		
10-5240-01-6134	STD/LTD Insurance	\$0.00	\$730.00	-100%	\$730.00	-100%	\$0.00	\$297.00	41%	\$733.44	\$709.49	\$1,002.25		
10-5240-01-6135	Health/Dental/Life Insurance	\$0.00	\$31,870.00	-100%	\$31,870.00	-100%	\$0.00	\$19,942.47	63%	\$31,367.93	\$29,595.49	\$22,539.81		
10-5240-01-6136	Workers Compensation Insurance	\$0.00	\$360.00	-100%	\$360.00	-100%	\$0.00	\$170.00	47%	\$498.00	\$454.08	\$522.89		
	Administration - Personnel Costs Subtotal	\$0.00	\$205,880.00	-100%	\$205,880.00	-100%	\$0.00	\$130,110.20	63%	\$200,941.97	\$185,962.06	\$182,249.94		
10-5240-01-6210	Printing/Office Supplies	\$0.00	\$500.00	-100%	\$600.00	-100%	(\$100.00)	\$526.60	88%	\$0.00	\$0.00	\$0.00		
10-5240-01-6243	Spec Supplies/Safety Equip/Emg	\$0.00	\$0.00	N/A	\$2,000.00	-100%	(\$2,000.00)	\$0.00	0%	\$0.00	\$0.00	\$0.00		
10-5240-01-6244	Office Furniture - Non Capital	\$0.00	\$0.00	N/A	\$2,400.00	-100%	(\$2,400.00)	\$393.54	16%	\$0.00	\$1,258.80	\$0.00		
10-5240-01-6405	Professional Services	\$0.00	\$5,000.00	-100%	\$5,000.00	-100%	\$0.00	\$1,478.05	30%	\$2,089.82	\$3,699.69	\$2,017.00		
10-5240-01-6452	Recording Fees	\$0.00	\$500.00	-100%	\$400.00	-100%	\$100.00	\$190.00	48%	\$284.00	\$203.00	\$203.00		
10-5240-01-6511	Advertising	\$0.00	\$15,000.00	-100%	\$15,000.00	-100%	\$0.00	\$8,191.40	55%	\$14,183.20	\$14,618.80	\$17,310.30		
10-5240-01-6703	Dues/Subscriptions/Licenses	\$0.00	\$439.00	-100%	\$673.00	-100%	(\$234.00)	\$225.00	33%	\$483.00	\$323.00	\$304.00		
10-5240-01-6704	Elections	\$0.00	\$65,100.00	-100%	\$19,340.25	-100%	\$45,759.75	\$19,340.25	100%	\$182.00	\$34,960.39	\$24,088.25		
10-5240-01-6705	Public Information Program	\$0.00	\$2,000.00	-100%	\$2,000.00	-100%	\$0.00	\$28.98	1%	\$24.94	\$1,530.86	\$645.46		
10-5240-01-6750	Travel & Training	\$0.00	\$3,300.00	-100%	\$3,300.00	-100%	\$0.00	\$1,186.54	36%	\$1,753.41	\$1,272.03	\$0.00		
	Administration - Supplies & Services Costs Subtotal	\$0.00	\$91,839.00	-100%	\$50,713.25	-100%	\$41,125.75	\$31,560.36	62%	\$19,000.37	\$57,866.57	\$44,568.01		
	General Fund-Administration Total	\$0.00	\$297,719.00	-100%	\$256,593.25	-100%	\$41,125.75	\$161,670.56	63%	\$219,942.34	\$243,828.63	\$226,817.95		
General Fund-City Council Support														
10-5240-05-6005	Salary & Wages	\$52,260.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$52,260.00	Moved from 10-5240-01
10-5240-05-6046	Other Allowances	\$90.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$90.00	Moved from 10-5240-01
10-5240-05-6125	FICA	\$4,010.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$4,010.00	Moved from 10-5240-01
10-5240-05-6130	ASRS Retirement	\$5,940.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$5,940.00	Moved from 10-5240-01
10-5240-05-6134	STD/LTD Insurance	\$170.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$170.00	Moved from 10-5240-01
10-5240-05-6135	Health/Dental/Life Insurance	\$10,530.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$10,530.00	Moved from 10-5240-01
10-5240-05-6136	Workers Compensation Insurance	\$100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$100.00	Moved from 10-5240-01
	City Council Support - Personnel Costs Subtotal	\$73,100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-05-6511	Advertising	\$15,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$13,200.00	Publication of Agendas-courtesy to public, not required - ongoing
													\$1,800.00	Publication of Ordinances & Notices-required by statute - ongoing
	City Council Support - Supplies & Services Costs Subtotal	\$15,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-05-7100	Admin Indirect Cost Allocation	\$3,490.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5240-05-7110	HR Indirect Cost Allocations	\$2,640.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5240-05-7120	Finance Indirect Cost Alloc.	\$3,950.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5240-05-7130	IT Indirect Cost Allocations	\$14,020.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5240-05-7160	General Indirect Cost Alloc.	\$1,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5240-05-7170	Facilities Indirect Cost Alloc	\$6,490.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
	City Council Support - Internal Charges Subtotal	\$31,790.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-City Council Support Total	\$119,890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Elections														
10-5240-06-6005	Salary & Wages	\$4,960.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$4,960.00	Moved from 10-5240-01
10-5240-06-6010	Part-Time Wages	\$750.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
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67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
10-5240-06-6046	Other Allowances	\$10.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$750.00	Moved from 10-5240-01
10-5240-06-6125	FICA	\$440.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$10.00	Moved from 10-5240-01
10-5240-06-6130	ASRS Retirement	\$650.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$440.00	Moved from 10-5240-01
10-5240-06-6134	STD/LTD Insurance	\$20.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$650.00	Moved from 10-5240-01
10-5240-06-6135	Health/Dental/Life Insurance	\$1,080.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$20.00	Moved from 10-5240-01
10-5240-06-6136	Workers Compensation Insurance	\$20.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,080.00	Moved from 10-5240-01
	Elections - Personnel Costs Subtotal	\$7,930.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$20.00	Moved from 10-5240-01
10-5240-06-6511	Advertising	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$500.00	Advertising of Notices in Newspaper - ongoing
10-5240-06-6750	Travel & Training	\$900.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$900.00	AMCA & AZ League Elections Training - ongoing
	Elections - Supplies & Services Costs Subtotal	\$1,400.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-06-7100	Admin Indirect Cost Allocation	\$390.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-06-7110	HR Indirect Cost Allocations	\$300.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-06-7120	Finance Indirect Cost Alloc.	\$420.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-06-7130	IT Indirect Cost Allocations	\$1,490.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-06-7160	General Indirect Cost Alloc.	\$130.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-06-7170	Facilities Indirect Cost Alloc	\$730.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Elections - Internal Charges Subtotal	\$3,460.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Elections Total	\$12,790.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Customer Relations															
10-5240-07-6005	Salary & Wages	\$31,380.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$31,380.00	Moved from 10-5240-01
10-5240-07-6010	Part-Time Wages	\$9,270.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$9,270.00	Moved from 10-5240-01
10-5240-07-6046	Other Allowances	\$30.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$30.00	Moved from 10-5240-01
10-5240-07-6125	FICA	\$3,120.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,120.00	Moved from 10-5240-01
10-5240-07-6130	ASRS Retirement	\$4,620.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$4,620.00	Moved from 10-5240-01
10-5240-07-6134	STD/LTD Insurance	\$160.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$160.00	Moved from 10-5240-01
10-5240-07-6135	Health/Dental/Life Insurance	\$10,360.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$10,360.00	Moved from 10-5240-01
10-5240-07-6136	Workers Compensation Insurance	\$80.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$80.00	Moved from 10-5240-01
	Customer Relations - Personnel Costs Subtotal	\$59,020.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-07-7100	Admin Indirect Cost Allocation	\$3,540.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-07-7110	HR Indirect Cost Allocations	\$2,540.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-07-7120	Finance Indirect Cost Alloc.	\$2,560.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-07-7130	IT Indirect Cost Allocations	\$18,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-07-7150	Clerk Indirect Cost Allocation	(\$93,860.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-07-7160	General Indirect Cost Alloc.	\$1,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-07-7170	Facilities Indirect Cost Alloc	\$6,700.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Customer Relations - Internal Charges Subtotal	(\$59,020.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Customer Relations Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Records Management															
10-5240-08-6005	Salary & Wages	\$16,670.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

City of Sedona
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67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5240-08-6010	Part-Time Wages	\$17,420.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$16,670.00	Moved from 10-5240-01
10-5240-08-6046	Other Allowances	\$30.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$17,420.00	Moved from 10-5240-01 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5240-08-6125	FICA	\$2,610.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$30.00	Moved from 10-5240-01
10-5240-08-6130	ASRS Retirement	\$3,870.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$2,610.00	Moved from 10-5240-01 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5240-08-6134	STD/LTD Insurance	\$130.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,870.00	Moved from 10-5240-01 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5240-08-6135	Health/Dental/Life Insurance	\$7,290.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$130.00	Moved from 10-5240-01 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5240-08-6136	Workers Compensation Insurance	\$70.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$7,290.00	Moved from 10-5240-01 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
Records Management - Personnel Costs Subtotal		\$48,090.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$70.00	indirect cost allocation plan
10-5240-08-6210	Printing/Office Supplies	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$500.00	Moved from 10-5240-01-6210 - general office supplies - ongoing
10-5240-08-6405	Professional Services	\$5,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$5,000.00	Moved from 10-5240-01-6405 - code updates and web hosting - ongoing
10-5240-08-6452	Recording Fees	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$500.00	Moved from 10-5240-01-6452 - citywide recording of legal documents - ongoing
10-5240-08-6703	Dues/Subscriptions/Licenses	\$450.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$450.00	AMCA Dues, IIMC Dues, Red Rock News Subscription - ongoing
10-5240-08-6750	Travel & Training	\$1,900.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,900.00	Academy, AMCA, & Other Training - ongoing
Records Management - Supplies & Services Costs Subtotal		\$8,350.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-08-7100	Admin Indirect Cost Allocation	\$3,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-08-7110	HR Indirect Cost Allocations	\$2,040.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-08-7120	Finance Indirect Cost Alloc.	\$4,470.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-08-7130	IT Indirect Cost Allocations	\$12,810.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-08-7140	Legal Indirect Cost Allocation	\$20,950.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

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67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
10-5240-08-7150	Clerk Indirect Cost Allocation	(\$106,260.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-08-7160	General Indirect Cost Alloc.	\$870.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-08-7170	Facilities Indirect Cost Alloc	\$5,680.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Records Management - Internal Charges Subtotal	(\$56,440.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Records Management Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Green Team														
10-5240-09-6010	Part-Time Wages	\$7,790.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$7,790.00	Moved from 10-5240-01
10-5240-09-6125	FICA	\$600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$600.00	Moved from 10-5240-01
10-5240-09-6130	ASRS Retirement	\$890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$890.00	Moved from 10-5240-01
10-5240-09-6134	STD/LTD Insurance	\$40.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$40.00	Moved from 10-5240-01
10-5240-09-6135	Health/Dental/Life Insurance	\$1,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,800.00	Moved from 10-5240-01
10-5240-09-6136	Workers Compensation Insurance	\$20.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$20.00	Moved from 10-5240-01
	Green Team - Personnel Costs Subtotal	\$11,140.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-09-6243	Spec Supplies/Safety Equip/Emg	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$500.00	Recycle Bins and Other Supplies - ongoing
10-5240-09-6405	Professional Services	\$1,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,500.00	Electronics Recycling Event - ongoing
	Green Team - Supplies & Services Costs Subtotal	\$2,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-09-7100	Admin Indirect Cost Allocation	\$920.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-09-7110	HR Indirect Cost Allocations	\$590.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-09-7120	Finance Indirect Cost Alloc.	\$650.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-09-7130	IT Indirect Cost Allocations	\$3,480.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-09-7160	General Indirect Cost Alloc.	\$220.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-09-7170	Facilities Indirect Cost Alloc	\$1,700.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Green Team - Internal Charges Subtotal	\$7,560.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Green Team Total	\$20,700.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Permits/Licenses/ Registrations														
10-5240-10-6005	Salary & Wages	\$14,420.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$14,420.00	Moved from 10-5240-01
10-5240-10-6010	Part-Time Wages	\$1,860.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,860.00	Moved from 10-5240-01
10-5240-10-6046	Other Allowances	\$30.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$30.00	Moved from 10-5240-01
10-5240-10-6125	FICA	\$1,250.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,250.00	Moved from 10-5240-01
10-5240-10-6130	ASRS Retirement	\$1,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,850.00	Moved from 10-5240-01
10-5240-10-6134	STD/LTD Insurance	\$60.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$60.00	Moved from 10-5240-01
10-5240-10-6135	Health/Dental/Life Insurance	\$3,010.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,010.00	Moved from 10-5240-01
10-5240-10-6136	Workers Compensation Insurance	\$30.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$30.00	Moved from 10-5240-01
	Permits/Licenses/ Registrations - Personnel Costs Subtotal	\$22,510.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-10-7100	Admin Indirect Cost Allocation	\$1,090.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-10-7110	HR Indirect Cost Allocations	\$790.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-10-7120	Finance Indirect Cost Alloc.	\$1,110.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-10-7130	IT Indirect Cost Allocations	\$4,150.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-10-7160	General Indirect Cost Alloc.	\$370.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-10-7170	Facilities Indirect Cost Alloc	\$2,030.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Permits/Licenses/ Registrations - Internal Charges Subtotal	\$9,540.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Clerk's Office

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est. Actuals							Amount	Description
General Fund-Permits/Licenses/ Registrations Total		\$32,050.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Grants Coordination															
10-5240-16-6005	Salary & Wages	\$6,490.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$6,490.00	Moved from 10-5240-01
10-5240-16-6046	Other Allowances	\$20.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$20.00	Moved from 10-5240-01
10-5240-16-6125	FICA	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$500.00	Moved from 10-5240-01
10-5240-16-6130	ASRS Retirement	\$740.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$740.00	Moved from 10-5240-01
10-5240-16-6134	STD/LTD Insurance	\$20.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$20.00	Moved from 10-5240-01
10-5240-16-6135	Health/Dental/Life Insurance	\$1,010.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,010.00	Moved from 10-5240-01
10-5240-16-6136	Workers Compensation Insurance	\$20.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$20.00	Moved from 10-5240-01
Grants Coordination - Personnel Costs Subtotal		\$8,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-16-6703	Dues/Subscriptions/Licenses	\$250.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$250.00	GPA Membership - ongoing
10-5240-16-6750	Travel & Training	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$500.00	Discretionary Training Funds - ongoing
Grants Coordination - Supplies & Services Costs Subtotal		\$750.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-16-7100	Admin Indirect Cost Allocation	\$350.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-16-7110	HR Indirect Cost Allocations	\$260.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-16-7120	Finance Indirect Cost Alloc.	\$420.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-16-7130	IT Indirect Cost Allocations	\$1,330.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-16-7160	General Indirect Cost Alloc.	\$130.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5240-16-7170	Facilities Indirect Cost Alloc	\$650.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Grants Coordination - Internal Charges Subtotal		\$3,140.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Grants Coordination Total		\$12,690.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Wastewater Enterprise Fund-Administration															
59-5240-01-6010	Part-Time Wages	\$0.00	\$8,820.00	-100%	\$8,820.00	-100%	\$0.00	\$5,594.94	\$5,594.94	63%	\$0.00	\$0.00	\$0.00		
59-5240-01-6125	FICA	\$0.00	\$680.00	-100%	\$680.00	-100%	\$0.00	\$428.03	\$428.03	63%	\$0.00	\$0.00	\$0.00		
59-5240-01-6130	ASRS Retirement	\$0.00	\$1,000.00	-100%	\$1,000.00	-100%	\$0.00	\$634.49	\$634.49	63%	\$0.00	\$0.00	\$0.00		
59-5240-01-6134	STD/LTD Insurance	\$0.00	\$50.00	-100%	\$50.00	-100%	\$0.00	\$22.35	\$22.35	45%	\$0.00	\$0.00	\$0.00		
59-5240-01-6135	Health/Dental/Life Insurance	\$0.00	\$2,070.00	-100%	\$2,070.00	-100%	\$0.00	\$1,265.43	\$1,265.43	61%	\$0.00	\$0.00	\$0.00		
59-5240-01-6136	Workers Compensation Insurance	\$0.00	\$30.00	-100%	\$30.00	-100%	\$0.00	\$10.00	\$10.00	33%	\$0.00	\$0.00	\$0.00		
Administration - Personnel Costs Subtotal		\$0.00	\$12,650.00	-100%	\$12,650.00	-100%	\$0.00	\$7,955.24	\$7,955.24	63%	\$0.00	\$0.00	\$0.00		
Wastewater Enterprise Fund-Administration Total		\$0.00	\$12,650.00	-100%	\$12,650.00	-100%	\$0.00	\$7,955.24	\$7,955.24	63%	\$0.00	\$0.00	\$0.00		

CITY MANAGER'S OFFICE

Mission Statement

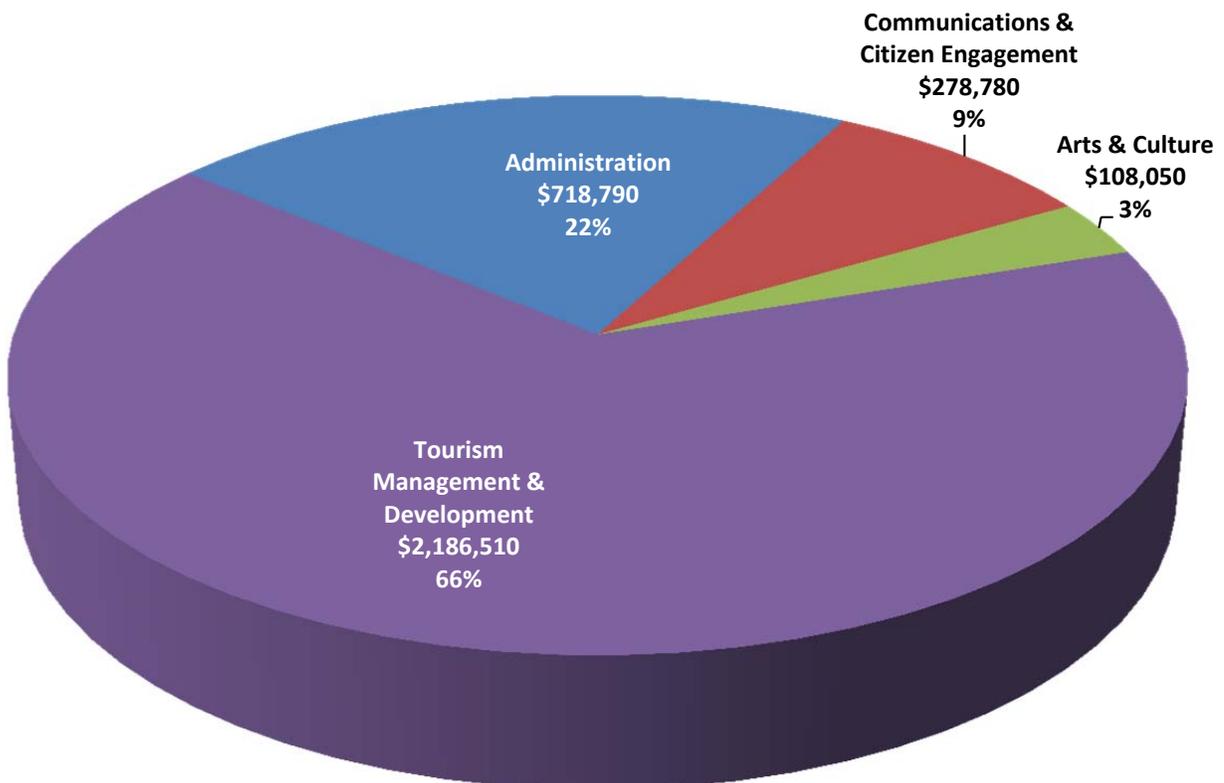
To assist departments and City Council in meeting performance goals by fostering an organizational environment that encourages a commitment to teamwork and delivery of quality municipal services to external customers (residents) and internal customers (employees).

Description

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

- Administration
- Communications & Citizen Engagement
- Arts & Culture

FY 2018 PROGRAM EXPENDITURES: \$3,301,930



CITY MANAGER'S OFFICE - Administration

Program Expenditures:	\$718,790
Personnel Costs:	\$523,600 (73%)
Supplies & Services:	\$ 94,120 (13%)
Internal Charges:	\$101,070 (14%)
Employee Time Allocation:	3.40 FTEs

Charges Allocated to Other Departments:	\$645,780
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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.
- 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.

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

Program Expenditures:	\$288,580
Personnel Costs:	\$181,500 (63%)
Supplies & Services:	\$ 51,550 (18%)
Internal Charges:	\$ 55,530 (19%)
Employee Time Allocation:	1.88 FTEs

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.

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
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
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%
Total followers on social media (Facebook, Twitter, Instagram)	N/A	600	600	700
Citizen awareness with how the City keeps the public informed	N/A	N/A	N/A	N/A

CITY MANAGER'S OFFICE - Arts & Culture

Program Expenditures:	\$108,050
Personnel Costs:	\$ 68,180 (63%)
Supplies & Services:	\$ 18,350 (17%)
Internal Charges:	\$ 21,520 (20%)
Employee Time Allocation:	0.75 FTEs

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	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
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

Program Expenditures:	\$2,186,400
Supplies & Services:	\$2,176,400 (100%)
Internal Charges:	\$ 10,110 (<1%)

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	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
General Fund											
10-5220-01 - Administration	\$73,010	\$491,669	-85%	\$463,378	-84%	\$28,291	\$295,212	64%	\$745,235	\$704,983	\$696,483
10-5220-03 - Communications/Citizen Engagement	\$288,580	\$249,150	16%	\$130,465	121%	\$118,685	\$58,128	45%	\$0	\$0	\$0
10-5220-41 - Arts & Culture	\$108,050	\$92,940	16%	\$78,390	38%	\$14,550	\$43,744	56%	\$0	\$0	\$0
10-5220-72 - Tourism Management & Development	\$2,186,510	\$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
General Fund Total	\$2,656,150	\$1,011,859	163%	\$846,458	214%	\$165,401	\$492,983	58%	\$745,235	\$704,983	\$696,483
Wastewater Fund											
59-5220-01 - Administration	\$0	\$48,681	-100%	\$48,681	-100%	\$0	\$30,492	63%	\$0	\$0	\$0
Wastewater Fund Total	\$0	\$48,681	-100%	\$48,681	-100%	\$0	\$30,492	63%	\$0	\$0	\$0
GRAND TOTALS											
Administration	\$73,010	\$540,350	-86%	\$512,059	-86%	\$28,291	\$325,704	64%	\$745,235	\$704,983	\$696,483
Communications/Citizen Engagement	\$288,580	\$249,150	16%	\$130,465	121%	\$118,685	\$58,128	45%	\$0	\$0	\$0
Arts & Culture	\$108,050	\$92,940	16%	\$78,390	38%	\$14,550	\$43,744	56%	\$0	\$0	\$0
Tourism Management & Development	\$2,186,510	\$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
Grand Totals	\$2,656,150	\$1,060,540	150%	\$895,139	197%	\$165,401	\$523,475	58%	\$745,235	\$704,983	\$696,483
Grand Totals (excluded charges allocated to other departments)	\$3,301,930	\$1,060,540	211%	\$895,139	269%	\$165,401	\$523,475	58%	\$745,235	\$704,983	\$696,483

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
General Fund												
10-5220-01 - Administration												
Personnel	\$523,600	\$444,374	18%	\$440,683	19%	\$3,691	\$277,979	63%	\$601,211	\$620,208	\$664,132	Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$21,120	\$17,295	22%	\$20,695	2%	(\$3,400)	\$8,847	43%	\$144,024	\$84,776	\$32,351	Budget Increase: Indirect cost allocation plan implemented for FY2018
Internal Charges	(\$544,710)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Administration (Ongoing) Total	\$10	\$461,669	-100%	\$461,378	-100%	\$291	\$286,826	62%	\$745,235	\$704,983	\$696,483	
Supplies & Services (one-time)	\$73,000	\$30,000	143%	\$2,000	3550%	\$28,000	\$8,386	419%	\$0	\$0	\$0	Budget: Development Impact Fee study update and wireless master plan
Administration Total	\$73,010	\$491,669	-85%	\$463,378	-84%	\$28,291	\$295,212	64%	\$745,235	\$704,983	\$696,483	
10-5220-03 - Communications/Citizen Engagement												
Personnel	\$181,500	\$192,350	-6%	\$105,895	71%	\$86,455	\$48,940	46%	\$0	\$0	\$0	Current Year Under Budget: Estimated vacancy savings
Supplies & Services (ongoing)	\$21,550	\$26,800	-20%	\$24,570	-12%	\$2,230	\$9,188	37%	\$0	\$0	\$0	Budget Decrease: Reduced Commissions/Citizen Engagement Support (\$5k)
Internal Charges	\$55,530	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Communications/Citizen Engagement (Ongoing) Total	\$258,580	\$219,150	18%	\$130,465	98%	\$88,685	\$58,128	45%	\$0	\$0	\$0	
Supplies & Services (one-time)	\$30,000	\$30,000	0%	\$0	∞	\$30,000	\$0	N/A	\$0	\$0	\$0	Budget: Carryover citizen survey (\$10k) and public access channel/video communications (\$20k)
Communications/Citizen Engagement Total	\$288,580	\$249,150	16%	\$130,465	121%	\$118,685	\$58,128	45%	\$0	\$0	\$0	
10-5220-41 - Arts & Culture												
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	Budget Decrease: Reduced Arts Education Funds (\$3k)
Internal Charges	\$21,520	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Arts & Culture Total	\$108,050	\$92,940	16%	\$78,390	38%	\$14,550	\$43,744	56%	\$0	\$0	\$0	
10-5220-72 - Tourism Management & Development												
Supplies & Services (ongoing)	\$2,176,400	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Moved from General Services
Internal Charges	\$10,110	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Tourism Management & Development Total	\$2,186,510	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	

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
10-5220-76 - Economic Development												
Personnel	\$0	\$150,800	-100%	\$146,925	-100%	\$3,875	\$86,153	59%	\$0	\$0	\$0	Budget Decrease: Moved to separate department
Supplies & Services	\$0	\$27,300	-100%	\$27,300	-100%	\$0	\$9,746	36%	\$0	\$0	\$0	Budget Decrease: Moved to separate department
Economic Development Total	\$0	\$178,100	-100%	\$174,225	-100%	\$3,875	\$95,899	55%	\$0	\$0	\$0	
General Fund Totals												
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	\$2,237,420	\$94,395	2270%	\$85,965	2503%	\$8,430	\$30,769	36%	\$144,024	\$84,776	\$32,351	
Internal Charges Subtotal	(\$457,550)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$2,553,150	\$951,859	168%	\$844,458	202%	\$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	
General Fund Total	\$2,656,150	\$1,011,859	163%	\$846,458	214%	\$165,401	\$492,983	58%	\$745,235	\$704,983	\$696,483	
Wastewater Fund												
59-5220-01 - Administration												
Personnel	\$0	\$48,681	-100%	\$48,681	-100%	\$0	\$30,492	63%	\$0	\$0	\$0	Budget Decrease: Change in allocations between programs
Administration Total	\$0	\$48,681	-100%	\$48,681	-100%	\$0	\$30,492	63%	\$0	\$0	\$0	
Grand Totals												
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	\$2,237,420	\$94,395	2270%	\$85,965	2503%	\$8,430	\$30,769	36%	\$144,024	\$84,776	\$32,351	
Internal Charges Subtotal	(\$457,550)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$2,553,150	\$1,000,540	155%	\$893,139	186%	\$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	
Grand Total	\$2,656,150	\$1,060,540	150%	\$895,139	197%	\$165,401	\$523,475	58%	\$745,235	\$704,983	\$696,483	

CITY MANAGER'S OFFICE - continued

Positions/Allocations Summaries

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

Org Unit	Org Description	FY18 FTE	FY17 FTE
General Fund			
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 ⁽³⁾	0.00	1.00
General Fund Total		6.03	6.52
Wastewater Fund ⁽⁴⁾			
59-5230-01	Administration	0.00	0.30
Wastewater Fund Total		0.00	0.30
Grand Total		6.03	6.82

⁽¹⁾ Part-time positions

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

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

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

Recommendation - Start with \$0 Initiatives



City of Sedona Decision Package Fiscal Year 2017-18

Request Title	Sustainability Initiatives
Department	City Manager's Office
Program	Environmental Sustainability
Funding Request Type	Both Ongoing and One-Time
Source of Funds	General Fund
Additional Explanation	Funding could be ongoing and/or one time depending on program components.

I. Description of Request	
II. Problem/Issue	
A. History/Background	
<p>Sedona's Vision statement includes the statements, "to be constantly vigilant over the preservations of its natural beauty, scenic vistas, pristine environment..." "creates its manmade improvements in strict harmony with nature..." and, "to be a city that lives up to the challenge of proper stewardship of one of the earths great treasures."</p> <p>The 2014 Sedona Community Plan places great emphasis on sustainability. Commitment to environmental protection is one of six major outcomes to be achieved over the ten years the plan and environmental stewardship is one of six major vision themes. The plan sets high expectations by suggesting that by 2020 and beyond, "Sedona has become an international model for the successful balancing of environmental protection and human wants and needs." The Community Plan goes further to identify sustainability as an "inclusive" and "fundamental goal" of the entire plan. The chapter in the community plan dedicated to the environment includes 13 policies and 8 action steps covering a range of sustainability initiatives.</p> <p>While the city has undertaken numerous specific initiatives that support sustainability, there is no comprehensive focused effort dedicated to continuing progress in promoting and/or achieving broader sustainability within the organization or community.</p>	
B. Does this affect our citizens/customers quality of life?	Yes
If yes, then how:	
<p>Many citizens already value sustainability and seek broader initiatives to promote it. For them, sustainability programs can provide greater opportunity for citizen participation in sustainable practices. Some practices (such as recycling) are limited based on available program resources. Even those who don't promote sustainability per se generally place high value on the natural environment and certain resources like water. Sustainable practices can help preserve our natural environment for future citizens, ensuring a higher quality of life. Sustainable practices can have a positive economic impact through reduced consumption of energy and/or products/ resources. Significant psychological research identifies "belonging" as the most fundamental characteristic to living a fulfilling life. In this way, promoting sustainable practices promotes a closer "connectedness" between community members and the place they inhabit. This connectedness creates a stronger sense of belonging and enriches quality of life.</p>	

Recommendation - Start with \$0 Initiatives

C. Is this a traditional government function?	Yes	
If it is not a traditional function, why should the City of Sedona deal with it?		
While sustainability is not a core function of every government, it is very common for cities and towns to address sustainability through dedicated and focused sustainable programs and/or departments. This is true even in smaller organizations like the city of Sedona.		
D. Does the project/issue relate to the Community Plan (or other master plans)?		
Yes, Community Plan	If other master plan, which?	FY 18 council priorities
If not in a specific plan, how does this fit into the City's priorities?		
E. Provide a cost/benefit analysis. What does the City/community get for this investment?		
The city gets to live up to the aspirations of the community plan. Further, possible benefits include: preserving natural resources and landscapes, reducing certain costs and helping to set an example for better balance between human wants/needs and the environment on which we depend.		
III. Risk Analysis		
A. What happens if this is not done?		
We fail to live up to expectations of the community plan, we risk losing certain valuable resources (possibly forever), we potentially squander other resources unnecessarily. We potentially fail to address certain policy decisions when they are most timely (land development code, building codes, CFAs, specific development projects).		
B. Show examples of best practices from other cities, if applicable:		
http://flagstaff.az.gov/index.aspx?NID=1605 https://www.tucsonaz.gov/sustainability http://www.durangogov.org/index.aspx?NID=408 http://www.parkcity.org/departments/sustainability http://lagunabeachcity.net/cityhall/council/committees/envsustain.htm		
C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:		
Any role the city might play can vary from very limited to very expansive. As one example, the city could expend funds to create a sustainability plan before creating a broader department or program division. Certain components of the plan could be undertaken by existing departments as priorities are identified by staff and council. Or, the city could hire dedicated staff to both draft and execute a sustainability plan. This would provide for more comprehensive opportunities including greater integration with citizen groups, greater integration with internal departments and broader program offerings. Other alternatives include leaving citizens and citizen groups to take the lead and play a more responsive role as the government to consider policy and program options only when asked or when more obvious opportunities arise.		
IV. Implementation		
A. What is the timeframe for completion of plan and implementation for project/issue?		
Creating a consultant led sustainability plan would likely take 9-12 months to plan and complete. Adding dedicated staff would take 2-4 months and would then be on-going.		

Recommendation - Start with \$0 Initiatives

B. How will you market/communicate the project/issue to the public?		
There would likely be extensive participation with the public. A public participation plan and a communications plan would be created to ensure maximum interaction with and participation from the public.		
C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.		
Performance measures would vary depending on specific initiatives. Some common sustainable measures include: energy efficiency, carbon footprint, greenhouse gas emissions, water use, waste disposal, resource reclamation, waste diversion, rate of recycling, ecosystem health, program participation, citizen participation and citizen sentiment.		
V. Proposed Expenditures		
Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Part time (30 hours/ week) Sustainability Coordinator		\$82,000
Supplies and Services		\$20,000
		\$0
		\$0
Total Ongoing Expenditures		\$102,000
Line Item Description (One-Time)	Account*	FY 2017-18 Request
Office equipment and furniture		\$6,000
Consultant led sustainability plan		\$60,000
		\$0
		\$0
Total One-Time Expenditures		\$66,000
Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:		
Operational expenses could be held relatively flat. However, project related expenses (both one time and ongoing) would fluctuate considerably based on initiatives pursued.		

Recommendation - Start with \$0 Initiatives

VI. Proposed Cost Savings (If Applicable)		
Please explain any cost savings:		
Most cost saving would be associated with and dependent on enhanced sustainability practices (reduced cost for energy, fuel and other resources). These savings are likely but speculative in terms of specific line items.		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0
Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:		
VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
NA		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Manager's Office

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details		
													Amount	Description	
General Fund-Administration															
10-5220-01-6005	Salary & Wages	\$371,020.00	\$316,745.00	17%	\$316,745.00	17%	\$0.00	\$199,878.84	63%	\$353,630.81	\$404,181.86	\$458,972.57			
														Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
													\$371,020.00		
10-5220-01-6006	Overtime	\$0.00	\$0.00	N/A	\$9.00	-100%	(\$9.00)	\$8.60	96%	\$0.00	\$0.00	\$0.00			
10-5220-01-6010	Part-Time Wages	\$0.00	\$6,000.00	-100%	\$2,300.00	-100%	\$3,700.00	\$2,283.33	99%	\$68,761.29	\$24,072.91	\$0.00			
10-5220-01-6011	Temp Wages	\$6,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Intern for miscellaneous projects (temp wages were included with part-time wages in prior years) - ongoing	
													\$6,000.00		
10-5220-01-6046	Other Allowances	\$12,810.00	\$11,530.00	11%	\$11,530.00	11%	\$0.00	\$7,178.48	62%	\$15,675.16	\$19,803.06	\$21,270.56		Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
													\$12,810.00		
10-5220-01-6125	FICA	\$29,830.00	\$25,577.00	17%	\$25,577.00	17%	\$0.00	\$12,034.61	47%	\$31,213.73	\$31,014.02	\$33,392.38		Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
													\$29,830.00		
10-5220-01-6130	ASRS Retirement	\$43,530.00	\$37,235.00	17%	\$37,235.00	17%	\$0.00	\$23,459.57	63%	\$48,373.10	\$59,922.89	\$68,986.35		Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
													\$43,530.00		
10-5220-01-6134	STD/LTD Insurance	\$930.00	\$1,580.00	-41%	\$1,580.00	-41%	\$0.00	\$458.39	29%	\$1,598.09	\$2,114.93	\$2,920.44		Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
													\$930.00		
10-5220-01-6135	Health/Dental/Life Insurance	\$55,090.00	\$40,760.00	35%	\$40,760.00	35%	\$0.00	\$30,243.21	74%	\$75,211.82	\$72,021.06	\$67,629.25		Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
													\$55,090.00		
10-5220-01-6136	Workers Compensation Insurance	\$4,390.00	\$4,947.00	-11%	\$4,947.00	-11%	\$0.00	\$2,434.00	49%	\$6,747.00	\$7,076.86	\$10,960.05		Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
													\$4,390.00		
	Administration - Personnel Costs Subtotal	\$523,600.00	\$444,374.00	18%	\$440,683.00	19%	\$3,691.00	\$277,979.03	63%	\$601,211.00	\$620,207.59	\$664,131.60			
10-5220-01-6024	Meals	\$2,250.00	\$1,000.00	125%	\$2,250.00	0%	(\$1,250.00)	\$1,249.08	56%	\$159.43	\$0.00	\$0.00		\$1,500.00 On-Going: Meeting Meals	
													\$750.00	On-Going: New Hire Lunches	
10-5220-01-6210	Printing/Office Supplies	\$1,000.00	\$1,400.00	-29%	\$800.00	25%	\$600.00	\$348.90	44%	\$0.00	\$0.00	\$0.00		On-Going: Printer cartridges, paper and misc. office supplies.	
													\$1,000.00		
10-5220-01-6213	Voice & Data Communications	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$713.59	\$456.68	\$0.00			
10-5220-01-6243	Spec Supplies/Safety Equip/Emg	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,000.00	\$0.00	\$0.00			
10-5220-01-6244	Office Furniture - Non Capital	\$0.00	\$0.00	N/A	\$2,000.00	-100%	(\$2,000.00)	\$0.00	0%	\$858.80	\$934.92	\$2,752.54			
10-5220-01-6405	Professional Services	\$75,000.00	\$30,000.00	150%	\$2,000.00	3650%	\$28,000.00	\$8,385.72	419%	\$111,387.37	\$45,361.82	\$0.00		On-Going: Misc discretionary funds	
													\$2,000.00		
													\$48,000.00	One-Time: DIF fees study update	
													\$15,000.00	One-Time: Wireless Master Plan - Carryover	
													\$10,000.00	One-Time: Wireless Master Plan add'l public mtg and fee schedule	

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Manager's Office

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
10-5220-01-6410	Commisn/Citizn Engmnt Support	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,956.09	\$1,878.06	\$6,001.57		
10-5220-01-6703	Dues/Subscriptions/Licenses	\$6,220.00	\$6,045.00	3%	\$5,645.00	10%	\$400.00	\$3,738.08	66%	\$5,238.32	\$5,090.63	\$5,880.74		
													\$1,200.00	On-Going: ACMA Memberships ACM and CM
													\$340.00	On-Going: Ascapi Music Royalties
													\$480.00	On-Going: AZ Republic Subscription
													\$175.00	On-Going: Capitol Times Subscription
													\$150.00	On-Going: GFOA Membership ACM
													\$1,000.00	On-Going: ICMA Membership ACM
													\$1,350.00	On-Going: ICMA Membership CM
													\$1,425.00	On-Going: Rotary Dues CM
													\$100.00	On-Going: SRRN Subscription
10-5220-01-6705	Public Information Program	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$15,501.62	\$16,812.94	\$16,866.24		
10-5220-01-6710	Special Programs	\$3,000.00	\$3,000.00	0%	\$3,000.00	0%	\$0.00	\$0.00	0%	\$1,458.00	\$3,954.02	\$850.00		
10-5220-01-6750	Travel & Training	\$6,650.00	\$5,850.00	14%	\$7,000.00	-5%	(\$1,150.00)	\$3,511.57	50%	\$3,750.28	\$10,286.50	\$0.00	\$3,000.00	On-Going: Vietnam Vets, League Booth, Misc
													\$1,800.00	On-Going: ACM to GFOA
													\$1,250.00	On-Going: CM and ACM to winter ACMA, CM to summer ACMA
													\$1,800.00	On-Going: CM to ICMA
													\$600.00	On-Going: League Annual Conf
													\$1,200.00	On-Going: Misc training - 6 sigma, etc.
	Administration - Supplies & Services Costs Subtotal	\$94,120.00	\$47,295.00	99%	\$22,695.00	315%	\$24,600.00	\$17,233.35	76%	\$144,023.50	\$84,775.57	\$32,351.09		
10-5220-01-7100	Admin Indirect Cost Allocation	(\$645,780.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5220-01-7110	HR Indirect Cost Allocations	\$10,530.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5220-01-7120	Finance Indirect Cost Alloc.	\$24,810.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5220-01-7130	IT Indirect Cost Allocations	\$27,660.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5220-01-7140	Legal Indirect Cost Allocation	\$20,950.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5220-01-7150	Clerk Indirect Cost Allocation	\$3,170.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5220-01-7160	General Indirect Cost Alloc.	\$5,520.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5220-01-7170	Facilities Indirect Cost Alloc	\$8,430.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Administration - Internal Charges Subtotal	(\$544,710.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Administration Total	\$73,010.00	\$491,669.00	-85%	\$463,378.00	-84%	\$28,291.00	\$295,212.38	64%	\$745,234.50	\$704,983.16	\$696,482.69		
General Fund-Communicatns/Citizen Engagemnt														
10-5220-03-6005	Salary & Wages	\$84,390.00	\$88,090.00	-4%	\$27,590.00	206%	\$60,500.00	\$4,673.06	17%	\$0.00	\$0.00	\$0.00	\$84,390.00	Current authorized positions
10-5220-03-6010	Part-Time Wages	\$48,070.00	\$43,150.00	11%	\$45,650.00	5%	(\$2,500.00)	\$28,777.34	63%	\$0.00	\$0.00	\$0.00	\$48,070.00	Current authorized positions
10-5220-03-6046	Other Allowances	\$600.00	\$4,200.00	-86%	\$300.00	100%	\$3,900.00	\$50.00	17%	\$0.00	\$0.00	\$0.00	\$600.00	Current authorized positions
10-5220-03-6125	FICA	\$10,180.00	\$10,370.00	-2%	\$5,775.00	76%	\$4,595.00	\$2,337.11	40%	\$0.00	\$0.00	\$0.00	\$10,180.00	Social Security & Medicare
10-5220-03-6130	ASRS Retirement	\$15,090.00	\$15,360.00	-2%	\$9,160.00	65%	\$6,200.00	\$3,800.32	41%	\$0.00	\$0.00	\$0.00	\$15,090.00	Current authorized positions
10-5220-03-6134	STD/LTD Insurance	\$420.00	\$670.00	-37%	\$290.00	45%	\$380.00	\$109.43	38%	\$0.00	\$0.00	\$0.00		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Manager's Office

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.							Amount	Description
10-5220-03-6135	Health/Dental/Life Insurance	\$22,510.00	\$30,190.00	-25%	\$16,950.00	33%	\$13,240.00	\$9,139.63	54%	\$0.00	\$0.00	\$0.00	\$0.00	\$420.00	Short-Term Disability & ASRS Long-Term Disability
10-5220-03-6136	Workers Compensation Insurance	\$240.00	\$320.00	-25%	\$180.00	33%	\$140.00	\$53.00	29%	\$0.00	\$0.00	\$0.00	\$0.00	\$22,510.00	Current authorized positions
Communicatns/Citizen Engagemnt - Personnel Costs Subtotal		\$181,500.00	\$192,350.00	-6%	\$105,895.00	71%	\$86,455.00	\$48,939.89	46%	\$0.00	\$0.00	\$0.00	\$0.00	\$240.00	Current authorized positions
10-5220-03-6024	Meals	\$0.00	\$0.00	N/A	\$100.00	-100%	(\$100.00)	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-03-6210	Printing/Office Supplies	\$400.00	\$400.00	0%	\$400.00	0%	\$0.00	\$91.78	23%	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	On-Going: Printer cartridges, paper, and misc. office supplies
10-5220-03-6212	Postage	\$0.00	\$0.00	N/A	\$10.00	-100%	(\$10.00)	\$6.45	65%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-03-6213	Voice & Data Communications	\$0.00	\$0.00	N/A	\$660.00	-100%	(\$660.00)	\$384.66	58%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-03-6410	Commisn/Citizn Engmnt Support	\$1,000.00	\$6,000.00	-83%	\$2,000.00	-50%	\$4,000.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-03-6703	Dues/Subscriptions/Licenses	\$700.00	\$700.00	0%	\$700.00	0%	\$0.00	\$159.00	23%	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	On-Going: Misc Mtgs, Awards, Plaques, etc
10-5220-03-6705	Public Information Program	\$46,200.00	\$47,200.00	-2%	\$18,200.00	154%	\$29,000.00	\$6,260.04	34%	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	On-Going: Professional Membership - Communications Mgr
													\$250.00	On-Going: Professional Membership CEC	
													\$6,950.00	On-Going: Advertising	
													\$5,000.00	On-Going: Annual Community Report	
													\$750.00	On-Going: Citizen Academy	
													\$3,500.00	On-Going: Community Newsletter	
													\$10,000.00	One-Time: Citizen Survey (carryover)	
10-5220-03-6750	Travel & Training	\$3,250.00	\$2,500.00	30%	\$2,500.00	30%	\$0.00	\$2,285.71	91%	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	One-Time: Public Access Channel/Video Communications (carryover)
														\$1,250.00	On-Going: Training for CEC
														\$2,000.00	On-Going: Training for Communications Mgr
Communicatns/Citizen Engagemnt - Supplies & Services Costs Subtotal		\$51,550.00	\$56,800.00	-9%	\$24,570.00	110%	\$32,230.00	\$9,187.64	37%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-03-7100	Admin Indirect Cost Allocation	\$8,720.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-03-7110	HR Indirect Cost Allocations	\$6,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-03-7120	Finance Indirect Cost Alloc.	\$10,990.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-03-7130	IT Indirect Cost Allocations	\$20,810.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-03-7160	General Indirect Cost Alloc.	\$3,020.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-03-7170	Facilities Indirect Cost Alloc	\$5,790.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
Communicatns/Citizen Engagemnt - Internal Charges Subtotal		\$55,530.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
General Fund-Communicatns/Citizen Engagemnt Total		\$288,580.00	\$249,150.00	16%	\$130,465.00	121%	\$118,685.00	\$58,127.53	45%	\$0.00	\$0.00	\$0.00	\$0.00		
General Fund-Arts & Culture															
10-5220-41-6010	Part-Time Wages	\$45,300.00	\$46,920.00	-3%	\$42,920.00	6%	\$4,000.00	\$27,095.10	63%	\$0.00	\$0.00	\$0.00	\$0.00	\$45,300.00	Current authorized positions
10-5220-41-6125	FICA	\$3,470.00	\$3,590.00	-3%	\$3,115.00	11%	\$475.00	\$1,971.57	63%	\$0.00	\$0.00	\$0.00	\$0.00	\$3,470.00	Social Security & Medicare
10-5220-41-6130	ASRS Retirement	\$5,140.00	\$5,320.00	-3%	\$4,870.00	6%	\$450.00	\$3,074.00	63%	\$0.00	\$0.00	\$0.00	\$0.00		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Manager's Office

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.							Amount	Description
10-5220-41-6134	STD/LTD Insurance	\$180.00	\$240.00	-25%	\$235.00	-23%	\$5.00	\$98.48	42%	\$0.00	\$0.00	\$0.00	\$0.00	\$5,140.00	Current authorized positions
10-5220-41-6135	Health/Dental/Life Insurance	\$14,000.00	\$13,750.00	2%	\$13,750.00	2%	\$0.00	\$8,467.95	62%	\$0.00	\$0.00	\$0.00	\$0.00	\$180.00	Short-Term Disability & ASRS Long-Term Disability
10-5220-41-6136	Workers Compensation Insurance	\$90.00	\$120.00	-25%	\$100.00	-10%	\$20.00	\$49.00	49%	\$0.00	\$0.00	\$0.00	\$0.00	\$14,000.00	Current authorized positions
	Arts & Culture - Personnel Costs Subtotal	\$68,180.00	\$69,940.00	-3%	\$64,990.00	5%	\$4,950.00	\$40,756.10	63%	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00	Current authorized positions
10-5220-41-6024	Meals	\$150.00	\$0.00	∞	\$150.00	0%	(\$150.00)	\$35.71	24%	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	On-Going: Misc Mtg Meals
10-5220-41-6210	Printing/Office Supplies	\$200.00	\$0.00	∞	\$150.00	33%	(\$150.00)	\$298.69	199%	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	On-Going: Printer cartridges, paper, and misc. office supplies
10-5220-41-6703	Dues/Subscriptions/Licenses	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$39.00	∞	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	On-Going: Quarterly Artist Receptions
10-5220-41-6710	Special Programs	\$3,000.00	\$5,000.00	-40%	\$5,000.00	-40%	\$0.00	\$681.24	14%	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	On-Going: Verde Valley Art Festival
10-5220-41-6728	Arts Education Funds	\$15,000.00	\$18,000.00	-17%	\$8,000.00	88%	\$10,000.00	\$1,846.27	23%	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	Reduction from \$18k, On-going: Artist in Classroom program
10-5220-41-6730	Maint & Improvement	\$0.00	\$0.00	N/A	\$100.00	-100%	(\$100.00)	\$86.97	87%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Arts & Culture - Supplies & Services Costs Subtotal	\$18,350.00	\$23,000.00	-20%	\$13,400.00	37%	\$9,600.00	\$2,987.88	22%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
10-5220-41-7100	Admin Indirect Cost Allocation	\$4,360.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
10-5220-41-7110	HR Indirect Cost Allocations	\$2,470.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
10-5220-41-7120	Finance Indirect Cost Alloc.	\$4,780.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
10-5220-41-7130	IT Indirect Cost Allocations	\$5,730.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
10-5220-41-7160	General Indirect Cost Alloc.	\$1,290.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
10-5220-41-7170	Facilities Indirect Cost Alloc	\$2,890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Arts & Culture - Internal Charges Subtotal	\$21,520.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	General Fund-Arts & Culture Total	\$108,050.00	\$92,940.00	16%	\$78,390.00	38%	\$14,550.00	\$43,743.98	56%	\$0.00	\$0.00	\$0.00	\$0.00		
General Fund-Tourism Management & Development															
10-5220-72-6722	Sedona Chamber Of Commerce	\$395,600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$395,600.00	On-Going: Based on CY visitor center portion - moved from 10-5245-01
10-5220-72-6731	Destination Marketing	\$1,780,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$1,780,800.00	On-Going: 55% of projected bed taxes less Visitor Center allocation - moved from 10-5245-01
	Tourism Management & Development - Supplies & Services Costs Subtotal	\$2,176,400.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-72-7120	Finance Indirect Cost Alloc.	\$8,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
10-5220-72-7160	General Indirect Cost Alloc.	\$1,610.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Tourism Management & Development - Internal Charges Subtotal	\$10,110.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	General Fund-Tourism Management & Development Total	\$2,186,510.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
General Fund-Economic Development															
10-5220-76-6005	Salary & Wages	\$0.00	\$104,720.00	-100%	\$106,620.00	-100%	(\$1,900.00)	\$59,615.33	56%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
10-5220-76-6046	Other Allowances	\$0.00	\$4,200.00	-100%	\$6,525.00	-100%	(\$2,325.00)	\$4,125.00	63%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Manager's Office

67% of year completed

													FY2018 Proposed - Details		
Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Amount	Description
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.								
10-5220-76-6125	FICA	\$0.00	\$9,100.00	-100%	\$7,540.00	-100%	\$1,560.00	\$4,659.79	62%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-76-6130	ASRS Retirement	\$0.00	\$13,490.00	-100%	\$8,750.00	-100%	\$4,740.00	\$7,228.10	83%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-76-6134	STD/LTD Insurance	\$0.00	\$580.00	-100%	\$200.00	-100%	\$380.00	\$89.17	45%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-76-6135	Health/Dental/Life Insurance	\$0.00	\$16,670.00	-100%	\$15,640.00	-100%	\$1,030.00	\$9,688.42	62%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-76-6136	Workers Compensation Insurance	\$0.00	\$2,040.00	-100%	\$1,650.00	-100%	\$390.00	\$747.00	45%	\$0.00	\$0.00	\$0.00	\$0.00		
Economic Development - Personnel Costs Subtotal		\$0.00	\$150,800.00	-100%	\$146,925.00	-100%	\$3,875.00	\$86,152.81	59%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-76-6024	Meals	\$0.00	\$0.00	N/A	\$200.00	-100%	(\$200.00)	\$191.25	96%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-76-6210	Printing/Office Supplies	\$0.00	\$400.00	-100%	\$400.00	-100%	\$0.00	\$560.56	140%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-76-6244	Office Furniture - Non Capital	\$0.00	\$5,000.00	-100%	\$5,000.00	-100%	\$0.00	\$271.99	5%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-76-6703	Dues/Subscriptions/Licenses	\$0.00	\$400.00	-100%	\$400.00	-100%	\$0.00	\$926.00	232%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-76-6710	Special Programs	\$0.00	\$20,000.00	-100%	\$19,800.00	-100%	\$200.00	\$6,549.00	33%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-76-6750	Travel & Training	\$0.00	\$1,500.00	-100%	\$1,500.00	-100%	\$0.00	\$1,197.48	80%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5220-76-6405	Professional Services	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$50.00	∞	\$0.00	\$0.00	\$0.00	\$0.00		
Economic Development - Supplies & Services Costs Subtotal		\$0.00	\$27,300.00	-100%	\$27,300.00	-100%	\$0.00	\$9,746.28	36%	\$0.00	\$0.00	\$0.00	\$0.00		
General Fund-Economic Development Total		\$0.00	\$178,100.00	-100%	\$174,225.00	-100%	\$3,875.00	\$95,899.09	55%	\$0.00	\$0.00	\$0.00	\$0.00		
Wastewater Enterprise Fund-Administration															
59-5220-01-6005	Salary & Wages	\$0.00	\$35,195.00	-100%	\$35,195.00	-100%	\$0.00	\$22,206.93	63%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5220-01-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.75	∞	\$0.00	\$0.00	\$0.00	\$0.00		
59-5220-01-6046	Other Allowances	\$0.00	\$1,290.00	-100%	\$1,290.00	-100%	\$0.00	\$746.62	58%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5220-01-6125	FICA	\$0.00	\$2,796.00	-100%	\$2,796.00	-100%	\$0.00	\$1,263.46	45%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5220-01-6130	ASRS Retirement	\$0.00	\$4,139.00	-100%	\$4,139.00	-100%	\$0.00	\$2,603.00	63%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5220-01-6134	STD/LTD Insurance	\$0.00	\$180.00	-100%	\$180.00	-100%	\$0.00	\$50.91	28%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5220-01-6135	Health/Dental/Life Insurance	\$0.00	\$4,530.00	-100%	\$4,530.00	-100%	\$0.00	\$3,351.14	74%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5220-01-6136	Workers Compensation Insurance	\$0.00	\$551.00	-100%	\$551.00	-100%	\$0.00	\$269.00	49%	\$0.00	\$0.00	\$0.00	\$0.00		
Administration - Personnel Costs Subtotal		\$0.00	\$48,681.00	-100%	\$48,681.00	-100%	\$0.00	\$30,491.81	63%	\$0.00	\$0.00	\$0.00	\$0.00		
Wastewater Enterprise Fund-Administration Total		\$0.00	\$48,681.00	-100%	\$48,681.00	-100%	\$0.00	\$30,491.81	63%	\$0.00	\$0.00	\$0.00	\$0.00		

ECONOMIC DEVELOPMENT

Program Expenditures:	\$211,450
Personnel Costs:	\$152,670 (72%)
Supplies & Services:	\$ 32,300 (15%)
Internal Charges:	\$ 26,480 (13%)
Employee Time Allocation:	1.00 FTE

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	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
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
General Fund											
10-5330-01 - Administration	\$211,450	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
General Fund Total	\$211,450	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0

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
General Fund												
10-5330-01 - Administration												
Personnel	\$152,670	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Moved from City Manager's Office
Supplies & Services (ongoing)	\$32,300	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Moved from City Manager's Office
Internal Charges	\$26,480	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Indirect cost allocation plan implemented for FY2018
General Fund Total	\$211,450	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	

Positions/Allocations Summaries

Position	FY18 FTE	FY17 FTE	Org Unit	Org Description	FY18 FTE	FY17 FTE
Economic Development Director ⁽¹⁾	1.00	0.00				
Total	1.00	0.00				
			General Fund			
			10-5330-01	Administration ⁽¹⁾	1.00	0.00
			General Fund Total		1.00	0.00

⁽¹⁾ The Economic Development Program was moved to its own separate department beginning FY2018.

City of Sedona
FY2017-18 Proposed Budget - Line Item Detail
Economic Development Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.							Amount	Description
General Fund-Administration															
10-5330-01-6005	Salary & Wages	\$105,810.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$105,810.00	Moved from 10-5220-76
10-5330-01-6046	Other Allowances	\$6,600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$6,600.00	Moved from 10-5220-76
10-5330-01-6125	FICA	\$8,600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$8,600.00	Moved from 10-5220-76
10-5330-01-6130	ASRS Retirement	\$12,750.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$12,750.00	Moved from 10-5220-76
10-5330-01-6134	STD/LTD Insurance	\$290.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$290.00	Moved from 10-5220-76
10-5330-01-6135	Health/Dental/Life Insurance	\$17,160.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$17,160.00	Moved from 10-5220-76
10-5330-01-6136	Workers Compensation Insurance	\$1,460.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,460.00	Moved from 10-5220-76
	Administration - Personnel Costs Subtotal	\$152,670.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5330-01-6210	Printing/Office Supplies	\$1,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,000.00	printing and materials - ongoing cost
10-5330-01-6405	Professional Services	\$19,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$19,000.00	data, research, economic gardening and business assistance- on going costs
10-5330-01-6511	Advertising	\$1,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,000.00	marketing, branding, website -on going cost
10-5330-01-6703	Dues/Subscriptions/Licenses	\$3,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,800.00	AAED, VVREO, IEDC, Local First and other partner organizations-on going
10-5330-01-6710	Special Programs	\$4,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$4,000.00	economic development advisory group, networking, business and community outreach-on going costs
10-5330-01-6750	Travel & Training	\$3,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,500.00	AAED training and events, IEDC certification training courses, Rural Policy forum - on going costs
	Administration - Supplies & Services Costs Subtotal	\$32,300.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5330-01-7100	Admin Indirect Cost Allocation	\$4,360.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5330-01-7110	HR Indirect Cost Allocations	\$3,300.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5330-01-7120	Finance Indirect Cost Alloc.	\$8,940.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5330-01-7130	IT Indirect Cost Allocations	\$5,520.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5330-01-7160	General Indirect Cost Alloc.	\$1,470.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5330-01-7170	Facilities Indirect Cost Alloc	\$2,890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Administration - Internal Charges Subtotal	\$26,480.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
	General Fund-Administration Total	\$211,450.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

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.

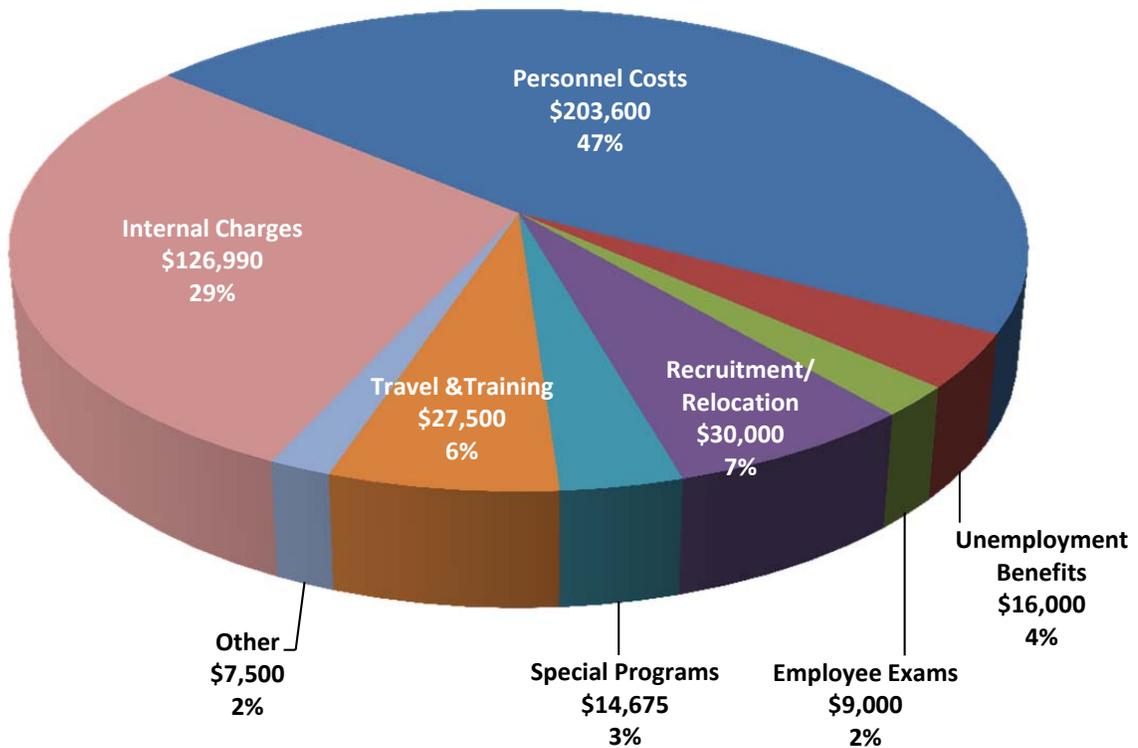
Description

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

Program Expenditures:	\$435,265
Personnel Costs:	\$203,600 (47%)
Supplies & Services:	\$104,675 (24%)
Internal Charges:	\$126,990 (29%)
Employee Time Allocation:	2.00 FTEs

**Charges Allocated to Other
Departments:** **\$435,250**

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 Target
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
Number of workers comp injuries processed	5	2	9	2
Workers comp EMOD ratings	0.84	0.78	0.74	0.70

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

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
General Fund											
10-5221-01 - Administration	\$15	\$237,045	-100%	\$227,045	-100%	\$10,000	\$149,818	66%	\$217,867	\$191,432	\$178,026
General Fund Total	\$15	\$237,045	-100%	\$227,045	-100%	\$10,000	\$149,818	66%	\$217,867	\$191,432	\$178,106
Wastewater Fund											
59-5221-01 - Administration	\$0	\$19,547	-100%	\$19,547	-100%	\$0	\$12,383	63%	\$0	\$0	\$0
Wastewater Fund Total	\$0	\$19,547	-100%	\$19,547	-100%	\$0	\$12,383	63%	\$0	\$0	\$0
GRAND TOTALS											
Administration	\$15	\$256,592	-100%	\$246,592	-100%	\$10,000	\$162,201	66%	\$217,867	\$191,432	\$178,026
Grand Totals	\$15	\$256,592	-100%	\$246,592	-100%	\$10,000	\$162,201	66%	\$217,867	\$191,432	\$178,106
Grand Totals (excluded charges allocated to other departments)	\$435,265	\$256,592	70%	\$246,592	77%	\$10,000	\$162,201	66%	\$217,867	\$191,432	\$178,106

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
General Fund												
10-5221-01 - Administration												
Personnel	\$203,600	\$175,585	16%	\$175,585	16%	\$0	\$111,631	64%	\$171,886	\$165,577	\$153,932	Budget Increase: 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	Budget Increase: Increase in recruitment/relocation costs (\$12k); moved city-wide training from General Services (\$25k)
Internal Charges	(\$308,260)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Administration Total	\$15	\$237,045	-100%	\$227,045	-100%	\$10,000	\$149,818	66%	\$217,867	\$191,432	\$178,026	
10-5221-10 - Safety Programs												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$80	
Safety Programs Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$80	
General Fund Totals												
Personnel Subtotal	\$203,600	\$175,585	16%	\$175,585	16%	\$0	\$111,631	64%	\$171,886	\$165,577	\$153,932	
Supplies & Services Ongoing Subtotal	\$104,675	\$61,460	70%	\$51,460	103%	\$10,000	\$38,187	74%	\$45,981	\$25,855	\$24,174	
Internal Charges Subtotal	(\$308,260)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
General Fund Total	\$15	\$237,045	-100%	\$227,045	-100%	\$10,000	\$149,818	66%	\$217,867	\$191,432	\$178,106	
Wastewater Fund												
59-5221-01 - Administration												
Personnel	\$0	\$19,547	-100%	\$19,547	-100%	\$0	\$12,383	63%	\$0	\$0	\$0	Budget Decrease: Change in allocations between programs
Administration Total	\$0	\$19,547	-100%	\$19,547	-100%	\$0	\$12,383	63%	\$0	\$0	\$0	
Wastewater Fund Total	\$0	\$19,547	-100%	\$19,547	-100%	\$0	\$12,383	63%	\$0	\$0	\$0	
Grand Totals												
Personnel Total	\$203,600	\$195,132	4%	\$195,132	4%	\$0	\$124,014	64%	\$171,886	\$165,577	\$153,932	
Supplies & Services Ongoing Total	\$104,675	\$61,460	70%	\$51,460	103%	\$10,000	\$38,187	74%	\$45,981	\$25,855	\$24,174	
Internal Charges Subtotal	(\$308,260)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Grand Total	\$15	\$256,592	-100%	\$246,592	-100%	\$10,000	\$162,201	66%	\$217,867	\$191,432	\$178,106	

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
Total	2.00	2.00

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

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

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Human Resources Department

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details		
													Amount	Description	
General Fund-Administration															
10-5221-01-6005	Salary & Wages	\$149,440.00	\$128,610.00	16%	\$128,610.00	16%	\$0.00	\$82,277.51	64%	\$125,726.19	\$120,797.82	\$113,331.44			
10-5221-01-6046	Other Allowances	\$1,800.00	\$1,620.00	11%	\$1,620.00	11%	\$0.00	\$995.00	61%	\$1,800.00	\$900.00	\$600.00	\$149,440.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
10-5221-01-6125	FICA	\$11,570.00	\$9,972.00	16%	\$9,972.00	16%	\$0.00	\$6,197.36	62%	\$9,436.57	\$9,415.14	\$8,493.46	\$1,800.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
10-5221-01-6130	ASRS Retirement	\$17,150.00	\$14,773.00	16%	\$14,773.00	16%	\$0.00	\$9,475.62	64%	\$14,575.81	\$14,194.81	\$12,888.40	\$11,570.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
10-5221-01-6134	STD/LTD Insurance	\$450.00	\$650.00	-31%	\$650.00	-31%	\$0.00	\$229.49	35%	\$543.50	\$657.15	\$859.53	\$17,150.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
10-5221-01-6135	Health/Dental/Life Insurance	\$22,540.00	\$19,640.00	15%	\$19,640.00	15%	\$0.00	\$12,277.02	63%	\$19,353.47	\$19,181.29	\$17,297.17	\$450.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
10-5221-01-6136	Workers Compensation Insurance	\$650.00	\$320.00	103%	\$320.00	103%	\$0.00	\$179.00	56%	\$450.00	\$430.32	\$461.78	\$22,540.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan	
	Administration - Personnel Costs Subtotal	\$203,600.00	\$175,585.00	16%	\$175,585.00	16%	\$0.00	\$111,631.00	64%	\$171,885.54	\$165,576.53	\$153,931.78	\$650.00	Includes workers compensation for volunteers moved from General Services and prior direct charges to WW to be allocated via indirect cost allocation plan	
10-5221-01-6137	Unemployment Benefits	\$16,000.00	\$16,000.00	0%	\$14,660.00	9%	\$1,340.00	\$2,892.39	20%	\$14,434.44	\$3,078.18	\$11,648.73	\$16,000.00	Remain the same due to unknown future unemployment benefit costs (On-going)	
10-5221-01-6141	Employee Exams	\$9,000.00	\$7,585.00	19%	\$7,585.00	19%	\$0.00	\$4,671.50	62%	\$6,846.75	\$7,836.40	\$3,907.20	\$9,000.00	Increase due to rising cost of drug screenings for all employees (On-going)	
10-5221-01-6210	Printing/Office Supplies	\$300.00	\$300.00	0%	\$640.00	-53%	(\$340.00)	\$640.37	100%	\$1,191.25	\$0.00	\$0.00	\$300.00	General office supplies (On-going)	
10-5221-01-6243	Spec Supplies/Safety Equip/Emg	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$437.40	\$500.00	\$525.31	\$1,500.00	HR standing desk needs (One-time)	
10-5221-01-6244	Office Furniture - Non Capital	\$2,700.00	\$0.00	∞	\$0.00	∞	\$0.00	\$503.51	∞	\$0.00	\$0.00	\$0.00	\$1,200.00	Increase for any future ergonomic furniture requirements due to workers comp. issues (On-going)	
10-5221-01-6405	Professional Services	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$41.26	∞	\$0.00	\$25.70	\$0.00			
10-5221-01-6447	Recruitment/Relocation	\$30,000.00	\$18,000.00	67%	\$8,000.00	275%	\$10,000.00	\$24,197.49	302%	\$6,482.53	\$0.00	\$0.00			

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Human Resources Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
10-5221-01-6511	Advertising	\$3,000.00	\$1,500.00	100%	\$2,500.00	20%	(\$1,000.00)	\$753.96	30%	\$2,534.11	\$1,456.90	\$1,143.10	\$30,000.00	Increase due to unknown recruitment and relocation costs based on FY16/17 recruitment (On-going)	
10-5221-01-6703	Dues/Subscriptions/Licenses	\$1,500.00	\$1,400.00	7%	\$1,400.00	7%	\$0.00	\$644.00	46%	\$1,004.00	\$643.00	\$1,054.14	\$3,000.00	Increase due to rising substantial advertising costs (On-going)	
10-5221-01-6710	Special Programs	\$14,675.00	\$14,675.00	0%	\$14,675.00	0%	\$0.00	\$1,493.84	10%	\$12,439.32	\$11,473.85	\$5,815.83	\$500.00	Remain the same for SafePersonnel Online Safety Training Program (On-going)	
10-5221-01-6710	Special Programs	\$14,675.00	\$14,675.00	0%	\$14,675.00	0%	\$0.00	\$1,493.84	10%	\$12,439.32	\$11,473.85	\$5,815.83	\$1,000.00	Slight increase in subscription rates (SurveyMonkey, HR Newsletter, PRIMA, etc.) (On-going)	
10-5221-01-6750	Travel & Training	\$27,500.00	\$2,000.00	1275%	\$2,000.00	1275%	\$0.00	\$2,348.99	117%	\$611.00	\$841.26	\$0.00	\$14,675.00	Remain the same for employee and volunteer appreciation gifts and events (On-going)	
													\$15,000.00	Carryover - Springbrook training for new staff - one-time	
													\$10,000.00	Citywide training at CM discretion - ongoing	
													\$2,500.00	Slight increase due to rising training costs (On-going)	
Administration - Supplies & Services Costs Subtotal		\$104,675.00	\$61,460.00	70%	\$51,460.00	103%	\$10,000.00	\$38,187.31	74%	\$45,980.80	\$25,855.29	\$24,094.31			
10-5221-01-7100	Admin Indirect Cost Allocation	\$8,340.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5221-01-7110	HR Indirect Cost Allocations	(\$435,250.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5221-01-7120	Finance Indirect Cost Alloc.	\$0.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5221-01-7130	IT Indirect Cost Allocations	\$32,510.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5221-01-7140	Legal Indirect Cost Allocation	\$62,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5221-01-7150	Clerk Indirect Cost Allocation	\$1,060.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5221-01-7160	General Indirect Cost Alloc.	\$3,370.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5221-01-7170	Facilities Indirect Cost Alloc	\$4,350.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
Administration - Internal Charges Subtotal		(\$308,260.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
General Fund-Administration Total		\$15.00	\$237,045.00	-100%	\$227,045.00	-100%	\$10,000.00	\$149,818.31	66%	\$217,866.34	\$191,431.82	\$178,026.09			
General Fund-Safety Programs															
10-5221-10-6710	Special Programs	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$80.00	\$80.00		
Safety Programs - Supplies & Services Costs Subtotal		\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$80.00	\$80.00		
General Fund-Safety Programs Total		\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$80.00	\$80.00		
Wastewater Enterprise Fund-Administration															
59-5221-01-6005	Salary & Wages	\$0.00	\$14,290.00	-100%	\$14,290.00	-100%	\$0.00	\$9,141.67	64%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5221-01-6046	Other Allowances	\$0.00	\$180.00	-100%	\$180.00	-100%	\$0.00	\$105.00	58%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5221-01-6125	FICA	\$0.00	\$1,117.00	-100%	\$1,117.00	-100%	\$0.00	\$685.74	61%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5221-01-6130	ASRS Retirement	\$0.00	\$1,650.00	-100%	\$1,650.00	-100%	\$0.00	\$1,048.49	64%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5221-01-6134	STD/LTD Insurance	\$0.00	\$80.00	-100%	\$80.00	-100%	\$0.00	\$25.40	32%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5221-01-6135	Health/Dental/Life Insurance	\$0.00	\$2,190.00	-100%	\$2,190.00	-100%	\$0.00	\$1,356.78	62%	\$0.00	\$0.00	\$0.00	\$0.00		
59-5221-01-6136	Workers Compensation Insurance	\$0.00	\$40.00	-100%	\$40.00	-100%	\$0.00	\$20.00	50%	\$0.00	\$0.00	\$0.00	\$0.00		
Administration - Personnel Costs Subtotal		\$0.00	\$19,547.00	-100%	\$19,547.00	-100%	\$0.00	\$12,383.08	63%	\$0.00	\$0.00	\$0.00	\$0.00		
Wastewater Enterprise Fund-Administration Total		\$0.00	\$19,547.00	-100%	\$19,547.00	-100%	\$0.00	\$12,383.08	63%	\$0.00	\$0.00	\$0.00	\$0.00		

FINANCIAL SERVICES

Mission Statement

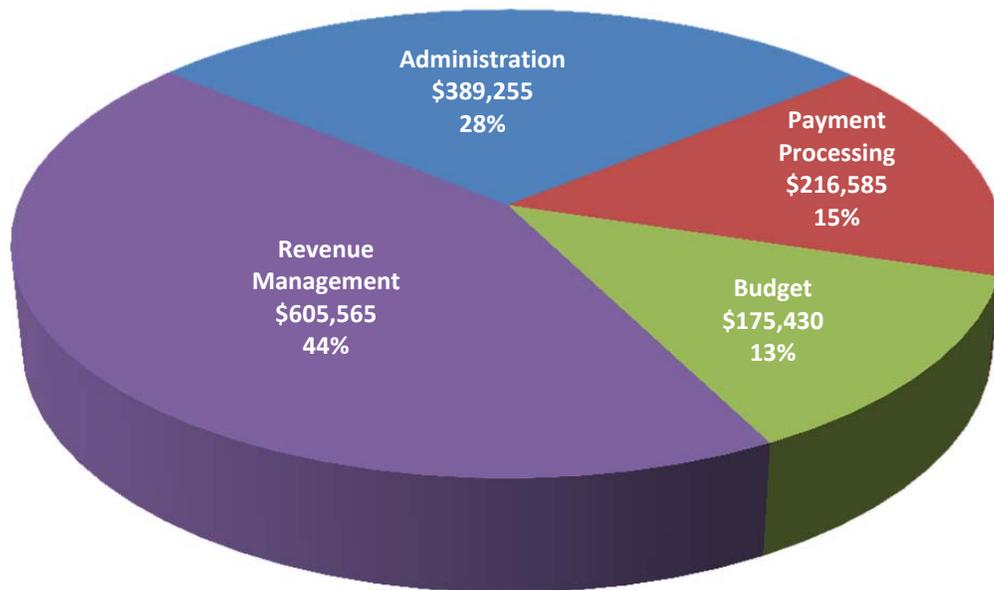
Dedicated to providing thoughtful, accurate, and timely financial services to all.

Description

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

- Administration
- Payment Processing
- Budget
- Revenue Management

FY 2018 PROGRAM EXPENDITURES: \$1,386,835



FINANCIAL SERVICES - Administration

Program Expenditures:	\$389,255
Personnel Costs:	\$193,640 (50%)
Supplies & Services:	\$154,775 (40%)
Internal Charges:	\$ 40,840 (10%)
Employee Time Allocation:	1.65 FTEs

**Charges Allocated to Other
Departments: \$364,250**

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

Program Expenditures:	\$216,585
Personnel Costs:	\$147,110 (68%)
Supplies & Services:	\$ 1,245 (1%)
Internal Charges:	\$ 68,230 (31%)
Employee Time Allocation:	2.15 FTEs

**Charges Allocated to Other
Departments: \$216,590**

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 participate 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

Program Expenditures:	\$175,430
Personnel Costs:	\$136,960 (78%)
Supplies & Services:	\$ 9,760 (6%)
Internal Charges:	\$ 28,710 (16%)
Employee Time Allocation:	1.20 FTEs

**Charges Allocated to Other
Departments: \$175,430**

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

Program Expenditures:	\$605,565
Personnel Costs:	\$211,550 (35%)
Supplies & Services:	\$274,315 (45%)
Internal Charges:	\$119,050 (20%)
Employee Time Allocation:	3.17 FTEs

**Charges Allocated to Other
Departments: \$426,840**

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 st that were processed by December 31 st	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
General Fund											
10-5222-01 - Administration	\$25,005	\$183,315	-86%	\$188,980	-87%	(\$5,665)	\$112,794	\$1	\$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	\$1	\$0	\$0	\$0
10-5222-14 - Budget	\$0	\$92,300	-100%	\$115,720	-100%	(\$23,420)	\$52,493	\$0	\$0	\$0	\$0
10-5222-88 - Revenue Management	(\$5)	\$172,295	-100%	\$159,060	-100%	\$13,235	\$99,133	\$1	\$0	\$0	\$0
General Fund Total	\$24,995	\$534,765	-95%	\$540,385	-95%	(\$5,620)	\$311,507	\$1	\$450,225	\$416,550	\$448,475
Wastewater Fund											
59-5222-01 - Administration	\$0	\$58,940	-100%	\$58,940	-100%	\$0	\$36,626	\$1	\$0	\$0	\$0
59-5222-04 - Utility Billing	\$0	\$347,580	-100%	\$317,780	-100%	\$29,800	\$194,714	\$1	\$415,208	\$407,242	\$386,719
59-5222-88 - Revenue Management	\$178,730	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Wastewater Fund Total	\$178,730	\$406,520	-56%	\$376,720	-53%	\$29,800	\$231,340	\$1	\$415,208	\$407,242	\$386,719
GRAND TOTALS											
Administration	\$25,005	\$242,255	-90%	\$247,920	-90%	(\$5,665)	\$149,420	\$1	\$450,225	\$416,550	\$448,475
Payment Processing	(\$5)	\$86,855	-100%	\$76,625	-100%	\$10,230	\$47,087	\$1	\$0	\$0	\$0
Budget	\$0	\$92,300	-100%	\$115,720	-100%	(\$23,420)	\$52,493	\$0	\$0	\$0	\$0
Revenue Management	\$178,725	\$172,295	4%	\$159,060	12%	\$13,235	\$99,133	\$1	\$0	\$0	\$0
Utility Billing	\$0	\$347,580	-100%	\$317,780	-100%	\$29,800	\$194,714	\$1	\$415,208	\$407,242	\$386,719
Grand Totals	\$203,725	\$941,285	-78%	\$917,105	-78%	\$24,180	\$542,847	\$1	\$865,433	\$823,792	\$835,193
Grand Totals (excluded charges allocated to other departments)	\$1,386,835	\$941,285	47%	\$917,105	51%	\$24,180	\$542,847	59%	\$865,433	\$823,792	\$835,193

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
General Fund												
10-5222-01 - Administration												
Personnel	\$193,640	\$123,740	56%	\$114,290	69%	\$9,450	\$70,888	62%	\$315,886	\$323,000	\$266,749	Budget Increase: Change in allocations between programs Current Year Under Budget: 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	Budget Increase: 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) Current year Over Budget: New biennial audit required for Development Impact Fees
Internal Charges	(\$323,410)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Administration Total	\$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)												
Personnel	\$147,110	\$86,020	71%	\$75,520	95%	\$10,500	\$46,613	62%	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$1,095	\$835	31%	\$1,105	-1%	(\$270)	\$474	\$0	\$0	\$0	\$0	
Internal Charges	(\$148,360)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	(\$155)	\$86,855	-100%	\$76,625	-100%	\$10,230	\$47,087	61%	\$0	\$0	\$0	
Supplies & Services (one-time)	\$150	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: Dual monitor arm
Payables/Purchasing Total	(\$5)	\$86,855	-100%	\$76,625	-100%	\$10,230	\$47,087	61%	\$0	\$0	\$0	
10-5222-14 - Budget												
Personnel	\$136,960	\$88,030	56%	\$111,450	23%	(\$23,420)	\$51,223	46%	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$5,760	\$4,270	35%	\$4,270	35%	\$0	\$1,270	30%	\$0	\$0	\$0	
Internal Charges	(\$146,720)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	(\$4,000)	\$92,300	-104%	\$115,720	-103%	(\$23,420)	\$52,493	45%	\$0	\$0	\$0	
Supplies & Services (one-time)	\$4,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: Home Rule election costs
Budget Total	\$0	\$92,300	-100%	\$115,720	-100%	(\$23,420)	\$52,493	45%	\$0	\$0	\$0	

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
10-5222-88 - Revenue Management												
Personnel	\$211,550	\$101,640	108%	\$87,535	142%	\$14,105	\$56,282	64%	\$0	\$0	\$0	\$0 Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$105,465	\$70,655	49%	\$71,525	47%	(\$870)	\$42,851	60%	\$0	\$0	\$0	\$0 Budget Increase: 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)
Internal Charges	(\$317,670)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	(\$655)	\$172,295	-100%	\$159,060	-100%	\$13,235	\$99,133	62%	\$0	\$0	\$0	\$0
Supplies & Services (one-time)	\$650	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget: Phone headset, dual monitor arms
Revenue Management Total	(\$5)	\$172,295	-100%	\$159,060	-100%	\$13,235	\$99,133	62%	\$0	\$0	\$0	
General Fund Totals												
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	
Internal Charges Subtotal	(\$936,160)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$20,195	\$534,765	-96%	\$540,385	-96%	(\$5,620)	\$311,507	58%	\$450,225	\$416,550	\$448,475	
Supplies & Services One-Time Subtotal	\$4,800	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
General Fund Total	\$24,995	\$534,765	-95%	\$540,385	-95%	(\$5,620)	\$311,507	58%	\$450,225	\$416,550	\$448,475	
Wastewater Fund												
59-5222-01 - Administration												
Personnel	\$0	\$58,940	-100%	\$58,940	-100%	\$0	\$36,626	62%	\$0	\$0	\$0	\$0 Budget Decrease: Change in allocations between programs
Administration Total	\$0	\$58,940	-100%	\$58,940	-100%	\$0	\$36,626	62%	\$0	\$0	\$0	
59-5222-04 - Utility Billing												
Personnel	\$0	\$191,870	-100%	\$162,070	-100%	\$29,800	\$102,789	63%	\$239,556	\$236,592	\$205,627	\$0 Budget Decrease: Change in allocations between programs Current Year Under Budget: Estimated vacancy savings
Supplies & Services	\$0	\$155,710	-100%	\$155,710	-100%	\$0	\$91,925	59%	\$175,652	\$170,650	\$181,092	\$0 Budget Decrease: Change in allocations between programs
Utility Billing Total	\$0	\$347,580	-100%	\$317,780	-100%	\$29,800	\$194,714	61%	\$415,208	\$407,242	\$386,719	

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
59-5222-88 - Revenue Management												
Supplies & Services (ongoing)	\$168,850	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs; moved septic maintenance from Wastewater Dept (\$24k), added remittance processing service (\$10k) (Decision Package - CM Recommended)
Internal Charges	\$9,880	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Revenue Management Total	\$178,730	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Wastewater Fund Totals												
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	
Internal Charges Subtotal	\$9,880	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Wastewater Fund Total	\$178,730	\$406,520	-56%	\$376,720	-53%	\$29,800	\$231,340	61%	\$415,208	\$407,242	\$386,719	
Grand Totals												
Personnel Total	\$689,260	\$650,240	6%	\$609,805	13%	\$40,435	\$364,421	60%	\$555,442	\$559,592	\$472,376	
Supplies & Services Ongoing Total	\$435,945	\$291,045	50%	\$307,300	42%	(\$16,255)	\$178,426	58%	\$309,991	\$264,200	\$362,818	
Internal Charges Subtotal	(\$926,280)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$198,925	\$941,285	-79%	\$917,105	-78%	\$24,180	\$542,847	59%	\$865,433	\$823,792	\$835,193	
Supplies & Services One-Time Total	\$4,800	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Grand Total	\$203,725	\$941,285	-78%	\$917,105	-78%	\$24,180	\$542,847	59%	\$865,433	\$823,792	\$835,193	

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 ⁽¹⁾	0.17	0.17
Total	8.17	8.17

Org Unit	Org Description	FY18 FTE	FY17 FTE
General Fund			
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
General Fund Total		8.17	5.72
Wastewater Fund ⁽²⁾			
59-5222-01	Administration	0.00	0.70
59-5222-04	Utility Billing	0.00	1.75
Wastewater Fund Total		0.00	2.45
Grand Total		8.17	8.17

⁽¹⁾ Temporary position

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



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	Budget Building and Automation Software
Department	Financial Services
Program	Budget
Funding Request Type	Ongoing
Source of Funds	General Fund
Additional Explanation	

I. Description of Request

Request to purchase an annual budgeting software subscription to facilitate the development of the City's annual budget development process and budget document. The new budget building and automation software will assist with the development of our approved budget. The budget book is provided to the Council, internal staff and the public, and is made available in our local library, as well as on the City's website. It is also submitted to the GFOA awards program for evaluation of the document as a financial plan, operations guide, policy guide and transparent communication. The development of the budget involves many very long hours in a condensed timeframe.

II. Problem/Issue

A. History/Background

This 300 to 400 page document is produced manually, utilizing staff created spreadsheets/word processing documents. There are no budget reports available in the Springbrook software. Budget data is downloaded and imported into Excel for reporting purposes. This process is extremely time intensive, and is prone to error. While more complicated spreadsheets can help with the efficiencies, they are generally not easily utilized by most Excel users without extensive time tracing through the formulas to have an adequate understanding of the calculations.

B. Does this affect our citizens/customers quality of life? Yes

If yes, then how:

The new software will assist with the development of the budget document, which is the City's financial plan for resources and expenditures. The software will facilitate the development of our budget, and improve our communication to the citizen's about how their tax money will be spent.

C. Is this a traditional government function? Yes

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

D. Does the project/issue relate to the Community Plan (or other master plans)?

No | If other master plan, which? |

If not in a specific plan, how does this fit into the City's priorities?

E. Provide a cost/benefit analysis. What does the City/community get for this investment?

The City and community will receive a more complete budget document, including new areas of analysis and reporting, and receive it more quickly and efficiently. For the Finance staff, a budgeting software package would help to eliminate some of the long stressful work hours.

III. Risk Analysis

A. What happens if this is not done?

If this software is not purchased, then the Financial Service staff will continue to prepare the budget document manually.

B. Show examples of best practices from other cities, if applicable:

C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:

IV. Implementation

A. What is the timeframe for completion of plan and implementation for project/issue?

Multiple companies produce a budget building and automation software products. Identification of the best product for the City will be conducted through product demonstrations, and the purchase will be targeted for Fall 2017, so it can be implemented and utilized in the FY 2019 budget development process. Current packages range from \$15,000 to \$35,000 for an annual subscription, and more research is needed to determine the best package for the City.

B. How will you market/communicate the project/issue to the public?

This software will improve the development of the City's annual budget development process and production of a public budget document.

C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Budget Development Software for Financial Services, Annual Subscription Services	60-5224-21-6247	\$35,000
Total Ongoing Expenditures		\$35,000

Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
		\$0
		\$0
Total One-Time Expenditures		\$0

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

VI. Proposed Cost Savings (If Applicable)		
Please explain any cost savings:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0
Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:		
VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	Remittance Processing
Department	Financial Services
Program	88 – Revenue Management
Funding Request Type	Ongoing
Source of Funds	General Fund
Additional Explanation	

I. Description of Request

The Financial Services Department would like to hire a remittance processor to process monthly wastewater payments that are mailed to the City.

II. Problem/Issue

A. History/Background

The Financial Services Department has plans to implement process improvements that will improve the quality of information provided to City management and identify lost revenue opportunities. These projects include: 1) leveraging the data of the City's Geographic Information System to perform an audit of wastewater accounts to ensure all parcels are being billed properly; 2) reconciling business license data to sales tax data to ensure all license holders are paying their taxes in a timely manner and all taxpayers have a business license; 3) analyzing short term rentals to ensure all of them have a business license and are paying their taxes; and 4) implementing ACH payments for Accounts Payable to reduce the costs and fraud risk of mailing paper checks to vendors.

It is the hope of the Financial Services Department to outsource two time consuming tasks to free up staff to pursue the projects listed above. One task that can be easily outsourced at a reasonable cost is the processing of wastewater payments that are mailed to the City.

B. Does this affect our citizens/customers quality of life? No

If yes, then how:

C. Is this a traditional government function? Yes

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

D. Does the project/issue relate to the Community Plan (or other master plans)?

No If other master plan, which?

If not in a specific plan, how does this fit into the City's priorities?

Paying a third party to process utility payments frees up Financial Services staff time to address citizens at the front counter and over the telephone, as well as pursue process improvements.

E. Provide a cost/benefit analysis. What does the City/community get for this investment?

The prospective vendor would charge \$0.48 per payment processed. On average 1,700 wastewater bills are opened and processed each month by Financial Services staff in a partially automated process. Processing payments accepted over the counter is the most time consuming, followed by payments dropped off in the City's drop box or mailed into the City. By reducing the number of payments processed at the City, the costs to processing payments will go down and will allow staff to perform more value added services.

The remittance processors can achieve economies of scale with the large volumes they manage. The estimated time saved for City staff to process these payments in-house is about 45 hours or more per month. The current labor cost for City staff to do this processing in-house is over \$11,500.

III. Risk Analysis

A. What happens if this is not done?

Remittance processing will be processed through a combined effort of three Accounting Technicians as a top priority each month. These employees' other job responsibilities will be set aside when there are wastewater payments to be processed.

B. Show examples of best practices from other cities, if applicable:

Many cities in the Phoenix metropolitan area use a remittance processor rather than processing utility payments in house. For example, the City of Chandler began using their bank to process utility bills in 2006 which freed up two full time staff to be reassigned to other departments. The City of Chandler saved the cost of two hourly employees and turned over the process to an organization that could process the payments at a much lower cost due to efficiencies of scale.

C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:

The City could hire a temporary employee a few days each month to help during the busiest time of receiving wastewater payments. The proposed solution is recommended instead of hiring a temporary employee because it would be difficult to find a reliable temporary employee willing to work just a few days each month.

IV. Implementation

A. What is the timeframe for completion of plan and implementation for project/issue?

A contract with either Xpress Bill Pay or Wells Fargo Bank would be made effective starting July 1, 2017. The remittance address on citizens' wastewater bills would need to be changed and citizens would need to be notified that their payments will now be mailed to Springville, Utah or Phoenix, Arizona.

B. How will you market/communicate the project/issue to the public?

All wastewater account holders would be notified on their monthly wastewater bills.

C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.

The Financial Services Department already has a performance measure for the percent of wastewater customers paying electronically. This measure will be updated to include the payments mailed to the remittance processor. The FY 2017-2018 target will be 90% payments electronically or through the remittance processor, leaving only 10% of payments dropped off at the City or paid over the counter.

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

The change of remittance address on the wastewater bills can be completed by City staff. It has been tested and would only take a few minutes. The wording of the announcement on customer billing statements would need to be written and submitted to the City's bill printer. This would take a few hours at the maximum. No additional expense is expected.

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Fee per check processed by the remittance processor (\$0.48 per check times 1,700 checks per month times 12 months.)	59-5222-88-6405	\$9,800
		\$0
		\$0
		\$0
Total Ongoing Expenditures		\$9,800

Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
		\$0
		\$0
Total One-Time Expenditures		\$0

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

N/A

VI. Proposed Cost Savings (If Applicable)

Please explain any cost savings:

N/A

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0

Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0

Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:

VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
N/A		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	Collection Agency
Department	Financial Services
Program	88 – Revenue Management
Funding Request Type	Ongoing
Source of Funds	General Fund
Additional Explanation	

I. Description of Request

The Financial Services Department would like to hire a collection agency to assist in collecting payments from delinquent wastewater customers as well as collecting some sales taxes receivable from non-responsive taxpayers who owe the City for taxes prior to December 31, 2015.

II. Problem/Issue

A. History/Background

The Financial Services Department has plans to implement process improvements that will improve the quality of information provided to City management and identify lost revenue opportunities. These projects include: 1) leveraging the data of the City's Geographic Information System to perform an audit of wastewater accounts to ensure all parcels are being billed properly; 2) reconciling business license data to sales tax data to ensure all license holders are paying their taxes in a timely manner and all taxpayers have a business license; 3) analyzing short term rentals to ensure all of them have a business license and are paying their taxes; and 4) implementing ACH payments for Accounts Payable to reduce the costs and fraud risk of mailing paper checks to vendors.

It is the hope of the Financial Services Department to outsource two time consuming tasks to free up staff to pursue the projects listed above. One task that can be easily outsourced at a reasonable cost is the collection of delinquent account balances.

B. Does this affect our citizens/customers quality of life?	No
--	----

If yes, then how:

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C. Is this a traditional government function?	Yes
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If it is not a traditional function, why should the City of Sedona deal with it?

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D. Does the project/issue relate to the Community Plan (or other master plans)?

No	If other master plan, which?
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If not in a specific plan, how does this fit into the City's priorities?

Ensuring that the revenues billed to citizens and other customers of the City are collected is important to keeping wastewater rates as low as possible.

E. Provide a cost/benefit analysis. What does the City/community get for this investment?

The City will get 85% of any past due balances collected by the collection agency on accounts that City staff currently has very little time to collect. City staff spends the limited time they have for collections efforts on the larger accounts that won't be sent to collections, so the amount collected by the collection agency is money that may otherwise be written off.

III. Risk Analysis
A. What happens if this is not done?
Collections activities for difficult customers will be performed as time permits by the Lead Accounting Technician, who has numerous other responsibilities. As past due balances get older, the success rate of collections decreases and the time to collect on each account increases. The amount of past due balances will increase, and more amounts will need to be written off.
B. Show examples of best practices from other cities, if applicable:
Many cities in the Phoenix metropolitan area use Valley Collections Service as their collection agency. For example, the City of Chandler uses a collection agency for its Utility Services division to free up staff to serve customers. Although the City of Chandler performs collections internally for sales tax and business licenses, they determined that using a collection agency was more efficient for their utility collections.
C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:
The City could hire an additional Accounting Technician to focus on collections. The proposed solution of using a collection agency is much less expensive to the City and puts the collections effort in the hands of full time collections experts with a wider range of tools to pursue delinquent customers.
IV. Implementation
A. What is the timeframe for completion of plan and implementation for project/issue?
A contract with Valley Collection Services would be made effective starting July 1, 2017. Delinquent account holders would be notified with a letter from the City and a list of these names and the most recent contact information would be given to Valley Collection Services so they could begin on that day.
B. How will you market/communicate the project/issue to the public?
Since the majority of collections would be on delinquent Wastewater accounts, all account holders would be notified that the City will begin using a collection agency on a monthly wastewater bill. Delinquent customers would also receive a letter notifying them that their account has been sent to collections.
C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.
Wastewater receivables 90 days past due as a percentage of total wastewater receivables is the best way to measure the success of a collection agency.

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

Schedules of past due accounts will need to be regularly submitted to the collection agency and collections from the agency will need to be posted to Springbrook. The initial effort will be time consuming for the Lead Accounting Specialist with some input from the Accounting Supervisor, but once the processes are established, the time commitment should be just a few hours per month.

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Valley Collections fee for accounts collected (15% of accounts deemed appropriate for sending to collections agency, assuming the collection agency can collect 50%).	10-5222-88-6405	\$11,200
		\$0
		\$0
		\$0
Total Ongoing Expenditures		\$11,200

Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
		\$0
		\$0
Total One-Time Expenditures		\$0

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

N/A

VI. Proposed Cost Savings (If Applicable)

Please explain any cost savings:

N/A

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0

Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0

Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:

VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
N/A		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Financial Services Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2018		FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est.		Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget					FY2017 Thru Feb	Amount
General Fund-Administration														
10-5222-01-6005	Salary & Wages	\$147,780.00	\$93,110.00	59%	\$87,610.00	69%	\$5,500.00	\$54,293.26	62%	\$218,701.37	\$221,824.09	\$197,492.51		
													\$147,780.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-01-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$72.56	\$83.16	\$1,947.83		
10-5222-01-6010	Part-Time Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$8,161.26	\$2,319.00	\$0.00		
10-5222-01-6046	Other Allowances	\$2,520.00	\$2,100.00	20%	\$2,100.00	20%	\$0.00	\$1,375.00	65%	\$5,412.50	\$4,400.00	\$2,190.00		
													\$2,520.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-01-6125	FICA	\$11,500.00	\$7,290.00	58%	\$6,890.00	67%	\$400.00	\$4,226.03	61%	\$17,177.63	\$17,261.19	\$13,874.93		
													\$11,500.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-01-6130	ASRS Retirement	\$17,050.00	\$10,800.00	58%	\$10,150.00	68%	\$650.00	\$6,244.20	62%	\$24,678.53	\$26,586.60	\$20,350.66		
													\$17,050.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-01-6134	STD/LTD Insurance	\$410.00	\$470.00	-13%	\$270.00	52%	\$200.00	\$120.73	45%	\$847.96	\$1,214.45	\$1,220.87		
													\$410.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-01-6135	Health/Dental/Life Insurance	\$14,110.00	\$9,740.00	45%	\$7,040.00	100%	\$2,700.00	\$4,522.13	64%	\$40,027.86	\$48,510.15	\$28,849.35		
													\$14,110.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-01-6136	Workers Compensation Insurance	\$270.00	\$230.00	17%	\$230.00	17%	\$0.00	\$107.00	47%	\$806.00	\$801.25	\$822.51		
													\$270.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
	Administration - Personnel Costs Subtotal	\$193,640.00	\$123,740.00	56%	\$114,290.00	69%	\$9,450.00	\$70,888.35	62%	\$315,885.67	\$322,999.89	\$266,748.66		
10-5222-01-6024	Meals	\$0.00	\$0.00	N/A	\$115.00	-100%	(\$115.00)	\$112.87	98%	\$0.00	\$0.00	\$0.00		
10-5222-01-6210	Printing/Office Supplies	\$4,000.00	\$4,000.00	0%	\$4,000.00	0%	\$0.00	\$1,920.49	48%	\$1,160.45	\$401.39	\$0.00		
													\$1,500.00	CAFR printing costs - ongoing
													\$2,500.00	General office supplies - ongoing
10-5222-01-6212	Postage	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,500.00	\$0.00	\$998.57		
10-5222-01-6214	Uniform Expenses	\$120.00	\$120.00	0%	\$120.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00		
													\$120.00	Logo shirts for dept staff - ongoing
10-5222-01-6225	Service Charges	\$79,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$30,000.00	ADOR charges - ongoing - moved from 10-5245-01
													\$7,000.00	Bank account fees - ongoing - moved from 10-5245-01
													\$25,000.00	Estimated merchant services fees for paid parking program - ongoing
													\$15,000.00	Merchant services fees - ongoing - moved from 10-5245-01
													\$500.00	Safekeeping charges - ongoing - moved from 10-5245-01

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Financial Services Department

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5222-01-6244	Office Furniture - Non Capital	\$1,000.00	\$1,000.00	0%	\$1,000.00	0%	\$0.00	\$0.00	0%	\$5,696.02	\$0.00	\$0.00	\$2,000.00	Xpress Bill Pay fees - ongoing - moved from 10-5245-01
10-5222-01-6245	Office Equipment - Non Capital	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$396.00	\$0.00	\$0.00	\$1,000.00	Chair replacements - ongoing
10-5222-01-6405	Professional Services	\$5,000.00	\$3,300.00	52%	\$3,300.00	52%	\$0.00	\$656.25	20%	\$94,338.25	\$65,668.60	\$158,999.33	\$5,000.00	Miscellaneous consulting services - ongoing
10-5222-01-6455	Audit	\$50,000.00	\$37,500.00	33%	\$52,500.00	-5%	(\$15,000.00)	\$36,096.75	69%	\$23,910.75	\$16,365.00	\$19,301.56	\$50,000.00	Audit services - ongoing (includes prior direct charges to WW to be allocated via indirect cost allocation plan)
10-5222-01-6505	Rent	\$1,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,500.00	Storage rent - ongoing - moved from 10-5245-01
10-5222-01-6511	Advertising	\$1,000.00	\$1,000.00	0%	\$1,000.00	0%	\$0.00	\$0.00	0%	\$1,106.00	\$4,038.35	\$672.00	\$1,000.00	Miscellaneous notices - ongoing
10-5222-01-6703	Dues/Subscriptions/Licenses	\$3,655.00	\$3,655.00	0%	\$3,655.00	0%	\$0.00	\$1,036.00	28%	\$2,479.52	\$1,590.34	\$1,754.44	\$65.00	AGA dues - ongoing
													\$500.00	AICPA dues - ongoing
													\$500.00	ASCPA dues - ongoing
													\$700.00	CPA license renewals - ongoing
													\$300.00	GASB subscription - ongoing
													\$1,000.00	GFOA CAFR submission fees - ongoing
													\$400.00	GFOA membership fees - ongoing
													\$120.00	GFOAZ membership fees - ongoing
													\$70.00	Red Rock News subscription - ongoing
10-5222-01-6710	Special Programs	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$50.00	∞	\$0.00	\$0.00	\$0.00	\$2,000.00	Continuing professional education credits - ongoing
10-5222-01-6750	Travel & Training	\$9,000.00	\$9,000.00	0%	\$9,000.00	0%	\$0.00	\$2,033.20	23%	\$2,752.18	\$5,486.89	\$0.00	\$5,000.00	GFOA conferences and trainings - ongoing
													\$2,000.00	GFOAZ conferences and trainings - ongoing
Administration - Supplies & Services Costs Subtotal		\$154,775.00	\$59,575.00	160%	\$74,690.00	107%	(\$15,115.00)	\$41,905.56	56%	\$134,339.17	\$93,550.57	\$181,725.90		
10-5222-01-7100	Admin Indirect Cost Allocation	\$6,880.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-01-7110	HR Indirect Cost Allocations	\$5,110.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-01-7120	Finance Indirect Cost Alloc.	(\$364,250.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-01-7130	IT Indirect Cost Allocations	\$21,390.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-01-7140	Legal Indirect Cost Allocation	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-01-7160	General Indirect Cost Alloc.	\$3,370.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-01-7170	Facilities Indirect Cost Alloc	\$3,590.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Administration - Internal Charges Subtotal		(\$323,410.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Administration Total		\$25,005.00	\$183,315.00	-86%	\$188,980.00	-87%	(\$5,665.00)	\$112,793.91	60%	\$450,224.84	\$416,550.46	\$448,474.56		
General Fund-Payroll														
10-5222-11-6005	Salary & Wages	\$42,100.00	\$34,850.00	21%	\$26,150.00	61%	\$8,700.00	\$15,903.66	61%	\$0.00	\$0.00	\$0.00		
10-5222-11-6125	FICA	\$3,230.00	\$2,670.00	21%	\$1,970.00	64%	\$700.00	\$1,188.75	60%	\$0.00	\$0.00	\$0.00	\$42,100.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Financial Services Department

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
10-5222-11-6130	ASRS Retirement	\$4,780.00	\$3,960.00	21%	\$3,010.00	59%	\$950.00	\$1,804.83	60%	\$0.00	\$0.00	\$0.00	\$3,230.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-11-6134	STD/LTD Insurance	\$160.00	\$180.00	-11%	\$140.00	14%	\$40.00	\$55.08	39%	\$0.00	\$0.00	\$0.00	\$4,780.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-11-6135	Health/Dental/Life Insurance	\$7,400.00	\$5,080.00	46%	\$5,000.00	48%	\$80.00	\$3,175.47	64%	\$0.00	\$0.00	\$0.00	\$160.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-11-6136	Workers Compensation Insurance	\$80.00	\$90.00	-11%	\$60.00	33%	\$30.00	\$25.00	42%	\$0.00	\$0.00	\$0.00	\$7,400.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
	Payroll - Personnel Costs Subtotal	\$57,750.00	\$46,830.00	23%	\$36,330.00	59%	\$10,500.00	\$22,152.79	61%	\$0.00	\$0.00	\$0.00	\$80.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-11-6214	Uniform Expenses	\$60.00	\$60.00	0%	\$60.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$60.00	Logo shirts for dept staff - ongoing
10-5222-11-6703	Dues/Subscriptions/Licenses	\$775.00	\$775.00	0%	\$775.00	0%	\$0.00	\$219.00	28%	\$0.00	\$0.00	\$0.00	\$275.00	American Payroll Association - ongoing
10-5222-11-6750	Travel & Training	\$0.00	\$0.00	N/A	\$120.00	-100%	(\$120.00)	\$120.00	100%	\$0.00	\$0.00	\$0.00	\$500.00	FLSA updates and subscription - ongoing
	Payroll - Supplies & Services Costs Subtotal	\$835.00	\$835.00	0%	\$955.00	-13%	(\$120.00)	\$339.00	35%	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-11-7100	Admin Indirect Cost Allocation	\$3,540.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-11-7110	HR Indirect Cost Allocations	\$2,630.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-11-7120	Finance Indirect Cost Alloc.	(\$95,690.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-11-7130	IT Indirect Cost Allocations	\$28,060.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-11-7160	General Indirect Cost Alloc.	\$1,020.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-11-7170	Facilities Indirect Cost Alloc	\$1,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
	Payroll - Internal Charges Subtotal	(\$58,590.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
	General Fund-Payroll Total	(\$5.00)	\$47,665.00	-100%	\$37,285.00	-100%	\$10,380.00	\$22,491.79	60%	\$0.00	\$0.00	\$0.00		
General Fund-Payables/Purchasing														
10-5222-12-6005	Salary & Wages	\$65,420.00	\$28,160.00	132%	\$28,160.00	132%	\$0.00	\$17,636.58	63%	\$0.00	\$0.00	\$0.00	\$65,420.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-12-6125	FICA	\$5,010.00	\$2,160.00	132%	\$2,160.00	132%	\$0.00	\$1,321.75	61%	\$0.00	\$0.00	\$0.00	\$5,010.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-12-6130	ASRS Retirement	\$7,420.00	\$3,200.00	132%	\$3,200.00	132%	\$0.00	\$2,001.40	63%	\$0.00	\$0.00	\$0.00	\$7,420.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-12-6134	STD/LTD Insurance	\$240.00	\$150.00	60%	\$150.00	60%	\$0.00	\$61.24	41%	\$0.00	\$0.00	\$0.00	\$240.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan

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Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5222-12-6135	Health/Dental/Life Insurance	\$11,150.00	\$5,450.00	105%	\$5,450.00	105%	\$0.00	\$3,407.21	63%	\$0.00	\$0.00	\$0.00	\$240.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-12-6136	Workers Compensation Insurance	\$120.00	\$70.00	71%	\$70.00	71%	\$0.00	\$32.00	46%	\$0.00	\$0.00	\$0.00	\$11,150.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
	Payables/Purchasing - Personnel Costs Subtotal	\$89,360.00	\$39,190.00	128%	\$39,190.00	128%	\$0.00	\$24,460.18	62%	\$0.00	\$0.00	\$0.00	\$120.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-12-6210	Printing/Office Supplies	\$200.00	\$0.00	∞	\$150.00	33%	(\$150.00)	\$134.76	90%	\$0.00	\$0.00	\$0.00	\$200.00	1099 forms and miscellaneous supplies - ongoing
10-5222-12-6214	Uniform Expenses	\$60.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$60.00	Logo shirts for dept staff - ongoing
10-5222-12-6244	Office Furniture - Non Capital	\$150.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$150.00	Basic dual monitor arm - one-time
	Payables/Purchasing - Supplies & Services Costs Subtotal	\$410.00	\$0.00	∞	\$150.00	173%	(\$150.00)	\$134.76	90%	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-12-7100	Admin Indirect Cost Allocation	\$5,420.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-12-7110	HR Indirect Cost Allocations	\$4,030.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-12-7120	Finance Indirect Cost Alloc.	(\$120,900.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-12-7130	IT Indirect Cost Allocations	\$14,260.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-12-7160	General Indirect Cost Alloc.	\$4,590.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5222-12-7170	Facilities Indirect Cost Alloc	\$2,830.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
	Payables/Purchasing - Internal Charges Subtotal	(\$89,770.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
	General Fund-Payables/Purchasing Total	\$0.00	\$39,190.00	-100%	\$39,340.00	-100%	(\$150.00)	\$24,594.94	63%	\$0.00	\$0.00	\$0.00		
General Fund-Budget														
10-5222-14-6005	Salary & Wages	\$104,390.00	\$68,110.00	53%	\$84,810.00	23%	(\$16,700.00)	\$39,077.89	46%	\$0.00	\$0.00	\$0.00	\$104,390.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-14-6046	Other Allowances	\$1,680.00	\$1,260.00	33%	\$1,260.00	33%	\$0.00	\$735.00	58%	\$0.00	\$0.00	\$0.00	\$1,680.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-14-6125	FICA	\$8,120.00	\$5,310.00	53%	\$6,490.00	25%	(\$1,180.00)	\$2,961.24	46%	\$0.00	\$0.00	\$0.00	\$8,120.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-14-6130	ASRS Retirement	\$12,030.00	\$7,870.00	53%	\$9,770.00	23%	(\$1,900.00)	\$4,514.79	46%	\$0.00	\$0.00	\$0.00	\$12,030.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-14-6134	STD/LTD Insurance	\$300.00	\$350.00	-14%	\$350.00	-14%	\$0.00	\$82.41	24%	\$0.00	\$0.00	\$0.00	\$300.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-14-6135	Health/Dental/Life Insurance	\$10,250.00	\$4,960.00	107%	\$8,560.00	20%	(\$3,600.00)	\$3,782.67	44%	\$0.00	\$0.00	\$0.00	\$300.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan

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													Amount	Description
10-5222-14-6136	Workers Compensation Insurance	\$190.00	\$170.00	12%	\$210.00	-10%	(\$40.00)	\$69.00	33%	\$0.00	\$0.00	\$0.00	\$10,250.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
	Budget - Personnel Costs Subtotal	\$136,960.00	\$88,030.00	56%	\$111,450.00	23%	(\$23,420.00)	\$51,223.00	46%	\$0.00	\$0.00	\$0.00	\$190.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-14-6024	Meals	\$300.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$300.00	Meals for Citizens Budget Work Group and Revenue Forecast Work Group meetings - ongoing
10-5222-14-6210	Printing/Office Supplies	\$1,200.00	\$1,000.00	20%	\$1,000.00	20%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$1,000.00	Budget printing costs - ongoing
10-5222-14-6214	Uniform Expenses	\$60.00	\$60.00	0%	\$60.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$200.00	Miscellaneous supplies - ongoing
10-5222-14-6511	Advertising	\$7,000.00	\$2,000.00	250%	\$2,000.00	250%	\$0.00	\$840.00	42%	\$0.00	\$0.00	\$0.00	\$60.00	Logo shirts for dept staff - ongoing
													\$3,000.00	Budget notices - ongoing
													\$3,000.00	Home Rule election postcards - one-time
													\$1,000.00	Home Rule newspaper advertisement - one-time
10-5222-14-6703	Dues/Subscriptions/Licenses	\$700.00	\$710.00	-1%	\$710.00	-1%	\$0.00	\$330.00	46%	\$0.00	\$0.00	\$0.00	\$500.00	GFOA budget submission fees - ongoing
													\$200.00	GFOA membership - ongoing
10-5222-14-6750	Travel & Training	\$500.00	\$500.00	0%	\$500.00	0%	\$0.00	\$100.00	20%	\$0.00	\$0.00	\$0.00	\$500.00	Continuing education credits - ongoing
	Budget - Supplies & Services Costs Subtotal	\$9,760.00	\$4,270.00	129%	\$4,270.00	129%	\$0.00	\$1,270.00	30%	\$0.00	\$0.00	\$0.00		
10-5222-14-7100	Admin Indirect Cost Allocation	\$5,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-14-7110	HR Indirect Cost Allocations	\$3,720.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-14-7120	Finance Indirect Cost Alloc.	(\$175,430.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-14-7130	IT Indirect Cost Allocations	\$15,700.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-14-7160	General Indirect Cost Alloc.	\$1,680.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-14-7170	Facilities Indirect Cost Alloc	\$2,610.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Budget - Internal Charges Subtotal	(\$146,720.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Budget Total	\$0.00	\$92,300.00	-100%	\$115,720.00	-100%	(\$23,420.00)	\$52,493.00	45%	\$0.00	\$0.00	\$0.00		
General Fund-Revenue Management														
10-5222-88-6005	Salary & Wages	\$139,380.00	\$66,550.00	109%	\$57,400.00	143%	\$9,150.00	\$36,203.90	63%	\$0.00	\$0.00	\$0.00		
													\$139,380.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-88-6010	Part-Time Wages	\$0.00	\$4,340.00	-100%	\$4,340.00	-100%	\$0.00	\$3,735.00	86%	\$0.00	\$0.00	\$0.00		
10-5222-88-6011	Temp Wages	\$4,320.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$4,320.00	Temp help with business license renewals and misc projects
10-5222-88-6125	FICA	\$11,000.00	\$5,430.00	103%	\$4,430.00	148%	\$1,000.00	\$2,890.43	65%	\$0.00	\$0.00	\$0.00		
													\$11,000.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-88-6130	ASRS Retirement	\$16,300.00	\$7,550.00	116%	\$6,450.00	153%	\$1,100.00	\$4,045.45	63%	\$0.00	\$0.00	\$0.00		

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Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5222-88-6134	STD/LTD Insurance	\$540.00	\$340.00	59%	\$305.00	77%	\$35.00	\$125.30	41%	\$0.00	\$0.00	\$0.00	\$16,300.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-88-6135	Health/Dental/Life Insurance	\$39,750.00	\$17,250.00	130%	\$14,450.00	175%	\$2,800.00	\$9,208.23	64%	\$0.00	\$0.00	\$0.00	\$540.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-88-6136	Workers Compensation Insurance	\$260.00	\$180.00	44%	\$160.00	63%	\$20.00	\$74.00	46%	\$0.00	\$0.00	\$0.00	\$39,750.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
	Revenue Management - Personnel Costs Subtotal	\$211,550.00	\$101,640.00	108%	\$87,535.00	142%	\$14,105.00	\$56,282.31	64%	\$0.00	\$0.00	\$0.00	\$260.00	Includes prior direct charges to WW to be allocated via indirect cost allocation plan
10-5222-88-6210	Printing/Office Supplies	\$1,250.00	\$0.00	∞	\$650.00	92%	(\$650.00)	\$644.25	99%	\$0.00	\$0.00	\$0.00	\$1,000.00	Envelopes and miscellaneous supplies - ongoing
10-5222-88-6212	Postage	\$2,550.00	\$2,550.00	0%	\$2,750.00	-7%	(\$200.00)	\$2,730.00	99%	\$0.00	\$0.00	\$0.00	\$250.00	Phone headset - one-time
10-5222-88-6214	Uniform Expenses	\$240.00	\$180.00	33%	\$180.00	33%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$2,550.00	Bulk mailing/business license renewals - ongoing
10-5222-88-6244	Office Furniture - Non Capital	\$400.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$240.00	Logo shirts for dept staff - ongoing
10-5222-88-6405	Professional Services	\$101,200.00	\$67,500.00	50%	\$67,500.00	50%	\$0.00	\$39,375.00	58%	\$0.00	\$0.00	\$0.00	\$150.00	Basic dual monitor arm - one-time
													\$250.00	Deluxe dual monitor arm - one-time
10-5222-88-6452	Recording Fees	\$50.00	\$0.00	∞	\$20.00	150%	(\$20.00)	\$8.00	40%	\$0.00	\$0.00	\$0.00	\$11,200.00	Decision Package: Collection agency (CM Recommended)
10-5222-88-6703	Dues/Subscriptions/Licenses	\$425.00	\$425.00	0%	\$425.00	0%	\$0.00	\$93.85	22%	\$0.00	\$0.00	\$0.00	\$90,000.00	Sales Tax audit services - ongoing (includes prior direct charges to WW to be allocated via indirect cost allocation plan)
	Revenue Management - Supplies & Services Costs Subtotal	\$106,115.00	\$70,655.00	50%	\$71,525.00	48%	(\$870.00)	\$42,851.10	60%	\$0.00	\$0.00	\$0.00	\$50.00	Miscellaneous recording fees - ongoing
10-5222-88-7100	Admin Indirect Cost Allocation	\$12,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$350.00	LexisNexis search fees - ongoing
10-5222-88-7110	HR Indirect Cost Allocations	\$9,820.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$45.00	Public notary renewal - ongoing
10-5222-88-7120	Finance Indirect Cost Alloc.	(\$426,840.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$30.00	Surety bond - ongoing
10-5222-88-7130	IT Indirect Cost Allocations	\$34,170.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-88-7140	Legal Indirect Cost Allocation	\$29,690.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-88-7150	Clerk Indirect Cost Allocation	\$5,280.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-88-7160	General Indirect Cost Alloc.	\$10,810.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5222-88-7170	Facilities Indirect Cost Alloc	\$6,900.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Revenue Management - Internal Charges Subtotal	(\$317,670.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Revenue Management Total	(\$5.00)	\$172,295.00	-100%	\$159,060.00	-100%	\$13,235.00	\$99,133.41	62%	\$0.00	\$0.00	\$0.00		

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Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Amount	Description
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.								
Wastewater Enterprise Fund-Administration															
59-5222-01-6005	Salary & Wages	\$0.00	\$44,560.00	-100%	\$44,560.00	-100%	\$0.00	\$27,849.84	62%	\$0.00	\$0.00	\$0.00			
59-5222-01-6046	Other Allowances	\$0.00	\$840.00	-100%	\$840.00	-100%	\$0.00	\$490.00	58%	\$0.00	\$0.00	\$0.00			
59-5222-01-6125	FICA	\$0.00	\$3,480.00	-100%	\$3,480.00	-100%	\$0.00	\$2,104.43	60%	\$0.00	\$0.00	\$0.00			
59-5222-01-6130	ASRS Retirement	\$0.00	\$5,150.00	-100%	\$5,150.00	-100%	\$0.00	\$3,213.72	62%	\$0.00	\$0.00	\$0.00			
59-5222-01-6134	STD/LTD Insurance	\$0.00	\$230.00	-100%	\$230.00	-100%	\$0.00	\$66.21	29%	\$0.00	\$0.00	\$0.00			
59-5222-01-6135	Health/Dental/Life Insurance	\$0.00	\$4,570.00	-100%	\$4,570.00	-100%	\$0.00	\$2,849.16	62%	\$0.00	\$0.00	\$0.00			
59-5222-01-6136	Workers Compensation Insurance	\$0.00	\$110.00	-100%	\$110.00	-100%	\$0.00	\$53.00	48%	\$0.00	\$0.00	\$0.00			
	Administration - Personnel Costs Subtotal	\$0.00	\$58,940.00	-100%	\$58,940.00	-100%	\$0.00	\$36,626.36	62%	\$0.00	\$0.00	\$0.00			
	Wastewater Enterprise Fund-Administration Total	\$0.00	\$58,940.00	-100%	\$58,940.00	-100%	\$0.00	\$36,626.36	62%	\$0.00	\$0.00	\$0.00			
Wastewater Enterprise Fund-Utility Billing															
59-5222-04-6005	Salary & Wages	\$0.00	\$128,250.00	-100%	\$110,800.00	-100%	\$17,450.00	\$70,365.61	64%	\$0.00	\$0.00	\$0.00			
59-5222-04-6125	FICA	\$0.00	\$9,820.00	-100%	\$8,020.00	-100%	\$1,800.00	\$5,099.03	64%	\$0.00	\$0.00	\$0.00			
59-5222-04-6130	ASRS Retirement	\$0.00	\$14,550.00	-100%	\$12,370.00	-100%	\$2,180.00	\$7,779.47	63%	\$0.00	\$0.00	\$0.00			
59-5222-04-6134	STD/LTD Insurance	\$0.00	\$650.00	-100%	\$620.00	-100%	\$30.00	\$253.03	41%	\$0.00	\$0.00	\$0.00			
59-5222-04-6135	Health/Dental/Life Insurance	\$0.00	\$38,280.00	-100%	\$29,980.00	-100%	\$8,300.00	\$19,157.54	64%	\$0.00	\$0.00	\$0.00			
59-5222-04-6136	Workers Compensation Insurance	\$0.00	\$320.00	-100%	\$280.00	-100%	\$40.00	\$134.00	48%	\$0.00	\$0.00	\$0.00			
59-5250-04-6005	Salary & Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$166,231.77	\$159,359.27	\$145,341.04			
59-5250-04-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$40.30	\$390.62	\$2,412.72			
59-5250-04-6010	Part-Time Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$719.88	\$717.00	\$0.00			
59-5250-04-6046	Other Allowances	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$60.00			
59-5250-04-6125	FICA	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$12,233.83	\$11,977.64	\$10,641.40			
59-5250-04-6130	ASRS Retirement	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$18,662.38	\$21,549.33	\$15,062.24			
59-5250-04-6134	STD/LTD Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$788.22	\$860.95	\$814.24			
59-5250-04-6135	Health/Dental/Life Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$40,292.16	\$41,178.22	\$30,841.64			
59-5250-04-6136	Workers Compensation Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$587.00	\$559.07	\$453.76			
	Utility Billing - Personnel Costs Subtotal	\$0.00	\$191,870.00	-100%	\$162,070.00	-100%	\$29,800.00	\$102,788.68	63%	\$239,555.54	\$236,592.10	\$205,627.04			
59-5222-04-6210	Printing/Office Supplies	\$0.00	\$200.00	-100%	\$200.00	-100%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00			
59-5222-04-6212	Postage	\$0.00	\$45,000.00	-100%	\$45,000.00	-100%	\$0.00	\$20,000.00	44%	\$0.00	\$0.00	\$0.00			
59-5222-04-6214	Uniform Expenses	\$0.00	\$60.00	-100%	\$60.00	-100%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00			
59-5222-04-6225	Service Charges	\$0.00	\$55,100.00	-100%	\$55,100.00	-100%	\$0.00	\$38,524.70	70%	\$0.00	\$0.00	\$0.00			
59-5222-04-6405	Professional Services	\$0.00	\$37,000.00	-100%	\$37,000.00	-100%	\$0.00	\$21,327.97	58%	\$0.00	\$0.00	\$0.00			
59-5222-04-6452	Recording Fees	\$0.00	\$500.00	-100%	\$500.00	-100%	\$0.00	\$337.00	67%	\$0.00	\$0.00	\$0.00			
59-5222-04-6455	Audit	\$0.00	\$12,500.00	-100%	\$12,500.00	-100%	\$0.00	\$9,956.25	80%	\$0.00	\$0.00	\$0.00			
59-5222-04-6703	Dues/Subscriptions/Licenses	\$0.00	\$350.00	-100%	\$350.00	-100%	\$0.00	\$93.85	27%	\$0.00	\$0.00	\$0.00			
59-5222-04-6735	Water Conservation	\$0.00	\$5,000.00	-100%	\$5,000.00	-100%	\$0.00	\$1,685.50	34%	\$0.00	\$0.00	\$0.00			
59-5250-04-6212	Postage	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$30,000.00	\$20,000.00	\$30,000.00			
59-5250-04-6225	Service Charges	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$56,549.94	\$71,796.26	\$90,106.67			
59-5250-04-6407	Professional/Contracted Serv	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$60,187.66	\$43,926.97	\$34,690.65			
59-5250-04-6436	Hardware/Software Maint & Supp	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$14,112.33	\$19,760.61	\$8,864.02			
59-5250-04-6452	Recording Fees	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$632.00	\$0.00	\$290.00			
59-5250-04-6455	Audit	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$11,340.00	\$11,535.00	\$13,183.00			
59-5250-04-6703	Dues/Subscriptions/Licenses	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$22.35	\$0.00	\$313.46			
59-5250-04-6732	Office Maintenance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$2,594.00			
59-5250-04-6735	Water Conservation	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,808.10	\$3,630.95	\$1,050.00			
	Utility Billing - Supplies & Services Costs Subtotal	\$0.00	\$155,710.00	-100%	\$155,710.00	-100%	\$0.00	\$91,925.27	59%	\$175,652.38	\$170,649.79	\$181,091.80			
	Wastewater Enterprise Fund-Utility Billing Total	\$0.00	\$347,580.00	-100%	\$317,780.00	-100%	\$29,800.00	\$194,713.95	61%	\$415,207.92	\$407,241.89	\$386,718.84			
Wastewater Enterprise Fund-Revenue Management															
59-5222-88-6210	Printing/Office Supplies	\$200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			Miscellaneous supplies - ongoing - moved from 59-5222-04
59-5222-88-6212	Postage	\$45,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			Wastewater bills - ongoing - moved from 59-5222-04
59-5222-88-6225	Service Charges	\$69,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			ADOR charges - ongoing - moved from 59-5222-04

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Financial Services Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details		
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.							Amount	Description	
																Bank account fees - ongoing - moved from 59-5222-04
														\$7,000.00		
														\$35,000.00		Merchant services - ongoing - moved from 59-5222-04
														\$20,000.00		Xpress Bill Pay fees - ongoing - moved from 59-5222-04
59-5222-88-6405	Professional Services	\$24,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
														\$500.00		Arizona Water Company - water based billing history - ongoing
														\$9,800.00		Decision Package: Remittance processing (CM Recommended)
														\$14,500.00		Monthly and late notices (AIS) - ongoing - moved from 59-5222-04
59-5222-88-6452	Recording Fees	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
														\$500.00		Liens and releases for collections - ongoing - moved from 59-5222-04
59-5222-88-6703	Dues/Subscriptions/Licenses	\$350.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
														\$350.00		LexisNexis search fees - ongoing - moved from 59-5222-04
59-5222-88-6735	Water Conservation	\$5,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
														\$5,000.00		Low-flow toilet rebate program - ongoing - moved from 59-5222-04
59-5222-88-6755	Septic Maintenance	\$24,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
														\$24,000.00		Cluster agreements - ongoing - moved from 59-5253-56
	Revenue Management - Supplies & Services Costs Subtotal	\$168,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5222-88-7120	Finance Indirect Cost Alloc.	\$8,410.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5222-88-7130	IT Indirect Cost Allocations	\$220.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5222-88-7160	General Indirect Cost Alloc.	\$1,250.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Revenue Management - Internal Charges Subtotal	\$9,880.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Wastewater Enterprise Fund-Revenue Management Total	\$178,730.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			

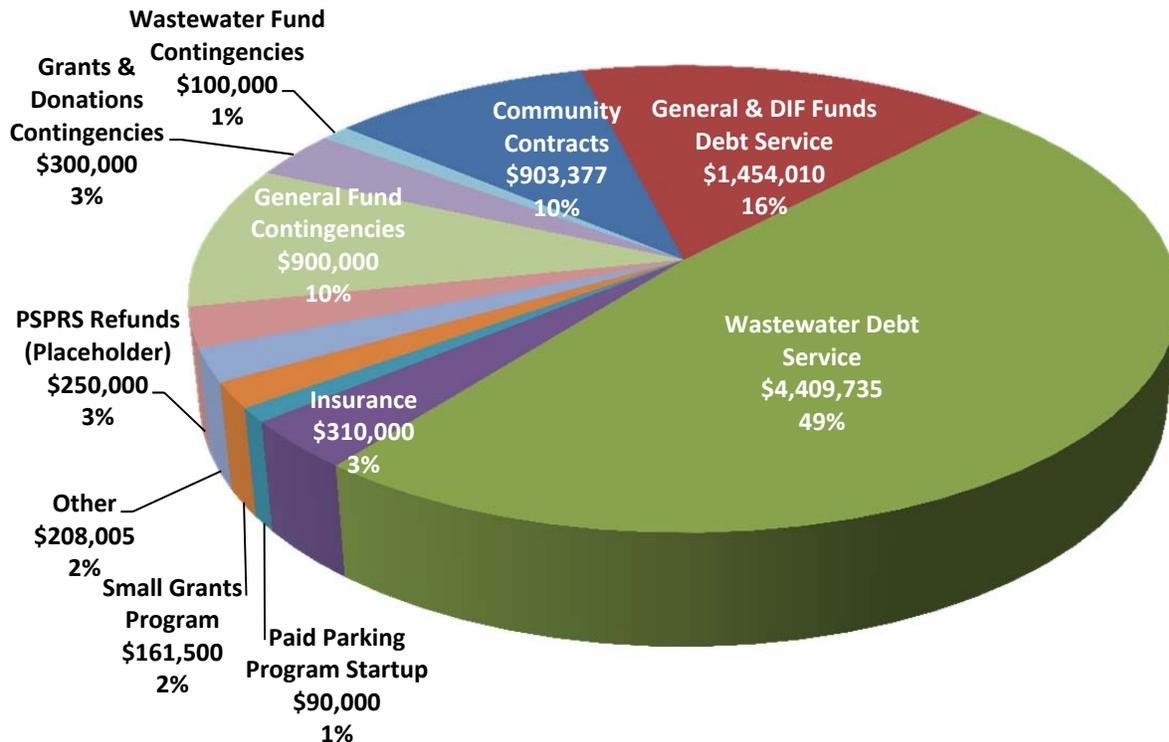
GENERAL SERVICES

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: \$9,086,627



SMALL GRANTS PROGRAM	FY 15 Actual	FY 16 Actual	FY 17 Estimate	FY 18 Target
Number of grants awarded	17	18	22	
Average award amount	\$8,588	\$8,506	\$6,818	
Range of awards	\$1,200 - \$30,000	\$100 - \$28,000	\$500 - \$23,300	
Total awarded	\$146,000	\$153,100	\$150,000	

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
General Fund											
10-5245/6-01 - Administration	\$1,578,985	\$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	\$242,616	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5245-93 - Community Contracts - Public Transportation	\$178,586	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
General Fund Total	\$3,913,672	\$4,830,593	-19%	\$4,228,738	-7%	\$601,855	\$3,101,284	73%	\$4,071,785	\$3,889,467	\$3,082,746
Grants & Donations Funds											
GD-5246-01 - Administration	\$300,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Grants & Donations Funds Total	\$300,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Development Impact Fees Funds											
DIF-5245/5720-15 - Debt Service	\$22,700	\$21,198	7%	\$21,198	7%	\$0	\$7,066	33%	\$19,177	\$0	\$0
Development Impact Fees Funds Total	\$22,700	\$21,198	7%	\$21,198	7%	\$0	\$7,066	33%	\$19,177	\$0	\$0
Wastewater Fund											
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
Wastewater Fund Total	\$4,484,855	\$5,151,325	-13%	\$5,151,325	-13%	\$0	\$1,715,605	33%	\$5,698,014	\$6,604,021	\$6,519,493

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
GRAND TOTALS											
Administration	\$1,953,985	\$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	\$903,377	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Grand Totals	\$8,721,227	\$10,003,116	-13%	\$9,401,261	-7%	\$601,855	\$4,823,955	51%	\$9,788,976	\$10,493,488	\$9,602,239
Grand Totals (excluded charges allocated to other departments)	\$9,086,627	\$9,973,116	-9%	\$9,401,261	-3%	\$571,855	\$4,823,955	51%	\$9,788,976	\$10,493,488	\$9,602,239

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
General Fund												
10-5245/6-01 - Administration												
Personnel (ongoing)	\$139,150	(\$37,354)	-473%	\$6,700	1977%	(\$44,054)	\$3,046	45%	\$9,959	(\$6,803)	\$7,187	Budget Decrease: Reduction of market study adjustments (\$21k), reduction of vacancy offset budgeted as negative (\$175k), added placeholder for short-term disability backfill Current Year Over Budget: 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	Budget Decrease: 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)
Internal Charges	(\$354,600)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Contingencies	\$900,000	\$810,000	11%	\$0	∞	\$810,000	\$0	N/A	\$0	\$0	\$0	Budget Increase: FY17 budget transfer for emergency project (\$90k)
Ongoing Total	\$1,328,985	\$4,079,425	-67%	\$3,542,570	-62%	\$536,855	\$2,870,962	81%	\$3,321,972	\$3,116,499	\$2,201,146	
Personnel (one-time)	\$250,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: 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	
One-Time Total	\$250,000	\$751,168	-67%	\$686,168	-64%	\$65,000	\$230,322	34%	\$741,592	\$763,606	\$866,984	
Administration Total	\$1,578,985	\$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												
Capital & Debt Service	\$1,431,310	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Debt Service Total	\$1,431,310	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
10-5245-30 - Insurance												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$4,306	
Insurance Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$4,306	
10-5245-41 - Arts & Culture												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$8,221	\$9,362	\$10,004	
Arts & Culture Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$8,221	\$9,362	\$10,004	
10-5245-85 - General Use												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$306	
General Use Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$306	

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
10-5245-90 - Community Contracts - Public Safety												
Supplies & Services (Ongoing)	\$54,395	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Community Contracts - Public Safety Total	\$54,395	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
10-5245-91 - Community Contracts - Culture & Recreation												
Supplies & Services (Ongoing)	\$427,780	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Community Contracts - Culture & Recreation Total	\$427,780	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
10-5245-92 - Community Contracts - Health & Welfare												
Supplies & Services (Ongoing)	\$242,616	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Community Contracts - Health & Welfare Total	\$242,616	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
10-5245-93 - Community Contracts - Public Transportation												
Supplies & Services (Ongoing)	\$178,586	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Community Contracts - Public Transportation Total	\$178,586	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
General Fund Totals												
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	\$1,547,812	\$3,306,779	-53%	\$3,535,870	-56%	(\$229,091)	\$2,867,916	81%	\$3,320,234	\$3,132,664	\$2,208,574	
Internal Charges Subtotal	(\$354,600)	\$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	
Ongoing Subtotal	\$2,232,362	\$4,079,425	-45%	\$3,542,570	-37%	\$536,855	\$2,870,962	81%	\$3,330,193	\$3,125,861	\$2,215,762	
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	
One-Time Subtotal	\$1,681,310	\$751,168	124%	\$686,168	145%	\$65,000	\$230,322	34%	\$741,592	\$763,606	\$866,984	
General Fund Total	\$3,913,672	\$4,830,593	-19%	\$4,228,738	-7%	\$601,855	\$3,101,284	73%	\$4,071,785	\$3,889,467	\$3,082,746	
Grants & Donations Funds												
GD-5246-01 - Administration												
Contingencies	\$300,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: FY17 budget transferred to allocate to CDBG grant and other grants/donations
Grants & Donations Funds Total	\$300,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Development Impact Fees Funds												
DIF-5245/5720-15 - Debt Service												
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
Development Impact Fees Funds Total	\$22,700	\$21,198	7%	\$21,198	7%	\$0	\$7,066	33%	\$19,177	\$0	\$0	

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
Wastewater Fund												
59-5245/6-01 - Administration												
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
Departmental Allocations Total	\$75,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
59-5250-02 - Departmental Allocations												
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	
Departmental Allocations Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$285,768	\$234,402	\$195,025	
59-5250/5-15 - Debt Service												
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
Debt Service Total	\$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	
Wastewater Fund Totals												
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	
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	
Ongoing Subtotal	\$75,120	\$0	∞	\$0	∞	\$0	\$0	N/A	\$285,768	\$234,402	\$195,025	
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	
Wastewater Fund Total	\$4,484,855	\$5,151,325	-13%	\$5,151,325	-13%	\$0	\$1,715,605	33%	\$5,698,014	\$6,604,021	\$6,519,493	
Grand Totals												
Personnel Total	\$114,150	(\$37,354)	-406%	\$6,700	1604%	(\$44,054)	\$3,046	45%	\$216,517	\$167,424	\$184,668	
Supplies & Services Ongoing Total	\$1,547,812	\$3,306,779	-53%	\$3,535,870	-56%	(\$229,091)	\$2,867,916	81%	\$3,399,444	\$3,192,839	\$2,226,118	
Internal Charges Subtotal	(\$354,480)	\$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	\$2,607,482	\$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	\$8,721,227	\$10,003,116	-13%	\$9,401,261	-7%	\$601,855	\$4,823,955	51%	\$9,788,976	\$10,493,488	\$9,602,239	

City of Sedona
FY 2017-18 Proposed Budget
Service Contracts
Citizens Budget Work Group Recommendations

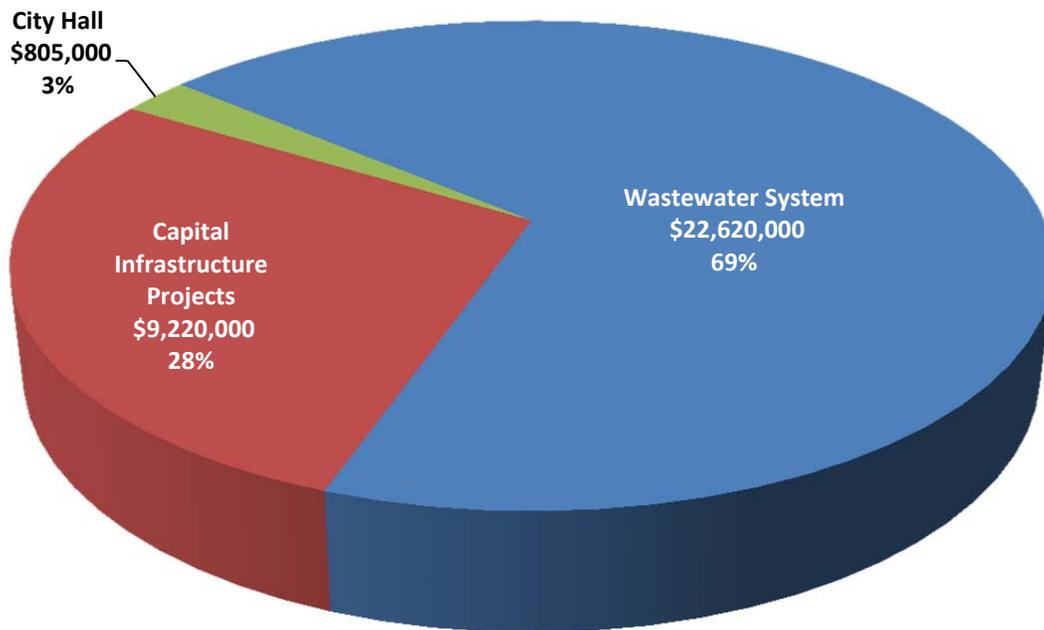
Agency	FY 2014 Amount	FY 2015 Amount	FY 2016 Amount	FY 2017 Amount	Currently in FY 2018 Proposed	CBWG Recommendation	Difference in Proposed and CBWG
Humane Society	\$ 47,500	\$ 47,500	\$ 48,118	\$ 48,678	\$ 49,895	\$ 49,895	\$ 0
Sedona Community Center	150,000	160,000	162,080	164,997	169,122	165,000	(4,122)
Sedona Public Library	369,000	382,000	386,966	393,932	403,780	493,932	90,152
Sedona Recycles	45,000	52,500	53,183	72,000	73,494	82,875	9,382
Verde Valley Caregivers	In small grants program	In small grants program	25,000	25,450	26,086	35,000	8,914
Totals	\$ 611,500	\$ 642,000	\$ 675,347	\$ 705,057	\$ 722,377	\$ 826,702	\$ 104,325

DEBT SERVICE

Overview

While the City of Sedona has been using pay-as-you go funding for capital projects in recent years, the City has assumed debt in the past to fund the construction of capital projects. The City has approximately \$33 million in outstanding debt – all of which are excise tax revenue bonds. The majority of prior years' debt issuance has been for construction of the wastewater treatment system. A small percentage of the outstanding debt remaining comes from the purchase of the City Hall campus. The chart below represents the percentage of outstanding debt for various categories of projects as of July 1, 2017.

OUTSTANDING DEBT BY PROJECT TOTAL \$32,645,000



Debt Limitations

The Arizona Constitution limits the City's bonded debt capacity (outstanding principal) to a certain percentage of the City's secondary assessed valuation for general obligation (G.O.) bonds. The Constitution states that for general municipal purposes, the City cannot incur a debt exceeding 6% of the assessed valuation of taxable property. Additional bonds amounting to 20% of the assessed valuation of taxable property can be issued for water, lighting and sewer projects, and for the acquisition and development of land for open space preserves, parks, playgrounds and recreational facilities.

The City's bond holdings do not include G.O. bonds and, therefore, are not subject to debt limitation. The City has no plans to issue G.O. bonds in the future.

DEBT SERVICE - continued

Debt Repayment Summary

The table below summarizes the principal and interest payments for the 2017-2018 fiscal year by bond issuance.

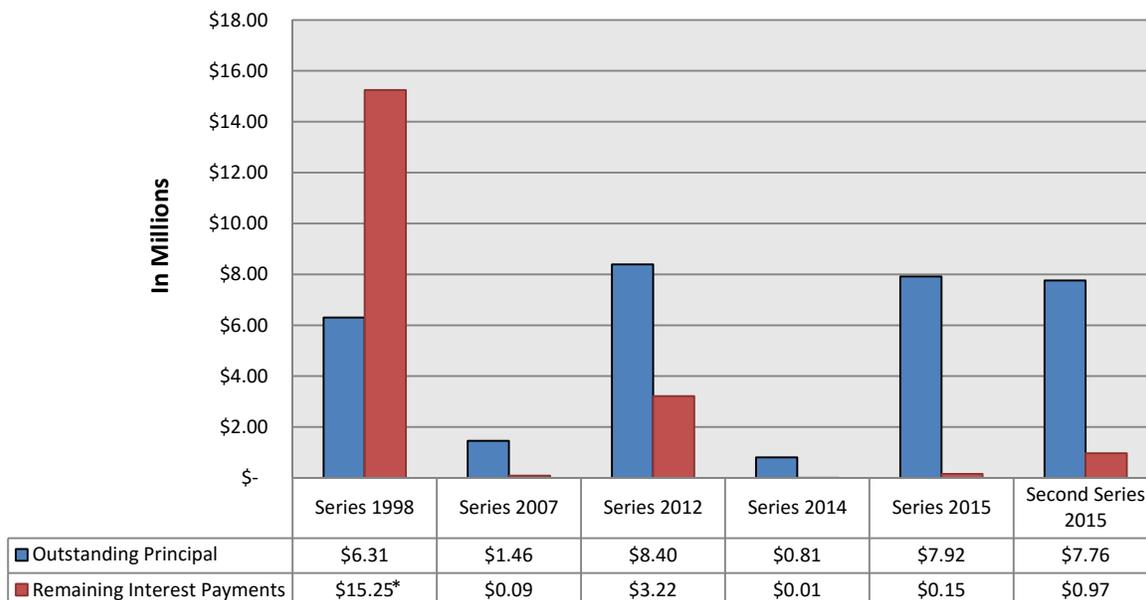
Bond Series	FY18 Principal*	FY 18 Interest*	Total FY18 Debt Service Requirement
Series 1998**	\$ -	\$ -	\$ -
Series 2007	715,000	59,331	774,331
Series 2012	-	377,775	377,775
Series 2014	415,000	5,313	420,313
Series 2015	3,920,000	102,960	4,022,960
Second Series 2015	105,000	150,544	255,544
Total Annual Payment	\$ 5,155,000	\$ 695,923	\$ 5,850,923

* The July 1, 2107 principal and interest payments have been accrued in the prior year. These amounts represent the principal and interest payments for January 1, 2018 and July 1, 2018.

** The Series 1998 bonds are comprised of capital appreciation bonds (CABs). CABs offer an investment return on an initial principal amount and are reinvested at a stated compounded rate until maturity. At maturity, the investor receives a single payment (the "maturity value") representing both the initial principal amount and the total investment return. The next maturity date is not until July 1, 2020.

The following chart summarizes the total outstanding principal and interest on City debt obligations for the next eleven years, which is when all current outstanding debt will be retired.

Remaining Principal and Interest



* Represents compounded interest on CABs.

DEBT SERVICE - continued

Pledged Revenues

The City has pledged future excise taxes to repay the excise tax revenue bonds. The pledged revenues include city sales taxes, transient lodging tax (or “bed tax”), franchise taxes, license and permit fees, state shared sales taxes, state shared income taxes, vehicle license taxes, and charges for services. The following schedule summarizes the historical and projected pledged revenue coverage.

Fiscal Year	Excise Tax Revenues	Principal	Interest	Total	Coverage
2013-14	\$ 18,450,768	\$ 4,405,000	\$ 2,077,929	\$ 6,482,929	2.85
2014-15	20,272,217	4,485,000	1,498,946	5,983,946	3.39
2015-16	22,138,647	5,260,000	808,167	6,068,167	3.65
2016-17 (est.)	24,846,900	5,050,000	791,691	5,841,691	4.25
2017-18 (budget)	25,904,250	5,155,000	695,923	5,850,923	4.43
2018-19 (proj.)	24,226,800	5,240,000	611,587	5,851,587	4.14
2019-20 (proj.)	22,640,400	2,285,000	3,434,245	5,719,245	3.96
2020-21 (proj.)	23,707,400	2,230,000	3,487,076	5,717,076	4.15
2021-22 (proj.)	24,916,300	2,175,000	3,544,616	5,719,616	4.36
2022-23 (proj.)	25,453,800	2,125,000	3,591,768	5,716,768	4.45
2023-24 (proj.)	25,944,200	2,075,000	3,633,629	5,708,629	4.54
2024-25 (proj.)	26,509,500	5,075,000	435,296	5,510,296	4.81
2025-26 (proj.)	27,021,900	5,280,000	231,753	5,511,753	4.90
2026-27 (proj.)	27,605,600	1,005,000	19,497	1,024,497	26.95

The bond covenants require that excise tax revenues be equal to at least 1.50 times the total payments for all bonds secured by a pledge of excise tax revenues. If at any time it appears that the excise tax revenues will not be sufficient to meet this 1.50 coverage requirement, the City must either impose a new excise tax or increase the rates for taxes currently imposed to reach the 1.50 coverage requirement, to the extent permitted by law.

Debt Service Reserves

In accordance with the bond covenants, the City has bond insurance in place to guarantee payments in lieu of reserve requirements. However, the City has chosen to maintain reserve balances to ensure adequate funding available.

For the City’s Wastewater Enterprise Fund, the City’s adopted policy requires a debt service reserve with a target equal to the average of one year of enterprise fund debt service repayment requirements. For fiscal year 2017-18, the amount reserved is \$4,581,690, which complies with the policy requirement.

The adopted policy also authorizes the City to establish additional committed or assigned fund balances in any amount as deemed necessary. The City has set aside \$800,000 in the General Fund to cover the higher debt service payment in fiscal year 2018-19 and to cover fluctuations in ongoing debt service payment levels in fiscal year 2019-20 and after.

DEBT SERVICE - continued

Debt Repayments by Fund

The following table details the remaining principal and interest payments of all outstanding debt by fund.

Fiscal Year	General Fund		Development Impact Fees Fund		Wastewater Fund		Totals
	Principal	Interest	Principal	Interest	Principal	Interest	
2017-18	\$1,212,590	\$ 214,901	\$22,410	\$287	\$ 3,920,000	\$ 480,735	\$ 5,850,923
2018-19	1,218,940	181,673	21,060	139	4,000,000	429,775	5,851,587
2019-20	885,000	146,470			1,400,000	3,287,775	5,719,245
2020-21	900,000	129,301			1,330,000	3,357,775	5,717,076
2021-22	920,000	111,841			1,255,000	3,432,775	5,719,616
2022-23	935,000	93,993			1,190,000	3,497,775	5,716,768
2023-24	945,000	75,854			1,130,000	3,557,775	5,708,629
2024-25	970,000	57,521			4,105,000	377,775	5,510,296
2025-26	990,000	38,703			4,290,000	193,050	5,511,753
2026-27	1,005,000	19,497			-	-	1,024,497
Total	\$9,981,530	\$1,069,755	\$43,470	\$426	\$22,620,000	\$18,615,210	\$58,172,081

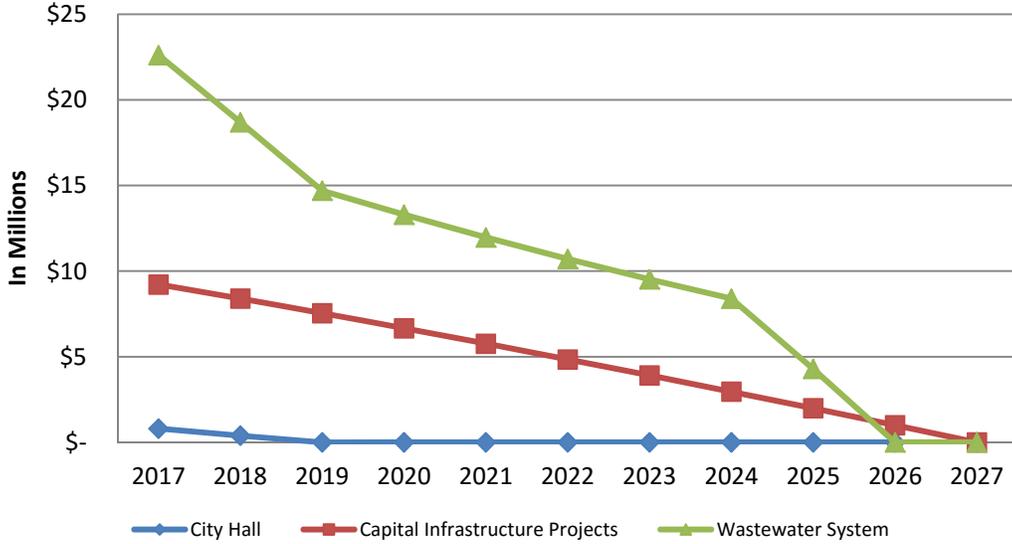
The fiscal years 2020-21 through 2024-25 include payment of the CABs, which require payment of the compounded interest on the maturity date.

The following information details the outstanding debt balances until all the bonds are paid. The final payment is July 1, 2027.

As of July 2	City Hall	Capital Infrastructure Projects	Wastewater System	Totals
2017	\$805,000	\$9,220,000	\$22,620,000	\$32,645,000
2018	390,000	8,400,000	18,700,000	27,490,000
2019	-	7,550,000	14,700,000	22,250,000
2020	-	6,665,000	13,300,000	19,965,000
2021	-	5,765,000	11,970,000	17,735,000
2022	-	4,845,000	10,715,000	15,560,000
2023	-	3,910,000	9,525,000	13,435,000
2024	-	2,965,000	8,395,000	11,360,000
2025	-	1,995,000	4,290,000	6,285,000
2026	-	1,005,000	-	1,005,000
2027	-	-	-	-

DEBT SERVICE - continued

Outstanding Debt Balances



DEBT SERVICE - continued

Individual Debt Issuances

The following tables detail each outstanding debt issue, including the type of debt instrument, dates of issuance and/or refinance, remaining principal and interest payments, and the purpose of the debt.

SEDONA WASTEWATER MUNICIPAL PROPERTY CORPORATION*
EXCISE TAX REVENUE BONDS, SERIES 1998
Original Principal \$41,035,000
Issued August 26, 1998
(Wastewater Fund)

Remaining Payment Dates	Principal	Compounded Interest	Yield	Total
7/1/2020	\$ 1,400,000	\$ 2,910,000	5.20%	\$ 4,310,000
7/1/2021	1,330,000	2,980,000	5.20%	4,310,000
7/1/2022	1,255,000	3,055,000	5.24%	4,310,000
7/1/2023	1,190,000	3,120,000	5.24%	4,310,000
7/1/2024	1,130,000	3,180,000	5.24%	4,310,000
Total	\$ 6,305,000	\$ 15,245,000		\$ 21,550,000

* The Sedona Wastewater Municipal Property Corporation (SWMPC) is a nonprofit corporation incorporated under the laws of the State of Arizona. The SWMPC was formed for the purpose of assisting the City in obtaining financing for various projects of the City and exists only to serve the City. The SWMPC board of directors consists of three members which are appointed by the City Council.

This bond series (i) refinanced all of the City's outstanding Certificate of Participation Series 1993, (ii) refinanced all of the outstanding Series 1995, (iii) refinanced all of the outstanding Series 1997, and (iv) provided approximately \$29.8 million new money for the wastewater system.

The only remaining portion of the bond series are capital appreciation bonds (CABs). CABs offer an investment return on an initial principal amount and are reinvested at a stated compounded rate until maturity. At maturity, the investor receives a single payment (the "maturity value") representing both the initial principal amount and the total investment return.

The remaining bonds are not subject to call for redemption prior to their stated maturity dates.

DEBT SERVICE - continued

CITY OF SEDONA
EXCISE TAX REVENUE BONDS, SERIES 2007
Original Principal \$8,795,000
Issued November 28, 2007
(General Fund)

Remaining Payment Dates	Principal	Interest Rate	Interest	Total
1/1/2018	\$ -		\$ 29,665	\$ 29,665
7/1/2018	715,000	4.000%	29,666	744,666
1/1/2019	-		15,365	15,365
7/1/2019	745,000	4.125%	15,366	760,366
Total	\$ 1,460,000		\$ 90,063	\$ 1,550,063

This bond series funded the following projects: Chapel area drainage, State Route 179 improvements (pedestrian bridge, landscaping, lighting, etc.), and Harmony-Windsong drainage (partial).

The remaining bonds are eligible to be called for redemption prior to their stated maturity dates, without premium.

DEBT SERVICE - continued

CITY OF SEDONA
EXCISE TAX REVENUE REFUNDING BONDS, SERIES 2012
 Original Principal \$8,395,000
 Issued February 8, 2012
 (Wastewater Fund)

Remaining Payment Dates	Principal	Interest Rate	Interest	Total
1/1/2018	\$ -		\$ 188,887	\$ 188,887
7/1/2018	-		188,888	188,888
1/1/2019	-		188,887	188,887
7/1/2019	-		188,888	188,888
1/1/2020	-		188,887	188,887
7/1/2020	-		188,888	188,888
1/1/2021	-		188,887	188,887
7/1/2021	-		188,888	188,888
1/1/2022	-		188,887	188,887
7/1/2022	-		188,888	188,888
1/1/2023	-		188,887	188,887
7/1/2023	-		188,888	188,888
1/1/2024	-		188,887	188,887
7/1/2024	-		188,888	188,888
1/1/2025	-		188,887	188,887
7/1/2025	4,105,000	4.50%	188,888	4,293,888
1/1/2026	-		96,525	96,525
7/1/2026	4,290,000	4.50%	96,525	4,386,525
Total	\$ 8,395,000		\$ 3,215,250	\$ 11,610,250

This bond series refinanced a portion of the City's Wastewater Municipal Property Corporation outstanding Series 1998.

The remaining bonds are eligible to be called for redemption prior to their stated maturity dates on or after July 1, 2022, without premium.

DEBT SERVICE - continued

CITY OF SEDONA
EXCISE TAX REVENUE REFUNDING BONDS, SERIES 2014
 Original Principal \$1,879,700
 Issued May 22, 2014
 (General Fund Portion)

Remaining Payment Dates	Principal	Interest Rate	Interest	Total
1/1/2018	\$ -		\$ 2,513	\$ 2,513
7/1/2018	392,590	0.66%	2,513	395,103
1/1/2019	-		1,217	1,217
7/1/2019	368,940	0.66%	1,218	370,158
Total	\$ 761,530		\$ 7,461	\$ 768,991

(Development Impact Fund Portion)

Remaining Payment Dates	Principal	Interest Rate	Interest	Total
1/1/2018	\$ -		\$ 143	\$ 143
7/1/2018	22,410	0.66%	144	22,554
1/1/2019	-		69	69
7/1/2019	21,060	0.66%	70	21,130
Total	\$ 43,470		\$ 426	\$ 43,896

This portion of the bond series refinanced a portion of the City's outstanding Series 2004, which was used to refinance all of the City's outstanding Series 1999, which was used to purchase the City Hall complex.

The remaining bonds are eligible to be called for redemption prior to their stated maturity dates, without premium.

DEBT SERVICE - continued

CITY OF SEDONA
EXCISE TAX REVENUE REFUNDING BONDS, SERIES 2015
Original Principal \$10,390,000
Issued June 16, 2015
(Wastewater Fund)

Remaining Payment Dates	Principal	Interest Rate	Interest	Total
1/1/2018	\$ -		\$ 51,480	\$ 51,480
7/1/2018	3,920,000	1.30%	51,480	3,971,480
1/1/2019	-		26,000	26,000
7/1/2019	4,000,000	1.30%	26,000	4,026,000
Total	\$ 7,920,000		\$ 154,960	\$ 8,074,960

This bond series refinanced all of the City's outstanding Series 2005, which was used to refinance a portion of the City's Wastewater Municipal Property Corporation outstanding Series 1998.

The remaining bonds are eligible to be called for redemption prior to their stated maturity dates, without premium.

DEBT SERVICE - continued

CITY OF SEDONA
EXCISE TAX REVENUE REFUNDING BONDS, SECOND SERIES 2015
 Original Principal \$8,030,000
 Issued December 16, 2015
 (General Fund)

Remaining Payment Dates	Principal	Interest Rate	Interest	Total
1/1/2018	\$ -		\$ 75,272	\$ 75,272
7/1/2018	105,000	1.94%	75,272	180,272
1/1/2019	-		74,253	74,253
7/1/2019	105,000	1.94%	74,254	179,254
1/1/2020	-		73,235	73,235
7/1/2020	885,000	1.94%	73,235	958,235
1/1/2021	-		64,650	64,250
7/1/2021	900,000	1.94%	64,651	964,651
1/1/2022	-		55,920	55,920
7/1/2022	920,000	1.94%	55,921	975,921
1/1/2023	-		46,996	46,996
7/1/2023	935,000	1.94%	46,997	981,997
1/1/2024	-		37,927	37,927
7/1/2024	945,000	1.94%	37,927	982,927
1/1/2025	-		28,760	28,760
7/1/2025	970,000	1.94%	28,761	998,761
1/1/2026	-		19,351	19,351
7/1/2026	990,000	1.94%	19,352	1,009,352
1/1/2027			9,748	9,748
7/1/2027	1,005,000	1.94%	9,749	1,014,749
Total	\$ 7,760,000		\$ 972,231	\$ 8,732,231

This bond series refinanced a portion of the City's outstanding Series 2007.

The remaining bonds are eligible to be called for redemption prior to their stated maturity dates but are subject to a 2% premium if prepaid December 16, 2016 through December 15, 2017 or a 1% premium if prepaid December 16, 2017 through December 15, 2018. There is no premium for prepayments after December 15, 2018.

City of Sedona
FY2017-18 Proposed Budget - Line Item Detail
General Services

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
General Fund-Administration														
10-5245-01-6009	Special Pay	\$129,150.00	(\$45,854.00)	-382%	\$0.00	∞	(\$45,854.00)	\$0.00	N/A	\$0.00	(\$14,879.25)	\$0.00	\$429,150.00	Carryover - market study adjustments - ongoing
													(\$300,000.00)	Estimated vacancy savings - ongoing
10-5245-01-6011	Temp Wages	\$10,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$10,000.00	Placeholder for backfill for when employees are out on short-term disability and receiving full payment of salaries - ongoing
10-5245-01-6131	PSPRS Retirement	\$250,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$250,000.00	Placeholder for possible refunds due to Hall lawsuit - one-time
10-5245-01-6136	Workers Compensation Insurance	\$0.00	\$8,500.00	-100%	\$6,700.00	-100%	\$1,800.00	\$3,046.00	45%	\$9,959.00	\$8,076.29	\$7,187.43	\$3,046.00	
	Administration - Personnel Costs Subtotal	\$389,150.00	(\$37,354.00)	-1142%	\$6,700.00	5708%	(\$44,054.00)	\$3,046.00	45%	\$9,959.00	(\$6,802.96)	\$7,187.43	\$7,187.43	
10-5245-01-6210	Printing/Office Supplies	\$6,500.00	\$6,500.00	0%	\$6,500.00	0%	\$0.00	\$2,267.73	35%	\$31,226.19	\$36,255.11	\$50,559.69	\$6,500.00	centralized printing and paper - ongoing
10-5245-01-6212	Postage	\$12,500.00	\$16,400.00	-24%	\$16,400.00	-24%	\$0.00	\$6,161.02	38%	\$16,349.36	\$17,909.35	\$16,692.19	\$12,500.00	City-wide general postage - ongoing
10-5245-01-6213	Voice & Data Communications	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$32,092.35	\$27,007.04	\$33,614.56		
10-5245-01-6215	Gas & Oil	\$13,500.00	\$16,000.00	-16%	\$16,000.00	-16%	\$0.00	\$8,611.53	54%	\$13,839.58	\$14,607.06	\$17,437.60	\$13,500.00	Fuel charges for pooled vehicles - ongoing
10-5245-01-6225	Service Charges	\$0.00	\$42,625.00	-100%	\$42,625.00	-100%	\$0.00	\$29,577.58	69%	\$143,948.05	\$208,024.38	\$171,811.66		
10-5245-01-6241	Automobile Expense	\$6,000.00	\$6,000.00	0%	\$6,000.00	0%	\$0.00	\$3,115.42	52%	\$3,693.76	\$2,188.17	\$13,440.72	\$6,000.00	Vehicle repairs and maintenance for pooled vehicles - ongoing
10-5245-01-6243	Spec Supplies/Safety Equip/Emg	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,488.00	\$0.00	\$0.00		
10-5245-01-6244	Office Furniture - Non Capital	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$5,053.17	\$1,596.83	\$3,116.26		
10-5245-01-6405	Professional Services	\$90,000.00	\$90,000.00	0%	\$5,000.00	1700%	\$85,000.00	\$0.00	0%	\$183,329.73	\$171,983.37	\$91,284.36	\$90,000.00	Placeholder for paid parking program costs (supplies, staffing, software maintenance, enforcement, etc.) - ongoing
10-5245-01-6407	Professional/Contracted Serv	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$14,025.14	\$18,518.49	\$27,562.50		
10-5245-01-6450	Legal Fees/Settlements/Deductibles	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$11,559.17	\$9,499.27	\$20,221.40		
10-5245-01-6460	Residential Rental Refunds	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$3,207.27	\$0.00	\$0.00		
10-5245-01-6505	Rent	\$0.00	\$6,000.00	-100%	\$3,600.00	-100%	\$2,400.00	\$2,362.72	66%	\$3,083.40	\$2,548.74	\$4,474.60		
10-5245-01-6533	Property & Casualty Insurance	\$310,000.00	\$192,500.00	61%	\$197,500.00	57%	(\$5,000.00)	\$147,392.38	75%	\$184,822.45	\$188,328.90	\$174,420.00	\$310,000.00	Property & liability coverage via AZ Municipal Risk Retention Pool (to be allocated via indirect cost allocations - ongoing)
10-5245-01-6703	Dues/Subscriptions/Licenses	\$18,100.00	\$16,800.00	8%	\$18,900.00	-4%	(\$2,100.00)	\$17,740.22	94%	\$15,462.00	\$10,291.00	\$11,433.00	\$9,000.00	AZ League - ongoing
													\$5,000.00	Coconino Water Plateau - ongoing
													\$2,100.00	Friends of Verde River Greenway - ongoing
													\$2,000.00	NACOG - ongoing
10-5245-01-6713	Verde Valley Caregivers	\$0.00	\$25,450.00	-100%	\$25,450.00	-100%	\$0.00	\$25,450.00	100%	\$0.00	\$0.00	\$0.00		
10-5245-01-6714	Yavapai County Emerg Mgmt	\$0.00	\$5,500.00	-100%	\$4,350.00	-100%	\$1,150.00	\$4,313.00	99%	\$4,313.00	\$4,313.00	\$4,313.00		
10-5245-01-6715	Sedona Public Library	\$0.00	\$393,932.00	-100%	\$393,932.00	-100%	\$0.00	\$393,932.00	100%	\$386,966.00	\$382,000.00	\$369,000.00		
10-5245-01-6716	Sedona Posse Grounds Hub	\$0.00	\$24,000.00	-100%	\$24,000.00	-100%	\$0.00	\$24,000.00	100%	\$20,000.00	\$9,000.00	\$40,000.00		
10-5245-01-6719	Sedona Community Center	\$0.00	\$164,997.00	-100%	\$164,997.00	-100%	\$0.00	\$82,498.50	50%	\$162,080.00	\$160,000.00	\$150,000.00		
10-5245-01-6720	Community Service Contracts	\$161,500.00	\$150,000.00	8%	\$150,000.00	8%	\$0.00	\$150,000.00	100%	\$195,184.22	\$164,676.88	\$158,298.30		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 General Services

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
															Last increase was FY14 from \$120k, cumulative CPI Western Region increase since has been 7.6%, which equates to \$11.4k - ongoing Small Grants Allocation - ongoing \$11,500.00 \$150,000.00
10-5245-01-6721	Sedona Main Street Program	\$0.00	\$68,143.00	-100%	\$38,673.00	-100%	\$29,470.00	\$38,671.50	100%	\$75,976.00	\$75,000.00	\$68,527.10			
10-5245-01-6722	Sedona Chamber Of Commerce	\$0.00	\$395,600.00	-100%	\$395,600.00	-100%	\$0.00	\$395,600.00	100%	\$320,000.00	\$323,500.00	\$275,000.00			
10-5245-01-6723	Sedona Recycles	\$0.00	\$72,000.00	-100%	\$72,000.00	-100%	\$0.00	\$72,000.00	100%	\$53,183.00	\$52,500.00	\$45,000.00			
10-5245-01-6724	Humane Society	\$0.00	\$48,678.00	-100%	\$48,678.00	-100%	\$0.00	\$48,678.00	100%	\$48,118.00	\$47,500.00	\$47,500.00			
10-5245-01-6726	Verde Lynx	\$0.00	\$135,000.00	-100%	\$154,600.00	-100%	(\$19,600.00)	\$57,513.50	37%	\$0.00	\$0.00	\$0.00			
10-5245-01-6729	Destination Marketing	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$25,853.32			
10-5245-01-6730	Maint & Improvement	\$0.00	\$20,000.00	-100%	\$0.00	N/A	\$20,000.00	\$0.00	N/A	\$0.00	\$62.16	\$1,963.91			
10-5245-01-6731	Destination Marketing	\$0.00	\$1,339,319.00	-100%	\$1,684,830.00	-100%	(\$345,511.00)	\$1,324,400.00	79%	\$1,336,234.00	\$1,139,109.00	\$250,000.00			
10-5245-01-6732	Office Maintenance	\$6,100.00	\$6,100.00	0%	\$1,000.00	510%	\$5,100.00	\$455.85	46%	\$1,062.70	\$836.35	\$2,831.11			Shredding services and other centralized office machine maintenance - ongoing \$6,100.00
10-5245-01-6750	Travel & Training	\$0.00	\$25,000.00	-100%	\$10,000.00	-100%	\$15,000.00	\$0.00	0%	\$10,805.48	\$746.50	\$77,287.71			
10-5245-01-6761	Spendable Contingencies	\$0.00	\$810,000.00	-100%	\$0.00	N/A	\$810,000.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5245-01-6762	Disaster/Emergency Account	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$24,181.59	\$0.00			
10-5245-01-6920	Lease Payments	\$20,235.00	\$55,235.00	-63%	\$55,235.00	-63%	\$0.00	\$33,204.96	60%	\$34,911.15	\$31,118.55	\$42,009.83			Postage meter rental - ongoing \$5,000.00 Red Rock News parking lease - ongoing \$3,600.00 Sacajawea parking lease - ongoing \$4,635.00 Sedona Fire District parking lease - ongoing \$1,400.00 Wayside parking lease - ongoing \$5,600.00
10-5246-01-6761	Spendable Contingencies	\$900,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			Contingency for judgments Contingency for potential bed tax increases (45% to the City) - moved from 10-5245-01 \$250,000.00 Contingency for potential bed tax increases (55% for destination marketing program) - moved from 10-5245-01 \$300,000.00 General contingency - moved from 10-5245-01 \$250,000.00
Administration - Supplies & Services Costs Subtotal		\$1,544,435.00	\$4,131,779.00	-63%	\$3,535,870.00	-56%	\$595,909.00	\$2,867,945.91	81%	\$3,312,013.17	\$3,123,301.74	\$2,193,652.82			
10-5245-01-6818	Fire Hydrants	\$0.00	\$50,000.00	-100%	\$0.00	N/A	\$50,000.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5245-01-6857	Improvements - City Owned Property	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$101.67	\$0.00	\$0.00			
10-5245-01-6900	City Hall Debt Payments	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$326,370.00	\$0.00	\$330,000.00			
10-5245-01-6902	Series 2014 Debt (Principal)	\$0.00	\$363,925.00	-100%	\$363,925.00	-100%	\$0.00	\$121,308.72	33%	\$0.00	\$345,000.00	\$0.00			
10-5245-01-6909	Series 2015-2 - Principal	\$0.00	\$100,000.00	-100%	\$100,000.00	-100%	\$0.00	\$33,333.32	33%	\$170,000.00	\$0.00	\$0.00			
10-5245-01-6910	City Hall Debt Payments (Interest)	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$96,409.80			
10-5245-01-6911	Series 2007 - Ww & Capital (Interest)	\$0.00	\$59,331.00	-100%	\$59,331.00	-100%	\$0.00	\$19,777.08	33%	\$59,331.26	\$404,856.22	\$404,789.91			
10-5245-01-6912	Series 2014 Ref (Interest)	\$0.00	\$7,428.00	-100%	\$7,428.00	-100%	\$0.00	\$2,476.03	33%	\$9,582.06	\$13,749.96	\$0.00			
10-5245-01-6919	Series 2015-2 - Interest	\$0.00	\$152,484.00	-100%	\$152,484.00	-100%	\$0.00	\$50,828.00	33%	\$84,381.92	\$0.00	\$0.00			
10-5245-01-6951	Trustee Administration Fees	\$0.00	\$3,000.00	-100%	\$3,000.00	-100%	\$0.00	\$2,599.13	87%	\$1,099.13	\$0.00	\$1,085.00			
10-5245-01-6952	Debt Issuance Cost	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$90,725.50	\$0.00	\$34,699.00			
Administration - Capital & Debt Service Costs Subtotal		\$0.00	\$736,168.00	-100%	\$686,168.00	-100%	\$50,000.00	\$230,322.28	34%	\$741,591.54	\$763,606.18	\$866,983.71			
10-5245-01-7000	Equip Replacement Reserve Chrg	\$5,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			Vehicles replacement reserve \$5,800.00
10-5245-01-7120	Finance Indirect Cost Alloc.	\$5,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5245-01-7160	General Indirect Cost Alloc.	(\$365,400.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 General Services

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													Amount	Description
	Administration - Internal Charges Subtotal	(\$354,600.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Administration Total	\$1,578,985.00	\$4,830,593.00	-67%	\$4,228,738.00	-63%	\$601,855.00	\$3,101,314.19	73%	\$4,063,563.71	\$3,880,104.96	\$3,067,823.96		
General Fund-Debt Service														
10-5255-15-6905	Series 2007 - Principal	\$715,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		per debt retirement schedule - ongoing - moved from 10-5245-01
10-5255-15-6907	Series 2014 - Principal	\$392,590.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		per debt retirement schedule - ongoing - moved from 10-5245-01
10-5255-15-6909	Series 2015-2 - Principal	\$105,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		per debt retirement schedule - ongoing - moved from 10-5245-01
10-5255-15-6915	Series 2007 - Interest	\$59,340.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		per debt retirement schedule - ongoing - moved from 10-5245-01
10-5255-15-6917	Series 2014 - Interest	\$5,030.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		per debt retirement schedule - ongoing - moved from 10-5245-01
10-5255-15-6919	Series 2015-2 - Interest	\$150,550.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		per debt retirement schedule - ongoing - moved from 10-5245-01
10-5255-15-6951	Trustee Administration Fees	\$2,700.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Second Series 2015 administration fees - ongoing - moved from 10-5245-01
10-5255-15-6955	Arbitrage Calculation Services	\$1,100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Series 2007 administration fees - ongoing - moved from 10-5245-01
	Debt Service - Capital & Debt Service Costs Subtotal	\$1,431,310.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Series 2014 administration fees - ongoing - moved from 10-5245-01
	General Fund-Debt Service Total	\$1,431,310.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Series 2007 arbitrage calculations - one-time - moved from 10-5245-01
General Fund-Insurance														
10-5245-30-6450	Legal Fees/Settlements/Deductibles	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$4,306.22		
	Insurance - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$4,306.22		
	General Fund-Insurance Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$4,306.22		
General Fund-Arts & Culture														
10-5245-41-6710	Special Programs	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$814.49	\$0.00	\$1,080.00		
10-5245-41-6728	Arts Education Funds	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$6,277.00	\$9,362.13	\$8,924.23		
10-5245-41-6730	Maint & Improvement	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,129.46	\$0.00	\$0.00		
	Arts & Culture - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$8,220.95	\$9,362.13	\$10,004.23		
	General Fund-Arts & Culture Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$8,220.95	\$9,362.13	\$10,004.23		

City of Sedona
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General Fund-General Use														
10-5245-85-6750	Travel & Training	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$305.56		
	General Use - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$305.56		
	General Fund-General Use Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$305.56		
General Fund-Comm Contracts - Public Safety														
10-5245-90-6714	Yavapai County Emerg Mgmt	\$4,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$4,500.00	Emergency services - ongoing - moved from 10-5245-01
10-5245-90-6724	Humane Society	\$49,895.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$49,895.00	FY17 contract + 2.5% inflationary increase (new contract to be negotiated) - ongoing - moved from 10-5245-01
	Comm Contracts - Public Safety - Supplies & Services Costs Subtotal	\$54,395.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Comm Contracts - Public Safety Total	\$54,395.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Comm Contracts - Cult & Recr														
10-5245-91-6715	Sedona Public Library	\$403,780.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$403,780.00	FY17 contract + 2.5% inflationary increase (new contract to be negotiated) - ongoing - moved from 10-5245-01
10-5245-91-6716	Sedona Posse Grounds Hub	\$24,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$24,000.00	Red Earth Theater contract - performing arts venue ops, Yr 2 of two-year contract - ongoing - moved from 10-5245-01
	Comm Contracts - Cult & Recr - Supplies & Services Costs Subtotal	\$427,780.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Comm Contracts - Cult & Recr Total	\$427,780.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Comm Contracts - Health & Welf														
10-5245-92-6719	Sedona Community Center	\$169,122.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$169,122.00	FY17 contract + 2.5% inflationary increase (new contract to be negotiated) - ongoing - moved from 10-5245-01
10-5245-92-6723	Sedona Recycles	\$73,494.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$18,000.00	Additional level of support added in FY17 - ongoing - moved from 10-5245-01
	Comm Contracts - Health & Welf - Supplies & Services Costs Subtotal	\$242,616.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$55,494.00	FY17 contract + 2.5% inflationary increase (new contract to be negotiated) - ongoing - moved from 10-5245-01
	General Fund-Comm Contracts - Health & Welf Total	\$242,616.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Comm Contracts - Public Transp														
10-5245-93-6713	Verde Valley Caregivers	\$26,086.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 General Services

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.							Amount	Description
10-5245-93-6726	Verde Lynx	\$152,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$26,086.00	FY17 contract + 2.5% inflationary increase (new contract to be negotiated) - ongoing - moved from 10-5245-01
														\$30,000.00	Grant match - ADOT FTA transit planning/feasibility study of additional transit - one-time - moved from 10-5245-01
														\$1,500.00	Monthly passes purchased for resale - ongoing
														\$121,000.00	Transit contract - Yr 4 of 4-year extension, option to renew for 2 additional years - ongoing - moved from 10-5245-01
	Comm Contracts - Public Transp - Supplies & Services Costs Subtotal	\$178,586.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Comm Contracts - Public Transp Total	\$178,586.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Operating Grants Fund-Administration															
16-5246-01-6761	Spendable Contingencies	\$300,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$300,000.00	Contingency for unknown grant funding - moved from 16-5245-01
	Administration - Supplies & Services Costs Subtotal	\$300,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Operating Grants Fund-Administration Total	\$300,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Development Impact Fees Fund-Debt Service															
20-5720-15-6907	Series 2014 - Principal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$18,630.00	\$0.00	\$0.00		
20-5720-15-6917	Series 2014 - Interest	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$546.96	\$0.00	\$0.00		
	Debt Service - Capital & Debt Service Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$19,176.96	\$0.00	\$0.00		
	Development Impact Fees Fund-Debt Service Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$19,176.96	\$0.00	\$0.00		
Dev. Impact Fees - General Government - Post 1/1/12-Debt Service															
45-5245-15-6907	Series 2014 - Principal	\$0.00	\$20,774.00	-100%	\$20,774.00	-100%	\$0.00	\$6,924.60	\$0.00	33%	\$0.00	\$0.00	\$0.00		
45-5245-15-6917	Series 2014 - Interest	\$0.00	\$424.00	-100%	\$424.00	-100%	\$0.00	\$141.32	\$0.00	33%	\$0.00	\$0.00	\$0.00		
45-5255-15-6907	Series 2014 - Principal	\$22,410.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$22,410.00	per debt retirement schedule - ongoing - moved from 45-5245-15
45-5255-15-6917	Series 2014 - Interest	\$290.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$290.00	per debt retirement schedule - ongoing - moved from 45-5245-15
	Debt Service - Capital & Debt Service Costs Subtotal	\$22,700.00	\$21,198.00	7%	\$21,198.00	7%	\$0.00	\$7,065.92	\$7,065.92	33%	\$0.00	\$0.00	\$0.00		
	Dev. Impact Fees - General Government - Post 1/1/12-Debt Service Total	\$22,700.00	\$21,198.00	7%	\$21,198.00	7%	\$0.00	\$7,065.92	\$7,065.92	33%	\$0.00	\$0.00	\$0.00		
Wastewater Enterprise Fund-Administration															
59-5245-01-6009	Special Pay	(\$25,000.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	(\$25,000.00)	Estimated vacancy savings - ongoing - moved from 59-5250-01
	Administration - Personnel Costs Subtotal	(\$25,000.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5246-01-6761	Spendable Contingencies	\$100,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 General Services

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
59-5255-15-6955	Arbitrage Calculation Services	\$1,600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,800.00	Series 2015 administration fees - ongoing - moved from 59-5250-15
	Debt Service - Capital & Debt Service Costs Subtotal	\$4,409,735.00	\$5,151,325.00	-14%	\$5,151,325.00	-14%	\$0.00	\$1,717,757.23	33%	\$5,412,245.77	\$6,369,618.72	\$6,324,467.71	\$1,600.00	Series 2007 arbitrage calculations - one-time - moved from 59-5250-15
59-5255-15-7120	Finance Indirect Cost Alloc.	\$120.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Debt Service - Internal Charges Subtotal	\$120.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Wastewater Enterprise Fund-Debt Service Total	\$4,409,855.00	\$5,151,325.00	-14%	\$5,151,325.00	-14%	\$0.00	\$1,717,757.23	33%	\$5,412,245.77	\$6,369,618.72	\$6,324,467.71		

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.

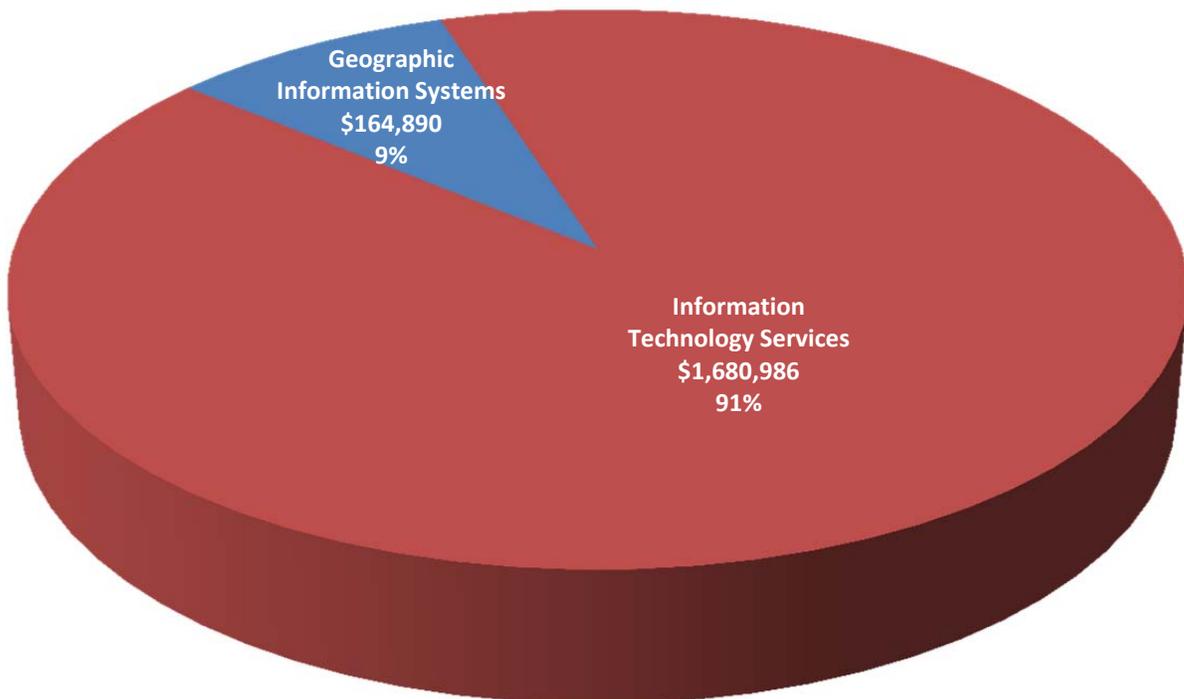
**Vision:
Proactive**

Description

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

- Information Technology Services
- Geographic Information Systems (GIS)

FY 2018 PROGRAM EXPENDITURES \$1,845,876



INFORMATION TECHNOLOGY - Information Technology Services

Program Expenditures:	\$1,680,986
Personnel Costs:	\$ 423,540 (25%)
Supplies & Services:	\$ 654,166 (39%)
Capital & Debt Service:	\$ 145,500 (9%)
Internal Charges:	\$ 457,780 (27%)
Employee Time Allocation:	3.60 FTEs
Wastewater Fund Portion:	\$ 79,150 (5%)
Information Technology Fund Portion:	\$1,601,836 (95%)

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 Target
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

Program Expenditures:	\$164,890
Personnel Costs:	\$114,570 (70%)
Supplies & Services:	\$ 23,850 (14%)
Internal Charges:	\$ 26,470 (16%)
Employee Time Allocation:	1.00 FTEs

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).

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	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Active GIS Layers Supported	180	180	180	185
GIS Requests (Internal and External)	160	150	130	120

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
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
General Fund											
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
General Fund Total	\$0	\$1,197,077	-100%	\$1,022,760	-100%	\$174,317	\$732,312	72%	\$853,746	\$1,058,766	\$713,637
Wastewater Fund											
59-5224-21 - Information Technology Services	\$79,150	\$87,578	-10%	\$89,075	-11%	(\$1,497)	\$53,069	60%	\$0	\$0	\$0
Wastewater Fund Total	\$79,150	\$87,578	-10%	\$89,075	-11%	(\$1,497)	\$53,069	60%	\$0	\$0	\$0
Information Technology Fund											
60-5224-20 - Geographic Information Systems	\$164,890	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
60-5224-21 - Information Technology Services	\$1,601,836	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Information Technology Fund Total	\$1,766,726	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
GRAND TOTALS											
Administration	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$853,746	\$1,058,766	\$713,547
Geographic Information Systems	\$164,890	\$118,190	40%	\$114,190	44%	\$4,000	\$76,733	67%	\$0	\$0	\$0
Information Technology Services	\$1,680,986	\$1,166,465	44%	\$997,645	68%	\$168,820	\$708,648	71%	\$0	\$0	\$0
Grand Totals	\$1,845,876	\$1,284,655	44%	\$1,111,835	66%	\$172,820	\$785,381	71%	\$853,746	\$1,058,766	\$713,637

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
General Fund												
10-5224-01 - Administration												
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	
Administration Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$853,746	\$1,058,766	\$713,547	
10-5224-20 - Geographic Information Systems												
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
Geographic Information Systems Total	\$0	\$118,190	-100%	\$114,190	-100%	\$4,000	\$76,733	67%	\$0	\$0	\$0	
10-5224-21 - Information Technology Services												
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	
Information Technology Services Total	\$0	\$1,078,887	-100%	\$908,570	-100%	\$170,317	\$655,579	72%	\$0	\$0	\$0	
10-5224-22 - Database Development												
Personnel	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$90	
Database Development Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$90	
General Fund Totals												
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	
General Fund Total	\$0	\$1,197,077	-100%	\$1,022,760	-100%	\$174,317	\$732,312	72%	\$853,746	\$1,058,766	\$713,637	

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
Wastewater Fund												
59-5224-21 - Information Technology Services												
Personnel	\$0	\$50,840	-100%	\$52,680	-100%	(\$1,840)	\$31,548	60%	\$0	\$0	\$0	Budget Decrease: Moved to 60-5224-21
Supplies & Services (ongoing)	\$40,230	\$26,738	50%	\$36,395	11%	(\$9,657)	\$21,521	59%	\$0	\$0	\$0	Budget Increase: Added fiber connection to City Hall (\$10k); moved phone/alarm service from Wastewater (\$19k)
Internal Charges	\$4,020	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	\$44,250	\$77,578	-43%	\$89,075	-50%	(\$11,497)	\$53,069	60%	\$0	\$0	\$0	
Supplies & Services (one-time)	\$34,900	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: 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	
One-Time Total	\$34,900	\$10,000	249%	\$0	∞	\$10,000	\$0	N/A	\$0	\$0	\$0	
Wastewater Fund Total	\$79,150	\$87,578	-10%	\$89,075	-11%	(\$1,497)	\$53,069	60%	\$0	\$0	\$0	
Information Technology Fund												
60-5224-20 - Geographic Information Systems												
Personnel	\$114,570	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Moved from 10-5224-20
Supplies & Services (ongoing)	\$23,850	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Moved from 10-5224-20
Internal Charges	\$26,470	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Geographic Information Systems Total	\$164,890	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	

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
60-5224-21 - Information Technology Services												
Personnel	\$423,540	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Moved from 10-5224-21
Supplies & Services (ongoing)	\$445,936	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Moved from 10-5224-21
Internal Charges	\$453,760	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	\$1,323,236	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Supplies & Services (one-time)	\$133,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget: 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 Budget: 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)
One-Time Total	\$278,600	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Information Technology Services Total	\$1,601,836	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Information Technology Fund Totals												
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
Internal Charges Subtotal	\$480,230	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0
Ongoing Subtotal	\$1,488,126	\$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
Information Technology Fund Total	\$1,766,726	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Grand Totals												
Personnel Total	\$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	
Internal Charges Subtotal	\$484,250	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$1,532,376	\$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	
Grand Total	\$1,845,876	\$1,284,655	44%	\$1,111,835	66%	\$172,820	\$785,381	71%	\$853,746	\$1,058,766	\$713,637	

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 ⁽¹⁾	0.60	0.60
System Administrator	1.00	1.00
Total	4.60	4.60

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

⁽¹⁾ Part-time positions

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

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

Contingent Recommendation \$12,500



City of Sedona Decision Package Fiscal Year 2017-18

Request Title	Sinagua Building Network Connectivity
Department	Information Technology
Program	Information Technology
Funding Request Type	One-Time
Source of Funds	General Fund
Additional Explanation	Connect Sinagua Building to City Hall Network to support staff and visitors and provide access to Internet, phone, video, and other resources

I. Description of Request	
Provide network connectivity to Sinagua Building. City staff utilizing that office space would require access to network resources, Internet, and phones. Utilizing the space for training or public meetings would also require network access. Installation of security cameras to protect staff and property will require network connectivity to city servers.	
II. Problem/Issue	
A. History/Background	
Though there has not been a high demand for use of the Sinagua building to date, there are several potential uses being discussed for fiscal year 2018, including Wastewater staff, large meetings, training, etc. There has also been a request to install a security camera to monitor the parking areas.	
B. Does this affect our citizens/customers quality of life?	No
If yes, then how:	
C. Is this a traditional government function?	Yes
If it is not a traditional function, why should the City of Sedona deal with it?	
D. Does the project/issue relate to the Community Plan (or other master plans)?	
No	If other master plan, which?
If not in a specific plan, how does this fit into the City's priorities?	
E. Provide a cost/benefit analysis. What does the City/community get for this investment?	
III. Risk Analysis	
A. What happens if this is not done?	
Inability to utilize the Sinagua office space for any meaningful purpose.	
B. Show examples of best practices from other cities, if applicable:	

Contingent Recommendation \$12,500

C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:

There are two alternatives being proposed: Direct Fiber-Optic cable connection, or Point-to-Point Wireless connection. The preferred method is fiber-optic cable, but the the exact cost of this approach is not known at this time. There are in-ground conduits leaving City Hall building 104, to Cardinal Lane, to Sinagua Drive, and past Southwest Drive, but it is not known if these conduits are still in a usable condition. If the conduit is usable, the cost to extend it from Sinagua Drive into the Sinagua building and isntalling fiber-optic cable should be less than the cost of implementing a wireless solution. The fiber-optic connection is preferrable as it is faster, more secure, and more reliable. If, however, the conduit is not usable, or the cost of extending it into the Sinagua building is prohibitive, we would opt for the wireless solution.

IV. Implementation

A. What is the timeframe for completion of plan and implementation for project/issue?

Complete by end of calendar year 2017

B. How will you market/communicate the project/issue to the public?

The IT department would communicate the availability of network services to internal city staff. It would be at the City Manager’s discretion when and how to communicate this service to the public.

C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

IT Department would work with outside consultants to either run required conduits and install fiber-optic cable, or install and configure wireless antennas. Additional support from Facilities Maintenance may be required due to wall and/or roof penetrations.

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
		\$0
		\$0
Total Ongoing Expenditures		\$0

Line Item Description (One-Time)	Account*	FY 2017-18 Request
Network Switch, cables, accessories	60-5224-21-6846	\$5,000
The lesser of either Fiber Optic Cable installation or Wireless Antenna installation	60-5224-21-6846	\$7,500
		\$0
		\$0
Total One-Time Expenditures		\$12,500

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

If the wireless option is implemented, it is probable that one or both wireless antennas will need to be replaced within 3-5 years. If the fiber-optic option is implemented, there should be no future one-time or recurring expenses.

Contingent Recommendation \$12,500

VI. Proposed Cost Savings (If Applicable)		
Please explain any cost savings:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0
Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:		
VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.

City of Sedona
FY2017-18 Proposed Budget - Line Item Detail
Information Technology Department

67% of year completed

														FY2018 Proposed - Details	
Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Amount	Description
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.								
General Fund-Administration															
10-5224-01-6005	Salary & Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$299,101.04	\$293,214.79	\$281,523.37		
10-5224-01-6046	Other Allowances	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$3,051.76	\$3,499.76	\$3,070.23		
10-5224-01-6125	FICA	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$22,389.73	\$22,808.27	\$21,025.23		
10-5224-01-6130	ASRS Retirement	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$34,337.90	\$35,314.68	\$32,051.38		
10-5224-01-6134	STD/LTD Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$1,120.39	\$1,605.55	\$1,962.51		
10-5224-01-6135	Health/Dental/Life Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$46,725.72	\$48,120.45	\$43,407.53		
10-5224-01-6136	Workers Compensation Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$2,667.64	\$2,562.14	\$2,802.59		
	Administration - Personnel Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$409,394.18	\$407,125.64	\$385,842.84		
10-5224-01-6210	Printing/Office Supplies	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$265.46	\$0.00	\$0.00		
10-5224-01-6213	Voice & Data Communications	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$34,166.79	\$36,552.55	\$18,471.14		
10-5224-01-6245	Office Equipment - Non Capital	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$1,253.84	\$0.00	\$0.00		
10-5224-01-6405	Professional Services	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$4,737.92	\$5,188.54	\$5,426.01		
10-5224-01-6431	System Maintenance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$13,880.03	\$17,110.78	\$10,997.10		
10-5224-01-6436	Hardware/Software Maint & Supp	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$244,778.50	\$229,510.35	\$210,558.89		
10-5224-01-6703	Dues/Subscriptions/Licenses	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$2,002.28	\$1,499.41	\$2,370.63		
10-5224-01-6750	Travel & Training	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$755.44	\$4,965.68	\$0.00		
	Administration - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$301,840.26	\$294,827.31	\$247,823.77		
10-5224-01-6846	Computer Hardware	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$108,366.22	\$233,916.02	\$66,113.44		
10-5224-01-6847	Computer Software	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$34,145.52	\$122,897.09	\$13,677.23		
	Administration - Capital & Debt Service Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$142,511.74	\$356,813.11	\$79,790.67		
	General Fund-Administration Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$853,746.18	\$1,058,766.06	\$713,457.28		
General Fund-Geographic Information Systems															
10-5224-20-6005	Salary & Wages	\$0.00	\$74,400.00	-100%	\$74,400.00	-100%	\$0.00	\$47,402.35	64%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-20-6125	FICA	\$0.00	\$5,700.00	-100%	\$5,700.00	-100%	\$0.00	\$3,591.04	63%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-20-6130	ASRS Retirement	\$0.00	\$8,440.00	-100%	\$8,440.00	-100%	\$0.00	\$5,376.80	64%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-20-6134	STD/LTD Insurance	\$0.00	\$380.00	-100%	\$380.00	-100%	\$0.00	\$122.60	32%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-20-6135	Health/Dental/Life Insurance	\$0.00	\$7,440.00	-100%	\$7,440.00	-100%	\$0.00	\$4,649.53	62%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-20-6136	Workers Compensation Insurance	\$0.00	\$1,330.00	-100%	\$1,330.00	-100%	\$0.00	\$656.00	49%	\$0.00	\$0.00	\$0.00	\$0.00		
	Geographic Information Systems - Personnel Costs Subtotal	\$0.00	\$97,690.00	-100%	\$97,690.00	-100%	\$0.00	\$61,798.32	63%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-20-6243	Spec Supplies/Safety Equip/Emg	\$0.00	\$2,000.00	-100%	\$1,000.00	-100%	\$1,000.00	\$227.54	23%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-20-6436	Hardware/Software Maint & Supp	\$0.00	\$15,500.00	-100%	\$15,000.00	-100%	\$500.00	\$14,707.61	98%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-20-6750	Travel & Training	\$0.00	\$3,000.00	-100%	\$500.00	-100%	\$2,500.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$0.00		
	Geographic Information Systems - Supplies & Services Costs Subtotal	\$0.00	\$20,500.00	-100%	\$16,500.00	-100%	\$4,000.00	\$14,935.15	91%	\$0.00	\$0.00	\$0.00	\$0.00		
	General Fund-Geographic Information Systems Total	\$0.00	\$118,190.00	-100%	\$114,190.00	-100%	\$4,000.00	\$76,733.47	67%	\$0.00	\$0.00	\$0.00	\$0.00		
General Fund-Information Technology															
10-5224-21-6005	Salary & Wages	\$0.00	\$236,220.00	-100%	\$247,150.00	-100%	(\$10,930.00)	\$149,916.54	61%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6010	Part-Time Wages	\$0.00	\$27,110.00	-100%	\$28,110.00	-100%	(\$1,000.00)	\$11,678.16	42%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6046	Other Allowances	\$0.00	\$3,030.00	-100%	\$3,030.00	-100%	\$0.00	\$1,900.16	63%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6125	FICA	\$0.00	\$20,390.00	-100%	\$20,590.00	-100%	(\$200.00)	\$12,042.55	58%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6130	ASRS Retirement	\$0.00	\$30,220.00	-100%	\$31,680.00	-100%	(\$1,460.00)	\$18,540.60	59%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6134	STD/LTD Insurance	\$0.00	\$1,330.00	-100%	\$850.00	-100%	\$480.00	\$397.61	47%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6135	Health/Dental/Life Insurance	\$0.00	\$40,670.00	-100%	\$42,970.00	-100%	(\$2,300.00)	\$28,106.21	65%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6136	Workers Compensation Insurance	\$0.00	\$650.00	-100%	\$890.00	-100%	(\$240.00)	\$470.00	53%	\$0.00	\$0.00	\$0.00	\$0.00		
	Information Technology - Personnel Costs Subtotal	\$0.00	\$359,620.00	-100%	\$375,270.00	-100%	(\$15,650.00)	\$223,051.83	59%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6210	Printing/Office Supplies	\$0.00	\$250.00	-100%	\$500.00	-100%	(\$250.00)	\$249.03	50%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6212	Postage	\$0.00	\$250.00	-100%	\$100.00	-100%	\$150.00	\$102.16	102%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6213	Voice & Data Communications	\$0.00	\$85,877.20	-100%	\$65,000.00	-100%	\$20,877.20	\$41,235.68	63%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6244	Office Furniture - Non Capital	\$0.00	\$1,500.00	-100%	\$1,500.00	-100%	\$0.00	\$808.49	54%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6246	Computer Hardware - Non Capita	\$0.00	\$82,250.00	-100%	\$65,000.00	-100%	\$17,250.00	\$44,662.61	69%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6247	Computer Software - Non Capita	\$0.00	\$48,250.00	-100%	\$20,000.00	-100%	\$28,250.00	\$3,070.59	15%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6405	Professional Services	\$0.00	\$15,000.00	-100%	\$2,600.00	-100%	\$12,400.00	\$1,299.96	50%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6408	Technical Support	\$0.00	\$1,000.00	-100%	\$1,000.00	-100%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6436	Hardware/Software Maint & Supp	\$0.00	\$257,290.00	-100%	\$225,000.00	-100%	\$32,290.00	\$216,414.22	96%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6703	Dues/Subscriptions/Licenses	\$0.00	\$3,600.00	-100%	\$3,600.00	-100%	\$0.00	\$1,032.62	29%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5224-21-6750	Travel & Training	\$0.00	\$9,000.00	-100%	\$9,000.00	-100%	\$0.00	\$87.44	1%	\$0.00	\$0.00	\$0.00	\$0.00		
	Information Technology - Supplies & Services Costs Subtotal	\$0.00	\$504,267.20	-100%	\$393,300.00	-100%	\$110,967.20	\$308,962.80	79%	\$0.00	\$0.00	\$0.00	\$0.00		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Information Technology Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2018 Amount							Description	
10-5224-21-6846	Computer Hardware	\$0.00	\$180,000.00	-100%	\$140,000.00	-100%	\$40,000.00	\$123,564.21	88%	\$0.00	\$0.00	\$0.00			
10-5224-21-6847	Computer Software	\$0.00	\$35,000.00	-100%	\$0.00	-100%	\$35,000.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Information Technology - Capital & Debt Service Costs Subtotal	\$0.00	\$215,000.00	-100%	\$140,000.00	-100%	\$75,000.00	\$123,564.21	88%	\$0.00	\$0.00	\$0.00			
	General Fund-Information Technology Total	\$0.00	\$1,078,887.20	-100%	\$908,570.00	-100%	\$170,317.20	\$655,578.84	72%	\$0.00	\$0.00	\$0.00			
General Fund-Database Development															
10-5224-22-6046	Other Allowances	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$89.99			
	Database Development - Personnel Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$89.99			
	General Fund-Database Development Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$89.99			
Wastewater Enterprise Fund-Information Technology															
59-5224-21-6005	Salary & Wages	\$0.00	\$34,520.00	-100%	\$35,820.00	-100%	(\$1,300.00)	\$21,924.37	61%	\$0.00	\$0.00	\$0.00			
59-5224-21-6010	Part-Time Wages	\$0.00	\$3,020.00	-100%	\$3,120.00	-100%	(\$100.00)	\$1,297.44	42%	\$0.00	\$0.00	\$0.00			
59-5224-21-6046	Other Allowances	\$0.00	\$340.00	-100%	\$340.00	-100%	\$0.00	\$140.00	41%	\$0.00	\$0.00	\$0.00			
59-5224-21-6125	FICA	\$0.00	\$2,900.00	-100%	\$2,950.00	-100%	(\$50.00)	\$1,731.76	59%	\$0.00	\$0.00	\$0.00			
59-5224-21-6130	ASRS Retirement	\$0.00	\$4,300.00	-100%	\$4,500.00	-100%	(\$200.00)	\$2,649.26	59%	\$0.00	\$0.00	\$0.00			
59-5224-21-6134	STD/LTD Insurance	\$0.00	\$190.00	-100%	\$130.00	-100%	\$60.00	\$57.73	44%	\$0.00	\$0.00	\$0.00			
59-5224-21-6135	Health/Dental/Life Insurance	\$0.00	\$5,350.00	-100%	\$5,570.00	-100%	(\$220.00)	\$3,623.76	65%	\$0.00	\$0.00	\$0.00			
59-5224-21-6136	Workers Compensation Insurance	\$0.00	\$220.00	-100%	\$250.00	-100%	(\$30.00)	\$124.00	50%	\$0.00	\$0.00	\$0.00			
	Information Technology - Personnel Costs Subtotal	\$0.00	\$50,840.00	-100%	\$52,680.00	-100%	(\$1,840.00)	\$31,548.32	60%	\$0.00	\$0.00	\$0.00			
59-5224-21-6213	Voice & Data Communications	\$24,480.00	\$2,992.80	718%	\$2,900.00	744%	\$92.80	\$1,960.76	68%	\$0.00	\$0.00	\$0.00			
														On-Going: WW - Analog Phone Services - Fax, Fire Alarm, APS, SCADA, DSL, etc.	\$11,400.00
														On-Going: WW - Cellular Data Service for Field Operations and On-Call Support - 5 Devices @ \$40/mo	\$2,400.00
														On-Going: WW - Cellular Data Service for Public Wi-Fi at Plant	\$480.00
														On-Going: WW - NEW - Install 10MB CenturyLink Fiber Connection to City Hall	\$10,200.00
59-5224-21-6246	Computer Hardware - Non Capita	\$33,750.00	\$5,250.00	543%	\$15,000.00	125%	(\$9,750.00)	\$3,096.27	21%	\$0.00	\$0.00	\$0.00		On-Going: WW - Unbudgeted Hardware Replacements	\$1,000.00
														One-Time: Decision Package: New Wastewater Plant Operator (CM Contingent Recommendation)	\$2,000.00
														One-Time: KVM Extenders for SCADA Computer Security	\$3,000.00
														One-Time: WW - 3 Ruggedized Laptops for Field Operations and On-Call Support	\$10,500.00
														One-Time: WW - Keycard Security Access for 4 Doors - 2 on Admin and 2 on Ops	\$14,000.00
														One-Time: WW - NEW - Monitor Replacements for Lab and Admin	\$2,000.00

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67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
59-5224-21-6247	Computer Software - Non Capita	\$2,150.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,250.00	One-Time: WW - REFRESH PC - SCADA Historian
													\$650.00	One-Time: Decision Package: New Wastewater Plant Operator (CM Contingent Recommendation)
59-5224-21-6436	Hardware/Software Maint & Supp	\$11,750.00	\$18,495.00	-36%	\$18,495.00	-36%	\$0.00	\$16,463.68	89%	\$0.00	\$0.00	\$0.00	\$1,500.00	One-Time: WW - Citect SCADA Reports Software
													\$3,500.00	On-Going: WW - Acuracy UB Payment Check Scanning Hardware and Software Maintenance
													\$3,250.00	On-Going: WW - Citect Support
													\$100.00	On-Going: WW - Kaspersky Anti-Virus
													\$400.00	On-Going: WW - LogMeIn Remote Access
													\$4,000.00	On-Going: WW - WIMS Software Support
													\$500.00	On-Going: WW - WIN 911 Alarm Software Support
59-5224-21-6920	Lease Payments	\$3,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,000.00	On-Going: WW - Xerox Lease Payment and Usage Charges
	Information Technology - Supplies & Services Costs Subtotal	\$75,130.00	\$26,737.80	181%	\$36,395.00	106%	(\$9,657.20)	\$21,520.71	59%	\$0.00	\$0.00	\$0.00		
59-5224-21-6846	Computer Hardware	\$0.00	\$10,000.00	-100%	\$0.00	N/A	\$10,000.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Information Technology - Capital & Debt Service Costs Subtotal	\$0.00	\$10,000.00	-100%	\$0.00	N/A	\$10,000.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5224-21-7120	Finance Indirect Cost Alloc.	\$3,460.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5224-21-7160	General Indirect Cost Alloc.	\$560.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Information Technology - Internal Charges Subtotal	\$4,020.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Wastewater Enterprise Fund-Information Technology Total	\$79,150.00	\$87,577.80	-10%	\$89,075.00	-11%	(\$1,497.20)	\$53,069.03	60%	\$0.00	\$0.00	\$0.00		
Info Tech Internal Service Fnd-Geographic Information Systems														
60-5224-20-6005	Salary & Wages	\$87,930.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$87,930.00	Moved from 10-5224-20 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
60-5224-20-6125	FICA	\$6,730.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$6,730.00	Moved from 10-5224-20 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
60-5224-20-6130	ASRS Retirement	\$9,980.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$9,980.00	Moved from 10-5224-20 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
60-5224-20-6134	STD/LTD Insurance	\$250.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$250.00	Moved from 10-5224-20 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
60-5224-20-6135	Health/Dental/Life Insurance	\$8,540.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$8,540.00	Moved from 10-5224-20 and includes prior direct charges to WW to be allocated via indirect cost allocation plan

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Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
60-5224-20-6136	Workers Compensation Insurance	\$1,140.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$8,540.00	Moved from 10-5224-20 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
Geographic Information Systems - Personnel Costs Subtotal		\$114,570.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,140.00	Moved from 10-5224-20 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
60-5224-20-6243	Spec Supplies/Safety Equip/Emg	\$2,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-20-6436	Hardware/Software Maint & Supp	\$18,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$2,000.00	On-Going: IT - GIS Supplies - Paper, Toner, Mailers, etc.
													\$1,500.00	IT - GIS Plotter Hardware Maintenance
													\$1,750.00	On-Going: CD - GIS Desktop Software Maintenance
													\$13,500.00	On-Going: IT - GIS Server Software Maintenance
													\$2,100.00	On-Going: PW - GIS Desktop Software Maintenance
60-5224-20-6750	Travel & Training	\$3,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,000.00	On-Going: IT - GIS Training
Geographic Information Systems - Supplies & Services Costs Subtotal		\$23,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$200.00	IT equipment replacement reserve
60-5224-20-7000	Equip Replacement Reserve Chrg	\$200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-20-7100	Admin Indirect Cost Allocation	\$4,170.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-20-7110	HR Indirect Cost Allocations	\$3,100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-20-7120	Finance Indirect Cost Alloc.	\$5,620.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-20-7130	IT Indirect Cost Allocations	\$9,020.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-20-7160	General Indirect Cost Alloc.	\$1,710.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-20-7170	Facilities Indirect Cost Alloc	\$2,650.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Geographic Information Systems - Internal Charges Subtotal		\$26,470.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
Info Tech Internal Service Fnd-Geographic Information Systems Total		\$164,890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Info Tech Internal Service Fnd-Information Technology														
60-5224-21-6005	Salary & Wages	\$276,250.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-21-6010	Part-Time Wages	\$31,450.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$276,250.00	Moved from 10-5224-21 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
60-5224-21-6046	Other Allowances	\$3,360.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$31,450.00	Moved from 10-5224-21 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
60-5224-21-6125	FICA	\$23,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,360.00	Moved from 10-5224-21 and includes prior direct charges to WW to be allocated via indirect cost allocation plan

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													FY2018 Proposed - Details	
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60-5224-21-6130	ASRS Retirement	\$35,280.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$23,800.00	Moved from 10-5224-21 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
60-5224-21-6134	STD/LTD Insurance	\$910.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$35,280.00	Moved from 10-5224-21 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
60-5224-21-6135	Health/Dental/Life Insurance	\$51,580.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$910.00	Moved from 10-5224-21 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
60-5224-21-6136	Workers Compensation Insurance	\$910.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$51,580.00	Moved from 10-5224-21 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
	Information Technology - Personnel Costs Subtotal	\$423,540.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$910.00	Moved from 10-5224-21 and includes prior direct charges to WW to be allocated via indirect cost allocation plan
60-5224-21-6210	Printing/Office Supplies	\$250.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$250.00	On-Going: IT - Office Supplies
60-5224-21-6212	Postage	\$250.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$250.00	On-Going: IT - Postage and mailing
60-5224-21-6213	Voice & Data Communications	\$73,396.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$240.00	On-Going: CD - Cellular Data Service for Bldg Inspector - 1 Device @ \$20/mo
													\$336.00	On-Going: IT - Cellular Data Service - 1 Device X \$28/mo
													\$1,500.00	On-Going: IT - City Hall Public Wi-Fi
													\$20,400.00	On-Going: IT - City Internet Connection
													\$3,600.00	On-Going: IT - City Telephone Long Distance Service
													\$28,800.00	On-Going: IT - City Telephone Service
													\$9,900.00	On-Going: PD - Cellular Data Service for Mobile Data Computers - 33 Devices @ \$25mo
													\$2,160.00	On-Going: PD - Internet Connection for Mobile Data Computers
													\$4,000.00	On-Going: PD - Network T-1 Connection to AZ DPS
													\$1,020.00	On-Going: PD - Phone-to-Location Mapping Service for City Employee 911 Calls

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													\$480.00	On-Going: PR - Cellular Data Service for Public Wi-Fi at Admin Office - 1 Device @ \$40/mo	
													\$480.00	On-Going: PW - Cellular Data Service for Uptown Traffic Camera - 1 Device @ \$40/mo	
													\$480.00	On-Going: PW - NEW - Cellular Data Service for SR179 Traffic Camera - 1 Device @ \$40/mo	
60-5224-21-6244	Office Furniture - Non Capital	\$5,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$2,500.00	One-Time: IT - Conference Table and Chairs	
													\$2,500.00	One-Time: IT - Office Furniture Upgrades	
60-5224-21-6246	Computer Hardware - Non Capita	\$41,700.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$2,000.00	Decision Package: PR Administrative Assistant (CM Partial Recommendation)	
													\$10,000.00	On-Going: IT - Unbudgeted Departmental Additions, Upgrades, and Replacements	
													\$1,700.00	One-Time: CM - REFRESH PC - CITY MANAGER - 1 TABLET	
													\$5,000.00	One-Time: FN - REFRESH PC - FINANCE - 4	
													\$1,250.00	One-Time: IT - REFRESH PC - IT - 1	
													\$3,000.00	One-Time: PD - NEW - Network Connectivity at Shooting Range	
													\$3,000.00	One-Time: PD - NEW - Security Camera at Shooting Range	
													\$4,000.00	One-Time: PD - NEW - Security Camera for Interview Room	
													\$5,000.00	One-Time: PD - REFRESH PC - POLICE DEPARTMENT - 4	
													\$1,250.00	One-Time: PR - REFRESH PC - PARKS AND RECREATION - 1	
													\$3,000.00	One-Time: PW - NEW - Security Camera at BAMP	
60-5224-21-6247	Computer Software - Non Capita	\$106,650.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$2,500.00	One-Time: PW - REFRESH PC - PUBLIC WORKS - 2	
													\$35,000.00	Decision Package: FN Budget Building & Automation Software (CM Recommended)	
													\$650.00	Decision Package: PR Administrative Assistant (CM Partial Recommendation)	
													\$10,000.00	On-Going: IT - Unbudgeted Departmental Additions, Upgrades, and Replacements	
													\$250.00	On-Going: MC - QuickBooks Upgrade	

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													\$40,000.00	One-Time: IT - CARRYOVER - Microsoft Office Migration/Upgrade/Training
													\$20,000.00	One-Time: IT - INCREASE - Microsoft Office Migration/Upgrade/Training
60-5224-21-6405	Professional Services	\$6,750.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$750.00	One-Time: PR - NEW - SketchUp Pro Site Plan Layout & Drawing Software (A. Baxter)
													\$2,750.00	On-Going: IT - Preventive Maintenance for IT Data Center A/C Unit
													\$2,000.00	On-Going: IT - Preventive Maintenance for IT Data Center Battery Backup Power
													\$2,000.00	On-Going: IT - Preventive Maintenance for IT Data Center Emergency Generator
60-5224-21-6408	Technical Support	\$1,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,000.00	On-Going: IT - Misc. Technical Support
60-5224-21-6436	Hardware/Software Maint & Supp	\$279,640.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,250.00	On-Going: CA - TimeMatters Case Management System Software Maintenance
													\$11,040.00	On-Going: CC - Swagit Video Streaming & Broadcasting Service
													\$4,000.00	On-Going: CD - CitySourced On-Line Community Issues/Code Enforcement Reporting System
													\$1,000.00	On-Going: CD - Plotter Maintenance
													\$300.00	On-Going: CD - SketchUp Pro Software Maintenance - X2
													\$5,000.00	On-Going: CM - Digital Signage Content Management Support/Subscription
													\$400.00	On-Going: FN - City of Phoenix Sales Tax BI Subscription
													\$1,995.00	On-Going: FN - MuniCast
													\$100.00	On-Going: HR - EspressoID Employee Badge Printing Software Maintenance
													\$43,000.00	On-Going: IT - ADP
													\$1,600.00	On-Going: IT - AirWatch Mobile Device Management (MDM) Software License for 30 Devices
													\$17,100.00	On-Going: IT - Cisco Network & Phone Systems Hardware Maintenance

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													\$3,780.00	On-Going: IT - GroupWise E-Mail System Software Maintenance	
													\$2,475.00	On-Going: IT - GWAVA Retain E-Mail Archive System Software Maintenance	
													\$4,000.00	On-Going: IT - LaserFiche Document Management System Software Maintenance	
													\$8,500.00	On-Going: IT - Microsoft Server OS Licensing	
													\$1,500.00	On-Going: IT - Milestone Video Security System Software Maintenance	
													\$2,200.00	On-Going: IT - RS2 Electronic Access Control System Software Maintenance	
													\$2,700.00	On-Going: IT - Sophos Anti-Virus System Software Maintenance	
													\$26,000.00	On-Going: IT - Springbrook ERP Software Maintenance	
													\$9,600.00	On-Going: IT - VaultLogix On-Line Off-Site Data Backup Services	
													\$1,800.00	On-Going: IT - Vircom modusGate Anti-Spam System Software Maintenance	
													\$4,500.00	On-Going: IT - VMWare Virtual Server Infrastructure Software Maintenance	
													\$600.00	On-Going: MC - Liberty Court Recording Software Maintenance	
													\$1,200.00	On-Going: PD - CrimeMapping Public Crime Statistics Information Web Portal	
													\$4,500.00	On-Going: PD - Eventide Phone/Radio Recording System HW/SW Maintenance	
													\$7,000.00	On-Going: PD - L-3 In-Car Video Hardware & Software Maintenance	
													\$4,000.00	On-Going: PD - MDC Communications Hardware & Software Maintenance: NetMotion, Kerio, Kiwi, RSA	
													\$6,000.00	On-Going: PD - NEW - On-Line Off-Site Data Backup Services - FIPS 140-2 Compliant Encryption	
													\$92,000.00	On-Going: PD - New World CAD, Records, and Mobile Software Maintenance	
													\$3,750.00	On-Going: PD - Server Hardware Maintenance - New World Message Switch	

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													\$750.00	On-Going: PW - RapidPlan Traffic Modeling Software Maintenance - X2
													\$1,200.00	PD - Spillman Regional LE Data Sharing License
													\$3,750.00	PD - VMware Virtual Server Infrastructure Software Maintenance
													\$150.00	PR - SketchUp Pro Software Maintenance
													\$900.00	PW - AutoCAD Software Maintenance
60-5224-21-6703	Dues/Subscriptions/Licenses	\$3,400.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$750.00	On-Going: IT - Domain Name Registrations - ci.sedona.az.us & sedonaaz.gov
													\$50.00	On-Going: IT - Hosted DNS Service - godaddy.com
													\$900.00	On-Going: IT - Microsoft Developer Network Subscription
													\$1,700.00	On-Going: IT - Website Security Certificates - 4 @ \$425/ea
60-5224-21-6750	Travel & Training	\$25,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$15,000.00	On-Going: IT - End User Training (Springbrook, Vision Internet, MS Office, etc.)
													\$10,000.00	On-Going: IT - Staff Training - 4 @ \$2,500/ea
60-5224-21-6920	Lease Payments	\$36,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$36,000.00	On-Going: IT - Xerox Monthly Lease Payments and Usage
	Information Technology - Supplies & Services Costs Subtotal	\$579,036.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-21-6846	Computer Hardware	\$145,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$25,000.00	One-Time: Decision Package: Assigned Vehicle Program Completion (CM Contingent Recommendation)
													\$12,500.00	One-Time: Decision Package: Sinagua Building Network Connectivity (CM Contingent Recommendation)
													\$15,000.00	One-Time: IT - REFRESH SERVER - Replace Milestone Video Server
													\$10,000.00	One-Time: IT - REFRESH SERVER - Replace One ESX Virtual Infrastructure Server
													\$35,000.00	One-Time: PD - REFRESH EQUIPMENT - Upgrade/Replace PD Storage Area Network (SAN)
													\$18,000.00	One-Time: PD - REFRESH SERVER - L-3 In-Car Video Backend Server Upgrade

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Information Technology Department

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
														One-Time: PD - REFRESH SERVER - Replace New World Message Switch
													\$20,000.00	
														One-Time: PD - REFRESH SERVER - Replace one ESX Virtual Infrastructure Server
													\$10,000.00	
	Information Technology - Capital & Debt Service Costs Subtotal	\$145,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-21-7000	Equip Replacement Reserve Chrg	\$132,350.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		IT equipment replacement reserve
													\$132,350.00	
60-5224-21-7100	Admin Indirect Cost Allocation	\$16,670.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-21-7110	HR Indirect Cost Allocations	\$11,150.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-21-7120	Finance Indirect Cost Alloc.	\$48,490.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-21-7130	IT Indirect Cost Allocations	\$223,490.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-21-7160	General Indirect Cost Alloc.	\$11,010.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
60-5224-21-7170	Facilities Indirect Cost Alloc	\$10,600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Information Technology - Internal Charges Subtotal	\$453,760.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Info Tech Internal Service Fnd-Information Technology Total	\$1,601,836.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

CITY ATTORNEY'S OFFICE

Mission Statement

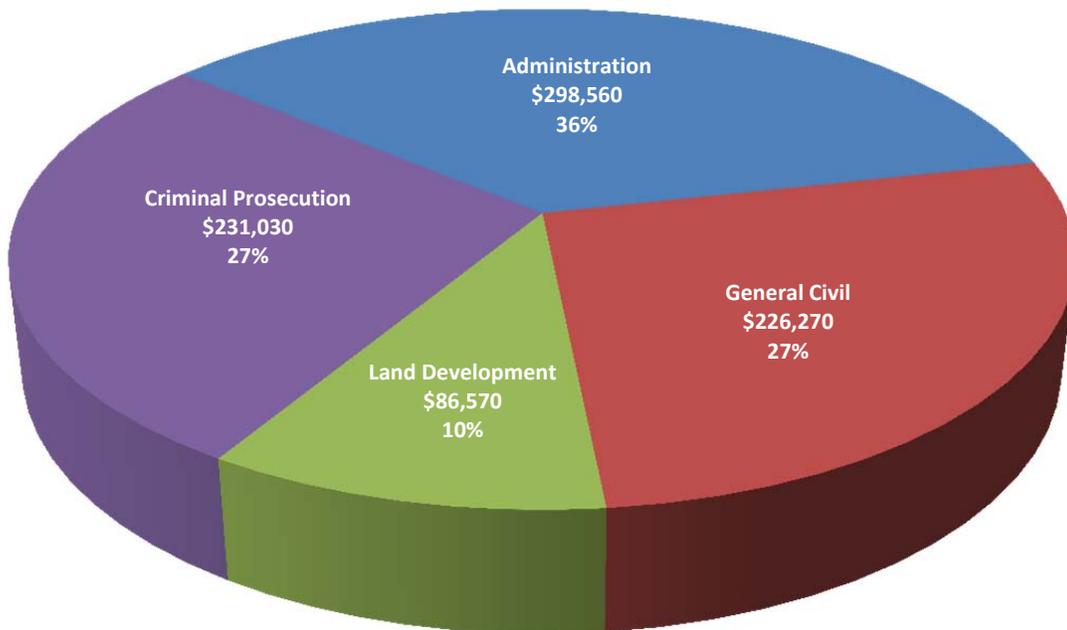
The department strives to provide quality legal advice and services to the City Council, City departments and commissions. To vigorously prosecute criminal cases in a fair manner that leads to just results.

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: \$842,430



CITY ATTORNEY'S OFFICE - Administration

Program Expenditures:	\$298,560
Personnel Costs:	\$149,420 (50%)
Supplies & Services:	\$115,000 (39%)
Internal Charges:	\$ 34,140 (11%)
Employee Time Allocation:	0.85 FTEs
General Fund Portion:	\$198,560 (62%)
Wastewater Fund Portion:	\$100,000 (38%)
Charges Allocated to Other Departments:	\$198,540

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 Target
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
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

Program Expenditures:	\$231,030
Personnel Costs:	\$188,980 (82%)
Supplies & Services:	\$ 2,700 (1%)
Internal Charges:	\$ 39,350 (17%)
Employee Time Allocation:	1.65 FTEs

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 Target
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
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: \$86,570
Personnel Costs: \$72,340 (84%)
Internal Charges: \$14,230 (16%)
Employee Time Allocation: 0.60 FTEs

**Charges Allocated to Other
 Departments:** \$86,570

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 Target
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
Confidence in legal department's ability to effectively advise 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

Program Expenditures:	\$226,270
Personnel Costs:	\$127,920 (57%)
Supplies & Services:	\$ 75,000 (33%)
Internal Charges:	\$ 23,350 (10%)
Employee Time Allocation:	0.90 FTEs

Charges Allocated to Other Departments:	\$226,270
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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 Target
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
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
General Fund											
10-5230-01 - Administration	\$20	\$144,565	-100%	\$128,280	-100%	\$16,285	\$82,320	64%	\$496,564	\$490,736	\$458,932
10-5230-17 - Criminal Prosecution	\$231,030	\$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
General Fund Total	\$231,050	\$534,455	-57%	\$446,390	-48%	\$88,065	\$280,483	63%	\$496,564	\$490,736	\$458,932
Wastewater Fund											
59-5230-01 - Administration	\$100,000	\$21,090	374%	\$21,090	374%	\$0	\$13,429	64%	\$0	\$0	\$0
Wastewater Fund Total	\$100,000	\$21,090	374%	\$21,090	374%	\$0	\$13,429	64%	\$0	\$0	\$0
GRAND TOTALS											
Administration	\$100,020	\$165,655	-40%	\$149,370	-33%	\$16,285	\$95,749	64%	\$496,564	\$490,736	\$458,932
Criminal Prosecution	\$231,030	\$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
Grand Totals	\$331,050	\$555,545	-40%	\$467,480	-29%	\$88,065	\$293,912	63%	\$496,564	\$490,736	\$458,932
Grand Totals (excluded charges allocated to other departments)	\$842,430	\$555,545	52%	\$467,480	80%	\$88,065	\$293,912	63%	\$496,564	\$490,736	\$458,932

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
General Fund												
10-5230-01 - Administration												
Personnel	\$149,420	\$133,980	12%	\$118,820	26%	\$15,160	\$75,219	63%	\$468,437	\$459,902	\$434,248	Budget Increase: Change in allocations between programs Current Year Under Budget: 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	Budget Increase: Added professional services (\$2k), increased Travel & Training (\$2k)
Internal Charges	(\$164,400)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Administration Total	\$20	\$144,565	-100%	\$128,280	-100%	\$16,285	\$82,320	64%	\$496,564	\$490,736	\$458,932	
10-5230-17 - Criminal Prosecution												
Personnel	\$188,980	\$177,480	6%	\$177,480	6%	\$0	\$110,466	62%	\$0	\$0	\$0	
Supplies & Services (ongoing)	\$2,700	\$2,700	0%	\$0	∞	\$2,700	\$0	N/A	\$0	\$0	\$0	
Internal Charges	\$39,350	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Criminal Prosecution Total	\$231,030	\$180,180	28%	\$177,480	30%	\$2,700	\$110,466	62%	\$0	\$0	\$0	
10-5230-18 - Land Development												
Personnel	\$72,340	\$65,170	11%	\$26,850	169%	\$38,320	\$18,320	68%	\$0	\$0	\$0	Budget Increase: Change in allocations between programs Current Year Under Budget: Estimated vacancy savings
Internal Charges	(\$72,340)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Land Development Total	\$0	\$65,170	-100%	\$26,850	-100%	\$38,320	\$18,320	68%	\$0	\$0	\$0	
10-5230-19 - General Civil												
Personnel	\$127,920	\$94,540	35%	\$73,780	73%	\$20,760	\$45,190	61%	\$0	\$0	\$0	Budget Increase: Change in allocations between programs Current Year Under Budget: Estimated vacancy savings
Supplies & Services (ongoing)	\$75,000	\$50,000	50%	\$40,000	88%	\$10,000	\$24,187	60%	\$0	\$0	\$0	Budget Increase: Moved property damage claims from other departments (\$25k)
Internal Charges	(\$202,920)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
General Civil Total	\$0	\$144,540	-100%	\$113,780	-100%	\$30,760	\$69,377	61%	\$0	\$0	\$0	
General Fund Totals												
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	
Internal Charges Subtotal	(\$400,310)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
General Fund Total	\$231,050	\$534,455	-57%	\$446,390	-48%	\$88,065	\$280,483	63%	\$496,564	\$490,736	\$458,932	

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
Wastewater Fund												
59-5230-01 - Administration												
Personnel	\$0	\$21,090	-100%	\$21,090	-100%	\$0	\$13,429	64%	\$0	\$0	\$0	Budget Decrease: Change in allocations between programs
Supplies & Services (one-time)	\$100,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: Legal fees for Sun Edison issue
Administration Total	\$100,000	\$21,090	374%	\$21,090	374%	\$0	\$13,429	64%	\$0	\$0	\$0	
Grand Totals												
Personnel Total	\$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	
Internal Charges Subtotal	(\$400,310)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$231,050	\$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	
Grand Total	\$331,050	\$555,545	-40%	\$467,480	-29%	\$88,065	\$293,912	63%	\$496,564	\$490,736	\$458,932	

CITY ATTORNEY'S OFFICE - continued

Positions/Allocations Summaries

Position	FY18 FTE	FY17 FTE
Assistant City Attorney ⁽¹⁾	2.00	1.60
City Attorney	1.00	1.00
Legal Assistant	1.00	1.00
Total	4.00	3.60

Org Unit	Org Description	FY18 FTE	FY17 FTE
General Fund			
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
General Fund Total		4.00	3.50
Wastewater Fund ⁽²⁾			
59-5230-01	Administration	0.00	0.10
Wastewater Fund Total		0.00	0.10
Grand Total		4.00	3.60

⁽¹⁾ 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.

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

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Attorney's Office

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details		
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.							Amount	Description	
General Fund-Administration																
10-5230-01-6005	Salary & Wages	\$107,630.00	\$82,450.00	31%	\$82,450.00	31%	\$0.00	\$52,321.74	63%	\$332,002.38	\$331,771.57	\$322,511.69				
																Includes part-time attorney reclassified as full-time and prior direct charges to WW to be allocated via indirect cost allocation plan
																\$107,630.00
10-5230-01-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$47.26	\$88.99	\$198.50				
10-5230-01-6010	Part-Time Wages	\$0.00	\$16,540.00	-100%	\$3,840.00	-100%	\$12,700.00	\$3,825.00	100%	\$2,891.15	\$727.60	\$0.00				
10-5230-01-6046	Other Allowances	\$2,650.00	\$2,640.00	0%	\$2,640.00	0%	\$0.00	\$495.25	19%	\$6,426.49	\$2,600.32	\$3,233.28				
																Includes prior direct charges to WW to be allocated via indirect cost allocation plan
																\$2,650.00
10-5230-01-6125	FICA	\$8,440.00	\$7,790.00	8%	\$5,690.00	48%	\$2,100.00	\$3,202.41	56%	\$25,043.99	\$24,125.00	\$22,290.28				
																Includes prior direct charges to WW to be allocated via indirect cost allocation plan
																\$8,440.00
10-5230-01-6130	ASRS Retirement	\$12,510.00	\$11,540.00	8%	\$11,450.00	9%	\$90.00	\$7,063.53	62%	\$37,954.63	\$40,073.40	\$36,479.10				
																Includes prior direct charges to WW to be allocated via indirect cost allocation plan
																\$12,510.00
10-5230-01-6134	STD/LTD Insurance	\$270.00	\$500.00	-46%	\$230.00	17%	\$270.00	\$110.91	48%	\$924.07	\$1,795.05	\$2,146.53				
																Includes prior direct charges to WW to be allocated via indirect cost allocation plan
																\$270.00
10-5230-01-6135	Health/Dental/Life Insurance	\$17,740.00	\$12,290.00	44%	\$12,290.00	44%	\$0.00	\$8,096.01	66%	\$62,091.19	\$57,589.61	\$46,235.06				
																Includes prior direct charges to WW to be allocated via indirect cost allocation plan
																\$17,740.00
10-5230-01-6136	Workers Compensation Insurance	\$180.00	\$230.00	-22%	\$230.00	-22%	\$0.00	\$104.00	45%	\$1,056.00	\$1,130.21	\$1,153.41				
																Includes prior direct charges to WW to be allocated via indirect cost allocation plan
																\$180.00
	Administration - Personnel Costs Subtotal	\$149,420.00	\$133,980.00	12%	\$118,820.00	26%	\$15,160.00	\$75,218.85	63%	\$468,437.16	\$459,901.75	\$434,247.85				
10-5230-01-6024	Meals	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$45.89	\$0.00	\$0.00				
10-5230-01-6210	Printing/Office Supplies	\$2,000.00	\$2,000.00	0%	\$1,000.00	100%	\$1,000.00	\$687.09	69%	\$0.00	\$0.90	\$0.00				On-Going: Ink cartridges and misc. office supplies
																\$2,000.00
10-5230-01-6244	Office Furniture - Non Capital	\$0.00	\$0.00	N/A	\$60.00	-100%	(\$60.00)	\$56.23	94%	\$144.63	\$1,539.98	\$0.00				
10-5230-01-6405	Professional Services	\$2,000.00	\$0.00	∞	\$1,100.00	82%	(\$1,100.00)	\$1,100.00	100%	\$0.00	\$0.00	\$0.00				
																\$500.00 On-Going: Finance Auditor
																On-Going: Tax code updates
																\$1,500.00
10-5230-01-6413	On-Line Research	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,899.98	\$2,310.00	\$2,730.00				
10-5230-01-6414	Prosecutorial Services	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$30.00				
10-5230-01-6418	Law Library	\$500.00	\$500.00	0%	\$300.00	67%	\$200.00	\$136.22	45%	\$0.00	\$141.81	\$526.25				
																On-Going: Update to Periodicals
																\$500.00
10-5230-01-6450	Legal Fees/Settlements/Deductibles	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$21,355.02	\$24,135.43	\$20,018.14				
10-5230-01-6703	Dues/Subscriptions/Licenses	\$5,500.00	\$5,500.00	0%	\$4,000.00	38%	\$1,500.00	\$3,208.22	80%	\$2,184.00	\$1,425.00	\$1,380.00				
																On-Going: Bar Dues, IMLA, PRIMA
																\$5,500.00
10-5230-01-6750	Travel & Training	\$5,000.00	\$2,585.00	93%	\$3,000.00	67%	(\$415.00)	\$1,913.10	64%	\$1,497.30	\$1,280.77	\$0.00				
																On-Going: Continuing Legal Education
																\$2,415.00
																On-Going: Continuing Legal Education
																\$2,585.00
	Administration - Supplies & Services Costs Subtotal	\$15,000.00	\$10,585.00	42%	\$9,460.00	59%	\$1,125.00	\$7,100.86	75%	\$28,126.82	\$30,833.89	\$24,684.39				

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Attorney's Office

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
10-5230-01-7100	Admin Indirect Cost Allocation	\$3,540.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-01-7110	HR Indirect Cost Allocations	\$2,630.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-01-7120	Finance Indirect Cost Alloc.	\$11,230.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-01-7130	IT Indirect Cost Allocations	\$5,070.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-01-7140	Legal Indirect Cost Allocation	(\$198,540.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-01-7160	General Indirect Cost Alloc.	\$5,920.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-01-7170	Facilities Indirect Cost Alloc	\$2,580.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-01-7150	Clerk Indirect Cost Allocation	\$3,170.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Administration - Internal Charges Subtotal	(\$164,400.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Administration Total	\$20.00	\$144,565.00	-100%	\$128,280.00	-100%	\$16,285.00	\$82,319.71	64%	\$496,563.98	\$490,735.64	\$458,932.24		
General Fund-Criminal Prosecution														
10-5230-17-6005	Salary & Wages	\$133,890.00	\$124,990.00	7%	\$124,990.00	7%	\$0.00	\$78,099.95	62%	\$0.00	\$0.00	\$0.00		\$133,890.00 Current authorized positions
10-5230-17-6046	Other Allowances	\$270.00	\$270.00	0%	\$270.00	0%	\$0.00	\$49.54	18%	\$0.00	\$0.00	\$0.00		\$270.00 Current authorized positions
10-5230-17-6125	FICA	\$10,270.00	\$9,590.00	7%	\$9,590.00	7%	\$0.00	\$5,644.25	59%	\$0.00	\$0.00	\$0.00		\$10,270.00 Social Security & Medicare
10-5230-17-6130	ASRS Retirement	\$15,220.00	\$14,210.00	7%	\$14,210.00	7%	\$0.00	\$8,970.68	63%	\$0.00	\$0.00	\$0.00		\$15,220.00 Current authorized positions
10-5230-17-6134	STD/LTD Insurance	\$390.00	\$630.00	-38%	\$630.00	-38%	\$0.00	\$210.23	33%	\$0.00	\$0.00	\$0.00		Short-Term Disability & \$390.00 ASRS Long-Term Disability
10-5230-17-6135	Health/Dental/Life Insurance	\$28,720.00	\$27,510.00	4%	\$27,510.00	4%	\$0.00	\$17,360.82	63%	\$0.00	\$0.00	\$0.00		\$28,720.00 Current authorized positions
10-5230-17-6136	Workers Compensation Insurance	\$220.00	\$280.00	-21%	\$280.00	-21%	\$0.00	\$131.00	47%	\$0.00	\$0.00	\$0.00		\$220.00 Current authorized positions
	Criminal Prosecution - Personnel Costs Subtotal	\$188,980.00	\$177,480.00	6%	\$177,480.00	6%	\$0.00	\$110,466.47	62%	\$0.00	\$0.00	\$0.00		
10-5230-17-6414	Prosecutorial Services	\$1,200.00	\$1,200.00	0%	\$0.00	∞	\$1,200.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		On-Going: Rule 11 Evaluations \$1,200.00
10-5230-17-6741	Witness Fees	\$1,500.00	\$1,500.00	0%	\$0.00	∞	\$1,500.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		On-Going: Interviews of Defense Expert Witnesses \$1,500.00
	Criminal Prosecution - Supplies & Services Costs Subtotal	\$2,700.00	\$2,700.00	0%	\$0.00	∞	\$2,700.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-17-7100	Admin Indirect Cost Allocation	\$7,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-17-7110	HR Indirect Cost Allocations	\$5,440.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-17-7120	Finance Indirect Cost Alloc.	\$8,820.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-17-7130	IT Indirect Cost Allocations	\$10,630.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-17-7160	General Indirect Cost Alloc.	\$2,100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-17-7170	Facilities Indirect Cost Alloc	\$5,160.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Criminal Prosecution - Internal Charges Subtotal	\$39,350.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Criminal Prosecution Total	\$231,030.00	\$180,180.00	28%	\$177,480.00	30%	\$2,700.00	\$110,466.47	62%	\$0.00	\$0.00	\$0.00		
General Fund-Land Development														
10-5230-18-6005	Salary & Wages	\$50,850.00	\$15,670.00	225%	\$20,270.00	151%	(\$4,600.00)	\$14,436.25	71%	\$0.00	\$0.00	\$0.00		Includes part-time attorney reclassified as full-time \$50,850.00
10-5230-18-6010	Part-Time Wages	\$0.00	\$33,080.00	-100%	\$0.00	N/A	\$33,080.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-18-6046	Other Allowances	\$530.00	\$530.00	0%	\$530.00	0%	\$0.00	\$99.05	19%	\$0.00	\$0.00	\$0.00		\$530.00 Current authorized positions
10-5230-18-6125	FICA	\$3,940.00	\$3,780.00	4%	\$1,380.00	186%	\$2,400.00	\$883.37	64%	\$0.00	\$0.00	\$0.00		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Attorney's Office

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
10-5230-18-6130	ASRS Retirement	\$5,830.00	\$5,590.00	4%	\$2,250.00	159%	\$3,340.00	\$1,431.58	64%	\$0.00	\$0.00	\$0.00	\$0.00	\$3,940.00	Social Security & Medicare
10-5230-18-6134	STD/LTD Insurance	\$150.00	\$250.00	-40%	\$50.00	200%	\$200.00	\$21.22	42%	\$0.00	\$0.00	\$0.00	\$0.00	\$5,830.00	Current authorized positions
10-5230-18-6135	Health/Dental/Life Insurance	\$10,950.00	\$6,160.00	78%	\$2,260.00	385%	\$3,900.00	\$1,407.19	62%	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	Short-Term Disability & ASRS Long-Term Disability
10-5230-18-6136	Workers Compensation Insurance	\$90.00	\$110.00	-18%	\$110.00	-18%	\$0.00	\$41.00	37%	\$0.00	\$0.00	\$0.00	\$0.00	\$10,950.00	Current authorized positions
	Land Development - Personnel Costs Subtotal	\$72,340.00	\$65,170.00	11%	\$26,850.00	169%	\$38,320.00	\$18,319.66	68%	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00	Current authorized positions
10-5230-18-7100	Admin Indirect Cost Allocation	\$2,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5230-18-7110	HR Indirect Cost Allocations	\$1,860.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5230-18-7120	Finance Indirect Cost Alloc.	\$3,140.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5230-18-7130	IT Indirect Cost Allocations	\$4,310.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5230-18-7140	Legal Indirect Cost Allocation	(\$86,570.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5230-18-7160	General Indirect Cost Alloc.	\$600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5230-18-7170	Facilities Indirect Cost Alloc	\$1,820.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
	Land Development - Internal Charges Subtotal	(\$72,340.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
	General Fund-Land Development Total	\$0.00	\$65,170.00	-100%	\$26,850.00	-100%	\$38,320.00	\$18,319.66	68%	\$0.00	\$0.00	\$0.00	\$0.00		
General Fund-General Civil															
10-5230-19-6005	Salary & Wages	\$90,450.00	\$51,530.00	76%	\$51,530.00	76%	\$0.00	\$32,108.49	62%	\$0.00	\$0.00	\$0.00	\$0.00	\$90,450.00	Includes part-time attorney reclassified as full-time
10-5230-19-6010	Part-Time Wages	\$0.00	\$16,540.00	-100%	\$0.00	N/A	\$16,540.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5230-19-6046	Other Allowances	\$1,860.00	\$1,320.00	41%	\$1,320.00	41%	\$0.00	\$247.61	19%	\$0.00	\$0.00	\$0.00	\$0.00	\$1,860.00	Current authorized positions
10-5230-19-6125	FICA	\$7,070.00	\$5,320.00	33%	\$3,320.00	113%	\$2,000.00	\$1,855.57	56%	\$0.00	\$0.00	\$0.00	\$0.00	\$7,070.00	Social Security & Medicare
10-5230-19-6130	ASRS Retirement	\$10,470.00	\$7,880.00	33%	\$6,780.00	54%	\$1,100.00	\$4,204.58	62%	\$0.00	\$0.00	\$0.00	\$0.00	\$10,470.00	Current authorized positions
10-5230-19-6134	STD/LTD Insurance	\$240.00	\$350.00	-31%	\$170.00	41%	\$180.00	\$78.43	46%	\$0.00	\$0.00	\$0.00	\$0.00	\$240.00	Short-Term Disability & ASRS Long-Term Disability
10-5230-19-6135	Health/Dental/Life Insurance	\$17,670.00	\$11,440.00	54%	\$10,540.00	68%	\$900.00	\$6,638.38	63%	\$0.00	\$0.00	\$0.00	\$0.00	\$17,670.00	Current authorized positions
10-5230-19-6136	Workers Compensation Insurance	\$160.00	\$160.00	0%	\$120.00	33%	\$40.00	\$57.00	48%	\$0.00	\$0.00	\$0.00	\$0.00	\$160.00	Current authorized positions
	General Civil - Personnel Costs Subtotal	\$127,920.00	\$94,540.00	35%	\$73,780.00	73%	\$20,760.00	\$45,190.06	61%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5230-19-6420	Legal Services	\$10,000.00	\$10,000.00	0%	\$15,000.00	-33%	(\$5,000.00)	\$7,259.96	48%	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	On-Going: Outside Legal Counsel
10-5230-19-6470	Legal Settlements & Deductibles	\$65,000.00	\$40,000.00	63%	\$25,000.00	160%	\$15,000.00	\$16,926.78	68%	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	On-Going: Estimated average property damage claims for PW
														\$40,000.00	On-Going: To pay claims against City and Deductibles on City property/vehicle damage.

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 City Attorney's Office

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.							Amount	Description
General Civil - Supplies & Services Costs Subtotal		\$75,000.00	\$50,000.00	50%	\$40,000.00	88%	\$10,000.00		\$24,186.74	60%	\$0.00	\$0.00	\$0.00	\$10,000.00	On-Going: Transfer from PD for vehicle property damage
10-5230-19-7100	Admin Indirect Cost Allocation	\$3,750.00	\$0.00	∞	\$0.00	∞	\$0.00		\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-19-7110	HR Indirect Cost Allocations	\$2,790.00	\$0.00	∞	\$0.00	∞	\$0.00		\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-19-7120	Finance Indirect Cost Alloc.	\$8,070.00	\$0.00	∞	\$0.00	∞	\$0.00		\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-19-7130	IT Indirect Cost Allocations	\$4,410.00	\$0.00	∞	\$0.00	∞	\$0.00		\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-19-7140	Legal Indirect Cost Allocation	(\$226,270.00)	\$0.00	∞	\$0.00	∞	\$0.00		\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-19-7160	General Indirect Cost Alloc.	\$1,600.00	\$0.00	∞	\$0.00	∞	\$0.00		\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5230-19-7170	Facilities Indirect Cost Alloc	\$2,730.00	\$0.00	∞	\$0.00	∞	\$0.00		\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Civil - Internal Charges Subtotal		(\$202,920.00)	\$0.00	∞	\$0.00	∞	\$0.00		\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-General Civil Total		\$0.00	\$144,540.00	-100%	\$113,780.00	-100%	\$30,760.00		\$69,376.80	61%	\$0.00	\$0.00	\$0.00		
Wastewater Enterprise Fund-Administration															
59-5230-01-6005	Salary & Wages	\$0.00	\$15,670.00	-100%	\$15,670.00	-100%	\$0.00		\$9,988.42	64%	\$0.00	\$0.00	\$0.00		
59-5230-01-6046	Other Allowances	\$0.00	\$530.00	-100%	\$530.00	-100%	\$0.00		\$94.91	18%	\$0.00	\$0.00	\$0.00		
59-5230-01-6125	FICA	\$0.00	\$1,250.00	-100%	\$1,250.00	-100%	\$0.00		\$542.15	43%	\$0.00	\$0.00	\$0.00		
59-5230-01-6130	ASRS Retirement	\$0.00	\$1,840.00	-100%	\$1,840.00	-100%	\$0.00		\$1,358.03	74%	\$0.00	\$0.00	\$0.00		
59-5230-01-6134	STD/LTD Insurance	\$0.00	\$80.00	-100%	\$80.00	-100%	\$0.00		\$20.21	25%	\$0.00	\$0.00	\$0.00		
59-5230-01-6135	Health/Dental/Life Insurance	\$0.00	\$1,680.00	-100%	\$1,680.00	-100%	\$0.00		\$1,406.95	84%	\$0.00	\$0.00	\$0.00		
59-5230-01-6136	Workers Compensation Insurance	\$0.00	\$40.00	-100%	\$40.00	-100%	\$0.00		\$18.00	45%	\$0.00	\$0.00	\$0.00		
Administration - Personnel Costs Subtotal		\$0.00	\$21,090.00	-100%	\$21,090.00	-100%	\$0.00		\$13,428.67	64%	\$0.00	\$0.00	\$0.00		
59-5230-01-6420	Legal Services	\$100,000.00	\$0.00	∞	\$0.00	∞	\$0.00		\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$100,000.00	One-time: Legal fees for Sun Edison issue
Administration - Supplies & Services Costs Subtotal		\$100,000.00	\$0.00	∞	\$0.00	∞	\$0.00		\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Wastewater Enterprise Fund-Administration Total		\$100,000.00	\$21,090.00	374%	\$21,090.00	374%	\$0.00		\$13,428.67	64%	\$0.00	\$0.00	\$0.00		

MUNICIPAL COURT

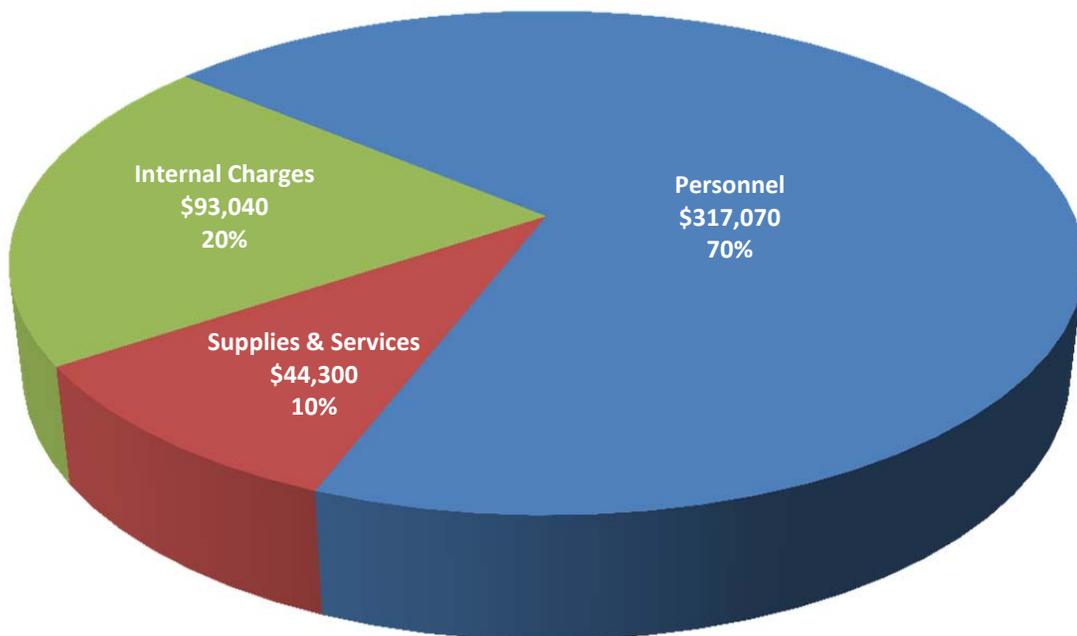
Mission Statement

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: \$454,410



MUNICIPAL COURT - continued

Program Expenditures: \$454,410
Personnel Costs: \$317,070 (70%)
Supplies & Services \$ 44,300 (10%)
Internal Charges \$ 93,040 (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
Filings:				
• 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
General Fund											
10-5520-01 - Administration	\$454,410	\$342,950	33%	\$331,890	37%	\$11,060	\$183,507	55%	\$306,451	\$291,684	\$271,121
General Fund Total	\$454,410	\$342,950	33%	\$331,890	37%	\$11,060	\$183,507	55%	\$306,451	\$291,684	\$271,121
Grants & Donations Funds											
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
Grants & Donations Funds Total	\$0	\$0	N/A	\$1,650	-100%	(\$1,650)	\$1,604	97%	\$830	\$0	\$0
GRAND TOTALS											
Administration	\$454,410	\$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
Grand Totals	\$454,410	\$342,950	33%	\$333,540	36%	\$9,410	\$185,111	55%	\$307,281	\$291,684	\$271,121

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
General Fund												
10-5520-01 - Administration												
Personnel	\$317,070	\$298,400	6%	\$287,310	10%	\$11,090	\$173,433	60%	\$270,982	\$248,298	\$239,686	Current Year Under Budget: Estimated vacancy savings
Supplies & Services (ongoing)	\$43,400	\$43,650	-1%	\$44,580	-3%	(\$930)	\$10,074	23%	\$35,469	\$43,386	\$31,435	
Internal Charges	\$93,040	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	\$453,510	\$342,050	33%	\$331,890	37%	\$10,160	\$183,507	55%	\$306,451	\$291,684	\$271,121	
Supplies & Services (one-time)	\$900	\$900	0%	\$0	∞	\$900	\$0	N/A	\$0	\$0	\$0	Budget: Carryover of AOC required scanner
General Fund Total	\$454,410	\$342,950	33%	\$331,890	37%	\$11,060	\$183,507	55%	\$306,451	\$291,684	\$271,121	
Grants & Donations Funds												
GD-5520-48 - Court Enhancement Fees												
Supplies & Services	\$0	\$0	N/A	\$550	-100%	(\$550)	\$548	100%	\$0.00	\$0.00	\$0.00	
GD-5520-49 - JCEF Time Payment Fees												
Supplies & Services	\$0	\$0	N/A	\$1,100	-100%	(\$1,100)	\$1,056	96%	\$830	\$0	\$0	
Grants & Donations Funds Total	\$0	\$0	N/A	\$1,650	-100%	(\$1,650)	\$1,604	97%	\$830	\$0	\$0	
Grand Totals												
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	
Internal Charges Total	\$93,040	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Total	\$453,510	\$342,050	33%	\$331,890	37%	\$10,160	\$183,507	55%	\$306,451	\$291,684	\$271,121	
Supplies & Services One-Time Total	\$900	\$900	0%	\$1,650	-45%	(\$750)	\$1,604	97%	\$830	\$0	\$0	
Grand Total	\$454,410	\$342,950	33%	\$333,540	36%	\$9,410	\$185,111	55%	\$307,281	\$291,684	\$271,121	

MUNICIPAL COURT - continued

Positions/Allocations Summaries

Position	FY18 FTE	FY17 FTE
Court Administrator	1.00	1.00
Court Clerk ⁽¹⁾	2.60	2.60
Magistrate Judge ⁽¹⁾	0.60	0.60
Magistrate Judge Pro Tem ⁽²⁾	0.05	0.00
Total	4.25	4.20

Org Unit	Org Description	FY18 FTE	FY17 FTE
General Fund			
10-5520-01	Administration	4.25	4.20
General Fund Total		4.25	4.20

⁽¹⁾ Includes part-time positions.

⁽²⁾ Temporary position

**City of Sedona
FY2017-18 Proposed Budget - Line Item Detail
Municipal Court**

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
General Fund-Administration														
10-5520-01-6005	Salary & Wages	\$132,300.00	\$124,690.00	6%	\$138,690.00	-5%	(\$14,000.00)	\$79,308.38	57%	\$185,192.46	\$166,577.51	\$165,815.49		
													\$132,300.00	Current authorized positions
10-5520-01-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$5.98	\$0.00	\$80.55		
10-5520-01-6010	Part-Time Wages	\$91,040.00	\$91,220.00	0%	\$68,420.00	33%	\$22,800.00	\$43,792.28	64%	\$3,167.36	\$6,240.00	\$4,661.00		
													\$91,040.00	Current authorized positions
10-5520-01-6011	Temp Wages	\$5,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$5,000.00	Court Coverage by Judge Pro Tems as needed - ongoing
10-5520-01-6046	Other Allowances	\$1,200.00	\$1,200.00	0%	\$1,200.00	0%	\$0.00	\$700.00	58%	\$1,200.00	\$1,300.00	\$1,100.00		
													\$1,200.00	Current authorized positions
10-5520-01-6125	FICA	\$17,560.00	\$16,610.00	6%	\$14,810.00	19%	\$1,800.00	\$9,146.78	62%	\$13,927.19	\$13,460.64	\$12,598.39		
													\$17,560.00	Social Security & Medicare
10-5520-01-6130	ASRS Retirement	\$24,500.00	\$16,350.00	50%	\$20,750.00	18%	(\$4,400.00)	\$13,174.64	63%	\$20,075.05	\$18,702.85	\$17,273.06		
													\$24,500.00	Current authorized positions
10-5520-01-6134	STD/LTD Insurance	\$720.00	\$960.00	-25%	\$840.00	-14%	\$120.00	\$341.59	41%	\$917.54	\$835.48	\$775.60		
													\$720.00	Short-Term Disability & ASRS Long-Term Disability
10-5520-01-6135	Health/Dental/Life Insurance	\$44,370.00	\$46,880.00	-5%	\$42,180.00	5%	\$4,700.00	\$26,761.20	63%	\$45,882.90	\$40,618.33	\$37,163.66		
													\$44,370.00	Current authorized positions
10-5520-01-6136	Workers Compensation Insurance	\$380.00	\$490.00	-22%	\$420.00	-10%	\$70.00	\$208.00	50%	\$614.00	\$563.36	\$218.14		
													\$380.00	Current authorized positions
	Administration - Personnel Costs Subtotal	\$317,070.00	\$298,400.00	6%	\$287,310.00	10%	\$11,090.00	\$173,432.87	60%	\$270,982.48	\$248,298.17	\$239,685.89		
10-5520-01-6210	Printing/Office Supplies	\$3,000.00	\$3,000.00	0%	\$3,000.00	0%	\$0.00	\$1,619.17	54%	\$735.51	\$1,707.49	\$0.00		
													\$3,000.00	Ink/toner office equipment, misc supplies - on going
10-5520-01-6214	Uniform Expenses	\$0.00	\$0.00	N/A	\$280.00	-100%	(\$280.00)	\$278.22	99%	\$0.00	\$0.00	\$0.00		
10-5520-01-6244	Office Furniture - Non Capital	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,261.22	\$4,947.14	\$0.00		
10-5520-01-6405	Professional Services	\$4,000.00	\$4,000.00	0%	\$4,000.00	0%	\$0.00	\$846.96	21%	\$4,439.71	\$6,448.27	\$4,349.11		
													\$4,000.00	Weekend Jail Court Staff for I/As, Interpreters, Mental Health Evls Prof Services - on going
10-5520-01-6420	Legal Services	\$25,000.00	\$25,000.00	0%	\$25,000.00	0%	\$0.00	\$3,596.84	14%	\$0.00	\$0.00	\$0.00		
													\$25,000.00	Mandatory legal counsel for indigent defendants, 3 contracted attorneys currently - on going
10-5520-01-6436	Hardware/Software Maint & Supp	\$7,000.00	\$7,250.00	-3%	\$7,000.00	0%	\$250.00	\$3,017.50	43%	\$6,000.00	\$6,196.17	\$6,000.00		
													\$6,100.00	AOC Charges for Computer/Copiers Line Usage - on going
													\$900.00	Carryover Purchase of Scanner per notification from AOC - one time
10-5520-01-6450	Legal Fees/Settlements/Deductibles	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$18,407.97	\$21,317.41	\$19,839.65		
10-5520-01-6703	Dues/Subscriptions/Licenses	\$2,000.00	\$2,000.00	0%	\$2,000.00	0%	\$0.00	\$615.78	31%	\$1,867.67	\$798.64	\$1,246.04		
													\$2,000.00	LexisNexis Subscription, ACA Dues, AZ State Bar Dues - on going
10-5520-01-6712	Jury Remunerations	\$300.00	\$300.00	0%	\$300.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00		
													\$300.00	As Needed for Jury Trials on going
10-5520-01-6750	Travel & Training	\$3,000.00	\$3,000.00	0%	\$3,000.00	0%	\$0.00	\$100.00	3%	\$2,756.78	\$1,970.76	\$0.00		
													\$3,000.00	Mandatory 16 hours training each for Judge and staff on going

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Municipal Court

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
Administration - Supplies & Services Costs Subtotal		\$44,300.00	\$44,550.00	-1%	\$44,580.00	-1%	(\$30.00)	\$10,074.47	23%	\$35,468.86	\$43,385.88	\$31,434.80		
10-5520-01-7100	Admin Indirect Cost Allocation	\$21,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5520-01-7110	HR Indirect Cost Allocations	\$14,020.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5520-01-7120	Finance Indirect Cost Alloc.	\$18,650.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5520-01-7130	IT Indirect Cost Allocations	\$8,990.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5520-01-7160	General Indirect Cost Alloc.	\$5,230.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5520-01-7170	Facilities Indirect Cost Alloc	\$24,350.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Administration - Internal Charges Subtotal		\$93,040.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Administration Total		\$454,410.00	\$342,950.00	33%	\$331,890.00	37%	\$11,060.00	\$183,507.34	55%	\$306,451.34	\$291,684.05	\$271,120.69		
Court Restricted Revenues Fund-Court Enhancement Fees														
13-5520-48-6246	Computer Hardware - Non Capita	\$0.00	\$0.00	N/A	\$550.00	-100%	(\$550.00)	\$548.22	100%	\$0.00	\$0.00	\$0.00		
Court Enhancement Fees - Supplies & Services Costs Subtotal		\$0.00	\$0.00	N/A	\$550.00	-100%	(\$550.00)	\$548.22	100%	\$0.00	\$0.00	\$0.00		
Court Restricted Revenues Fund-Court Enhancement Fees Total		\$0.00	\$0.00	N/A	\$550.00	-100%	(\$550.00)	\$548.22	100%	\$0.00	\$0.00	\$0.00		
Court Restricted Revenues Fund-JCEF Time Payment Fees														
13-5520-49-6405	Professional Services	\$0.00	\$0.00	N/A	\$1,100.00	-100%	(\$1,100.00)	\$1,056.00	96%	\$0.00	\$0.00	\$0.00		
13-5520-49-6750	Travel & Training	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$830.00	\$0.00	\$0.00		
JCEF Time Payment Fees - Supplies & Services Costs Subtotal		\$0.00	\$0.00	N/A	\$1,100.00	-100%	(\$1,100.00)	\$1,056.00	96%	\$830.00	\$0.00	\$0.00		
Court Restricted Revenues Fund-JCEF Time Payment Fees Total		\$0.00	\$0.00	N/A	\$1,100.00	-100%	(\$1,100.00)	\$1,056.00	96%	\$830.00	\$0.00	\$0.00		

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 47th 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

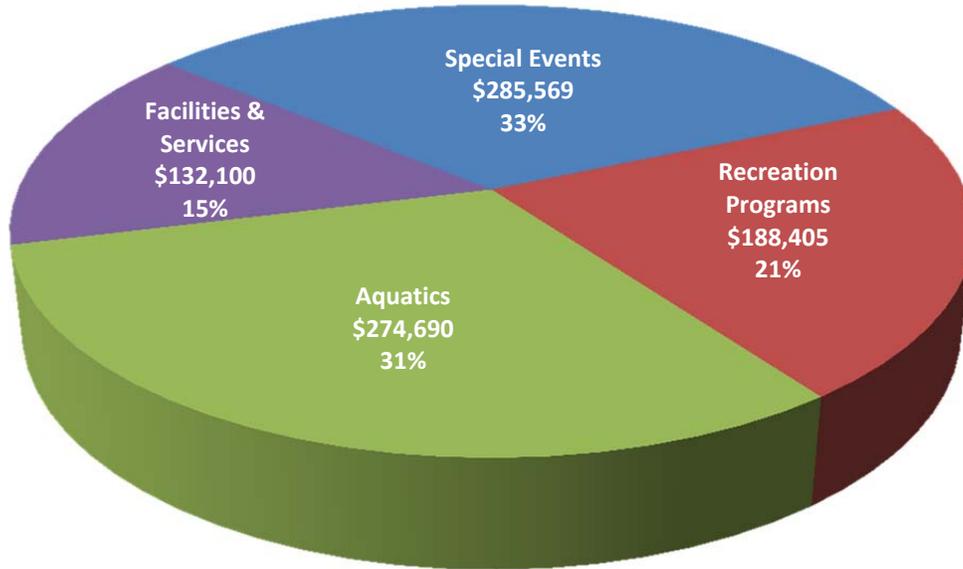
	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Special Events Revenues				
Special Events	\$7,163	\$7,800	\$6,000	\$6,500
Miscellaneous Revenue	\$0	\$0	\$7,000	\$0
Sub Total	\$7,163	\$7,800	\$13,000	\$6,500
Recreation Programs Revenues				
Open Gym	\$1,651	\$1,400	\$2,400	\$1,650
Special Programs	\$38,831	\$20,000	\$38,500	\$34,400
Sub Total	\$47,645	\$21,400	\$40,900	\$36,050
Aquatics Revenues				
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
Sub Total	\$30,194	\$29,000	\$31,900	\$31,100
Facilities Revenues				
Utility Reimbursement	\$8,709	\$1,500	\$3,900	\$4,600
Park Facility Rental	\$16,126	\$5,000	\$16,900	\$12,000
Miscellaneous Revenue	\$1,030	\$0	\$1,000	\$0
Sub Total	\$25,865	\$6,500	\$21,800	\$16,600
Total Revenues	\$110,867	\$64,700	\$107,600	\$90,250

GRANTS & DONATIONS FUNDS REVENUES

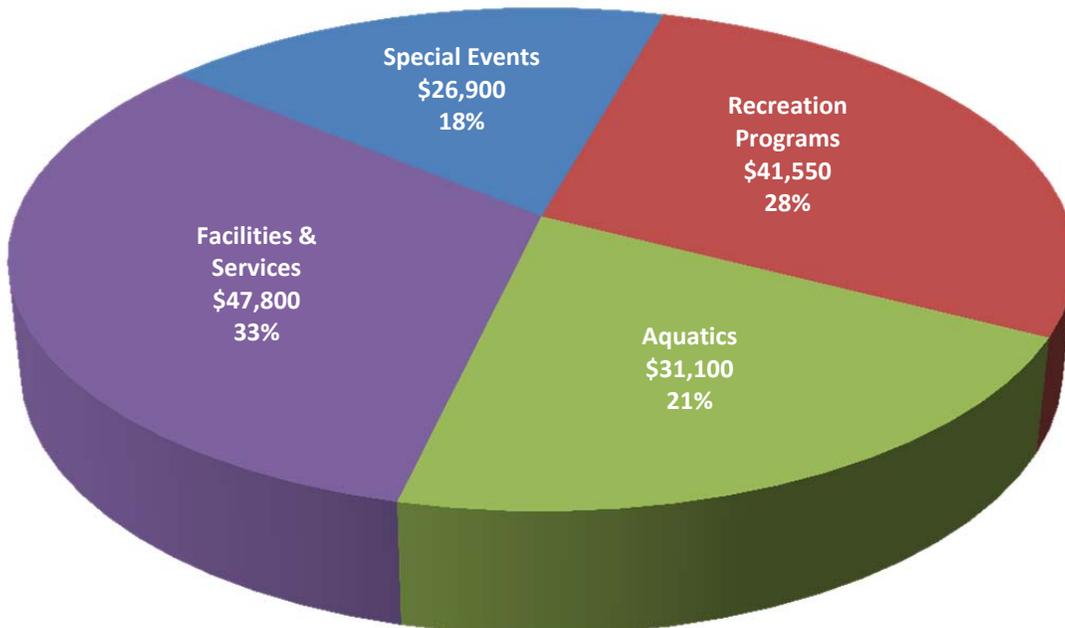
	FY 16 Actual	FY 17 Target	FY 17 Estimated Actual	FY 18 Target
Special Events Revenues				
Special Events	\$39,143	\$30,000	\$15,000	\$20,400
Anti Work Task Force Revenues				
Vending Machine Revenues	\$1,543	\$5,500	\$1,500	\$5,500
Parks Maintenance Revenues				
Wetlands Park Grants & Donations	\$0	\$30,000	\$30,000	\$30,000
Trails Maintenance Grants & Donations	\$0	\$75,376	\$30,000	\$0
Yavapai-Apache Nation Prop 202	\$20,629	\$15,600	\$18,800	\$0
Park Bench Donations	\$675	\$0	\$0	\$700
Sub Total	\$21,304	\$120,976	\$78,800	\$30,700
Military Park Inscription Revenues				
Military Park Donations	\$1,700	\$5,000	\$500	\$500
Total Revenues	\$63,690	\$226,976	\$95,800	\$57,100

PARKS & RECREATION - continued

FY 2018 PROGRAM EXPENDITURES: \$880,764



FY 2018 PROPOSED REVENUES: \$147,350



PARKS & RECREATION - Events

Program Expenditures: \$285,569
Personnel Costs: \$101,800 (36%)
Supplies & Services: \$147,669 (52%)
Internal Charges: \$ 36,100 (12%)
Employee Time Allocation: 1.42 FTEs

General Fund Portion: \$270,569 (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
	Customer Satisfaction (Satisfied and Very Satisfied Combined)			
• Celebration of Spring	95%	95%	91%	90%
• 4 th 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 th 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:	\$188,405
Personnel Costs:	\$ 89,890 (48%)
Supplies & Services:	\$ 50,085 (26%)
Internal Charges:	\$ 48,430 (26%)
Employee Time Allocation:	1.22 FTE

General Fund Portion:	\$182,905 (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

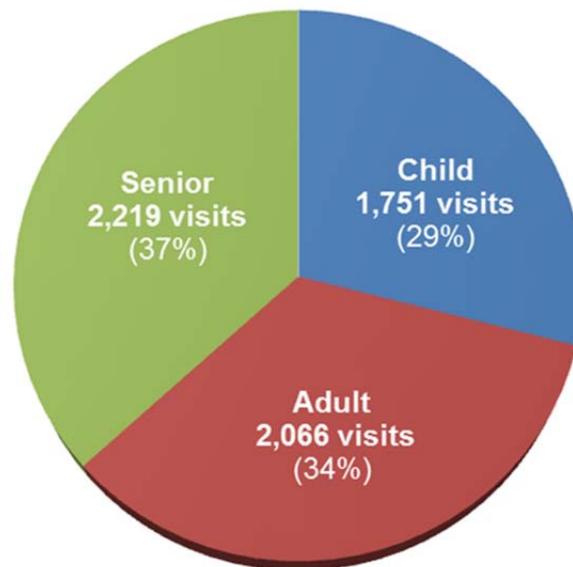
Program Expenditures:	\$274,690
Personnel Costs:	\$178,000 (65%)
Supplies & Services:	\$ 16,500 (6%)
Internal Charges:	\$ 80,190 (29%)
Employee Time Allocation:	4.26 FTE

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:	\$132,100
Personnel Costs:	\$ 47,050 (36%)
Supplies & Services:	\$ 36,130 (27%)
Capital & Debt Service:	\$ 30,000 (23%)
Internal Charges:	\$ 18,950 (14%)
Employee Time Allocation:	0.59 FTE

General Fund Portion:	\$ 70,100 (53%)
Grants & Donations Portion:	\$ 62,100 (47%)

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
Posse Grounds Park				
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
Sunset Park				
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
General Fund											
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	\$182,905	\$117,755	55%	\$124,165	47%	(\$6,410)	\$70,439	57%	\$174,320	\$190,314	\$95,496
10-5242-24 - Special Events	\$270,569	\$233,312	16%	\$224,112	21%	\$9,200	\$146,245	65%	\$0	\$0	\$0
10-5242-25 - Aquatics	\$274,690	\$197,690	39%	\$207,740	32%	(\$10,050)	\$121,205	58%	\$184,801	\$148,218	\$150,395
10-5242-26 - Parks Facilities & Maintenance	\$56,840	\$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
General Fund Total	\$798,264	\$548,757	45%	\$556,017	44%	(\$7,260)	\$337,889	61%	\$465,072	\$454,464	\$331,091
Grants & Donations Funds											
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
Grants & Donations Funds Total	\$82,500	\$70,500	17%	\$85,774	-4%	(\$15,274)	\$25,143	29%	\$28,232	\$52,324	\$47,074
GRAND TOTALS											
Administration	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$134,183	\$168,257	\$132,275
Recreation Programs	\$182,905	\$117,755	55%	\$124,165	47%	(\$6,410)	\$70,439	57%	\$174,320	\$190,314	\$95,496
Special Events	\$285,569	\$263,312	8%	\$254,112	12%	\$9,200	\$166,908	66%	\$0	\$0	\$0
Aquatics	\$274,690	\$197,690	39%	\$207,740	32%	(\$10,050)	\$125,685	61%	\$184,801	\$148,218	\$150,395
Parks Maintenance	\$116,840	\$30,000	289%	\$48,774	140%	(\$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
Grand Totals	\$880,764	\$619,257	42%	\$641,791	37%	(\$22,534)	\$363,032	57%	\$493,304	\$506,788	\$378,165

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
General Fund												
10-5242-02 - Administration												
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	
Administration Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$105,951	\$115,933	\$85,201	
10-5242-23 - Recreation Programs												
Personnel	\$89,890	\$80,070	12%	\$83,480	8%	(\$3,410)	\$51,921	62%	\$62,498	\$55,265	\$52,767	Budget Increase: Decision Package for Administrative Assistant (CM Partial Recommendation) Current Year Over Budget: 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	Budget Increase: Increased contracted instructors (\$6k) Current Year Over Budget: Additional costs for contracted instructors
Internal Charges	\$48,430	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	\$182,905	\$117,755	55%	\$124,165	47%	(\$6,410)	\$70,439	57%	\$174,320	\$182,007	\$95,496	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$8,307	\$0	
Recreation Programs Total	\$182,905	\$117,755	55%	\$124,165	47%	(\$6,410)	\$70,439	57%	\$174,320	\$190,314	\$95,496	
10-5242-24 - Special Events												
Personnel	\$101,800	\$102,330	-1%	\$102,330	-1%	\$0	\$65,207	64%	\$0	\$0	\$0	Budget Decrease: Change in allocations between programs, added Decision Package for Administrative Assistant (CM Partial Recommendation)
Supplies & Services (ongoing)	\$132,669	\$130,982	1%	\$121,782	9%	\$9,200	\$81,038	67%	\$0	\$0	\$0	Budget Increase: Increased advertising for new events (\$3k) Current Year Under Budget: Savings in special supplies, equipment rentals, and advertising
Internal Charges	\$36,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Special Events Total	\$270,569	\$233,312	16%	\$224,112	21%	\$9,200	\$146,245	65%	\$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
10-5242-25 - Aquatics												
Personnel	\$178,000	\$145,990	22%	\$162,640	9%	(\$16,650)	\$105,887	65%	\$148,871	\$119,002	\$114,085	Budget Increase: Increases in temporary staffing due to new legislation on minimum wage and required sick leave Current Year Over Budget: 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	Budget Decrease: Maintenance related costs moved to Public Works (\$29k), reduction in utilities costs (\$6k) Current Year Under Budget: Savings in pool chemicals and utilities, estimated equipment repair over budget
Internal Charges	\$80,190	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Aquatics Total	\$274,690	\$197,690	39%	\$207,740	32%	(\$10,050)	\$121,205	58%	\$184,801	\$148,218	\$150,395	
10-5242-26 - Parks Facilities & Maintenance												
Personnel	\$35,960	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs, added Decision Package for Administrative Assistant (CM Partial Recommendation)
Supplies & Services (ongoing)	\$4,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs, added Decision Package for Administrative Assistant (CM Partial Recommendation)
Internal Charges	\$16,780	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Parks Facilities & Maintenance Total	\$56,840	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
10-5242-89 - Capital Projects Management												
Personnel	\$11,090	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Internal Charges	\$2,170	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Capital Projects Management Total	\$13,260	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
General Fund Totals												
Personnel Subtotal	\$416,740	\$328,390	27%	\$348,450	20%	(\$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	
Internal Charges Subtotal	\$183,670	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$798,264	\$548,757	45%	\$556,017	44%	(\$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	\$798,264	\$548,757	45%	\$556,017	44%	(\$7,260)	\$337,889	61%	\$465,072	\$454,464	\$331,091	

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
Grants & Donations Funds												
GD-5242-00 - N/A												
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	
GD-5242-24 - Special Events												
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	
GD-5242-26 - Parks Facilities & Maintenance												
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	
GD-5242-27 - Anti Work Task Force												
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	
GD-5242-28 - Military Park Inscriptions												
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	
Grants & Donations Funds Totals												
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	
Grand Totals												
Personnel Total	\$416,740	\$328,390	27%	\$348,450	20%	(\$20,060)	\$223,015	64%	\$310,545	\$287,383	\$248,645	
Supplies & Services Ongoing Total	\$220,354	\$260,867	-16%	\$244,567	-10%	\$16,300	\$140,017	57%	\$182,759	\$168,814	\$109,195	
Internal Charges Subtotal	\$183,670	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$820,764	\$589,257	39%	\$593,017	38%	(\$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 Total	\$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	\$880,764	\$619,257	42%	\$641,791	37%	(\$22,534)	\$363,032	57%	\$493,304	\$506,788	\$378,165	

PARKS & RECREATION - continued

Positions/Allocations Summaries

Position	FY18 FTE	FY17 FTE
Administrative Assistant ⁽⁴⁾	0.60	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 ⁽¹⁾	1.96	1.58
Lifeguard Instructor ⁽¹⁾	0.69	0.00
Pool Manager ⁽¹⁾	0.00	0.34
Pool Office Assistant ⁽¹⁾	0.70	0.45
Recreation Assistant ⁽¹⁾	0.15	0.15
Referee ⁽¹⁾	0.14	0.09
Scorekeeper ⁽¹⁾	0.09	0.05
Water Aerobics Instructor ⁽¹⁾	0.16	0.15
Total	7.49	5.81

Org Unit	Org Description	FY18 FTE	FY17 FTE
General Fund			
10-5242-23	Recreation Programs ⁽²⁾	1.42	1.19
10-5242-24	Special Events	1.22	1.20
10-5242-25	Aquatics ⁽³⁾	4.26	3.42
10-5242-26	Parks Facilities & Maintenance	0.49	0.00
10-5242-89	Capital Projects Management	0.10	0.00
General Fund Total		7.49	5.81

⁽¹⁾ Temporary positions - increased for estimated additional hours required to comply with new legislation requiring employers to provide sick leave.

⁽²⁾ Includes 0.38 of temporary positions.

⁽³⁾ Includes 3.51 of temporary positions.

⁽⁴⁾ Position added in Decision Package (CM Recommended as part-time).



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	Administrative Assistant Full Time
Department	Parks and Recreation
Program	Rec Programs, Special Events, Facilities
Funding Request Type	Ongoing
Source of Funds	General Fund
Additional Explanation	

I. Description of Request

The department is seeking a full time position for an Administrative Assistant who can help with the day to day tasks: answering phones, greeting customers, and finance runs, as well as assisting with existing programs (registrations, advertising) special events preparations, budget preparation and reconciliations and facility rentals and calendars.

II. Problem/Issue

A. History/Background

The department has three full time employees. They coordinate the rentals at six unique facilities. They host fifteen community events a year (three of which are for multiple days). They operate two sports leagues, host four different summer camps, and work with four to eight independent contractors a year to offer workshops and classes. In addition to this they also operate the community pool eight months out of the year, and oversee/train a staff of thirty to thirty five part time/temp/volunteer positions annually. Each of these duties take considerable time behind the scenes to write up contracts, properly market, seek sponsorships and vendors for and keep our customers happy.

We have always strived to offer new programming annually but have reached our maximum capacity. With the addition of The Posse Grounds Pavilion to operate and assuming the responsibility for some of the Main Streets Programs events, we may actually need to cut back the amount of programs/events we currently have scheduled for the year. We do not wish to decrease our offerings, but we will not compromise quality or staff moral to do so. The department has difficulty covering office hours with one staff member at the pool, one at meetings and one off site for programs. This does fluctuate seasonally, but a staff person whose primary responsibility is covering the office, would make for less missed calls and time wasted with call backs. An additional staff member would be greatly appreciated and efficiently used within our small team.

B. Does this affect our citizens/customers quality of life?	Yes
--	-----

If yes, then how:

I believe the community members have come to expect a certain level of programming from this department that compliments their quality of life and brings a certain closeness/camaraderie to the local families and neighbors.

C. Is this a traditional government function?	Yes
--	-----

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

D. Does the project/issue relate to the Community Plan (or other master plans)?		
Yes, Community Plan	If other master plan, which?	Yes, also the Parks and Recreation Master Plan
If not in a specific plan, how does this fit into the City's priorities?		
E. Provide a cost/benefit analysis. What does the City/community get for this investment?		
They get a city with quality events so they do not have to travel outside to get them. The events also bring in many visitors that might not otherwise be here or at the very least it enhances the experience of those visitors that were already planning on visiting Sedona. We get many visitors to the St. Patrick's Parade, Celebration of Spring, Pumpkin Splash and Tinsel Town/Red Rock Fantasy.		
III. Risk Analysis		
A. What happens if this is not done?		
If an Administrative Assistant is not able to be hired, we will downsize our current offerings. We will take a step back and see what level we can offer that is good for the customer and the staff. We will not create new events and look more closely at those we are currently responsible for. As stated before, we absolutely want to provide quality events/programs without causing staff burn out.		
B. Show examples of best practices from other cities, if applicable:		
According to the results posted in the Master Plan under National Benchmarking with Communities Under 20,000 Population, the number of Full time Equivalent Employees (2009) is Lower Quartile= 5, Median= 7.8, Upper Quartile=13 and Sedona is at 6.4. Our total includes 3.4 employees that are maintenance personnel in the Public Works Department.		
C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:		
The alternative is to drop a few events/programs. This is not the end of the world and we understand that. We just want to make sure that City Council is happy with the level of service we are providing. We enjoy the creative freedom that we are given annually to try new things and offer new classes. That is why we hope to grow instead of downsizing or even remaining constant.		
IV. Implementation		
A. What is the timeframe for completion of plan and implementation for project/issue?		
New staff member effective July 3, 2017		
B. How will you market/communicate the project/issue to the public?		
Human Resources handles job postings through various avenues.		
C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.		
Staff evaluations will determine if more is accomplished annually with an extra person as well as our annual calendar.		

Partial Recommendation \$33,250

V. Proposed Expenditures		
Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Salaries-Rec Programs	10-5242-23-6005	16,398.72
Salaries-Special Events	10-5242-24-6005	8,199.36
Salaries-Facilities	10-5242-26-6005	16,398.72
Other Allowances (Veh)-Rec Programs	10-5242-23-6046	168.00
Other Allowances (Veh)-Special Events	10-5242-24-6046	84.00
Other Allowances (Veh)-Facilities	10-5242-26-6046	168.00
FICA-Rec Programs	10-5242-23-6125	1,254.50
FICA-Special Events	10-5242-24-6125	627.25
FICA-Facilities	10-5242-26-6125	1,254.50
ASRS-Rec Programs	10-5242-23-6130	1,885.85
ASRS-Special Events	10-5242-24-6130	942.93
ASRS-Facilities	10-5242-26-6130	1,885.85
STD LTD Insurance-Rec Programs	10-5242-23-6134	86.40
STD LTD Insurance-Special Events	10-5242-24-6134	43.20
STD LTD Insurance-Facilities	10-5242-26-6134	86.40
HealthDentalLife-Rec Programs	10-5242-23-6135	6,666.62
HealthDentalLife-Special Events	10-5242-24-6135	3,333.31
HealthDentalLife-Facilities	10-5242-26-6135	6,666.62
Worker's Comp-Rec Programs	10-5242-23-6136	38.92
Worker's Comp-Special Events	10-5242-24-6136	19.46
Worker's Comp-Facilities	10-5242-26-6136	39.92
Total Ongoing Expenditures		\$66,248.53
Line Item Description (One-Time)	Account*	FY 2017-18 Request
Office Furniture		\$500.00
IT-Hardware	10-5224-21-5247	\$2,000.00
IT-Software	10-5224-21-6247	\$650.00
		\$0
Total One-Time Expenditures		\$3,150.00
Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:		
We would ask for a small increase to our Uniform Allowance, Rec Dues and Travel/Training budgets in ongoing expenses.		

VI. Proposed Cost Savings (If Applicable)		
Please explain any cost savings:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0
Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:		
VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.

City of Sedona
FY2017-18 Proposed Budget - Line Item Detail
Parks & Recreation Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	Amount							Description	
General Fund-Administration															
10-5242-02-6005	Salary & Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$59,035.07	\$70,946.63	\$57,706.11		
10-5242-02-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$1,051.75	\$847.00	\$734.78		
10-5242-02-6010	Part-Time Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$8,142.43	\$3,097.00	\$0.00		
10-5242-02-6045	Uniform Allowance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$737.07		
10-5242-02-6046	Other Allowances	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$1,947.50	\$1,411.25	\$360.00		
10-5242-02-6125	FICA	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$5,489.13	\$6,147.13	\$4,408.67		
10-5242-02-6130	ASRS Retirement	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$6,979.98	\$8,593.62	\$6,469.06		
10-5242-02-6134	STD/LTD Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$179.77	\$389.76	\$410.91		
10-5242-02-6135	Health/Dental/Life Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$15,050.03	\$19,707.42	\$10,905.10		
10-5242-02-6136	Workers Compensation Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$1,300.00	\$1,976.47	\$60.99		
	Administration - Personnel Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$99,175.66	\$113,116.28	\$81,792.69		
10-5242-02-6214	Uniform Expenses	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$2,173.13	\$713.05	\$2,363.09		
10-5242-02-6511	Advertising	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$1,608.48	\$493.10	\$600.81		
10-5242-02-6703	Dues/Subscriptions/Licenses	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$449.86	\$653.73	\$444.00		
10-5242-02-6750	Travel & Training	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$2,544.41	\$956.41	\$0.00		
	Administration - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$6,775.48	\$2,816.29	\$3,407.90		
	General Fund-Administration Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$105,951.14	\$115,932.57	\$85,200.59		
General Fund-Parks & Recreation															
10-5242-23-6005	Salary & Wages	\$44,230.00	\$47,710.00	-7%	\$47,710.00	-7%	\$0.00	\$30,419.66	64%	\$36,509.51	\$32,812.43	\$32,723.19			
															\$44,230.00 Current authorized positions
10-5242-23-6006	Overtime	\$1,250.00	\$1,250.00	0%	\$1,250.00	0%	\$0.00	\$248.60	20%	\$19.61	\$6.75	\$0.00			staff overtime for supporting recreation programs - ongoing
															\$1,250.00
10-5242-23-6010	Part-Time Wages	\$9,890.00	\$7,940.00	25%	\$11,190.00	-12%	(\$3,250.00)	\$6,939.10	62%	\$8,456.11	\$5,830.92	\$4,591.50			Decision Package: Administrative Assistant (CM Partial Recommendation)
															\$9,890.00
10-5242-23-6011	Temp Wages	\$11,410.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			Recreation assistants, scorekeepers, and referees for recreation programs (increased for new legislation on minimum wage and required sick leave) - ongoing
															\$11,410.00
10-5242-23-6046	Other Allowances	\$1,180.00	\$1,140.00	4%	\$1,140.00	4%	\$0.00	\$781.26	69%	\$1,500.00	\$1,518.75	\$0.00			\$1,010.00 Current authorized positions
															Decision Package: Administrative Assistant (CM Partial Recommendation)
															\$170.00
10-5242-23-6125	FICA	\$5,200.00	\$4,440.00	17%	\$4,600.00	13%	(\$160.00)	\$2,868.11	62%	\$3,437.33	\$3,255.19	\$2,756.96			Decision Package: Administrative Assistant (CM Partial Recommendation)
															\$770.00
10-5242-23-6130	ASRS Retirement	\$6,660.00	\$5,570.00	20%	\$5,570.00	20%	\$0.00	\$3,573.63	64%	\$4,368.90	\$4,051.52	\$3,772.65			\$4,430.00 Social Security & Medicare
															\$5,520.00 Current authorized positions
															Decision Package: Administrative Assistant (CM Partial Recommendation)
															\$1,140.00
10-5242-23-6134	STD/LTD Insurance	\$210.00	\$250.00	-16%	\$250.00	-16%	\$0.00	\$89.55	36%	\$154.23	\$180.09	\$235.45			

City of Sedona
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Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
													\$50.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
10-5242-23-6135	Health/Dental/Life Insurance	\$9,080.00	\$9,980.00	-9%	\$9,980.00	-9%	\$0.00	\$6,270.94	63%	\$6,001.19	\$5,836.13	\$5,264.42	\$160.00	Short-Term Disability & ASRS Long-Term Disability
													\$9,080.00	Current authorized positions
10-5242-23-6136	Workers Compensation Insurance	\$780.00	\$1,790.00	-56%	\$1,790.00	-56%	\$0.00	\$730.00	41%	\$2,051.00	\$1,773.05	\$3,423.05	\$760.00	Current authorized positions
													\$200.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
	Parks & Recreation - Personnel Costs Subtotal	\$89,890.00	\$80,070.00	12%	\$83,480.00	8%	(\$3,410.00)	\$51,920.85	62%	\$62,497.88	\$55,264.83	\$52,767.22		
10-5242-23-6210	Printing/Office Supplies	\$4,000.00	\$4,000.00	0%	\$2,000.00	100%	\$2,000.00	\$458.32	23%	\$0.00	\$0.00	\$0.00	\$4,000.00	On Going, flyers and office supplies
10-5242-23-6213	Voice & Data Communications	\$1,100.00	\$1,100.00	0%	\$1,100.00	0%	\$0.00	\$325.56	30%	\$882.69	\$680.74	\$776.51	\$1,100.00	On Going, staff cell phone
10-5242-23-6214	Uniform Expenses	\$3,000.00	\$3,000.00	0%	\$3,000.00	0%	\$0.00	\$239.86	8%	\$0.00	\$0.00	\$0.00	\$3,000.00	On Going, staff uniforms and Rangers uniforms
10-5242-23-6231	Grounds Maintenance	\$500.00	\$500.00	0%	\$500.00	0%	\$0.00	\$20.70	4%	\$554.54	\$2,779.46	\$1,790.89	\$500.00	On Going, signage at park
10-5242-23-6243	Spec Supplies/Safety Equip/Emg	\$200.00	\$200.00	0%	\$200.00	0%	\$0.00	\$87.44	44%	\$0.00	\$0.00	\$5.78	\$200.00	On Going, used for rec programs
10-5242-23-6405	Professional Services	\$18,000.00	\$12,500.00	44%	\$17,500.00	3%	(\$5,000.00)	\$10,271.62	59%	\$16,868.40	\$9,996.49	\$8,741.60	\$18,000.00	On Going, used to pay contract instructors for programs. New class proposals, popular classes
10-5242-23-6505	Rent	\$2,500.00	\$2,000.00	25%	\$2,000.00	25%	\$0.00	\$1,693.75	85%	\$2,165.38	\$1,679.50	\$1,569.00	\$2,500.00	On Going, increase in popularity of sports programs means more gym rental time.
10-5242-23-6511	Advertising	\$600.00	\$600.00	0%	\$600.00	0%	\$0.00	\$0.00	0%	\$10,957.63	\$9,706.31	\$6,254.48	\$600.00	On Going, volunteer park rangers
10-5242-23-6530	Utilities	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$3,684.31	\$0.00		
10-5242-23-6703	Dues/Subscriptions/Licenses	\$1,085.00	\$1,085.00	0%	\$1,085.00	0%	\$0.00	\$387.00	36%	\$175.00	\$162.36	\$30.00	\$1,085.00	On Going, APRA memberships, NRPA memberships, umpire certs
10-5242-23-6710	Special Programs	\$9,500.00	\$8,600.00	10%	\$8,600.00	10%	\$0.00	\$3,218.35	37%	\$4,798.65	\$3,861.58	\$1,473.72	\$9,500.00	On Going, rec sports, camps, supplies and trophies and uniforms
10-5242-23-6711	Special Events	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$74,929.01	\$94,096.96	\$22,086.77		
10-5242-23-6750	Travel & Training	\$4,100.00	\$4,100.00	0%	\$4,100.00	0%	\$0.00	\$1,815.03	44%	\$491.00	\$94.33	\$0.00	\$4,100.00	On Going, annual conference, lifeguard certs, ongoing trainings
	Parks & Recreation - Supplies & Services Costs Subtotal	\$44,585.00	\$37,685.00	18%	\$40,685.00	10%	(\$3,000.00)	\$18,517.63	46%	\$111,822.30	\$126,742.04	\$42,728.75		
10-5242-23-6857	Improvements - City Owned Property	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$8,306.80	\$0.00	\$0.00	
	Parks & Recreation - Capital & Debt Service Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$8,306.80	\$0.00		
10-5242-23-7100	Admin Indirect Cost Allocation	\$22,680.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-23-7110	HR Indirect Cost Allocations	\$4,680.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-23-7120	Finance Indirect Cost Alloc.	\$11,310.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

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Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
10-5242-23-7130	IT Indirect Cost Allocations	\$4,920.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-23-7160	General Indirect Cost Alloc.	\$1,070.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-23-7170	Facilities Indirect Cost Alloc	\$3,770.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Parks & Recreation - Internal Charges Subtotal	\$48,430.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Parks & Recreation Total	\$182,905.00	\$117,755.00	55%	\$124,165.00	47%	(\$6,410.00)	\$70,438.48	57%	\$174,320.18	\$190,313.67	\$95,495.97			
General Fund-Special Events															
10-5242-24-6005	Salary & Wages	\$66,490.00	\$70,110.00	-5%	\$70,110.00	-5%	\$0.00	\$44,863.02	64%	\$0.00	\$0.00	\$0.00			
														\$66,490.00	Current authorized positions
10-5242-24-6006	Overtime	\$750.00	\$750.00	0%	\$750.00	0%	\$0.00	\$245.46	33%	\$0.00	\$0.00	\$0.00			
														\$750.00	staff overtime for supporting special events - ongoing
10-5242-24-6010	Part-Time Wages	\$4,950.00	\$0.00	∞	\$0.00	∞	\$0.00	\$683.57	∞	\$0.00	\$0.00	\$0.00			
														\$4,950.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
10-5242-24-6046	Other Allowances	\$1,530.00	\$1,590.00	-4%	\$1,590.00	-4%	\$0.00	\$946.24	60%	\$0.00	\$0.00	\$0.00			
														\$1,440.00	Current authorized positions
														\$90.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
10-5242-24-6125	FICA	\$5,640.00	\$5,550.00	2%	\$5,550.00	2%	\$0.00	\$3,435.49	62%	\$0.00	\$0.00	\$0.00			
														\$380.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
10-5242-24-6130	ASRS Retirement	\$8,360.00	\$8,220.00	2%	\$8,220.00	2%	\$0.00	\$5,221.76	64%	\$0.00	\$0.00	\$0.00			
														\$5,260.00	Social Security & Medicare
														\$7,790.00	Current authorized positions
														\$570.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
10-5242-24-6134	STD/LTD Insurance	\$250.00	\$360.00	-31%	\$360.00	-31%	\$0.00	\$128.69	36%	\$0.00	\$0.00	\$0.00			
														\$20.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
10-5242-24-6135	Health/Dental/Life Insurance	\$12,750.00	\$13,540.00	-6%	\$13,540.00	-6%	\$0.00	\$8,438.71	62%	\$0.00	\$0.00	\$0.00			
														\$230.00	Short-Term Disability & ASRS Long-Term Disability
														\$12,750.00	Current authorized positions
10-5242-24-6136	Workers Compensation Insurance	\$1,080.00	\$2,210.00	-51%	\$2,210.00	-51%	\$0.00	\$1,244.00	56%	\$0.00	\$0.00	\$0.00			
														\$10.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
														\$1,070.00	Includes workers compensation for volunteers moved from General Services
	Special Events - Personnel Costs Subtotal	\$101,800.00	\$102,330.00	-1%	\$102,330.00	-1%	\$0.00	\$65,206.94	64%	\$0.00	\$0.00	\$0.00			
10-5242-24-6243	Spec Supplies/Safety Equip/Emg	\$15,000.00	\$15,000.00	0%	\$10,000.00	50%	\$5,000.00	\$8,800.67	88%	\$0.00	\$0.00	\$0.00			

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Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5242-24-6405	Professional Services	\$94,269.00	\$94,269.00	0%	\$94,269.00	0%	\$0.00	\$62,829.85	67%	\$0.00	\$0.00	\$0.00	\$15,000.00	On Going, special event supplies, giveaways, decorations. Adjusted to account for parade.
10-5242-24-6505	Rent	\$5,200.00	\$6,200.00	-16%	\$3,500.00	49%	\$2,700.00	\$3,386.61	97%	\$0.00	\$0.00	\$0.00	\$94,269.00	On Going, Contracted services for special events. New events accounted for.
10-5242-24-6511	Advertising	\$18,200.00	\$15,513.00	17%	\$14,013.00	30%	\$1,500.00	\$6,020.82	43%	\$0.00	\$0.00	\$0.00	\$5,200.00	On Going, Tables, chairs, shade, stages, porta potties. Adjustment made for parade.
Special Events - Supplies & Services Costs Subtotal		\$132,669.00	\$130,982.00	1%	\$121,782.00	9%	\$9,200.00	\$81,037.95	67%	\$0.00	\$0.00	\$0.00	\$18,200.00	On Going, normal event advertising plus the addition of one more sewer bill advertising and accounting for three new events.
10-5242-24-7100	Admin Indirect Cost Allocation	\$5,670.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5242-24-7110	HR Indirect Cost Allocations	\$4,020.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5242-24-7120	Finance Indirect Cost Alloc.	\$13,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5242-24-7130	IT Indirect Cost Allocations	\$6,880.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5242-24-7160	General Indirect Cost Alloc.	\$2,100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5242-24-7170	Facilities Indirect Cost Alloc	\$4,430.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
Special Events - Internal Charges Subtotal		\$36,100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
General Fund-Special Events Total		\$270,569.00	\$233,312.00	16%	\$224,112.00	21%	\$9,200.00	\$146,244.89	65%	\$0.00	\$0.00	\$0.00		
General Fund-Aquatics														
10-5242-25-6005	Salary & Wages	\$45,120.00	\$52,530.00	-14%	\$52,530.00	-14%	\$0.00	\$35,130.26	67%	\$56,442.60	\$34,530.87	\$33,073.92	\$45,120.00	Current authorized positions
10-5242-25-6006	Overtime	\$1,000.00	\$1,000.00	0%	\$1,000.00	0%	\$0.00	\$292.29	29%	\$619.12	\$148.13	\$87.00	\$1,000.00	staff overtime for aquatics management - ongoing
10-5242-25-6010	Part-Time Wages	\$0.00	\$63,280.00	-100%	\$75,880.00	-100%	(\$12,600.00)	\$49,858.76	66%	\$61,695.99	\$60,186.87	\$58,810.97		
10-5242-25-6011	Temp Wages	\$100,980.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$100,980.00	Lifeguards, lifeguard instructors, pool office assistants, and water aerobics instructors (increased for new legislation on minimum wage and required sick leave) - ongoing
10-5242-25-6046	Other Allowances	\$960.00	\$1,170.00	-18%	\$1,170.00	-18%	\$0.00	\$682.50	58%	\$0.00	\$18.75	\$0.00	\$960.00	Current authorized positions
10-5242-25-6125	FICA	\$11,330.00	\$9,030.00	25%	\$10,030.00	13%	(\$1,000.00)	\$6,517.29	65%	\$8,927.60	\$7,622.40	\$6,995.35	\$11,330.00	Social Security & Medicare
10-5242-25-6130	ASRS Retirement	\$7,520.00	\$6,210.00	21%	\$7,660.00	-2%	(\$1,450.00)	\$5,320.01	69%	\$6,567.63	\$6,130.49	\$4,944.86	\$7,520.00	Current authorized positions
10-5242-25-6134	STD/LTD Insurance	\$190.00	\$270.00	-30%	\$270.00	-30%	\$0.00	\$89.58	33%	\$283.43	\$207.24	\$292.22	\$190.00	Short-Term Disability & ASRS Long-Term Disability
10-5242-25-6135	Health/Dental/Life Insurance	\$7,140.00	\$8,520.00	-16%	\$8,520.00	-16%	\$0.00	\$5,308.60	62%	\$8,798.03	\$5,788.04	\$5,245.66	\$7,140.00	Current authorized positions
10-5242-25-6136	Workers Compensation Insurance	\$3,760.00	\$3,980.00	-6%	\$5,580.00	-33%	(\$1,600.00)	\$2,688.00	48%	\$5,537.00	\$4,368.81	\$4,635.23		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Parks & Recreation Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
	Aquatics - Personnel Costs Subtotal	\$178,000.00	\$145,990.00	22%	\$162,640.00	9%	(\$16,650.00)	\$105,887.29	65%	\$148,871.40	\$119,001.60	\$114,085.21	\$3,760.00	Current authorized positions	
10-5242-25-6214	Uniform Expenses	\$1,800.00	\$1,800.00	0%	\$1,800.00	0%	\$0.00	\$34.45	2%	\$1,304.80	\$1,816.07	\$1,732.46	\$1,800.00	On Going, Lifeguard and pool staff uniforms	
10-5242-25-6224	Chemicals	\$0.00	\$15,000.00	-100%	\$10,000.00	-100%	\$5,000.00	\$4,505.19	45%	\$11,418.79	\$10,480.70	\$15,059.83	(\$11,000.00)	Line Item moved to Public Works	
10-5242-25-6230	Building Maintenance	\$200.00	\$400.00	-50%	\$200.00	0%	\$200.00	\$0.00	0%	\$10.33	\$0.00	\$14.03	\$11,000.00	Line Item moved to Public Works	
10-5242-25-6235	Equipment Repair	\$0.00	\$1,000.00	-100%	\$5,500.00	-100%	(\$4,500.00)	\$3,355.98	61%	\$1,786.17	\$682.68	\$138.24	\$200.00	On Going, Office and locker room cleaning supplies.	
10-5242-25-6243	Spec Supplies/Safety Equip/Emg	\$500.00	\$500.00	0%	\$500.00	0%	\$0.00	\$156.15	31%	\$418.30	\$452.23	\$711.90	(\$4,000.00)	Line Item moved to Public Works	
10-5242-25-6248	Machinery & Equipment-Non Capi	\$0.00	\$13,000.00	-100%	\$13,000.00	-100%	\$0.00	\$1,986.66	15%	\$10,445.15	\$4,452.98	\$3,694.05	\$4,000.00	Line Item moved to Public Works	
10-5242-25-6405	Professional Services	\$0.00	\$500.00	-100%	\$100.00	-100%	\$400.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$13,000.00	Line Item moved to Public Works	
10-5242-25-6530	Utilities	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$9,424.33	\$10,498.80	\$13,274.48	(\$500.00)	Line Item moved to Public Works	
10-5242-25-6545	Utilities - Reimbursed	\$12,000.00	\$17,500.00	-31%	\$12,000.00	0%	\$5,500.00	\$4,979.10	41%	\$0.00	\$0.00	\$0.00	\$500.00	Line Item moved to Public Works	
10-5242-25-6703	Dues/Subscriptions/Licenses	\$500.00	\$500.00	0%	\$500.00	0%	\$0.00	\$0.00	0%	\$445.40	\$445.40	\$397.00	\$12,000.00	On Going, Pool utilities varies and depends on months open.	
10-5242-25-6710	Special Programs	\$1,500.00	\$1,500.00	0%	\$1,500.00	0%	\$0.00	\$300.35	20%	\$676.64	\$387.15	\$1,287.44	\$500.00	On Going, Health permit	
	Aquatics - Supplies & Services Costs Subtotal	\$16,500.00	\$51,700.00	-68%	\$45,100.00	-63%	\$6,600.00	\$15,317.88	34%	\$35,929.91	\$29,216.01	\$36,309.43	\$1,500.00	On Going, swim lesson registration paperwork, supplies, water aerobics equipment.	
10-5242-25-7100	Admin Indirect Cost Allocation	\$38,160.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5242-25-7110	HR Indirect Cost Allocations	\$14,050.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5242-25-7120	Finance Indirect Cost Alloc.	\$14,220.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5242-25-7130	IT Indirect Cost Allocations	\$9,380.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5242-25-7160	General Indirect Cost Alloc.	\$1,660.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5242-25-7170	Facilities Indirect Cost Alloc	\$2,720.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Aquatics - Internal Charges Subtotal	\$80,190.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	General Fund-Aquatics Total	\$274,690.00	\$197,690.00	39%	\$207,740.00	32%	(\$10,050.00)	\$121,205.17	58%	\$184,801.31	\$148,217.61	\$150,394.64			
General Fund-Parks Facilities & Maintenance															
10-5242-26-6005	Salary & Wages	\$16,980.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$16,980.00	Allocation of wages changed to include new program	
10-5242-26-6046	Other Allowances	\$520.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$350.00	Allocation of wages changed to include new program	

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Parks & Recreation Department

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
10-5242-26-6125	FICA	\$2,100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$170.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
													\$1,330.00	Allocation of wages changed to include new program
10-5242-26-6130	ASRS Retirement	\$3,110.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$770.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
													\$1,970.00	Allocation of wages changed to include new program
10-5242-26-6134	STD/LTD Insurance	\$110.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,140.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
													\$60.00	Allocation of wages changed to include new program
10-5242-26-6135	Health/Dental/Life Insurance	\$2,880.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$50.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
													\$2,880.00	Allocation of wages changed to include new program
10-5242-26-6136	Workers Compensation Insurance	\$370.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$350.00	Allocation of wages changed to include new program
													\$20.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
10-5242-26-6010	Part-Time Wages	\$9,890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$9,890.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
	Parks Facilities & Maintenance - Personnel Costs Subtotal	\$35,960.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-26-6405	Professional Services	\$3,600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,600.00	Tech support for facility rentals - ongoing
10-5242-26-6244	Office Furniture - Non Capital	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$500.00	Decision Package: Administrative Assistant (CM Partial Recommendation)
	Parks Facilities & Maintenance - Supplies & Services Costs Subtotal	\$4,100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-26-7100	Admin Indirect Cost Allocation	\$2,830.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5242-26-7110	HR Indirect Cost Allocations	\$1,620.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5242-26-7120	Finance Indirect Cost Alloc.	\$3,320.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5242-26-7130	IT Indirect Cost Allocations	\$3,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5242-26-7160	General Indirect Cost Alloc.	\$3,430.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5242-26-7170	Facilities Indirect Cost Alloc	\$1,780.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
	Parks Facilities & Maintenance - Internal Charges Subtotal	\$16,780.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Parks Facilities & Maintenance Total	\$56,840.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Capital Projects														

City of Sedona
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67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
10-5242-89-6005	Salary & Wages	\$7,950.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$7,950.00	Allocation of wages changed to include new program
10-5242-89-6046	Other Allowances	\$150.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$150.00	Allocation of wages changed to include new program
10-5242-89-6125	FICA	\$620.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$620.00	Allocation of wages changed to include new program
10-5242-89-6130	ASRS Retirement	\$920.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$920.00	Allocation of wages changed to include new program
10-5242-89-6134	STD/LTD Insurance	\$30.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$30.00	Allocation of wages changed to include new program
10-5242-89-6135	Health/Dental/Life Insurance	\$1,230.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$1,230.00	Allocation of wages changed to include new program
10-5242-89-6136	Workers Compensation Insurance	\$190.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$190.00	Allocation of wages changed to include new program
	Capital Projects - Personnel Costs Subtotal	\$11,090.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-89-7100	Admin Indirect Cost Allocation	\$440.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-89-7110	HR Indirect Cost Allocations	\$330.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-89-7120	Finance Indirect Cost Alloc.	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-89-7130	IT Indirect Cost Allocations	\$450.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-89-7160	General Indirect Cost Alloc.	\$90.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5242-89-7170	Facilities Indirect Cost Alloc	\$360.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Capital Projects - Internal Charges Subtotal	\$2,170.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Capital Projects Total	\$13,260.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Donations & Contributions Fund-Special Events														
15-5242-24-6405	Professional Services	\$15,000.00	\$30,000.00	-50%	\$30,000.00	-50%	\$0.00	\$19,181.23	64%	\$0.00	\$0.00	\$0.00		
													\$15,000.00	On Going, Special event sponsors
15-5242-24-6243	Spec Supplies/Safety Equip/Emg	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$1,482.13	∞	\$0.00	\$0.00	\$0.00		
	Special Events - Supplies & Services Costs Subtotal	\$15,000.00	\$30,000.00	-50%	\$30,000.00	-50%	\$0.00	\$20,663.36	69%	\$0.00	\$0.00	\$0.00		
	Donations & Contributions Fund-Special Events Total	\$15,000.00	\$30,000.00	-50%	\$30,000.00	-50%	\$0.00	\$20,663.36	69%	\$0.00	\$0.00	\$0.00		
Donations & Contributions Fund-Anti Work Task Force														
15-5242-27-6243	Spec Supplies/Safety Equip/Emg	\$5,500.00	\$5,500.00	0%	\$5,000.00	10%	\$500.00	\$3,632.99	73%	\$0.00	\$0.00	\$0.00		
													\$5,500.00	On Going, vending machine sales that pay for AWTF events
	Anti Work Task Force - Supplies & Services Costs Subtotal	\$5,500.00	\$5,500.00	0%	\$5,000.00	10%	\$500.00	\$3,632.99	73%	\$0.00	\$0.00	\$0.00		
	Donations & Contributions Fund-Anti Work Task Force Total	\$5,500.00	\$5,500.00	0%	\$5,000.00	10%	\$500.00	\$3,632.99	73%	\$0.00	\$0.00	\$0.00		
Donations & Contributions Fund-Military Park Inscriptions														
15-5242-28-6405	Professional Services	\$2,000.00	\$5,000.00	-60%	\$2,000.00	0%	\$3,000.00	\$847.48	42%	\$0.00	\$0.00	\$0.00		
													\$2,000.00	On Going, Military park flags and inscriptions

City of Sedona
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67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
	Military Park Inscriptions - Supplies & Services Costs Subtotal	\$2,000.00	\$5,000.00	-60%	\$2,000.00	0%	\$3,000.00	\$847.48	42%	\$0.00	\$0.00	\$0.00		
	Donations & Contributions Fund-Military Park Inscriptions Total	\$2,000.00	\$5,000.00	-60%	\$2,000.00	0%	\$3,000.00	\$847.48	42%	\$0.00	\$0.00	\$0.00		
Operating Grants Fund-N/A														
16-5242-00-6709	Miscellaneous	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$3,368.47	\$0.00	\$0.00		
16-5242-00-6718	Donations/Contributions	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$21,026.79	\$9,187.95	\$24,244.36		
16-5242-00-6786	Anti Work Task Force	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$3,836.65	\$852.04	\$2,504.72		
	N/A - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$28,231.91	\$10,039.99	\$26,749.08		
16-5242-00-6858	Wetlands Recreation Projects	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$42,283.75	\$20,325.00		
	N/A - Capital & Debt Service Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$42,283.75	\$20,325.00		
	Operating Grants Fund-N/A Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$28,231.91	\$52,323.74	\$47,074.08		
Operating Grants Fund-Parks Facilities & Maintenance														
16-5242-26-6232	Trails Maintenance	\$30,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Parks Facilities & Maintenance - Supplies & Services Costs Subtotal	\$30,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
16-5242-26-6843	Playground Equipment	\$0.00	\$0.00	N/A	\$18,774.00	-100%	(\$18,774.00)	\$0.00	0%	\$0.00	\$0.00	\$0.00		
	Parks Facilities & Maintenance - Capital & Debt Service Costs Subtotal	\$0.00	\$0.00	N/A	\$18,774.00	-100%	(\$18,774.00)	\$0.00	0%	\$0.00	\$0.00	\$0.00		
	Operating Grants Fund-Parks Facilities & Maintenance Total	\$30,000.00	\$0.00	∞	\$18,774.00	60%	(\$18,774.00)	\$0.00	0%	\$0.00	\$0.00	\$0.00		
Capital Grants Fund-Parks Facilities & Maintenance														
19-5242-26-6859	Wetlands Viewing Piers	\$30,000.00	\$30,000.00	0%	\$30,000.00	0%	\$0.00	\$2,834.61	9%	\$0.00	\$0.00	\$0.00		
	Parks Facilities & Maintenance - Capital & Debt Service Costs Subtotal	\$30,000.00	\$30,000.00	0%	\$30,000.00	0%	\$0.00	\$2,834.61	9%	\$0.00	\$0.00	\$0.00		
	Capital Grants Fund-Parks Facilities & Maintenance Total	\$30,000.00	\$30,000.00	0%	\$30,000.00	0%	\$0.00	\$2,834.61	9%	\$0.00	\$0.00	\$0.00		

One Time, RTP grant to repair trails at Posse Grounds Park

One time. Viewing piers for wetlands.

COMMUNITY DEVELOPMENT

Mission Statement

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

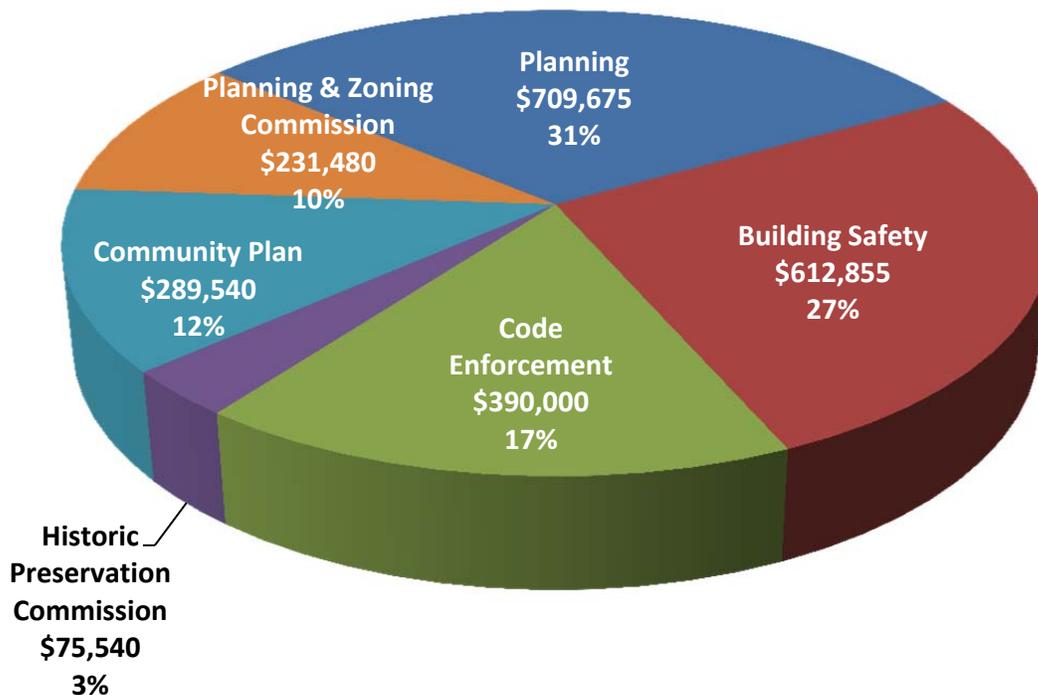
Description

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: \$2,309,090



COMMUNITY DEVELOPMENT - continued

GENERAL FUND REVENUES

	FY 15 Actual	FY 16 Actual	FY 17 Estimate	FY 18 Target
Building Safety Revenues				
Building Permits	\$350,118	\$374,984	\$322,700	\$343,500
Time Extensions	\$200	\$650	\$1,350	\$650
Sub Total	\$350,318	\$375,634	\$324,050	\$344,150
Planning Revenues				
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
Sub Total	\$52,165	\$79,288	\$53,850	\$64,200
Total Revenues	\$402,483	\$454,922	\$377,900	\$408,350

GRANTS & DONATIONS FUNDS REVENUES

	FY 15 Actual	FY 16 Actual	FY 17 Estimate	FY18 Target
Affordable Housing Revenues				
In Lieu Fees	\$0	\$0	\$19,800	\$0
Community Development Block Grant Revenues				
Grant Revenue	\$0	\$21,290	\$123,400	\$0
Total Revenues	\$0	\$21,290	\$143,200	\$0

COMMUNITY DEVELOPMENT - Planning

Program Expenditures:	\$709,675
Personnel Costs:	\$276,670 (39%)
Supplies & Services:	\$317,055 (45%)
Internal Charges:	\$115,950 (16%)
FY 18 Estimated Revenues:	\$ 64,200 (General Fund)
Employee Time Allocation:	2.99 FTEs

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
TOTAL	319	395	317	324
Customers rating – quality of permitting services as good or excellent	N/A	N/A	N/A	

COMMUNITY DEVELOPMENT - Building Safety

Program Expenditures:	\$612,855
Personnel Costs:	\$418,810 (68%)
Supplies & Services:	\$ 23,665 (4%)
Internal Charges:	\$170,380 (28%)
FY 18 Estimated Revenues:	\$344,150 (General Fund)
Employee Time Allocation:	4.74 FTEs

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

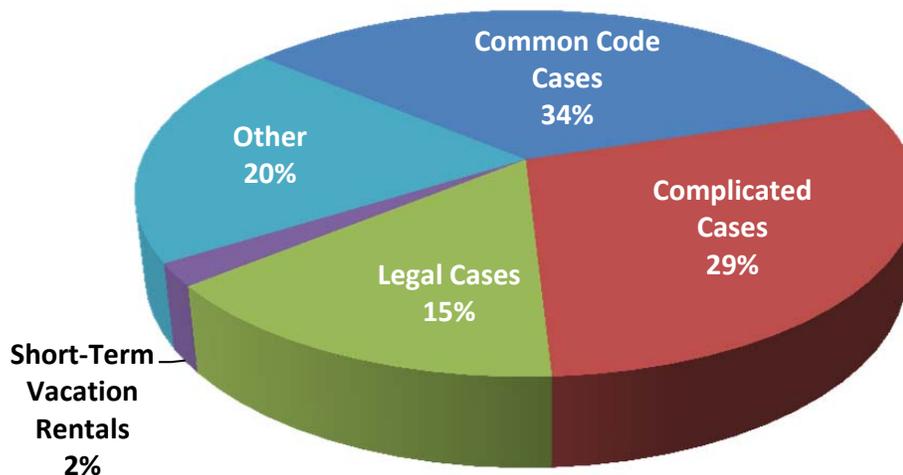
COMMUNITY DEVELOPMENT - Code Enforcement

Program Expenditures: \$390,000
Personnel Costs: \$197,140 (51%)
Supplies & Services: \$ 25,380 (6%)
Internal Charges: \$167,480 (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
TOTAL CASES	413	510	477	492
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

Program Expenditures:	\$75,540
Personnel Costs:	\$50,970 (68%)
Supplies & Services:	\$ 9,950 (13%)
Internal Charges:	\$14,620 (19%)
Employee Time Allocation:	0.47 FTEs

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

Program Expenditures:	\$289,540
Personnel Costs:	\$199,000 (69%)
Supplies & Services:	\$ 26,050 (9%)
Internal Charges:	\$ 64,490 (22%)
Employee Time Allocation:	2.02 FTEs

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 Target
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

Program Expenditures:	\$231,480
Personnel Costs:	\$143,610 (62%)
Supplies & Services:	\$ 15,250 (7%)
Internal Charges:	\$ 72,620 (31%)
Employee Time Allocation:	1.45 FTEs

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 Target
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
Total	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
General Fund											
10-5310-31 - Planning	\$709,675	\$500,556	42%	\$361,931	96%	\$138,625	\$186,271	51%	\$845,107	\$724,688	\$685,785
10-5310-32 - Building Safety	\$612,855	\$447,741	37%	\$372,968	64%	\$74,773	\$211,695	57%	\$174,240	\$158,107	\$152,259
10-5310-33 - Code Enforcement	\$390,000	\$183,620	112%	\$175,770	122%	\$7,850	\$103,447	59%	\$145,245	\$131,248	\$58,255
10-5310-62 - Historic Preservation Commission	\$75,540	\$66,080	14%	\$65,880	15%	\$200	\$26,901	41%	\$0	\$0	\$0
10-5310-67 - Community Plan	\$289,540	\$320,079	-10%	\$306,079	-5%	\$14,000	\$189,336	62%	\$15,445	\$40,156	\$28,296
10-5310-71 - Planning & Zoning Commission	\$231,480	\$141,082	64%	\$137,882	68%	\$3,200	\$85,511	62%	\$0	\$0	\$0
General Fund Total	\$2,309,090	\$1,659,158	39%	\$1,420,510	63%	\$238,648	\$803,161	57%	\$1,180,037	\$1,054,199	\$924,595
Grants & Donations Funds											
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
Grants & Donations Funds Total	\$0	\$272,450	-100%	\$71,000	-100%	\$201,450	\$69,753	98%	\$21,290	\$0	\$6,425
GRAND TOTALS											
Planning	\$709,675	\$500,556	42%	\$361,931	96%	\$138,625	\$186,271	51%	\$845,107	\$724,688	\$685,785
Building Safety	\$612,855	\$447,741	37%	\$372,968	64%	\$74,773	\$211,695	57%	\$174,240	\$158,107	\$152,259
Code Enforcement	\$390,000	\$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	\$75,540	\$66,080	14%	\$65,880	15%	\$200	\$26,901	41%	\$0	\$0	\$0
Community Plan	\$289,540	\$320,079	-10%	\$306,079	-5%	\$14,000	\$189,336	62%	\$15,445	\$40,156	\$28,296
Planning & Zoning Commission	\$231,480	\$141,082	64%	\$137,882	68%	\$3,200	\$85,511	62%	\$0	\$0	\$0
Grand Totals	\$2,309,090	\$1,931,608	20%	\$1,491,510	55%	\$440,098	\$872,914	59%	\$1,201,327	\$1,054,199	\$931,020

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
General Fund												
10-5310-31 - Planning												
Personnel	\$276,670	\$195,230	42%	\$195,230	42%	\$0	\$123,157	63%	\$789,208	\$695,206	\$617,792	Budget Increase: 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	Budget Increase: Added third party review of wireless applications (\$10k), increased Travel & Training (\$5k)
Internal Charges	\$115,950	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Planning Ongoing Total	\$441,175	\$229,524	92%	\$208,899	111%	\$20,625	\$151,562	73%	\$821,125	\$724,688	\$649,351	
Supplies & Services (one-time)	\$268,500	\$260,000	3%	\$142,000	89%	\$118,000	\$23,677	17%	\$0	\$0	\$0	Budget: Land Development Code comprehensive update, replacement of chairs Current Year Under Budget: 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	
Planning One-Time Total	\$268,500	\$271,032	-1%	\$153,032	75%	\$118,000	\$34,709	23%	\$23,982	\$0	\$36,435	
Planning Total	\$709,675	\$500,556	42%	\$361,931	96%	\$138,625	\$186,271	51%	\$845,107	\$724,688	\$685,785	
10-5310-32 - Building Safety												
Personnel	\$418,810	\$405,506	3%	\$337,486	24%	\$68,020	\$190,997	57%	\$160,696	\$155,312	\$149,445	Current Year Under Budget: Estimated vacancy savings
Supplies & Services (ongoing)	\$22,415	\$26,203	-14%	\$24,450	-8%	\$1,753	\$9,666	40%	\$13,544	\$2,795	\$2,814	Budget Decrease: Reduced professional services for expedited plan reviews (\$4k)
Internal Charges	\$170,380	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Building Safety Ongoing Total	\$611,605	\$431,709	42%	\$361,936	69%	\$69,773	\$200,663	55%	\$174,240	\$158,107	\$152,259	
Supplies & Services (one-time)	\$1,250	\$5,000	-75%	\$0	∞	\$5,000	\$0	N/A	\$0	\$0	\$0	Budget: Replacement of chairs
Capital & Debt Service	\$0	\$11,032	-100%	\$11,032	-100%	\$0	\$11,032	100%	\$0	\$0	\$0	
Building Safety One-Time Total	\$1,250	\$16,032	-92%	\$11,032	-89%	\$5,000	\$11,032	100%	\$0	\$0	\$0	
Building Safety Total	\$612,855	\$447,741	37%	\$372,968	64%	\$74,773	\$211,695	57%	\$174,240	\$158,107	\$152,259	
10-5310-33 - Code Enforcement												
Personnel	\$197,140	\$163,040	21%	\$163,040	21%	\$0	\$100,502	62%	\$131,964	\$125,645	\$53,266	Budget Increase: 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	Current Year Under Budget: Estimated under budget for abatement of code violations
Internal Charges	\$167,480	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Code Enforcement Ongoing Total	\$385,650	\$183,620	110%	\$175,770	119%	\$7,850	\$103,447	59%	\$145,245	\$131,248	\$58,255	
Supplies & Services (one-time)	\$4,350	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: Furniture replacement, mandatory biennial recertification training
Code Enforcement Total	\$390,000	\$183,620	112%	\$175,770	122%	\$7,850	\$103,447	59%	\$145,245	\$131,248	\$58,255	

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
10-5310-62 - Historic Preservation Commission												
Personnel	\$50,970	\$39,630	29%	\$39,630	29%	\$0	\$24,849	63%	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$9,950	\$26,450	-62%	\$26,250	-62%	\$200	\$2,052	8%	\$0	\$0	\$0	Budget Decrease: Eliminated HPC matching grants (\$20k)
Internal Charges	\$14,620	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Historic Preservation Commission Total	\$75,540	\$66,080	14%	\$65,880	15%	\$200	\$26,901	41%	\$0	\$0	\$0	
10-5310-67 - Community Plan												
Personnel	\$199,000	\$285,879	-30%	\$285,879	-30%	\$0	\$178,941	63%	\$0	\$0	\$0	Budget Decrease: 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	Budget Decrease: Reduced postage (\$6k) Current Year Under Budget: Estimated savings in postage and mailings for P&Z and public hearings
Internal Charges	\$64,490	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Code Enforcement Ongoing Total	\$289,540	\$320,079	-10%	\$306,079	-5%	\$14,000	\$189,336	62%	\$15,445	\$21,355	\$28,296	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$18,801	\$0	
Community Plan Total	\$289,540	\$320,079	-10%	\$306,079	-5%	\$14,000	\$189,336	62%	\$15,445	\$40,156	\$28,296	
10-5310-71 - Planning & Zoning Commission												
Personnel	\$143,610	\$134,882	6%	\$134,882	6%	\$0	\$84,735	63%	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$15,250	\$6,200	146%	\$3,000	408%	\$3,200	\$776	26%	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Internal Charges	\$72,620	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Planning & Zoning Commission Total	\$231,480	\$141,082	64%	\$137,882	68%	\$3,200	\$85,511	62%	\$0	\$0	\$0	
General Fund Totals												
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	\$143,250	\$147,927	-3%	\$100,299	43%	\$47,628	\$54,239	54%	\$74,187	\$59,235	\$67,658	
Internal Charges Subtotal	\$605,540	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$2,034,990	\$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	\$0	\$22,064	-100%	\$22,064	-100%	\$0	\$22,064	100%	\$23,982	\$18,801	\$36,435	
One-Time Subtotal	\$274,100	\$287,064	-5%	\$164,064	67%	\$123,000	\$45,741	28%	\$23,982	\$18,801	\$36,435	
General Fund Total	\$2,309,090	\$1,659,158	39%	\$1,420,510	63%	\$238,648	\$803,161	57%	\$1,180,037	\$1,054,199	\$924,595	

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
Grants & Donations Funds												
GD-5310-00/34 - Community Development Block Grant												
Supplies & Services (one-time)	\$0	\$272,450	-100%	\$71,000	-100%	\$201,450	\$69,753	98%	\$21,290	\$0	\$6,425	Budget Decrease: No CDBG funding expected for FY18 Current Year Under Budget: Estimated savings in CDBG grant costs
Grants & Donations Funds Total	\$0	\$272,450	-100%	\$71,000	-100%	\$201,450	\$69,753	98%	\$21,290	\$0	\$6,425	
Grand Totals												
Personnel Total	\$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	\$143,250	\$147,927	-3%	\$100,299	43%	\$47,628	\$54,239	152%	\$74,187	\$59,235	\$67,658	
Internal Charges Subtotal	\$605,540	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$2,034,990	\$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	\$0	\$22,064	-100%	\$22,064	-100%	\$0	\$22,064	100%	\$23,982	\$18,801	\$36,435	
One-Time Subtotal	\$274,100	\$559,514	-51%	\$235,064	17%	\$324,450	\$115,494	49%	\$45,272	\$18,801	\$42,860	
Grand Total	\$2,309,090	\$1,931,608	20%	\$1,491,510	55%	\$440,098	\$872,914	59%	\$1,201,327	\$1,054,199	\$931,020	

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 ⁽¹⁾	0.08	0.00
Total	14.08	14.00

Org Unit	Org Description	FY18 FTE	FY17 FTE
General Fund			
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 ⁽²⁾	0.47	0.40
10-5310-67	Community Plan	2.02	2.90
10-5310-71	Planning & Zoning Commission ⁽²⁾	1.45	1.50
Total		14.08	14.00

⁽¹⁾ Temporary position

⁽²⁾ The appointed commissioners are unpaid volunteers and are not included in the employee full-time equivalency (FTE) count.



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	Electronic Permit Tracking and Plan Review
Department	Community Development, Public Works, Waste Water
Program	10-5310-31 and 32
Funding Request Type	Both Ongoing and One-Time
Source of Funds	General Fund
Additional Explanation	Potential for increased application fees to offset ongoing costs

I. Description of Request

During past priority setting meetings, the City Council gave direction to explore the costs and benefits of implementing an electronic review process (ERP) for the city's permit applications. These permits include building, planning, right-of-way, waste water, signs, temporary use permits, etc. This direction was given as many communities have implemented an ERP and are realizing a number of tangible and intangible benefits for both the customer and the jurisdiction. Members of Council felt there may be benefits in the implementation of an ERP for Sedona.

II. Problem/Issue

A. History/Background

Sedona's application review process (zoning, building, waste water, public right-of-way) has always required in person or mailed submission of paper applications. Several years ago, the State passed Senate Bill 1598, (SB 1598) which required all jurisdictions to conduct permit reviews within a specified period of time. In order to meet the review time frames, strategies were developed to meet the requirements. In order to accomplish this, the City requires most applications to include five (5) sets of plans to allow for the concurrent review by each department member conducting a review (engineering, zoning, building safety (2 sets), and outside partner agency). The five (5) sets prevent the routing of a single set of plans around to each reviewing staff member, which would lengthen the review time.

If additional rounds of review are required to address corrections, the applicant is required to resubmit the material via paper. This process can be considered expensive, inefficient, and unsustainable. While the City can amend its review time frames, (e.g. 21 days to 30 days) and reduce the need for five sets of plans and systematically circulate the one plan submitted to each department for review, this longer review and processing period would generate customer service complaints and concerns among those seeking permits. Community Development staff already receive comments about the need for quicker review time frames.

The typical plan set consists of paper sheets measuring 24" x 36". An average plan set for a new single-family home consists of approximately 20 pages. A plan set for a new commercial project is much larger, easily exceeding 100 pages per set. The cost to print these plans at a local printer is \$3.89 (w/o tax at Staples) per page, for a five (5) set total of \$389 for an average set of residential plans to over \$1,945 for a commercial project. These costs are borne by the applicant; the City does not pay for plan printing.

Many of the large commercial projects utilize architectural and engineering companies outside of Sedona. These applicants choose to either hand deliver or mail these sets to the city only adding to the costs. Costs include courier time, gas, time delay in application transmittal and issuance, and environmental impacts (paper and carbon foot print). These impacts are only multiplied by the number of review cycles necessary to complete the review and issue the permit.

B. Does this affect our citizens/customers quality of life?		Yes
If yes, then how:		
<p>There are several ways in which an ERP may positively affect our citizens/customers quality of life.</p> <ul style="list-style-type: none"> • An increased paperless approach addresses the environment impacts of paper harvesting, production, and processing, which is considered by many as a more sustainable practice. • The ability to accept applications and payments online will reduce the carbon footprint associated with vehicular miles driven to submit applications, corrections, and revisions. • Efficiencies gained through the use of task management and work flows established by the software will result in improved review and issuance time frames ultimately allowing projects to occur in a more timely fashion. <p>An expanded list of specific benefits are highlighted in Section E below.</p>		
C. Is this a traditional government function?		Yes
If it is not a traditional function, why should the City of Sedona deal with it?		
<p>The administration of a plan review process is typical of a community which implements and enforces an adopted zoning and building codes. Numerous communities have converted their process to an electronic submittal, review, tracking, and issuance process. Cities choosing to implement an ERP have made the changes to improve customer service, reduce costs, improve services, maintain staffing levels, and reduce time frames.</p>		
D. Does the project/issue relate to the Community Plan (or other master plans)?		
Yes, Community Plan	If other master plan, which?	Economic Development Action Plan
If not in a specific plan, how does this fit into the City's priorities?		
<p>The implementation of an e-plan review process</p> <p>Environment Policies (p. 78)</p> <ul style="list-style-type: none"> • 8. Reduce harmful emissions. • 13. Support recycling and other waste stream reduction efforts. <p>Economic Development Policies (p. 92)</p> <ul style="list-style-type: none"> • 10. Create an economic development toolbox comprised of programs and incentives to reduce financial, regulatory, and operational constraints for existing or new business growth and expansion <p>Economic Development Action Plan</p> <ul style="list-style-type: none"> • 3. Establish consistent and competitive project review timeframes and fees. 		

E. Provide a cost/benefit analysis. What does the City/community get for this investment?

The initial cost of purchasing ERP software and any necessary accompanying hardware can be costly as prices can vary widely depending on the various elements of the process that an organization seeks to address. Furthermore, there are on-going costs associated with the maintenance of the software, storage of electronic documents, and provision of multiple licenses.

Some specific benefits of a permit tracking system will include:

- The ability for citizens or their representatives to submit and pay for permits 24/7/365 online, saving trips to city hall and providing convenience.
- The ability for citizens or their representatives to have increased transparency and accountability in the process through web access to see the status of the review and its location within the process.
- Reduction in review times through the use concurrent work flows of review and comment, task identification and management for reviewers.
- Ability to provide access for outside review agencies to the city's permit review and tracking software to improve application transfer and review time frames and keep all parties informed (fire department and potentially other reviewers such as 3rd party wireless).
- Digital review and comment on plans will reduce the confusion associated with addressing comments (clear identification directly on plan) and replacing plan sheets in the paper documents.
- Improved field inspection review and reporting through the use of hardware to photograph, document (notations directly on photos), and direct on-site upload of inspection results into the software.
- Improved record keeping and thus greater and more accurate information can be provided to interested parties.
- Immediate reduction in the amount of paper utilized in the process reducing the environmental and realized costs of producing multiple copies of plan sets potentially multiple times.
- Reduction in review times as a result of concurrent workflow efficiencies, improved task management, reduced transfer times between the conclusion of each round of review.
- Improved economic development through a more transparent process, reduced time frames, and reduced costs.
- Increased ability to track various performance measures to continually examine potential improvements to the process and better identify trends to aid in budget preparation.
- Overall improved process resulting in improved customer satisfaction with the process.

As has been realized and documented by numerous other jurisdictions utilizing ERP software, Sedona would expect to reduce the overall length of the process by multiple days, increased accessibility and transparency to 24/7/365 all while having positive environmental impacts.

III. Risk Analysis

A. What happens if this is not done?

The risk in pursuing a “do nothing” approach would result in the city continuing to require paper copies of all required application documents and will not have an effect on the reduction in paper waste or improvement to review and processing time frames. There is not currently high demand from applicants for the city to offer this service. While some have expressed interest it does not appear to be widespread.

B. Show examples of best practices from other cities, if applicable:

The City of Scottsdale has been using an electronic submittal process for a number of years with positive results. While the many permits still come in via walk-in traffic, they believe that having the option is beneficial and would recommend that other cities use something similar.

The Town of Gilbert has been using an electronic plan submittal for a couple years and Staff members said it works quite well. In the past Gilbert had applicants email the application to the permit technician and uses their FTP site to accept PDF copies of plans. Beginning in February of 2017 Gilbert has launched a new software package to manage electronic application submittal and review. More than 50% of their permits come in electronically and the number of digital submittals has been increase by double digital percentages for the past few years.

C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:

If it is decided not to pursue the implementation of an ERP staff would pursue the implementation of a phased “manual” approach to the creation of an electronic plan submittal and review process. The manual approach would require significant time to manage the process and ensure accuracy in the steps to be followed. Elements of this process would include but not be limited to:

- Development of a written electronic plan (e-plan) submittal process, timeframes, requirements, etc.
- Assignment of duties to various staff members for application download, review, fee collection, transferring and routing.
- Identification and selection of a secure file sharing/transfer site.
- Selection of a document mark-up software (e.g. Adobe Pro).
- Training on process for applicants.
- Purchase of additional hardware and software to allow for e-plan review.

While this approach is less expensive to implement and would provide an increased level of customer service, it is very limited in its capabilities, requires greater management by staff, and does not provide similar benefits as identified in the response to question “E” above. The recommended ERP software solution would automate and integrate many steps in the process allowing for increased efficiencies, customer service, and a more seamless process.

IV. Implementation

A. What is the timeframe for completion of plan and implementation for project/issue?

If a decision package to implement ERP software were approved, staff would begin working on a Request for Proposal (RFP) to be issued at the start of the new fiscal year. It is expected that a number of ERP software vendors would submit proposals. A selection process would likely be completed during the first of fiscal year 2018. Upon selection of a vendor, staff would proceed forward with the implementation of the software. It is anticipated that implementation and roll out of the software would largely be concluded by the end of the fiscal year, however, some elements may take additional time to coordinate (e.g., GIS and Laserfiche integration)

B. How will you market/communicate the project/issue to the public?

Roll out and marketing of the new system would include the following methods:

- Press releases
- Facebook posts
- Community Development website
- Targeted outreach to contractors, architects, engineers, and developers
- Information at the Community Development front counter
- Host educational, informational classes on how to use the system

C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.

- Performance measures could include: Percentage of customers utilizing the ERP
- Evaluation of staff review times per application overall
- Evaluation of each review cycle (time from submittal to issuance of corrections to issuance of permit)
- Analysis of each review team member’s review time frames
- Percentages of each application type submitted digitally
- Analysis of paper savings
- Analysis of miles not driven/trips saved
- Survey of customer satisfaction and feedback

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

In order to implement an ERP the city would need to select a vendor who would work closely with in-house team members from IT, planning, building, waste water, public works, and finance. Many of those involved in the review process have the hardware necessary to implement and ERP (dual monitors and sufficient computers). Additional hardware might include new servers to meet the need for additional storage capacity of the digital documents, unless the vendor provides this service. It may also be necessary to purchase devices for the field inspectors to conduct and record results in the field.

Several employees, likely IT and Community Development team members would need to be trained to have a thorough level of knowledge about the operation of the ERP software.

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Software Maintenance and Off-Site Hosting	60-5224-21	\$18,000 – \$25,000
Off-site server hosting	60-5224-21	\$12,000 – \$18,000
Total Ongoing Expenditures		\$30,000 – \$43,000

Line Item Description (One-Time)	Account*	FY 2017-18 Request
Software purchase, install, multiple licenses	60-5224-21	\$150,000 – \$300,000
Hardware for two (2) field inspectors	60-5224-21	\$1,000 – \$3,000
Total One-Time Expenditures		\$151,000 – \$303,000

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

There are no anticipated one-time expenses. However, there may be annual licensing requirements depending on the vendor program. Hardware would continue to be replaced via the in place schedules or when they fail.

VI. Proposed Cost Savings (If Applicable)		
Please explain any cost savings:		
<p>There are no noted direct cost savings associated with the procurement of an ERP permitting system. However, indirect cost savings should be realized by a more efficient means in which to process application and issue permits. Many of the communities implementing ERP have noted an increased overall efficiency. Sedona should expect to experience a decrease in review times including processing and reviewing applications resulting in a more streamlined process that would then allow time for other tasks of lessor priority to be accomplished.</p> <p>Additionally, while not a direct cost savings to the City of Sedona, this type of permitting system does provide a significant cost savings to customers by providing an option that does not require the expense of printing plans and construction drawings, driving time, fuel costs, and in-person submittal time.</p> <p>A further indirect cost savings is reducing the need for paper, which can be considered more environmentally friendly.</p>		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0
Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:		
None identified.		

VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Many communities adjust their service fees associated with each application type to reflect the increased level of service and cost savings to the applicant.		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
Potential to increase fees commensurate with increased service		\$????
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
NA		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		
None anticipated.		

*Full account string including fund, department/division number, and account number.



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	Purchase of Truck for Chief Building Official
Department	Community Development
Program	Building Safety
Funding Request Type	Both Ongoing and One-Time
Source of Funds	General Fund
Additional Explanation	A properly equipped vehicle is needed for the performance of basic job responsibilities

I. Description of Request

In addition to the administrative and managerial aspects of the Chief Building Official (CBO) position, approximately 50% of the CBO's time is spent in the field to, 1) Make final determinations regarding the technical aspects of the building code requirements for residential and commercial development projects, 2) Ensure compliance with adopted building codes through building, mechanical and plumbing inspections, 3) Respond to and resolve difficult, complex or sensitive inquiries, complaints and technical code applications, and 4) Negotiate acceptable solutions for code compliance in complex code issues and violations. Additionally, the CBO performs construction inspections in the absence of and as a supplement to the Building Inspector when necessary to meet customer service commitments.

II. Problem/Issue

A. History/Background

The Chief Building Official position was approved in this year's budget, and recruitment for this position has actively continued since July of 2016.

This staffing situation has resulted in having to address work demands on a prioritized basis and use our only Plans Examiner to supplement inspection activity, which negatively impacts our response time in the review of plans and issuance of building permits. As recruitment for the full-time position continues, we currently have a third round of candidates scheduled for interviews, and as of the week of February 5th, we have a retiree who has started working as a temporary part-time Building Inspector to provide immediate assistance and assistance as needed after a full-time CBO is hired; however, the CBO's and the temporary part-time inspector's effectiveness is severely limited without an appropriately-equipped vehicle. Structural inspections, including roofs, are necessary to ensure compliance with building code requirements, and the only available vehicles are the pre-scheduled pool cars and a 2000 Crown Victoria, none of which can accommodate a ladder rack, ladder and tool box. Pool vehicles are intended to be used by various staff members for short durations. The need of a dedicated vehicle for the CBO is not consistent with the intended purpose of the City's pool vehicles.

B. Does this affect our citizens/customers quality of life?		Yes
If yes, then how:		
<p>Chief Building officials are charged with the administration of adopted building codes. The purpose of building codes is to provide reasonable assurance that a structure is safe from structural failure, electrical and heating system fire hazards, electrical shock, and health risks, etc. Ensuring adherence to the building code is also critical in administering Sedona's Land Development Code to ensure safe, long-lasting structures that in turn contribute to the well-being of the community and the quality of life for our citizens.</p> <p>Failure to provide adequate transportation for Building Safety field services, including inspections, adversely affects customer service, which frequently leads to escalated complaints. Therefore, we are requesting the purchase of a vehicle appropriately equipped to carry the "tools of the trade", including a ladder rack, ladder and toolbox.</p>		
C. Is this a traditional government function?		Yes
If it is not a traditional function, why should the City of Sedona deal with it?		
D. Does the project/issue relate to the Community Plan (or other master plans)?		
Yes, other master plan (explain)	If other master plan, which?	Sedona Land Development Code and Sedona City Code
If not in a specific plan, how does this fit into the City's priorities?		
E. Provide a cost/benefit analysis. What does the City/community get for this investment?		
<p>For the one-time cost of the vehicle as shown below, we will have the tools required to fully perform the responsibilities of the job, which includes inspecting and enforcing the technical aspects of the building code requirements to ensure that structures built in Sedona are in compliance and after-the-fact inspections of work performed without proper permits are addressed without delay.</p>		
III. Risk Analysis		
A. What happens if this is not done?		
<p>Timely inspections are critical to the identification and resolution of technical issues that arise during construction as we enforce the building code and the Land Development Code requirement "to promote the public health, safety and welfare by providing appropriate and reasonable controls for the development of such lands, while also protecting the rights of property owners." Therefore, our effectiveness, productivity and response time to our customers will be severely reduced without the availability of proper transportation.</p>		
B. Show examples of best practices from other cities, if applicable:		
<p>The responsibilities of the CBO position as described above are common among municipal and county governments.</p>		
C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:		
<p>Alternative approaches were tried before requesting the CBO position and were unsuccessful or financially impractical. Therefore, the purchase of a properly equipped vehicle for the CBO is recommended, because the only existing vehicle properly equipped is used full-time by the Building Inspector.</p>		
IV. Implementation		
A. What is the timeframe for completion of plan and implementation for project/issue?		
<p>Order a vehicle in July of 2017 for estimated delivery within 8 to 10 weeks.</p>		
B. How will you market/communicate the project/issue to the public?		
<p>This issue will be addressed during the budget public hearing process for the City Council's review and approval.</p>		

C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.

The applicable performance measures will include the performance evaluation of the CBO, the specified Building Safety programmatic measures, and our Customer Satisfaction Survey responses.

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Routine maintenance and repair	10-5310-32-6241	\$150.00
Annual fuel cost	10-5245-01-6215	\$1,200.00
Total Ongoing Expenditures		\$1,350.00
Line Item Description (One-Time)	Account*	FY 2017-18 Request
Inspection Truck- Estimated purchase cost for new vehicle (2017/2018)	10-5310-32-6840	\$22,000.00
Ladder Rack and Tool Box	10-5310-32-6840	\$1,400.00
Estimated Sales Tax	10-5310-32-6840	\$1,900.00
Delivery Charge	10-5310-32-6840	\$300.00
Sub-Total without "out-of-stock" price increase	One-Time Expenditure	\$25,600.00
Estimated "out-of-stock" price increase of 2017 vehicle on lot or 2018 vehicle if 2017 is not available at time of purchase. *	10-5310-32-6840	\$1,500.00
Total One-Time Expenditure		\$27,100.00

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

* Manufacturers stop taking orders for current year (2017) models in March-April. Purchases after that time are dependent on stock available on dealer lots, which may already be equipped with additional features that we did not order. If no current year models are available on dealer lots, the order will be placed for the next year's (2018) model. Dealers estimate that such conditions generally result in an average cost increase of \$1,500.00.

MVI. Proposed Cost Savings (If Applicable)		
Please explain any cost savings:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Not Applicable		\$0
		\$0
Total Ongoing Cost Savings		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Request
Not Applicable		\$0
		\$0
Total One-Time Cost Savings		\$0
Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:		
VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
Not Applicable		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
Not Applicable		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Community Development Department

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
General Fund-Planning														
10-5310-31-6005	Salary & Wages	\$200,170.00	\$142,605.00	40%	\$142,605.00	40%	\$0.00	\$89,953.87	63%	\$555,851.62	\$489,756.52	\$454,279.62		
10-5310-31-6006	Overtime	\$250.00	\$0.00	∞	\$0.00	∞	\$0.00	\$24.47	∞	\$81.00	\$90.00	\$186.53	\$200,170.00	Current authorized positions
10-5310-31-6010	Part-Time Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$294.00	∞	\$22,172.42	\$24,257.75	\$6,078.00	\$250.00	Ongoing - Overtime incurred to complete customer contact beyond the end of the workday and attend meetings
10-5310-31-6011	Temp Wages	\$1,100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,100.00	Ongoing - Temporary wages for special projects and staff absences
10-5310-31-6046	Other Allowances	\$1,850.00	\$1,910.00	-3%	\$1,910.00	-3%	\$0.00	\$1,359.50	71%	\$7,560.00	\$5,150.00	\$3,918.42	\$1,850.00	Current authorized positions
10-5310-31-6125	FICA	\$15,560.00	\$11,060.00	41%	\$11,060.00	41%	\$0.00	\$6,917.71	63%	\$44,045.60	\$40,502.07	\$35,386.15	\$15,560.00	Social Security & Medicare
10-5310-31-6130	ASRS Retirement	\$22,940.00	\$16,395.00	40%	\$16,395.00	40%	\$0.00	\$10,362.07	63%	\$66,066.22	\$59,124.85	\$51,065.93	\$22,940.00	Current authorized positions
10-5310-31-6134	STD/LTD Insurance	\$630.00	\$710.00	-11%	\$710.00	-11%	\$0.00	\$260.12	37%	\$2,456.04	\$2,686.99	\$2,989.00	\$630.00	Short-Term Disability & ASRS Long-Term Disability
10-5310-31-6135	Health/Dental/Life Insurance	\$33,430.00	\$21,760.00	54%	\$21,760.00	54%	\$0.00	\$13,582.17	62%	\$86,590.79	\$67,969.84	\$60,057.04	\$33,430.00	Current authorized positions
10-5310-31-6136	Workers Compensation Insurance	\$740.00	\$790.00	-6%	\$790.00	-6%	\$0.00	\$403.00	51%	\$4,384.01	\$5,667.75	\$3,831.80	\$740.00	Current authorized positions
	Planning - Personnel Costs Subtotal	\$276,670.00	\$195,230.00	42%	\$195,230.00	42%	\$0.00	\$123,156.91	63%	\$789,207.70	\$695,205.77	\$617,792.49		
10-5310-31-6024	Meals	\$0.00	\$0.00	N/A	\$60.00	-100%	(\$60.00)	\$51.66	86%	\$0.00	\$0.00	\$0.00		
10-5310-31-6210	Printing/Office Supplies	\$4,850.00	\$5,200.00	-7%	\$4,700.00	3%	\$500.00	\$1,066.76	23%	\$1,685.03	\$0.00	\$0.00	\$3,350.00	Ongoing - Miscellaneous general office and planning supplies
													\$1,000.00	Ongoing - Special projects and supplies for HP Designjet T2500 plotter
													\$500.00	Ongoing - Supplies for retention of permanent files
10-5310-31-6212	Postage	\$8,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$8,500.00	One-time - Postage for citywide mailings on LDC update and potential zoning implications.
10-5310-31-6213	Voice & Data Communications	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,977.22	\$2,091.69	\$2,223.19		
10-5310-31-6214	Uniform Expenses	\$1,200.00	\$1,000.00	20%	\$1,000.00	20%	\$0.00	\$523.07	52%	\$0.00	\$0.00	\$0.00	\$1,200.00	Ongoing - Logo shirts, sweaters for SB1598 and safety work boots
10-5310-31-6215	Gas & Oil	\$400.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$400.00	Ongoing - Annual fuel costs for 2000 Crown Victoria - transferred from General Services account
10-5310-31-6241	Automobile Expense	\$600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$675.03	\$0.00	\$142.00	\$600.00	Ongoing - Maintenance for 2000 Crown Victoria - transferred from 32-6241 (Building Services)

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Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5310-31-6243	Spec Supplies/Safety Equip/Emg	\$1,950.00	\$2,150.00	-9%	\$1,500.00	30%	\$650.00	\$393.90	26%	\$2,313.99	\$1,278.31	\$2,066.61		
													\$850.00	Ongoing - Miscellaneous department supplies
													\$350.00	Ongoing - Planning resource materials
													\$750.00	Ongoing - Replacement of est. 15 property posting signs, plus blue stake materials and special meeting supplies
10-5310-31-6244	Office Furniture - Non Capital	\$2,000.00	\$1,500.00	33%	\$1,950.00	3%	(\$450.00)	\$1,936.28	99%	\$2,523.57	\$977.81	\$3,724.43	\$2,000.00	One-time - Replacement of aging chairs
10-5310-31-6405	Professional Services	\$268,000.00	\$260,000.00	3%	\$127,000.00	111%	\$133,000.00	\$40,721.24	32%	\$3,750.00	\$7,732.86	\$0.00	\$118,000.00	Carryover and Council priority - Estimated remainder of LDC Comprehensive Update funds
													\$10,000.00	One-time - Implementing the Schneby CFA plan recommendations in the LDC
													\$130,000.00	One-time and Council Priority - LDC comprehensive update (remainder of contract); illustrations and drawings
10-5310-31-6410	Commisn/Citizn Engmnt Support	\$1,600.00	\$1,800.00	-11%	\$1,000.00	60%	\$800.00	\$298.38	30%	\$3,400.29	\$1,854.01	\$11,745.12	\$10,000.00	Ongoing - Third-party review of wireless applications
													\$100.00	Ongoing - Support for variance and appeal hearings
													\$1,500.00	Ongoing and City Council priority - Outreach and education for LDC comprehensive update and special work groups
10-5310-31-6420	Legal Services	\$3,000.00	\$3,000.00	0%	\$1,000.00	200%	\$2,000.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$3,000.00	Ongoing - Hearing Officer fee of \$50 - \$100/hour for variance and appeal hearings.
10-5310-31-6447	Recruitment/Relocation	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$944.00		
10-5310-31-6505	Rent	\$1,500.00	\$2,000.00	-25%	\$815.00	84%	\$1,185.00	\$315.00	39%	\$1,180.00	\$1,032.16	\$1,186.56	\$500.00	Ongoing - Rental of facilities for miscellaneous public meetings
													\$1,000.00	Ongoing and Council priority - Rental of facilities for LDC comprehensive update public outreach
10-5310-31-6511	Advertising	\$3,400.00	\$3,200.00	6%	\$2,200.00	55%	\$1,000.00	\$829.00	38%	\$911.00	\$2,177.70	\$3,462.80	\$200.00	Ongoing - Legal notices for variance and appeal hearings
													\$3,200.00	Ongoing - Public notices/display ads for City Council public hearings
10-5310-31-6703	Dues/Subscriptions/Licenses	\$2,855.00	\$2,397.00	19%	\$2,397.00	19%	\$0.00	\$1,897.00	79%	\$2,214.00	\$2,053.00	\$1,614.00	\$165.00	Ongoing - American Institute of Certified Planners (AICP) for one employee

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				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
															Ongoing - American Planning Association (APA) annual membership dues for six employees
														\$2,025.00	
														\$70.00	Ongoing - Arizona APA membership dues for one Senior Planner
														\$375.00	Ongoing - Arizona Association for Economic Development (AAED) membership dues for one employee
														\$150.00	Ongoing - Arizona Housing Alliance membership dues for staff
														\$70.00	Ongoing - Subscription fee for Sedona Red Rock News
10-5310-31-6720	Community Service Contracts	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$4,449.52			
10-5310-31-6750	Travel & Training	\$17,200.00	\$12,047.00	43%	\$12,047.00	43%	\$0.00	\$4,050.00	34%	\$11,286.46	\$10,284.85	\$0.00			
														\$6,400.00	Ongoing - APA National Conference for two employees
														\$5,000.00	Ongoing - Arizona APA Conference for five employees
														\$800.00	Ongoing - Arizona Housing Forum for one employee
														\$1,000.00	Ongoing - Historic Preservation Conference for one Commission staff liaison
														\$500.00	Ongoing - Online training courses for three employees
														\$3,500.00	Ongoing - Professional Development Conference for one employee
	Planning - Supplies & Services Costs Subtotal	\$317,055.00	\$294,294.00	8%	\$155,669.00	104%	\$138,625.00	\$52,082.29	33%	\$31,916.59	\$29,482.39	\$31,558.23			
10-5310-31-6840	Motor Vehicles	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$23,981.70	\$0.00	\$20,374.02			
10-5310-31-6845	Office Equipment	\$0.00	\$11,032.00	-100%	\$11,032.00	-100%	\$0.00	\$11,031.58	100%	\$0.00	\$0.00	\$0.00			
10-5310-31-6846	Computer Hardware	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$9,080.54			
10-5310-31-6857	Improvements - City Owned Property	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$6,980.00			
	Planning - Capital & Debt Service Costs Subtotal	\$0.00	\$11,032.00	-100%	\$11,032.00	-100%	\$0.00	\$11,031.58	100%	\$23,981.70	\$0.00	\$36,434.56			
10-5310-31-7100	Admin Indirect Cost Allocation	\$12,860.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-31-7110	HR Indirect Cost Allocations	\$9,860.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-31-7120	Finance Indirect Cost Alloc.	\$27,030.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-31-7130	IT Indirect Cost Allocations	\$36,130.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-31-7140	Legal Indirect Cost Allocation	\$11,090.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-31-7150	Clerk Indirect Cost Allocation	\$3,240.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-31-7160	General Indirect Cost Alloc.	\$6,030.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-31-7170	Facilities Indirect Cost Alloc	\$9,710.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Planning - Internal Charges Subtotal	\$115,950.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	General Fund-Planning Total	\$709,675.00	\$500,556.00	42%	\$361,931.00	96%	\$138,625.00	\$186,270.78	51%	\$845,105.99	\$724,688.16	\$685,785.28			
General Fund-Building Safety															
10-5310-32-6005	Salary & Wages	\$302,550.00	\$290,668.00	4%	\$226,368.00	34%	\$64,300.00	\$137,290.75	61%	\$116,975.58	\$111,532.61	\$110,055.31			
														\$302,550.00	Current authorized positions
10-5310-32-6006	Overtime	\$250.00	\$0.00	∞	\$150.00	67%	(\$150.00)	\$141.12	94%	\$23.12	\$0.00	\$0.00			
														\$250.00	Ongoing - Overtime incurred for heavy workloads and call-out on special inspections

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													Amount	Description
10-5310-32-6010	Part-Time Wages	\$0.00	\$0.00	N/A	\$24,100.00	-100%	(\$24,100.00)	\$2,280.00	9%	\$945.00	\$1,575.00	\$0.00		
10-5310-32-6011	Temp Wages	\$3,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$3,200.00	Ongoing - Wages for temporary building safety coverage
10-5310-32-6046	Other Allowances	\$1,880.00	\$1,920.00	-2%	\$1,520.00	24%	\$400.00	\$906.50	60%	\$180.00	\$0.00	\$0.00		
													\$1,880.00	Current authorized positions
10-5310-32-6125	FICA	\$23,560.00	\$22,385.00	5%	\$19,165.00	23%	\$3,220.00	\$10,711.30	56%	\$9,055.14	\$8,981.62	\$8,414.58		\$23,560.00 Social Security & Medicare
10-5310-32-6130	ASRS Retirement	\$34,850.00	\$33,183.00	5%	\$26,333.00	32%	\$6,850.00	\$15,941.04	61%	\$13,418.54	\$13,420.16	\$12,351.23		\$34,850.00 Current authorized positions
10-5310-32-6134	STD/LTD Insurance	\$970.00	\$1,450.00	-33%	\$1,050.00	-8%	\$400.00	\$427.63	41%	\$562.78	\$607.81	\$863.69		\$970.00 Short-Term Disability & ASRS Long-Term Disability
10-5310-32-6135	Health/Dental/Life Insurance	\$48,420.00	\$52,020.00	-7%	\$36,120.00	34%	\$15,900.00	\$22,055.27	61%	\$16,521.98	\$16,297.33	\$14,554.75		\$48,420.00 Current authorized positions
10-5310-32-6136	Workers Compensation Insurance	\$3,130.00	\$3,880.00	-19%	\$2,680.00	17%	\$1,200.00	\$1,243.00	46%	\$3,014.00	\$2,897.66	\$3,205.16		\$3,130.00 Current authorized positions
	Building Safety - Personnel Costs Subtotal	\$418,810.00	\$405,506.00	3%	\$337,486.00	24%	\$68,020.00	\$190,996.61	57%	\$160,696.14	\$155,312.19	\$149,444.72		
10-5310-32-6024	Meals	\$0.00	\$0.00	N/A	\$100.00	-100%	(\$100.00)	\$0.00	0%	\$0.00	\$0.00	\$0.00		
10-5310-32-6210	Printing/Office Supplies	\$2,300.00	\$2,300.00	0%	\$2,000.00	15%	\$300.00	\$604.05	30%	\$103.88	\$436.36	\$0.00		\$1,000.00 Ongoing - Forms, approval tags, card stock and custom stamps
													\$400.00	Ongoing - Miscellaneous general office and building safety supplies
													\$900.00	Ongoing - Supplies for HP Designjet T2500 plotter
10-5310-32-6213	Voice & Data Communications	\$1,600.00	\$700.00	129%	\$700.00	129%	\$0.00	\$383.67	55%	\$0.00	\$0.00	\$0.00		\$700.00 Ongoing - Smartphone monthly expense for Building Inspector
													\$900.00	Ongoing - Smartphone new service & monthly expense for Chief Building Official
10-5310-32-6214	Uniform Expenses	\$1,500.00	\$1,000.00	50%	\$1,000.00	50%	\$0.00	\$92.09	9%	\$694.52	\$530.84	\$831.67		\$1,500.00 Ongoing - Logo shirts, jackets for SB1598 and work boots with additional Chief Building Official
10-5310-32-6215	Gas & Oil	\$1,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		\$1,000.00 Ongoing - Annual fuel cost for 2004 Dodge Dakota building inspection vehicle - moved from General Services account
10-5310-32-6241	Automobile Expense	\$500.00	\$1,100.00	-55%	\$1,100.00	-55%	\$0.00	\$910.89	83%	\$0.00	\$0.00	\$0.00		\$500.00 Ongoing - Maintenance for 2004 Dodge Dakota
10-5310-32-6243	Spec Supplies/Safety Equip/Emg	\$750.00	\$750.00	0%	\$750.00	0%	\$0.00	\$339.71	45%	\$778.62	\$1,490.92	\$1,691.86		\$50.00 Ongoing - Miscellaneous building safety supplies
													\$600.00	Ongoing - Miscellaneous Int'l Code Council reference materials
													\$100.00	Ongoing - Smartphone accessory replacements
10-5310-32-6244	Office Furniture - Non Capital	\$1,250.00	\$3,300.00	-62%	\$3,300.00	-62%	\$0.00	\$2,873.01	87%	\$0.00	\$0.00	\$0.00		

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													Amount	Description
10-5310-32-6246	Computer Hardware - Non Capita	\$0.00	\$2,500.00	-100%	\$2,500.00	-100%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$1,250.00	One-time - Replacements for aging chairs
10-5310-32-6405	Professional Services	\$10,000.00	\$14,400.00	-31%	\$10,000.00	0%	\$4,400.00	\$4,000.00	40%	\$11,674.53	\$0.00	\$0.00	\$0.00	
10-5310-32-6703	Dues/Subscriptions/Licenses	\$1,565.00	\$1,053.00	49%	\$1,000.00	57%	\$53.00	\$463.00	46%	\$292.17	\$337.17	\$290.74	\$10,000.00	Ongoing - Expedited plan review expenses
													\$180.00	Ongoing - Arizona Building Officials (AZBO) annual membership fees for three employees
													\$120.00	Ongoing - Int'l Assoc. of Electrical Inspectors (IAEI) annual membership renewal fee for one employee
													\$135.00	Ongoing - Int'l Code Council (ICC) annual membership renewal fee for building safety staff
													\$350.00	Ongoing - Int'l Code Council (ICC) Commercial & Residential Certifications annual renewal fee for two employees
													\$75.00	Ongoing - Int'l Code Council (ICC) Permit Technician Certification annual renewal fee for one employee
													\$40.00	Ongoing - Journal of Light Construction Magazine annual subscription fee
													\$500.00	Ongoing - Membership dues for Chief Building Official
10-5310-32-6750	Travel & Training	\$3,200.00	\$4,100.00	-22%	\$2,000.00	60%	\$2,100.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$165.00	Ongoing - National Fire Protection Agency (NFPA) annual membership renewal fee for one employee
													\$1,550.00	Ongoing - Arizona Building Officials (AZBO) mandatory training for Commercial & Residential Certifications for two employees
													\$400.00	Ongoing - Arizona Building Officials (AZBO) mandatory training for Permit Technician Certification for one employee
													\$1,250.00	Ongoing - Certification/training for Chief Building Official
	Building Safety - Supplies & Services Costs Subtotal	\$23,665.00	\$31,203.00	-24%	\$24,450.00	-3%	\$6,753.00	\$9,666.42	40%	\$13,543.72	\$2,795.29	\$2,814.27		
10-5310-32-6845	Office Equipment	\$0.00	\$11,032.00	-100%	\$11,032.00	-100%	\$0.00	\$11,031.57	100%	\$0.00	\$0.00	\$0.00	\$0.00	
	Building Safety - Capital & Debt Service Costs Subtotal	\$0.00	\$11,032.00	-100%	\$11,032.00	-100%	\$0.00	\$11,031.57	100%	\$0.00	\$0.00	\$0.00		
10-5310-32-7000	Equip Replacement Reserve Chrg	\$2,050.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$2,050.00	Vehicles replacement reserve
10-5310-32-7100	Admin Indirect Cost Allocation	\$20,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5310-32-7110	HR Indirect Cost Allocations	\$15,630.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	

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				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
10-5310-32-7120	Finance Indirect Cost Alloc.	\$21,530.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-32-7130	IT Indirect Cost Allocations	\$46,990.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-32-7140	Legal Indirect Cost Allocation	\$38,080.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-32-7150	Clerk Indirect Cost Allocation	\$5,160.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-32-7160	General Indirect Cost Alloc.	\$4,980.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-32-7170	Facilities Indirect Cost Alloc	\$15,460.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Building Safety - Internal Charges Subtotal	\$170,380.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Building Safety Total	\$612,855.00	\$447,741.00	37%	\$372,968.00	64%	\$74,773.00	\$211,694.60	57%	\$174,239.86	\$158,107.48	\$152,258.99			
General Fund-Code Enforcement															
10-5310-33-6005	Salary & Wages	\$142,740.00	\$118,640.00	20%	\$118,640.00	20%	\$0.00	\$75,315.66	63%	\$97,963.44	\$92,358.06	\$41,200.74			
														\$142,740.00	Current authorized positions
10-5310-33-6006	Overtime	\$3,500.00	\$3,500.00	0%	\$3,500.00	0%	\$0.00	\$353.79	10%	\$0.00	\$0.00	\$0.00			
														\$3,500.00	Ongoing - Overtime for night and weekend duty
10-5310-33-6046	Other Allowances	\$900.00	\$460.00	96%	\$460.00	96%	\$0.00	\$266.00	58%	\$0.00	\$0.00	\$0.00			
														\$900.00	Current authorized positions
10-5310-33-6125	FICA	\$11,260.00	\$9,380.00	20%	\$9,380.00	20%	\$0.00	\$5,668.26	60%	\$7,262.18	\$7,053.61	\$3,119.66			
														\$11,260.00	Social Security & Medicare
10-5310-33-6130	ASRS Retirement	\$16,690.00	\$13,910.00	20%	\$13,910.00	20%	\$0.00	\$8,616.10	62%	\$11,130.49	\$10,841.22	\$4,232.32			
														\$16,690.00	Current authorized positions
10-5310-33-6134	STD/LTD Insurance	\$490.00	\$600.00	-18%	\$600.00	-18%	\$0.00	\$241.36	40%	\$521.29	\$504.78	\$207.87			
														\$490.00	Short-Term Disability & ASRS Long-Term Disability
10-5310-33-6135	Health/Dental/Life Insurance	\$19,850.00	\$14,530.00	37%	\$14,530.00	37%	\$0.00	\$9,076.86	62%	\$12,573.08	\$12,549.19	\$3,415.14			
														\$19,850.00	Current authorized positions
10-5310-33-6136	Workers Compensation Insurance	\$1,710.00	\$2,020.00	-15%	\$2,020.00	-15%	\$0.00	\$964.00	48%	\$2,514.00	\$2,337.96	\$1,090.10			
														\$1,710.00	Current authorized positions
	Code Enforcement - Personnel Costs Subtotal	\$197,140.00	\$163,040.00	21%	\$163,040.00	21%	\$0.00	\$100,502.03	62%	\$131,964.48	\$125,644.82	\$53,265.83			
10-5310-33-6210	Printing/Office Supplies	\$400.00	\$500.00	-20%	\$500.00	-20%	\$0.00	\$11.00	2%	\$64.51	\$165.39	\$0.00			
														\$200.00	Ongoing - General office supplies
														\$200.00	Ongoing - Miscellaneous code enforcement supplies
10-5310-33-6213	Voice & Data Communications	\$1,400.00	\$1,400.00	0%	\$1,400.00	0%	\$0.00	\$768.16	55%	\$0.00	\$0.00	\$0.00			
														\$1,400.00	Ongoing - Smartphone expense for two employees
10-5310-33-6214	Uniform Expenses	\$1,000.00	\$1,000.00	0%	\$1,000.00	0%	\$0.00	\$175.00	18%	\$799.54	\$567.47	\$1,190.56			
														\$1,000.00	Ongoing - Logo shirts, sweaters for SB1598 and safety work boots
10-5310-33-6215	Gas & Oil	\$2,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
														\$2,000.00	Ongoing - Annual fuel costs for 2014 Ford F-150 and 2015 Ford Escape - moved from General Services account
10-5310-33-6235	Equipment Repair	\$1,000.00	\$850.00	18%	\$950.00	5%	(\$100.00)	\$941.63	99%	\$515.00	\$522.00	\$522.00			
														\$1,000.00	Ongoing - Annual calibration of sound measurement equipment
10-5310-33-6241	Automobile Expense	\$300.00	\$300.00	0%	\$850.00	-65%	(\$550.00)	\$808.86	95%	\$0.00	\$0.00	\$0.00			
														\$300.00	Ongoing - Maintenance for 2014 Ford F-150 and 2015 Ford Escape
10-5310-33-6243	Spec Supplies/Safety Equip/Emg	\$560.00	\$560.00	0%	\$560.00	0%	\$0.00	\$61.56	11%	\$1,459.16	\$1,623.87	\$282.79			

City of Sedona
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 Community Development Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details		
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.							Amount	Description	
																Ongoing - Abatement supplies & materials
														\$200.00		
																Ongoing - Replacement of Notice of Violation and Stop Work Order posting signs
														\$360.00		
10-5310-33-6244	Office Furniture - Non Capital	\$1,200.00	\$800.00	50%	\$800.00	50%	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00			
10-5310-33-6405	Professional Services	\$12,000.00	\$12,000.00	0%	\$5,000.00	140%	\$7,000.00	\$0.00	\$0.00	0%	\$10,061.80	\$2,291.35	\$2,740.00	\$1,200.00		One-time - Replacement of 20-year-old desk with hutch
10-5310-33-6703	Dues/Subscriptions/Licenses	\$670.00	\$670.00	0%	\$670.00	0%	\$0.00	\$178.34	\$178.34	27%	\$380.35	\$432.72	\$254.00	\$12,000.00		Ongoing - Abatement of code violations, i.e., substandard housing & illegal conversions, weeds and dead tree removals
10-5310-33-6750	Travel & Training	\$4,850.00	\$2,500.00	94%	\$1,000.00	385%	\$1,500.00	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$70.00		Ongoing - Code Enforcement League of Arizona (CELA) membership renewal for two employees
														\$600.00		Ongoing - LEXISNEXIS risk data service for Code Enforcement investigations
														\$3,150.00		Biennial - Mandatory Rutgers Noise Recertification training for two employees
														\$950.00		Ongoing - Code Enforcement League of Arizona (CELA) annual conference for two employees
														\$750.00		Ongoing - Specialized Code Enforcement training for one employee
	Code Enforcement - Supplies & Services Costs Subtotal	\$25,380.00	\$20,580.00	23%	\$12,730.00	99%	\$7,850.00	\$2,944.55	\$2,944.55	23%	\$13,280.36	\$5,602.80	\$4,989.35			
10-5310-33-7000	Equip Replacement Reserve Chrg	\$4,400.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$4,400.00		Vehicles replacement reserve
10-5310-33-7100	Admin Indirect Cost Allocation	\$10,510.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-33-7110	HR Indirect Cost Allocations	\$7,950.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-33-7120	Finance Indirect Cost Alloc.	\$10,970.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-33-7130	IT Indirect Cost Allocations	\$27,510.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-33-7140	Legal Indirect Cost Allocation	\$56,680.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-33-7150	Clerk Indirect Cost Allocation	\$39,320.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-33-7160	General Indirect Cost Alloc.	\$2,210.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5310-33-7170	Facilities Indirect Cost Alloc	\$7,930.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Code Enforcement - Internal Charges Subtotal	\$167,480.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	General Fund-Code Enforcement Total	\$390,000.00	\$183,620.00	112%	\$175,770.00	122%	\$7,850.00	\$103,446.58	\$103,446.58	59%	\$145,244.84	\$131,247.62	\$58,255.18			
General Fund-Historic Preservation Commission																
10-5310-62-6005	Salary & Wages	\$37,540.00	\$29,521.00	27%	\$29,521.00	27%	\$0.00	\$18,644.76	\$18,644.76	63%	\$0.00	\$0.00	\$0.00	\$37,540.00		Current authorized positions
10-5310-62-6046	Other Allowances	\$840.00	\$660.00	27%	\$660.00	27%	\$0.00	\$385.00	\$385.00	58%	\$0.00	\$0.00	\$0.00	\$840.00		Current authorized positions
10-5310-62-6125	FICA	\$2,940.00	\$2,318.00	27%	\$2,318.00	27%	\$0.00	\$1,428.02	\$1,428.02	62%	\$0.00	\$0.00	\$0.00	\$2,940.00		Social Security & Medicare
10-5310-62-6130	ASRS Retirement	\$4,360.00	\$3,431.00	27%	\$3,431.00	27%	\$0.00	\$2,157.98	\$2,157.98	63%	\$0.00	\$0.00	\$0.00			

City of Sedona
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67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5310-62-6134	STD/LTD Insurance	\$110.00	\$150.00	-27%	\$150.00	-27%	\$0.00	\$51.35	34%	\$0.00	\$0.00	\$0.00	\$4,360.00	Current authorized positions
10-5310-62-6135	Health/Dental/Life Insurance	\$4,870.00	\$3,390.00	44%	\$3,390.00	44%	\$0.00	\$2,102.57	62%	\$0.00	\$0.00	\$0.00	\$110.00	Short-Term Disability & ASRS Long-Term Disability
10-5310-62-6136	Workers Compensation Insurance	\$310.00	\$160.00	94%	\$160.00	94%	\$0.00	\$79.00	49%	\$0.00	\$0.00	\$0.00	\$4,870.00	Current authorized positions
	Historic Preservation Commission - Personnel Costs Subtotal	\$50,970.00	\$39,630.00	29%	\$39,630.00	29%	\$0.00	\$24,848.68	63%	\$0.00	\$0.00	\$0.00	\$310.00	Includes workers compensation for volunteers moved from General Services
10-5310-62-6210	Printing/Office Supplies	\$500.00	\$500.00	0%	\$500.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$500.00	Ongoing - Printing of historic preservation materials
10-5310-62-6410	Commisn/Citizn Engmnt Support	\$1,750.00	\$1,250.00	40%	\$1,250.00	40%	\$0.00	\$39.91	3%	\$0.00	\$0.00	\$0.00	\$750.00	Ongoing - Annual Commission retreat; landmark and historic pride events
10-5310-62-6511	Advertising	\$700.00	\$700.00	0%	\$500.00	40%	\$200.00	\$112.00	22%	\$0.00	\$0.00	\$0.00	\$1,000.00	Ongoing - HPC landmark/recognition plaques and nameplates
10-5310-62-6632	Historic Preservation Grant	\$0.00	\$20,000.00	-100%	\$20,000.00	-100%	\$0.00	\$325.00	2%	\$0.00	\$0.00	\$0.00	\$200.00	Ongoing - Legal notices of public hearings and events
10-5310-62-6750	Travel & Training	\$7,000.00	\$4,000.00	75%	\$4,000.00	75%	\$0.00	\$1,575.00	39%	\$0.00	\$0.00	\$0.00	\$500.00	Ongoing - National Historic Preservation Month promotions
	Historic Preservation Commission - Supplies & Services Costs Subtotal	\$9,950.00	\$26,450.00	-62%	\$26,250.00	-62%	\$200.00	\$2,051.91	8%	\$0.00	\$0.00	\$0.00	\$7,000.00	Ongoing - Arizona Historic Preservation Conference (CLG training for seven Commissioners)
10-5310-62-7100	Admin Indirect Cost Allocation	\$2,050.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-62-7110	HR Indirect Cost Allocations	\$1,550.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-62-7120	Finance Indirect Cost Alloc.	\$2,870.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-62-7130	IT Indirect Cost Allocations	\$5,550.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-62-7150	Clerk Indirect Cost Allocation	\$520.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-62-7160	General Indirect Cost Alloc.	\$530.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-62-7170	Facilities Indirect Cost Alloc	\$1,550.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Historic Preservation Commission - Internal Charges Subtotal	\$14,620.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Historic Preservation Commission Total	\$75,540.00	\$66,080.00	14%	\$65,880.00	15%	\$200.00	\$26,900.59	41%	\$0.00	\$0.00	\$0.00		
General Fund-Community Plan														
10-5310-67-6005	Salary & Wages	\$146,610.00	\$206,362.00	-29%	\$206,362.00	-29%	\$0.00	\$130,176.61	63%	\$0.00	\$0.00	\$0.00	\$146,610.00	Current authorized positions
10-5310-67-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$8.81	∞	\$0.00	\$0.00	\$0.00		
10-5310-67-6046	Other Allowances	\$1,420.00	\$1,990.00	-29%	\$1,990.00	-29%	\$0.00	\$1,158.50	58%	\$0.00	\$0.00	\$0.00	\$1,420.00	Current authorized positions
10-5310-67-6125	FICA	\$11,330.00	\$15,941.00	-29%	\$15,941.00	-29%	\$0.00	\$9,827.19	62%	\$0.00	\$0.00	\$0.00	\$11,330.00	Social Security & Medicare
10-5310-67-6130	ASRS Retirement	\$16,790.00	\$23,636.00	-29%	\$23,636.00	-29%	\$0.00	\$14,894.39	63%	\$0.00	\$0.00	\$0.00	\$16,790.00	Current authorized positions

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67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5310-67-6134	STD/LTD Insurance	\$450.00	\$1,020.00	-56%	\$1,020.00	-56%	\$0.00	\$363.19	36%	\$0.00	\$0.00	\$0.00		
													\$450.00	Short-Term Disability & ASRS Long-Term Disability
10-5310-67-6135	Health/Dental/Life Insurance	\$21,910.00	\$35,990.00	-39%	\$35,990.00	-39%	\$0.00	\$22,038.47	61%	\$0.00	\$0.00	\$0.00		
													\$21,910.00	Current authorized positions
10-5310-67-6136	Workers Compensation Insurance	\$490.00	\$940.00	-48%	\$940.00	-48%	\$0.00	\$474.00	50%	\$0.00	\$0.00	\$0.00		
													\$490.00	Current authorized positions
	Community Plan - Personnel Costs Subtotal	\$199,000.00	\$285,879.00	-30%	\$285,879.00	-30%	\$0.00	\$178,941.16	63%	\$0.00	\$0.00	\$0.00		
10-5310-67-6210	Printing/Office Supplies	\$5,450.00	\$6,400.00	-15%	\$6,400.00	-15%	\$0.00	\$2,449.75	38%	\$997.80	\$213.71	\$2,018.15		
													\$3,000.00	Ongoing - Community Plan Major Amendments (Mandated)
													\$1,000.00	Ongoing - Community Plan Minor Amendments
													\$1,000.00	Ongoing - Miscellaneous supplies for CFA planning and public meetings
													\$450.00	Ongoing - Supplies for HP Designjet T2500 plotter
10-5310-67-6212	Postage	\$9,000.00	\$15,000.00	-40%	\$8,000.00	13%	\$7,000.00	\$6,975.40	87%	\$350.00	\$840.00	\$16,811.70		
													\$1,000.00	Ongoing - CFA mailings
													\$6,000.00	Ongoing - Major Amendments mailings (Mandated)
													\$2,000.00	Ongoing - Miscellaneous Community Plan-related mailings
10-5310-67-6213	Voice & Data Communications	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$39.95		
10-5310-67-6243	Spec Supplies/Safety Equip/Emg	\$1,000.00	\$1,000.00	0%	\$1,000.00	0%	\$0.00	\$214.08	21%	\$2,749.00	\$0.00	\$0.00		
													\$1,000.00	Ongoing - Special supplies for CFA public meetings
10-5310-67-6244	Office Furniture - Non Capital	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$7,046.28	\$0.00		
10-5310-67-6247	Computer Software - Non Capita	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$743.39	\$0.00		
10-5310-67-6405	Professional Services	\$7,000.00	\$7,000.00	0%	\$2,000.00	250%	\$5,000.00	\$0.00	0%	\$10,005.46	\$7,687.50	\$1,953.10		
													\$7,000.00	Ongoing - Illustrations and drawings for CFA plans
10-5310-67-6410	Commisn/Citizn Engmnt Support	\$100.00	\$100.00	0%	\$100.00	0%	\$0.00	\$0.00	0%	\$68.79	\$307.58	\$545.09		
													\$100.00	Ongoing - Miscellaneous support for CFA & Plan Amendment public meetings
10-5310-67-6505	Rent	\$1,000.00	\$1,500.00	-33%	\$500.00	100%	\$1,000.00	\$0.00	0%	\$0.00	\$746.29	\$4,876.50		
													\$1,000.00	Ongoing - Rental fee for facilities for CFA public meetings
10-5310-67-6511	Advertising	\$2,500.00	\$3,200.00	-22%	\$2,200.00	14%	\$1,000.00	\$756.00	34%	\$1,274.00	\$3,769.78	\$1,832.55		
													\$2,500.00	Ongoing - Ads for Major Amendments and public hearings (Mandated)
10-5310-67-6530	Utilities	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$218.87		
	Community Plan - Supplies & Services Costs Subtotal	\$26,050.00	\$34,200.00	-24%	\$20,200.00	29%	\$14,000.00	\$10,395.23	51%	\$15,445.05	\$21,354.53	\$28,295.91		
10-5310-67-6857	Improvements - City Owned Property	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$18,801.08	\$0.00		
	Community Plan - Capital & Debt Service Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$18,801.08	\$0.00		
10-5310-67-7100	Admin Indirect Cost Allocation	\$8,810.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-67-7110	HR Indirect Cost Allocations	\$6,660.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-67-7120	Finance Indirect Cost Alloc.	\$10,570.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-67-7130	IT Indirect Cost Allocations	\$19,140.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-67-7140	Legal Indirect Cost Allocation	\$7,590.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-67-7150	Clerk Indirect Cost Allocation	\$2,220.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-67-7160	General Indirect Cost Alloc.	\$2,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-67-7170	Facilities Indirect Cost Alloc	\$6,650.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Community Plan - Internal Charges Subtotal	\$64,490.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

City of Sedona
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General Fund-Community Plan Total		\$289,540.00	\$320,079.00	-10%	\$306,079.00	-5%	\$14,000.00	\$189,336.39	62%	\$15,445.05	\$40,155.61	\$28,295.91		
General Fund-Planning & Zoning Commission														
10-5310-71-6005	Salary & Wages	\$106,910.00	\$101,589.00	5%	\$101,589.00	5%	\$0.00	\$64,280.42	63%	\$0.00	\$0.00	\$0.00		\$106,910.00 Current authorized positions
10-5310-71-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$1.02	∞	\$0.00	\$0.00	\$0.00		
10-5310-71-6046	Other Allowances	\$1,430.00	\$1,730.00	-17%	\$1,730.00	-17%	\$0.00	\$1,004.50	58%	\$0.00	\$0.00	\$0.00		\$1,430.00 Current authorized positions
10-5310-71-6125	FICA	\$8,290.00	\$7,907.00	5%	\$7,907.00	5%	\$0.00	\$4,890.13	62%	\$0.00	\$0.00	\$0.00		\$8,290.00 Social Security & Medicare
10-5310-71-6130	ASRS Retirement	\$12,290.00	\$11,726.00	5%	\$11,726.00	5%	\$0.00	\$7,403.44	63%	\$0.00	\$0.00	\$0.00		\$12,290.00 Current authorized positions
10-5310-71-6134	STD/LTD Insurance	\$330.00	\$510.00	-35%	\$510.00	-35%	\$0.00	\$183.75	36%	\$0.00	\$0.00	\$0.00		\$330.00 Short-Term Disability & ASRS Long-Term Disability
10-5310-71-6135	Health/Dental/Life Insurance	\$13,650.00	\$10,720.00	27%	\$10,720.00	27%	\$0.00	\$6,623.16	62%	\$0.00	\$0.00	\$0.00		\$13,650.00 Current authorized positions
10-5310-71-6136	Workers Compensation Insurance	\$710.00	\$700.00	1%	\$700.00	1%	\$0.00	\$349.00	50%	\$0.00	\$0.00	\$0.00		\$710.00 Includes workers compensation for volunteers moved from General Services
Planning & Zoning Commission - Personnel Costs Subtotal		\$143,610.00	\$134,882.00	6%	\$134,882.00	6%	\$0.00	\$84,735.42	63%	\$0.00	\$0.00	\$0.00		
10-5310-71-6024	Meals	\$2,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		\$2,000.00 Ongoing - Meals for extended P&Z meetings
10-5310-71-6210	Printing/Office Supplies	\$100.00	\$100.00	0%	\$100.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00		\$100.00 Ongoing - Printing of planning & zoning materials
10-5310-71-6410	Commisn/Citizn Engmnt Support	\$700.00	\$2,900.00	-76%	\$1,500.00	-53%	\$1,400.00	\$321.18	21%	\$0.00	\$0.00	\$0.00		\$500.00 Ongoing - Annual Commission retreat
														\$200.00 Ongoing - Commission support - nameplates, laser printers, iPad accessories, etc.
10-5310-71-6511	Advertising	\$3,000.00	\$3,000.00	0%	\$1,200.00	150%	\$1,800.00	\$455.00	38%	\$0.00	\$0.00	\$0.00		\$3,000.00 Ongoing - P&Z legal notices
10-5310-71-6703	Dues/Subscriptions/Licenses	\$450.00	\$200.00	125%	\$200.00	125%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00		\$450.00 Ongoing - American Planning Association (APA) membership dues for Commissioners
10-5310-71-6750	Travel & Training	\$9,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		\$9,000.00 Ongoing - Arizona APA Conference and Commission specialized training
Planning & Zoning Commission - Supplies & Services Costs Subtotal		\$15,250.00	\$6,200.00	146%	\$3,000.00	408%	\$3,200.00	\$776.18	26%	\$0.00	\$0.00	\$0.00		
10-5310-71-7100	Admin Indirect Cost Allocation	\$6,320.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-71-7110	HR Indirect Cost Allocations	\$4,780.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-71-7120	Finance Indirect Cost Alloc.	\$7,510.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-71-7130	IT Indirect Cost Allocations	\$17,630.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-71-7140	Legal Indirect Cost Allocation	\$28,130.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-71-7150	Clerk Indirect Cost Allocation	\$1,590.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5310-71-7160	General Indirect Cost Alloc.	\$1,890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Community Development Department

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
10-5310-71-7170	Facilities Indirect Cost Alloc	\$4,770.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Planning & Zoning Commission - Internal Charges Subtotal	\$72,620.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Planning & Zoning Commission Total	\$231,480.00	\$141,082.00	64%	\$137,882.00	68%	\$3,200.00	\$85,511.60	62%	\$0.00	\$0.00	\$0.00		
Operating Grants Fund-N/A														
16-5310-00-6630	CDBG Grant Administration	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$21,290.00	\$0.00	\$6,425.31		
	N/A - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$21,290.00	\$0.00	\$6,425.31		
	Operating Grants Fund-N/A Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$21,290.00	\$0.00	\$6,425.31		
Operating Grants Fund-CDBG														
16-5310-34-6405	Professional Services	\$0.00	\$68,000.00	-100%	\$23,900.00	-100%	\$44,100.00	\$0.00	0%	\$0.00	\$0.00	\$0.00		
16-5310-34-6730	Maint & Improvement	\$0.00	\$204,450.00	-100%	\$99,500.00	-100%	\$104,950.00	\$69,752.97	70%	\$0.00	\$0.00	\$0.00		
	CDBG - Supplies & Services Costs Subtotal	\$0.00	\$272,450.00	-100%	\$123,400.00	-100%	\$149,050.00	\$69,752.97	57%	\$0.00	\$0.00	\$0.00		
	Operating Grants Fund-CDBG Total	\$0.00	\$272,450.00	-100%	\$123,400.00	-100%	\$149,050.00	\$69,752.97	57%	\$0.00	\$0.00	\$0.00		

PUBLIC WORKS

Mission Statement

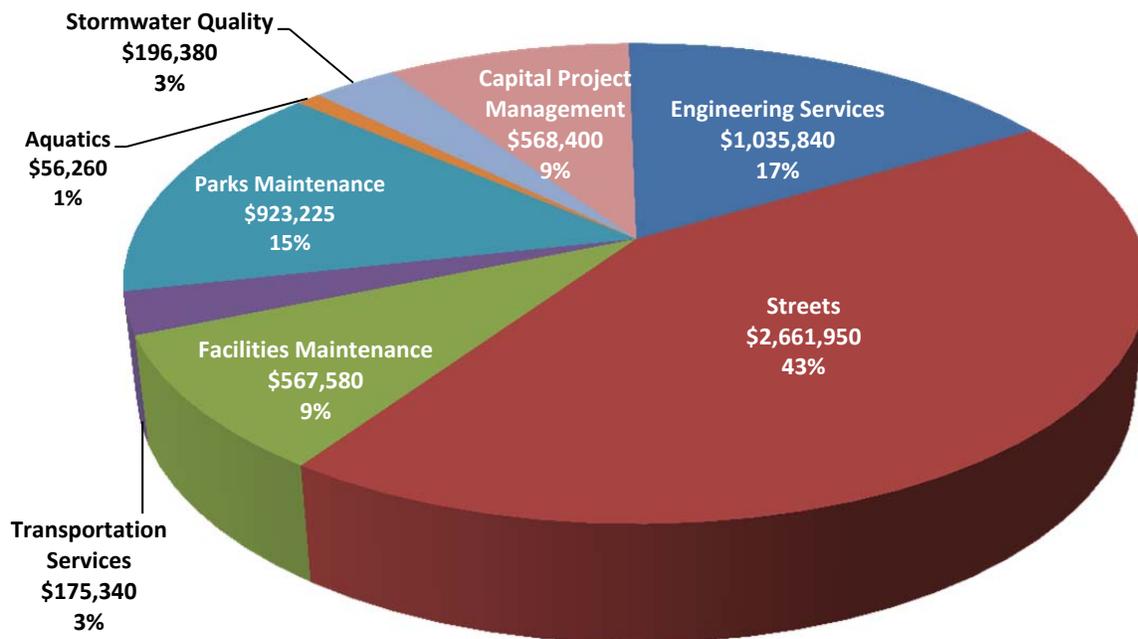
Providing a safe and enjoyable experience, through cost effective, quality infrastructure and services.

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: \$6,184,975

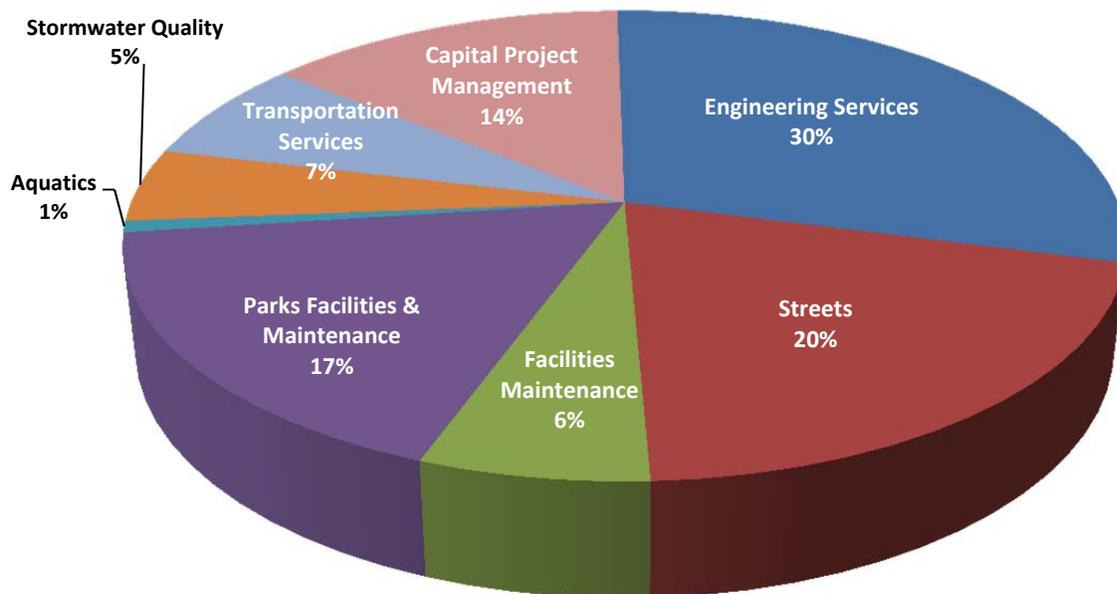


PUBLIC WORKS - continued

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: \$4,209,015

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.

Program Expenditures:	\$2,661,950
Personnel Costs:	\$ 346,100 (13%)
Supplies & Services:	\$1,877,800 (70%)
Internal Charges:	\$ 366,050 (14%)
Capital & Debt Service:	\$ 72,000 (3%)
Employee Time Allocation:	5.17 FTEs
General Fund Portion:	\$1,458,460 (55%)
Streets Fund Portion:	\$1,203,490 (45%)

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.

Program Expenditures:	\$567,580
Personnel Costs:	\$116,510 (21%)
Supplies & Services:	\$353,850 (62%)
Internal Charges:	\$ 57,220 (10%)
Capital & Debt Service:	\$ 40,000 (7%)
Employee Time Allocation:	1.60 FTEs
Charges Allocated to Other Departments:	\$ 564,500

Parks Maintenance - Maintenance of parks grounds, equipment and machinery, service contracts, and utilities.

Program Expenditures:	\$923,225
Personnel Costs:	\$270,460 (29%)
Supplies & Services:	\$354,985 (38%)
Internal Charges:	\$296,780 (32%)
Capital & Debt Service:	\$ 1,000 (<1%)
Employee Time Allocation:	4.44 FTEs

Pool Maintenance - Maintenance of the community pool.

Program Expenditures:	\$56,260
Personnel Costs:	\$12,220 (22%)
Supplies & Services:	\$36,160 (64%)
Internal Charges:	\$ 7,880 (14%)
Employee Time Allocation:	0.20 FTEs

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

Program Expenditures:	\$568,400
Personnel Costs:	\$368,910 (65%)
Supplies & Services:	\$ 9,120 (2%)
Internal Charges:	\$190,370 (33%)
Employee Time Allocation:	3.54 FTEs
General Fund Portion:	\$453,410 (80%)
Wastewater Fund Portion:	\$114,990 (20%)

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.
- 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	\$10,700,000	\$12,658,000
Projects completed (%)	69%	90%	98%	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

Program Expenditures:	\$1,035,840
Personnel Costs:	\$ 654,770 (63%)
Supplies & Services:	\$ 111,580 (11%)
Internal Charges:	\$ 269,490 (26%)
Employee Time Allocation:	7.51 FTEs
General Fund Portion:	\$ 719,660 (69%)
Wastewater Fund Portion:	\$ 316,180 (31%)

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	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
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

	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Right-of-Way Permits	\$4,745	\$4,060	\$4,900	\$4,000
Miscellaneous Revenues	\$2,500	\$0	\$100	\$0
Total Revenues	\$7,245	\$4,060	\$5,000	\$4,000

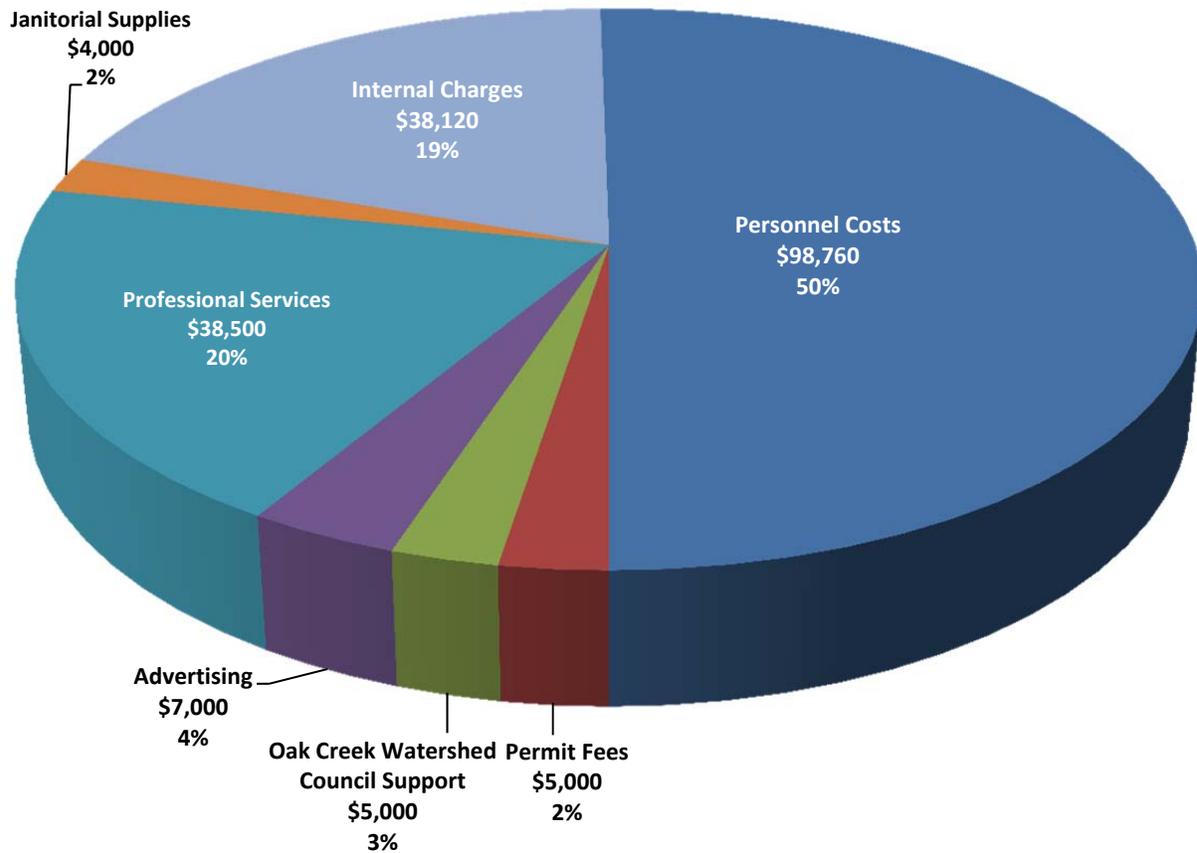
PUBLIC WORKS- Stormwater Quality

Program Expenditures:	\$196,380
Personnel Costs:	\$ 98,760 (50%)
Supplies & Services:	\$ 59,500 (30%)
Internal Charges:	\$ 38,120 (20%)
Employee Time Allocation:	1.29 FTEs

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: \$192,030



PUBLIC WORKS- Transportation Services

Program Expenditures:	\$175,380
Personnel Costs:	\$111,290 (63%)
Supplies & Services:	\$ 4,680 (3%)
Internal Charges:	\$ 43,370 (25%)
Capital & Debt Service:	\$ 16,000 (9%)
Employee Time Allocation:	1.82 FTEs

The Transportation Services program is responsible for...

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY17 Estimate	FY 18 Target

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
General Fund											
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	\$56,260	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5320-26 - Parks Facilities & Maintenance	\$923,225	\$560,426	65%	\$562,826	64%	(\$2,400)	\$337,467	60%	\$699,319	\$629,808	\$672,995
10-5320-38 - Engineering Services	\$719,660	\$604,649	19%	\$611,969	18%	(\$7,320)	\$362,074	59%	\$0	\$0	\$0
10-5320-39 - Streets Maintenance	\$1,458,460	\$1,117,849	30%	\$1,030,099	42%	\$87,750	\$432,128	42%	\$0	\$0	\$0
10-5320-68 - Stormwater Quality	\$196,380	\$146,620	34%	\$146,620	34%	\$0	\$88,388	60%	\$95,384	\$103,205	\$82,117
10-5320-77 - Transportation Services	\$175,340	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5320-79 - Facilities Maintenance	\$3,080	\$568,494	-99%	\$554,604	-99%	\$13,890	\$298,913	54%	\$579,298	\$438,123	\$474,184
10-5320-89 - Capital Projects Management	\$453,410	\$247,680	83%	\$247,680	83%	\$0	\$164,242	66%	\$221,086	\$178,132	\$165,591
General Fund Total	\$3,985,815	\$3,245,718	23%	\$3,153,798	26%	\$91,920	\$1,683,212	53%	\$2,087,779	\$1,792,584	\$1,842,845
Streets Fund											
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	\$1,203,490	\$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
Streets Fund Total	\$1,203,490	\$1,150,000	5%	\$1,150,000	5%	\$0	\$499,774	43%	\$1,126,227	\$488,072	\$1,799,340
Grants & Donations Funds											
GD-5320-00 - Parks Maintenance	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	(\$2,651)	\$0
Grants & Donations Funds Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	(\$2,651)	\$0

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
Wastewater Fund											
59-5320-38 - Engineering Services	\$316,180	\$196,523	61%	\$197,723	60%	(\$1,200)	\$116,079	59%	\$16,096	\$0	\$0
59-5320-89 - Capital Projects Management	\$114,990	\$84,210	37%	\$84,210	37%	\$0	\$54,929	65%	\$0	\$0	\$0
Wastewater Fund Total	\$431,170	\$280,733	54%	\$281,933	53%	(\$1,200)	\$171,008	61%	\$16,096	\$0	\$0
GRAND TOTALS											
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	\$923,225	\$560,426	65%	\$562,826	64%	(\$2,400)	\$337,467	60%	\$699,319	\$627,157	\$672,995
Engineering Services	\$1,035,840	\$801,172	29%	\$809,692	28%	(\$8,520)	\$478,153	59%	\$16,096	\$0	\$0
Streets/Road & Drainage Rehab/ROW Maint./Traffic Signals	\$2,661,950	\$2,267,849	17%	\$2,180,099	22%	\$87,750	\$931,902	43%	\$1,036,002	\$341,979	\$1,668,445
Stormwater Quality	\$196,380	\$146,620	34%	\$146,620	34%	\$0	\$88,388	60%	\$95,384	\$103,205	\$82,117
Transportation Services	\$175,340	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Facilities Maintenance	\$3,080	\$568,494	-99%	\$554,604	-99%	\$13,890	\$298,913	54%	\$579,298	\$438,123	\$474,184
Capital Projects Management	\$568,400	\$331,890	71%	\$331,890	71%	\$0	\$219,171	66%	\$221,086	\$178,132	\$165,591
Grand Totals	\$5,620,475	\$4,676,451	20%	\$4,585,731	23%	\$90,720	\$2,353,994	51%	\$3,230,102	\$2,278,004	\$3,642,185
Grand Totals (excluded charges allocated to other departments)	\$6,184,975	\$4,676,451	32%	\$4,585,731	35%	\$186,810	\$2,353,994	51%	\$3,230,102	\$2,278,004	\$3,642,185

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
General Fund												
10-5320-01 - Administration												
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	
Administration Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$492,692	\$443,316	\$447,958	
10-5320-25 - Aquatics												
Personnel	\$12,220	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$36,160	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Moved from Parks & Recreation
Internal Charges	\$7,880	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Aquatics Total	\$56,260	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
10-5320-26 - Parks Facilities & Maintenance												
Personnel	\$270,460	\$269,530	0%	\$278,030	-3%	(\$8,500)	\$167,718	60%	\$466,813	\$408,893	\$415,270	Budget Increase: 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	Current Year Over Budget: Overtime for parks projects Budget Increase: 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)
Internal Charges	\$296,780	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Parks Facilities & Maintenance Ongoing Total	\$922,225	\$534,426	73%	\$536,826	72%	(\$2,400)	\$311,879	58%	\$654,925	\$599,808	\$637,997	
Capital & Debt Service	\$1,000	\$26,000	-96%	\$26,000	-96%	\$0	\$25,588	98%	\$44,394	\$30,000	\$34,998	Budget: New landscaping including trees
Parks Facilities & Maintenance Total	\$923,225	\$560,426	65%	\$562,826	64%	(\$2,400)	\$337,467	60%	\$699,319	\$629,808	\$672,995	
10-5320-38 - Engineering Services												
Personnel	\$450,020	\$560,560	-20%	\$567,660	-21%	(\$7,100)	\$351,450	62%	\$0	\$0	\$0	Budget Decrease: Change in allocations between program Current Year Over Budget: Overtime increases
Supplies & Services (ongoing)	\$35,750	\$44,089	-19%	\$44,309	-19%	(\$220)	\$10,624	24%	\$0	\$0	\$0	Budget Decrease: Reduction in uniform expenses (\$4k); moved vehicle fuel and maintenance costs from General Services (\$5k); moved Travel & Training costs to other programs (\$11k)
Internal Charges	\$203,890	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Engineering Services Ongoing Total	\$689,660	\$604,649	14%	\$611,969	13%	(\$7,320)	\$362,074	59%	\$0	\$0	\$0	
Supplies & Services (one-time)	\$30,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: Aerial photo
Engineering Services Total	\$719,660	\$604,649	19%	\$611,969	18%	(\$7,320)	\$362,074	\$1	\$0	\$0	\$0	

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
10-5320-39 - Streets Maintenance												
Personnel	\$346,100	\$209,520	65%	\$209,520	65%	\$0	\$135,462	\$1	\$0	\$0	\$0	\$0 Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$727,800	\$855,529	-15%	\$767,779	-5%	\$87,750	\$296,666	39%	\$0	\$0	\$0	\$0 Budget Decrease: 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)
Internal Charges	\$312,560	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Indirect cost allocation plan implemented for FY2018
Streets Maintenance Ongoing Total	\$1,386,460	\$1,065,049	30%	\$977,299	42%	\$87,750	\$432,128	44%	\$0	\$0	\$0	\$0
Capital & Debt Service	\$72,000	\$52,800	36%	\$52,800	36%	\$0	\$0	0%	\$0	\$0	\$0	\$0 Budget: ADA sidewalk improvements, hot box (Decision Package - CM Recommended)
Streets Maintenance Total	\$1,458,460	\$1,117,849	30%	\$1,030,099	42%	\$87,750	\$432,128	42%	\$0	\$0	\$0	
10-5320-68 - Stormwater Quality												
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	\$0 Budget Increase: Increased street sweeping (\$15,000), decreased Oak Creek Watershed Council (\$10k)
Internal Charges	\$38,120	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Indirect cost allocation plan implemented for FY2018
Stormwater Quality Total	\$196,380	\$146,620	34%	\$146,620	34%	\$0	\$88,388	60%	\$95,384	\$103,205	\$82,117	
10-5320-77 - Transportation Services												
Personnel	\$111,290	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Traffic Control Operations (Decision Package - CM Recommended)
Supplies & Services (ongoing)	\$4,680	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Traffic Control Operations (Decision Package - CM Recommended)
Internal Charges	\$43,370	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Traffic Control Operations (Decision Package - CM Recommended)
Transportation Services Ongoing Total	\$159,340	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Capital & Debt Service	\$16,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget: Variable message sign (Decision Package - CM Recommended)
Transportation Services Total	\$175,340	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	

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
10-5320-79 - Facilities Maintenance												
Personnel	\$116,510	\$104,120	12%	\$104,120	12%	\$0	\$61,184	59%	\$105,241	\$113,631	\$104,816	Budget Increase: 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	Budget Decrease: 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) Current Year Under Budget: Savings in janitorial services and utilities
Internal Charges	(\$507,280)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Facilities Maintenance Ongoing Total	(\$36,920)	\$493,494	-107%	\$529,604	-107%	(\$36,110)	\$283,715	54%	\$421,114	\$415,839	\$438,641	
Capital & Debt Service	\$40,000	\$75,000	-47%	\$25,000	60%	\$50,000	\$15,198	61%	\$158,184	\$22,284	\$35,543	Budget: Maintenance projects
Facilities Maintenance Total	\$3,080	\$568,494	-99%	\$554,604	-99%	\$13,890	\$298,913	54%	\$579,298	\$438,123	\$474,184	
10-5320-89 - Capital Projects Management												
Personnel	\$276,890	\$247,680	12%	\$247,680	12%	\$0	\$164,242	66%	\$221,086	\$178,132	\$165,591	Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$7,230	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Change in allocations between programs
Internal Charges	\$169,290	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Capital Projects Management Total	\$453,410	\$247,680	83%	\$247,680	83%	\$0	\$164,242	66%	\$221,086	\$178,132	\$165,591	
General Fund Totals												
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	
Internal Charges Subtotal	\$564,610	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$3,826,815	\$3,091,918	24%	\$3,049,998	25%	\$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	\$3,985,815	\$3,245,718	23%	\$3,153,798	26%	\$91,920	\$1,683,212	53%	\$2,087,779	\$1,792,584	\$1,842,845	
Streets Fund												
11-5320-01 - Administration												
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	
11-5320-52 - Road & Drainage Rehabilitation												
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	\$53,490	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Road & Drainage Rehabilitation Total	\$1,203,490	\$1,150,000	5%	\$1,150,000	5%	\$0	\$499,774	43%	\$685,080	\$67,601	\$1,279,869	

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
11-5320-54 - Right-of-Way Maintenance												
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	
11-5320-73 - Traffic Signals												
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	
Streets Fund Totals												
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	\$53,490	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$1,203,490	\$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	\$1,203,490	\$1,150,000	5%	\$1,150,000	5%	\$0	\$499,774	43%	\$1,126,227	\$488,072	\$1,799,340	
Grants & Donations Funds												
GD-5320-00 - Parks Maintenance												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	(\$2,651)	\$0	
Grants & Donations Funds Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	(\$2,651)	\$0	
Wastewater Fund												
59-5320-38 - Engineering Services												
Personnel	\$204,750	\$171,210	20%	\$171,210	20%	\$0	\$108,042	63%	\$0	\$0	\$0	\$0 Budget Increase: 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	\$0 Budget Increase: Added unanticipated lateral connections (\$20k)
Internal Charges	\$65,600	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Indirect cost allocation plan implemented for FY2018
Engineering Services Ongoing Total	\$316,180	\$196,523	61%	\$197,723	60%	(\$1,200)	\$116,079	59%	\$14,445	\$0	\$0	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$1,651	\$0	\$0	
Engineering Services Total	\$316,180	\$196,523	61%	\$197,723	60%	(\$1,200)	\$116,079	59%	\$16,096	\$0	\$0	
59-5320-89 - Capital Projects Management												
Personnel	\$92,020	\$84,210	9%	\$84,210	9%	\$0	\$54,929	65%	\$0	\$0	\$0	\$0 Budget Increase: Change in allocations between programs
Supplies & Services (ongoing)	\$1,890	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Change in allocations between programs
Internal Charges	\$21,080	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 Budget Increase: Indirect cost allocation plan implemented for FY2018
Capital Projects Management Total	\$114,990	\$84,210	37%	\$84,210	37%	\$0	\$54,929	65%	\$0	\$0	\$0	

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
Wastewater Fund Totals												
Personnel Subtotal	\$296,770	\$255,420	16%	\$255,420	16%	\$0	\$162,971	64%	\$0	\$0	\$0	
Supplies & Services (Ongoing) Subtotal	\$47,720	\$25,313	89%	\$26,513	80%	(\$1,200)	\$8,037	30%	\$14,445	\$0	\$0	
Internal Charges Subtotal	\$86,680	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$431,170	\$280,733	54%	\$281,933	53%	(\$1,200)	\$171,008	61%	\$14,445	\$0	\$0	
Capital & Debt Service Subtotal	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$1,651	\$0	\$0	
Wastewater Fund Total	\$431,170	\$280,733	54%	\$281,933	53%	(\$1,200)	\$171,008	61%	\$16,096	\$0	\$0	
Grand Totals												
Personnel Total	\$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	
Internal Charges Subtotal	\$704,780	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$5,461,475	\$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	
Grand Total	\$5,620,475	\$4,676,451	20%	\$4,585,731	23%	\$90,720	\$2,353,994	51%	\$3,230,102	\$2,278,004	\$3,642,185	

PUBLIC WORKS - continued

Positions/Allocations Summaries

Position	FY18 FTE	FY17 FTE
Administrative Assistant ⁽¹⁾	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 ⁽²⁾	1.00	2.00
Right-of-Way Supervisor ⁽²⁾	1.00	0.00
Temporary City Employee ⁽³⁾	0.25	0.00
Traffic Control Assistant ⁽⁴⁾	1.72	0.00
Total	25.57	23.60

Org Unit	Org Description	FY18 FTE	FY17 FTE
General Fund			
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
General Fund Total		22.10	20.41
Wastewater Fund			
59-5320-38	Engineering Services	2.58	2.30
59-5320-89	Capital Projects Management	0.89	0.89
Wastewater Fund Total		3.47	3.19
Grand Total		25.57	23.60

⁽¹⁾ Part-time position

⁽²⁾ One Right-of-Way Specialist reclassified as Right-of-Way Supervisor in Decision Package (CM Recommended)

⁽³⁾ Position added in Decision Package for Bike Skills Park maintenance (CM Recommended) - position classified as temporary, no benefits

⁽⁴⁾ Six positions added in Decision Package (CM Recommended) - positions classified as temporary, no benefits



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	Service Contract-Bike Park Maintenance
Department	Public Works
Program	
Funding Request Type	Ongoing
Source of Funds	General Fund
Additional Explanation	

I. Description of Request

The department is seeking funds to contract with a specialized bike park maintenance person to oversee repairs, weekly maintenance, training and volunteer organization efforts at the Sedona Bike Skills Park.

II. Problem/Issue

A. History/Background

The Sedona Bike Skills park is seven acres of trails, jumps, berms and dirt features meant for bike riding. These amenities require upkeep. They must be watered, brushed, ridden, repaired (after storms) and generally looked after. While volunteer support is available in this community, a staff member to organize the volunteers as well as work on the park immediately when it is needed is essential. Our general maintenance staff have a calendar of projects and daily duties they are responsible for. The uniqueness of a bike park is that the surface must be worked on at different times depending on the weather and volunteer availability. It is very difficult/not possible for our current team to alter their schedules to accommodate the parks' needs. Another uniqueness to the park is that when features have to be fixed, you have to be able to ride them and know how they must be adjusted to still work. That requires expertise that is better left to experienced riders.

B. Does this affect our citizens/customers quality of life?	Yes
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If yes, then how:

The community members have come to expect a high level of service from City facilities. The programs, events and amenities are of high standard. This effort would help to ensure our facility continues to be safe and an enjoyable amenity.

C. Is this a traditional government function?	Yes
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If it is not a traditional function, why should the City of Sedona deal with it?

D. Does the project/issue relate to the Community Plan (or other master plans)?

Yes, Community Plan	If other master plan, which?	Yes, also the Parks and Recreation Master Plan
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If not in a specific plan, how does this fit into the City's priorities?

Partial Recommendation \$10,000

E. Provide a cost/benefit analysis. What does the City/community get for this investment?

The City/community/and visitors continue to get a top of the line, safe, fun and beautiful bike skills park. They have an area to learn how to ride Sedona's difficult trails, learn to mountain bike for the first time, take classes and share the healthy sport with multi generations. This park would continue to bring pride to the community because of its quality and the opportunity for volunteers to be invested in its upkeep.

The request assumes a part time staff member working 20 hours per week, year-round.

III. Risk Analysis

A. What happens if this is not done?

If funding is not provided to hire a specialist in the field of bike park maintenance, the task will fall on the maintenance department solely. While we are willing to make the effort, we would still be lacking the expertise needed to ride the park and make repairs. If volunteer organizational efforts are not well organized we may lose the volunteer base that we rely on.

B. Show examples of best practices from other cities, if applicable:

Larger bike skills parks generally have dedicated staff that oversee operations and maintenance of the park. It is also normal to have a large volunteer group to help with maintenance, coordinated by staff that work alongside them.

C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:

If funding is not provided to hire a specialist in the field of bike park maintenance, we would be lacking the expertise needed to ride the park and make repairs. In addition, without proper assistance, volunteer efforts may not be well organized, which may result in losing the volunteer base that we rely on.

This solution is recommended because there are skilled people right here in our community that could fulfill this position. People that have already donated hours of their time to working on the park. Hiring someone that is already involved with the local mountain bikers is vital to reaching our volunteer base. They are already trusted by the users and invested in the success of this park.

IV. Implementation

A. What is the timeframe for completion of plan and implementation for project/issue?

B. How will you market/communicate the project/issue to the public?

Human Resources handles job postings through various avenues. We will also reach out to those persons that are qualified for the job.

C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.

Partial Recommendation \$10,000

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Salary & wages, (No Benefits) 100% - General Administration	10-5320-26-6005	\$21,850
Uniform Expenses	10-5320-26-6214	\$300
Special Supplies/Safety Equipment/Emg	10-5320-26-6243	\$160
Total Ongoing Expenditures		\$22,310.00

Line Item Description (One-Time)	Account*	FY 2017-18 Request
Total One-Time Expenditures		

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

Partial Recommendation \$10,000

VI. Proposed Cost Savings (If Applicable)		
Please explain any cost savings:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0
Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:		
VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	Hot Box Purchase
Department	Public Works/Maintenance
Program	
Funding Request Type	Both Ongoing and One-Time
Source of Funds	General Fund
Additional Explanation	

I. Description of Request	
Purchase Hot Box	
II. Problem/Issue	
A. History/Background	
Due to storm events such as heavy snow, plowing is needed which creates stress on the roads causing pot holes and cracks. Currently City staff is temporarily fixing pot holes. With a hot box, the repairs can be permanent. Temporary fixes cost more than permanent fixes. Permanent fixes can prolong the life and use of the road. Also, our own equipment would save the city from hiring contractors to do the work we could handle in-house, especially on small projects.	
B. Does this affect our citizens/customers quality of life?	Yes
If yes, then how:	
New and reliable equipment helps provide prompt and efficient services to the community.	
C. Is this a traditional government function?	Yes
If it is not a traditional function, why should the City of Sedona deal with it?	
D. Does the project/issue relate to the Community Plan (or other master plans)?	
No	If other master plan, which?
If not in a specific plan, how does this fit into the City's priorities?	

<p>E. Provide a cost/benefit analysis. What does the City/community get for this investment?</p> <p>A breakdown of costs for repairing pot holes: One ton of asphalt could patch 14 potholes the size of 2'x2'x3" deep</p> <p>One ton of temporary patch (temporary fix) = \$608, One ton of hot mix asphalt = \$64</p> <p>In a typical year we purchase 9 tons of temporary patch material at approximately \$5,500. For 9 tons of hot mix asphalt, the cost would be approximately \$580.</p> <p>Existing total cost per year is approximately: \$6,080 New total cost per year would be approximately: \$580 Savings per year: \$5,500 Cost of new equipment: \$42,000 + (\$300 / yr) Time for cost recovery: Approximately 8-years</p> <p>Typically temporary patch material is placed as a temporary fix until hot mix asphalt can be placed. This is because asphalt batch plants do not make material for small orders. Small orders must be completed with larger projects, and this only occurs during certain times of the year. With typical applications, a pothole is patched with temporary material a couple of times before permanent hot mix material can be placed.</p> <p>The proposed equipment would improve efficiency by increasing the availability of hot mix material throughout the year. In addition, the equipment would reduce the need to make multiple repairs to each pothole location.</p>
<p>A. What happens if this is not done?</p> <p>Temporary fixes become major problems, cost more and require more man-hours to fix at a later date.</p>
<p>B. Show examples of best practices from other cities, if applicable:</p> <p>It is a common piece of equipment to be owned by other municipalities for road work.</p>
<p>C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:</p> <p>The life cycle of the road would be extended.</p>
<p>IV. Implementation</p>
<p>A. What is the timeframe for completion of plan and implementation for project/issue?</p> <p>Purchase would occur within the first quarter of FY 17/18. Maintenance on roads to be done year round by City Maintenance staff.</p>
<p>B. How will you market/communicate the project/issue to the public?</p>
<p>C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.</p>

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Gas & Oil	10-5320-39-6215	300
		\$0
		\$0
		\$0

Total Ongoing Expenditures \$300

Line Item Description (One-Time)	Account*	FY 2017-18 Request
Machinery and Equipment Capitalized	10-5320-39-6848	42,000
		\$0
		\$0
		\$0

Total One-Time Expenditures \$42,000

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

VI. Proposed Cost Savings (If Applicable)

Please explain any cost savings:

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Materials	10-5320-39-6272	\$5,500
		\$0

Total Ongoing Cost Savings \$5,500

Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0

Total One-Time Cost Savings \$0

Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:

VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.



**City of Sedona
Decision Package
Fiscal Year 2017-18**

Request Title	Traffic Control Operations
Department	Public Works
Program	Transportation Services
Funding Request Type	Both Ongoing and One-Time
Source of Funds	General Fund
Additional Explanation	Options to manage city-wide traffic control operations.

I. Description of Request

A request for two alternatives for a proposed solution to the increasing city-wide traffic concerns during holiday, spring break and summer weekends. The operation would include setting up, operating, and maintaining on-going traffic control operations throughout the year, primarily focused on improving traffic flows through Uptown, and the SR 179 corridor. The two options are as follows:

Option A) Develop a certified team to operate city-wide traffic control operations. This would include hiring six additional city staff on a permanent part-time basis, and utilizing two in-house maintenance workers at overtime rates. It would also include creating a right-of-way supervisor position. This position accounts for a promotion from SG-13 to SG-15. The cost of option A includes the increased wage as well as 100 overtime hours.

Option B) Hire a certified traffic control services company to set-up and operate city-wide traffic control operations. This would include eight laborers and any additional traffic control devices (cones, message boards, etc.). It would also include one in-house right-of-way specialist at 100 overtime hours to operate as the point of contact.

Both options assume 20 hours per week, for 30 weeks, for a total of 600 hours per individual.

II. Problem/Issue

A. History/Background

Increasing tourist traffic during holiday weekends, spring break and summer break causes lengthy traffic delays on southbound SR 89A from the Oak Creek Canyon area through Uptown, and on northbound SR 179. City staff is currently deploying the traffic control operations, starting on President's Day weekend, through the end of March, which includes restricting left turns, pedestrian control, and a second southbound lane. However, this takes current staff away from other critical functions that are part of their job duties, as well as the necessity to pay them overtime for weekend work. The operation is the City's proactive approach to managing congestion until permanent improvements can be made as a result of the transportation master plan.

B. Does this affect our citizens/customers quality of life? Yes

If yes, then how:

The traffic delays for southbound SR 89A and northbound SR 179 are a nuisance for residents/visitors, and create a hindrance for potential emergency response times.

C. Is this a traditional government function? Yes

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

D. Does the project/issue relate to the Community Plan (or other master plans)?		
Yes, other master plan (explain)	If other master plan, which?	Transportation master plan
If not in a specific plan, how does this fit into the City's priorities?		
E. Provide a cost/benefit analysis. What does the City/community get for this investment?		
<p>A reduction in travel times will improve the quality of life for residents, as well as improve the overall experience of visitors, encouraging them to return to Sedona. While a quantitative benefit of the operation has not yet been established, anecdotally we know that any level of pedestrian/vehicle control, along with an additional southbound lane in Uptown, will improve travel times.</p> <p>If approving option A, a one-time expenditure would be needed for a variable message sign (VMS). The Public Works Department currently owns one VMS, and is renting a second unit at \$25/day for the traffic control operations. Assuming the second unit would be needed for 260 days (February-October), it would cost the city \$6500/year. With the one-time expenditure of \$16,000, cost savings would be realized after approximately 2.5 years.</p>		
III. Risk Analysis		
A. What happens if this is not done?		
Traffic and travel times will continue to increase, and emergency response times will be jeopardized, until permanent improvements can be made.		
B. Show examples of best practices from other cities, if applicable:		
The city of Phoenix created a traffic management plan for events focused around the downtown major facilities (Bank One & Civic Center) as well as a downtown transportation study.		
C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:		
IV. Implementation		
A. What is the timeframe for completion of plan and implementation for project/issue?		
This will be an ongoing operation throughout the year during holiday weekends, major events and peak tourism times (February-October). Staff will continue to implement the operation as necessary through FY17. If one of the proposed alternatives is approved, it would be implemented in FY 18, reducing the overall demand on current staff.		
B. How will you market/communicate the project/issue to the public?		
Media, Facebook, city website and traffic control link (sedonaaz.gov/traffic) showing any traffic control set-ups.		
C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.		
Staff will be utilizing Google travel time data as well as manual travel time runs during February-April 2017. Analyzing travel times for days when the operation is in effect, as opposed to days when it is not, will allow us to quantify the benefit that the operation has on overall delays.		

V. Proposed Expenditures		
Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Option A) <ul style="list-style-type: none"> Six new part-time employees Two in-house maintenance workers at overtime rate 600 hours per employee New right-of-way supervisor position at new approved rate +100 OT hours 	10-5320-39-????	\$106,160
Uniform Allowance <ul style="list-style-type: none"> Work winter jackets, work shirts, work pants, work shorts, work hats & non-steel toed safety boots per part-time employee based on a 2 year recurring basis (\$410.00 per employee) 	10-5320-39-6214	\$2,460
Safety Equipment <ul style="list-style-type: none"> Safety Vests, rain gear, & safety gloves per part-time employee based on a 2 year recurring basis (\$70.00 per employee) 	10-5320-39-6243	\$420
Traffic Control Special Supplies <ul style="list-style-type: none"> Radio repairs or replacements, radio battery & hand mic replacements Hydration packs (for new employee hires only) & replacement parts based on a 2 year recurring basis 	10-5320-39-6766	\$1,800
Total Ongoing Expenditures		\$110,840
Option B) <ul style="list-style-type: none"> Traffic services contractor providing eight laborers, 3 transportation vehicles, and one VMS board 600 hours per laborer One in-house right-of-way specialist at 100 OT hours 	10-5320-39-????	\$145,220
		\$0
Total Ongoing Expenditures		\$145,220
Line Item Description (One-Time)	Account*	FY 2017-18 Request
Variable Message Sign <ul style="list-style-type: none"> Would be needed if approving option A above 	10-5320-39-6767	\$16,000
		\$0
		\$0
Total One-Time Expenditures		\$16,000

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:		
For future ongoing expenditures, the level of required personnel resources could be reduced once recommended improvements are implemented as a result of the transportation master plan.		
VI. Proposed Cost Savings (If Applicable)		
Please explain any cost savings:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0
Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:		
VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Public Works Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.							Amount	Description
General Fund-Administration															
10-5320-01-6005	Salary & Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$330,223.01	\$264,365.82	\$301,882.12		
10-5320-01-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$3,149.86	\$652.77	\$697.26		
10-5320-01-6010	Part-Time Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$66.26	\$0.00	\$2,919.30		
10-5320-01-6046	Other Allowances	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$3,882.18	\$4,071.98	\$3,900.00		
10-5320-01-6125	FICA	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$24,999.30	\$20,406.65	\$23,066.30		
10-5320-01-6130	ASRS Retirement	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$38,204.68	\$32,006.43	\$35,463.51		
10-5320-01-6134	STD/LTD Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$1,288.78	\$1,446.40	\$2,427.36		
10-5320-01-6135	Health/Dental/Life Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$58,775.41	\$59,106.22	\$55,274.55		
10-5320-01-6136	Workers Compensation Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$7,650.05	\$6,130.99	\$8,702.76		
	Administration - Personnel Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$468,239.53	\$388,187.26	\$434,333.16		
10-5320-01-6210	Printing/Office Supplies	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$2,889.27	\$236.42	\$4,725.31		
10-5320-01-6213	Voice & Data Communications	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$1,857.32	\$2,089.17	\$1,958.03		
10-5320-01-6214	Uniform Expenses	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$4,353.51	\$2,715.12	\$1,683.08		
10-5320-01-6243	Spec Supplies/Safety Equip/Emg	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$99.66	\$191.34	\$524.91		
10-5320-01-6244	Office Furniture - Non Capital	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$1,769.89	\$1,689.53	\$0.00		
10-5320-01-6405	Professional Services	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$3,480.00	\$37,329.63	\$2,130.37		
10-5320-01-6703	Dues/Subscriptions/Licenses	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$1,661.75	\$4,975.35	\$2,603.01		
10-5320-01-6708	Fines and Penalties	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$1,500.00	\$0.00	\$0.00		
10-5320-01-6750	Travel & Training	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$6,840.27	\$5,901.97	\$0.00		
	Administration - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$24,451.67	\$55,128.53	\$13,624.71		
	General Fund-Administration Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$492,691.20	\$443,315.79	\$447,957.87		
General Fund-Aquatics															
10-5320-25-6005	Salary & Wages	\$7,560.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Allocation of wages changed to include new program
														\$7,560.00	
10-5320-25-6045	Uniform Allowance	\$60.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Allocation of wages changed to include new program
														\$60.00	
10-5320-25-6125	FICA	\$590.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Allocation of wages changed to include new program
														\$590.00	
10-5320-25-6130	ASRS Retirement	\$870.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Allocation of wages changed to include new program
														\$870.00	
10-5320-25-6134	STD/LTD Insurance	\$40.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Allocation of wages changed to include new program
														\$40.00	
10-5320-25-6135	Health/Dental/Life Insurance	\$2,960.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Allocation of wages changed to include new program
														\$2,960.00	
10-5320-25-6136	Workers Compensation Insurance	\$140.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		Allocation of wages changed to include new program
														\$140.00	
	Aquatics - Personnel Costs Subtotal	\$12,220.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-25-6224	Chemicals	\$13,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		\$13,000.00 On Going - Pool Chemicals
10-5320-25-6231	Grounds Maintenance	\$5,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		On Going - Repairs to Pool Grounds -Entrance, Decking, Fencing
10-5320-25-6235	Equipment Repair	\$4,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

City of Sedona
FY2017-18 Proposed Budget - Line Item Detail
Public Works Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est.									Amount	Description
10-5320-25-6248	Machinery & Equipment-Non Capi	\$13,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$4,000.00	On Going - Repairs to Pool Equipment-Heaters, Pumps, etc.
10-5320-25-6405	Professional Services	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$13,000.00	On Going - Replacing Pool Equipment-Heaters, Land Lines, Reels, etc.
10-5320-25-6750	Travel & Training	\$660.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$500.00	On Going - Contracted Pool Services-Chemical Balancing, etc.
	Aquatics - Supplies & Services Costs Subtotal	\$36,160.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$660.00	On Going - training & travel.
10-5320-25-7000	Equip Replacement Reserve Chrg	\$2,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$2,800.00	Other equipment replacement reserve
10-5320-25-7100	Admin Indirect Cost Allocation	\$870.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-25-7110	HR Indirect Cost Allocations	\$660.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-25-7120	Finance Indirect Cost Alloc.	\$2,020.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-25-7130	IT Indirect Cost Allocations	\$980.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-25-7160	General Indirect Cost Alloc.	\$380.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-25-7170	Facilities Indirect Cost Alloc	\$170.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Aquatics - Internal Charges Subtotal	\$7,880.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Aquatics Total	\$56,260.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Parks Facilities & Maintenance															
10-5320-26-6005	Salary & Wages	\$144,990.00	\$162,270.00	-11%	\$162,270.00	-11%	\$0.00	\$94,555.27	58%	\$299,813.46	\$264,458.40	\$269,393.14		\$144,990.00	Current authorized positions
10-5320-26-6006	Overtime	\$14,100.00	\$2,820.00	400%	\$11,320.00	25%	(\$8,500.00)	\$7,281.30	64%	\$4,362.79	\$3,126.25	\$9,164.81		\$10,000.00	overtime for projects performed in-house - ongoing
														\$4,100.00	routine overtime - ongoing
10-5320-26-6010	Part-Time Wages	\$8,130.00	\$7,590.00	7%	\$7,590.00	7%	\$0.00	\$4,916.34	65%	\$73.59	\$0.00	\$0.00		\$8,130.00	Current authorized positions
10-5320-26-6011	Temp Wages	\$8,670.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		\$8,670.00	Decision Package: Bike Skills Park Maintenance (CM Partial Recommendation)
10-5320-26-6045	Uniform Allowance	\$1,120.00	\$1,410.00	-21%	\$1,410.00	-21%	\$0.00	\$1,618.50	115%	\$0.00	\$0.00	\$0.00		\$1,120.00	Current authorized positions
10-5320-26-6046	Other Allowances	\$40.00	\$40.00	0%	\$40.00	0%	\$0.00	\$319.50	799%	\$0.00	\$0.00	\$0.00		\$40.00	Current authorized positions
10-5320-26-6125	FICA	\$13,550.00	\$13,310.00	2%	\$13,310.00	2%	\$0.00	\$7,958.63	60%	\$22,199.34	\$20,797.13	\$20,042.38		\$670.00	Decision Package: Bike Skills Park Maintenance (CM Partial Recommendation)
10-5320-26-6130	ASRS Retirement	\$19,100.00	\$19,660.00	-3%	\$19,660.00	-3%	\$0.00	\$12,396.22	63%	\$34,317.33	\$31,616.14	\$30,461.79		\$12,880.00	Social Security & Medicare
10-5320-26-6134	STD/LTD Insurance	\$700.00	\$850.00	-18%	\$850.00	-18%	\$0.00	\$338.76	40%	\$1,641.26	\$1,995.11	\$2,077.17		\$19,100.00	Current authorized positions
10-5320-26-6135	Health/Dental/Life Insurance	\$56,710.00	\$56,720.00	0%	\$56,720.00	0%	\$0.00	\$36,513.72	64%	\$93,358.76	\$76,964.00	\$72,649.90		\$700.00	Short-Term Disability & ASRS Long-Term Disability

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Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5320-26-6136	Workers Compensation Insurance	\$3,350.00	\$4,860.00	-31%	\$4,860.00	-31%	\$0.00	\$1,820.00	37%	\$11,046.36	\$9,935.78	\$11,480.41	\$56,710.00	Current authorized positions
													\$3,150.00	Current authorized positions
													\$200.00	Decision Package: Bike Skills Park Maintenance (CM Partial Recommendation)
	Parks Facilities & Maintenance - Personnel Costs Subtotal	\$270,460.00	\$269,530.00	0%	\$278,030.00	-3%	(\$8,500.00)	\$167,718.24	60%	\$466,812.89	\$408,892.81	\$415,269.60		
10-5320-26-6213	Voice & Data Communications	\$3,000.00	\$1,776.00	69%	\$1,776.00	69%	\$0.00	\$958.89	54%	\$1,538.84	\$1,656.15	\$1,575.01		
10-5320-26-6214	Uniform Expenses	\$3,300.00	\$2,100.00	57%	\$2,100.00	57%	\$0.00	\$1,935.79	92%	\$2,209.11	\$1,773.41	\$1,462.03	\$3,000.00	On Going - Cellular Service & Supplies for 5 Employees
10-5320-26-6215	Gas & Oil	\$7,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,000.00	On Going - Decision Package: Bike Skills Park Maintenance (CM Partial Recommendation)
10-5320-26-6224	Chemicals	\$12,500.00	\$7,000.00	79%	\$7,000.00	79%	\$0.00	\$3,619.85	52%	\$3,679.04	\$7,113.60	\$10,240.81	\$3,000.00	On Going - Uniforms for 5 Employees
10-5320-26-6231	Grounds Maintenance	\$53,500.00	\$37,500.00	43%	\$37,500.00	43%	\$0.00	\$33,793.17	90%	\$25,931.80	\$49,528.85	\$67,039.52	\$7,800.00	On Going - Gas & Oil for 5 Employees
10-5320-26-6235	Equipment Repair	\$6,000.00	\$6,000.00	0%	\$6,000.00	0%	\$0.00	\$2,109.71	35%	\$4,938.73	\$4,794.06	\$5,762.46	\$12,500.00	On Going - Chemicals
10-5320-26-6241	Automobile Expense	\$6,400.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$53,500.00	On Going - Grounds Maintenance
10-5320-26-6243	Spec Supplies/Safety Equip/Emg	\$1,760.00	\$1,440.00	22%	\$1,440.00	22%	\$0.00	\$1,038.75	72%	\$1,418.20	\$2,632.59	\$2,924.60	\$6,000.00	On Going - Small Equipment Repair
10-5320-26-6248	Machinery & Equipment-Non Capi	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,215.55	\$0.00	\$0.00	\$6,400.00	On Going - Vehicle Repairs for 4 Parks Vehicles
10-5320-26-6250	Instrument & Tools - Non Capital	\$6,000.00	\$5,000.00	20%	\$5,200.00	15%	(\$200.00)	\$5,582.57	107%	\$0.00	\$0.00	\$0.00	\$160.00	On Going - Decision Package: Bike Skills Park Maintenance (CM Partial Recommendation)
10-5320-26-6405	Professional Services	\$85,000.00	\$74,075.00	15%	\$74,075.00	15%	\$0.00	\$5,856.61	8%	\$5,574.76	\$5,046.25	\$10,470.00	\$1,600.00	On Going - PPE for 5 Employees
10-5320-26-6530	Utilities	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$137,385.38	\$111,999.65	\$118,523.33	\$6,000.00	On Going - Small Tools & Instruments
10-5320-26-6540	Solid Waste / Recycling	\$1,300.00	\$1,300.00	0%	\$1,300.00	0%	\$0.00	\$1,386.60	107%	\$1,175.67	\$2,001.28	\$1,297.82	\$10,000.00	On Going - Increase to USFS IGA for trail maintenance
10-5320-26-6541	Utilities - Water	\$114,000.00	\$37,200.00	206%	\$71,700.00	59%	(\$34,500.00)	\$51,628.19	72%	\$0.00	\$0.00	\$0.00	\$75,000.00	On Going - USDA Forest Permit, Wetlands Improvements, Large Tree Maint
10-5320-26-6542	Utilities - Wastewater	\$21,500.00	\$6,400.00	236%	\$12,600.00	71%	(\$6,200.00)	\$12,526.08	99%	\$0.00	\$0.00	\$0.00	\$1,300.00	On Going - Trash Disposal - Parks Share
													\$114,000.00	On Going - Water for all Parks, including Bike Skills & Brewer Park
													\$21,500.00	On Going - Wastewater fees for all Parks, including Brewer Park

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													Amount	Description
10-5320-26-6543	Utilities - Electric	\$30,400.00	\$84,880.00	-64%	\$37,880.00	-20%	\$47,000.00	\$23,529.38	62%	\$0.00	\$0.00	\$0.00	\$30,400.00	On Going - Electric for all Parks, including Splash Pad
10-5320-26-6703	Dues/Subscriptions/Licenses	\$1,525.00	\$225.00	578%	\$225.00	578%	\$0.00	\$195.00	87%	\$75.00	\$79.00	\$131.75	\$1,525.00	On Going - OPM & APRA Memberships
10-5320-26-6730	Maint & Improvement	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,969.80	\$4,290.77	\$3,300.18		
10-5320-26-6750	Travel & Training	\$1,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,000.00	On Going - Travel & Training for 5 Employees
Parks Facilities & Maintenance - Supplies & Services Costs Subtotal		\$354,985.00	\$264,896.00	34%	\$258,796.00	37%	\$6,100.00	\$144,160.59	56%	\$188,111.88	\$190,915.61	\$222,727.51		
10-5320-26-6848	Machinery & Equipment	\$0.00	\$26,000.00	-100%	\$26,000.00	-100%	\$0.00	\$25,588.35	98%	\$0.00	\$0.00	\$0.00		
10-5320-26-6857	Improvements - City Owned Property	\$1,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$44,394.00	\$30,000.00	\$34,998.00	\$1,000.00	On Going - New Landscaping - Including Trees
Parks Facilities & Maintenance - Capital & Debt Service Costs Subtotal		\$1,000.00	\$26,000.00	-96%	\$26,000.00	-96%	\$0.00	\$25,588.35	98%	\$44,394.00	\$30,000.00	\$34,998.00		
10-5320-26-7000	Equip Replacement Reserve Chrg	\$8,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$8,850.00	Vehicles & other equipment replacement reserve
10-5320-26-7100	Admin Indirect Cost Allocation	\$23,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-26-7110	HR Indirect Cost Allocations	\$14,640.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-26-7120	Finance Indirect Cost Alloc.	\$36,130.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-26-7130	IT Indirect Cost Allocations	\$21,580.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-26-7140	Legal Indirect Cost Allocation	\$7,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-26-7150	Clerk Indirect Cost Allocation	\$23,980.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-26-7160	General Indirect Cost Alloc.	\$5,310.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-26-7170	Facilities Indirect Cost Alloc	\$155,590.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Parks Facilities & Maintenance - Internal Charges Subtotal		\$296,780.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Parks Facilities & Maintenance Total		\$923,225.00	\$560,426.00	65%	\$562,826.00	64%	(\$2,400.00)	\$337,467.18	60%	\$699,318.77	\$629,808.42	\$672,995.11		
General Fund-Engineering Services														
10-5320-38-6005	Salary & Wages	\$310,590.00	\$387,140.00	-20%	\$387,140.00	-20%	\$0.00	\$239,884.81	62%	\$0.00	\$0.00	\$0.00	\$312,220.00	Current authorized positions Decision Package: Traffic Control Operations (CM Recommended)
10-5320-38-6006	Overtime	\$1,210.00	\$0.00	∞	\$7,100.00	-83%	(\$7,100.00)	\$4,154.57	59%	\$0.00	\$0.00	\$0.00	(\$1,630.00)	routine overtime - ongoing
10-5320-38-6010	Part-Time Wages	\$3,050.00	\$2,850.00	7%	\$2,850.00	7%	\$0.00	\$1,830.20	64%	\$0.00	\$0.00	\$0.00	\$3,050.00	Current authorized positions
10-5320-38-6045	Uniform Allowance	\$390.00	\$540.00	-28%	\$540.00	-28%	\$0.00	\$502.50	93%	\$0.00	\$0.00	\$0.00	\$390.00	Current authorized positions
10-5320-38-6046	Other Allowances	\$2,130.00	\$1,710.00	25%	\$1,710.00	25%	\$0.00	\$1,222.35	71%	\$0.00	\$0.00	\$0.00	\$2,130.00	Current authorized positions
10-5320-38-6125	FICA	\$24,280.00	\$30,010.00	-19%	\$30,010.00	-19%	\$0.00	\$18,435.38	61%	\$0.00	\$0.00	\$0.00	(\$130.00)	Decision Package: Traffic Control Operations (CM Recommended)
10-5320-38-6130	ASRS Retirement	\$35,990.00	\$44,480.00	-19%	\$44,480.00	-19%	\$0.00	\$28,358.92	64%	\$0.00	\$0.00	\$0.00	\$24,410.00	Social Security & Medicare
10-5320-38-6134	STD/LTD Insurance	\$1,020.00	\$1,960.00	-48%	\$1,960.00	-48%	\$0.00	\$735.95	38%	\$0.00	\$0.00	\$0.00	\$36,180.00	Current authorized positions Decision Package: Traffic Control Operations (CM Recommended)

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													Amount	Description
10-5320-38-6135	Health/Dental/Life Insurance	\$67,300.00	\$85,000.00	-21%	\$85,000.00	-21%	\$0.00	\$52,981.69	62%	\$0.00	\$0.00	\$0.00	\$1,020.00	Short-Term Disability & ASRS Long-Term Disability
													\$67,790.00	Current authorized positions Decision Package: Traffic Control Operations (CM Recommended)
10-5320-38-6136	Workers Compensation Insurance	\$4,060.00	\$6,870.00	-41%	\$6,870.00	-41%	\$0.00	\$3,344.00	49%	\$0.00	\$0.00	\$0.00	(\$490.00)	
													\$4,080.00	Current authorized positions Decision Package: Traffic Control Operations (CM Recommended)
	Engineering Services - Personnel Costs Subtotal	\$450,020.00	\$560,560.00	-20%	\$567,660.00	-21%	(\$7,100.00)	\$351,450.37	62%	\$0.00	\$0.00	\$0.00	(\$200.00)	
10-5320-38-6141	Employee Exams	\$0.00	\$20.00	-100%	\$100.00	-100%	(\$80.00)	\$100.00	100%	\$0.00	\$0.00	\$0.00		
10-5320-38-6210	Printing/Office Supplies	\$6,000.00	\$5,400.00	11%	\$5,400.00	11%	\$0.00	\$872.89	16%	\$0.00	\$0.00	\$0.00		
													\$4,000.00	On Going - City Bike Route Brochures
10-5320-38-6213	Voice & Data Communications	\$2,950.00	\$2,176.00	36%	\$2,176.00	36%	\$0.00	\$1,242.26	57%	\$0.00	\$0.00	\$0.00	\$2,000.00	On Going - Office Supplies, Regulation Updates
10-5320-38-6214	Uniform Expenses	\$600.00	\$4,795.00	-87%	\$4,795.00	-87%	\$0.00	\$2,358.80	49%	\$0.00	\$0.00	\$0.00	\$2,950.00	On Going - Cellular phones for 5 employees
10-5320-38-6215	Gas & Oil	\$1,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$600.00	On Going - Uniforms for 1 Inspector
10-5320-38-6241	Automobile Expense	\$3,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,850.00	On Going - 1 Inspector, 2 Asst. Engineers
10-5320-38-6243	Spec Supplies/Safety Equip/Emg	\$100.00	\$275.00	-64%	\$275.00	-64%	\$0.00	\$37.88	14%	\$0.00	\$0.00	\$0.00	\$3,200.00	On Going - Auto expenses for 2 vehicles
10-5320-38-6244	Office Furniture - Non Capital	\$1,000.00	\$1,000.00	0%	\$1,000.00	0%	\$0.00	\$231.36	23%	\$0.00	\$0.00	\$0.00	\$100.00	On Going - PPE for 1 Inspector
10-5320-38-6405	Professional Services	\$45,000.00	\$15,000.00	200%	\$15,000.00	200%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$1,000.00	On Going - Chairs, filing cabinets, bookcases
10-5320-38-6703	Dues/Subscriptions/Licenses	\$1,650.00	\$1,443.00	14%	\$1,583.00	4%	(\$140.00)	\$1,582.14	100%	\$0.00	\$0.00	\$0.00	\$15,000.00	On Going - Unanticipated Surveying, Engineering and Appraisals
													\$30,000.00	One-Time - Aerial Photo
10-5320-38-6750	Travel & Training	\$3,400.00	\$13,980.00	-76%	\$13,980.00	-76%	\$0.00	\$4,198.31	30%	\$0.00	\$0.00	\$0.00	\$1,250.00	On Going - AzFMA, AFMA, Corporate Dues, News Subscription
													\$400.00	On Going - Toastmasters Dues
													\$3,400.00	On Going - Conferences, Management Courses, Certifications
	Engineering Services - Supplies & Services Costs Subtotal	\$65,750.00	\$44,089.00	49%	\$44,309.00	48%	(\$220.00)	\$10,623.64	24%	\$0.00	\$0.00	\$0.00		
10-5320-38-7100	Admin Indirect Cost Allocation	\$21,720.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-38-7110	HR Indirect Cost Allocations	\$16,260.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-38-7120	Finance Indirect Cost Alloc.	\$25,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-38-7130	IT Indirect Cost Allocations	\$37,410.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-38-7140	Legal Indirect Cost Allocation	\$18,720.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-38-7150	Clerk Indirect Cost Allocation	\$74,360.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-38-7160	General Indirect Cost Alloc.	\$5,740.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-38-7170	Facilities Indirect Cost Alloc	\$4,180.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Engineering Services - Internal Charges Subtotal	\$203,890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

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													Amount	Description
General Fund-Engineering Services Total		\$719,660.00	\$604,649.00	19%	\$611,969.00	18%	(\$7,320.00)	\$362,074.01	59%	\$0.00	\$0.00	\$0.00		
General Fund-Streets														
10-5320-39-6005	Salary & Wages	\$222,590.00	\$134,720.00	65%	\$134,720.00	65%	\$0.00	\$87,649.80	65%	\$0.00	\$0.00	\$0.00	\$224,430.00	Current authorized positions Decision Package: Traffic Control Operations (CM Recommended)
10-5320-39-6006	Overtime	\$3,100.00	\$2,860.00	8%	\$2,860.00	8%	\$0.00	\$1,470.56	51%	\$0.00	\$0.00	\$0.00	\$3,100.00	routine overtime - ongoing
10-5320-39-6010	Part-Time Wages	\$3,050.00	\$2,850.00	7%	\$2,850.00	7%	\$0.00	\$1,845.70	65%	\$0.00	\$0.00	\$0.00	\$3,050.00	Current authorized positions
10-5320-39-6045	Uniform Allowance	\$920.00	\$630.00	46%	\$630.00	46%	\$0.00	\$690.00	110%	\$0.00	\$0.00	\$0.00	\$920.00	Current authorized positions
10-5320-39-6046	Other Allowances	\$250.00	\$90.00	178%	\$90.00	178%	\$0.00	\$104.75	116%	\$0.00	\$0.00	\$0.00	\$250.00	Current authorized positions
10-5320-39-6125	FICA	\$17,590.00	\$10,800.00	63%	\$10,800.00	63%	\$0.00	\$6,743.63	62%	\$0.00	\$0.00	\$0.00	\$17,730.00	Social Security & Medicare
10-5320-39-6130	ASRS Retirement	\$26,070.00	\$16,070.00	62%	\$16,070.00	62%	\$0.00	\$10,399.97	65%	\$0.00	\$0.00	\$0.00	\$26,280.00	Current authorized positions Decision Package: Traffic Control Operations (CM Recommended)
10-5320-39-6134	STD/LTD Insurance	\$900.00	\$700.00	29%	\$700.00	29%	\$0.00	\$299.75	43%	\$0.00	\$0.00	\$0.00	\$910.00	Short-Term Disability & ASRS Long-Term Disability
10-5320-39-6135	Health/Dental/Life Insurance	\$68,000.00	\$37,920.00	79%	\$37,920.00	79%	\$0.00	\$24,932.92	66%	\$0.00	\$0.00	\$0.00	\$68,730.00	Current authorized positions Decision Package: Traffic Control Operations (CM Recommended)
10-5320-39-6136	Workers Compensation Insurance	\$3,630.00	\$2,880.00	26%	\$2,880.00	26%	\$0.00	\$1,325.00	46%	\$0.00	\$0.00	\$0.00	\$3,650.00	Current authorized positions Decision Package: Traffic Control Operations (CM Recommended)
Streets - Personnel Costs Subtotal		\$346,100.00	\$209,520.00	65%	\$209,520.00	65%	\$0.00	\$135,462.08	65%	\$0.00	\$0.00	\$0.00		
10-5320-39-6213	Voice & Data Communications	\$3,000.00	\$3,108.00	-3%	\$3,108.00	-3%	\$0.00	\$1,298.25	42%	\$0.00	\$0.00	\$0.00	\$3,000.00	On Going - Cellular Service for 5 Employees
10-5320-39-6214	Uniform Expenses	\$4,300.00	\$2,850.00	51%	\$2,850.00	51%	\$0.00	\$2,223.68	78%	\$0.00	\$0.00	\$0.00	\$4,300.00	On Going - Uniforms for 6 Employees
10-5320-39-6215	Gas & Oil	\$10,300.00	\$17,307.00	-40%	\$17,307.00	-40%	\$0.00	\$3,740.11	22%	\$0.00	\$0.00	\$0.00	\$300.00	Decision Package: Fuel for Hot Box (CM Recommended)
10-5320-39-6233	Equipment & Other Rental	\$10,500.00	\$10,070.00	4%	\$10,070.00	4%	\$0.00	\$7,961.30	79%	\$0.00	\$0.00	\$0.00	\$10,000.00	On Going - Gas & Oil for 5 Street Vehicles

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													Amount	Description
10-5320-39-6235	Equipment Repair	\$6,500.00	\$6,500.00	0%	\$6,500.00	0%	\$0.00	\$4,701.67	72%	\$0.00	\$0.00	\$0.00	\$10,500.00	On Going - Rental of Task-Related Equipment
10-5320-39-6241	Automobile Expense	\$18,000.00	\$8,000.00	125%	\$8,000.00	125%	\$0.00	\$4,777.43	60%	\$0.00	\$0.00	\$0.00	\$6,500.00	On Going - Maintenance of Streets Equipment
10-5320-39-6243	Spec Supplies/Safety Equip/Emg	\$2,100.00	\$1,440.00	46%	\$1,440.00	46%	\$0.00	\$1,020.61	71%	\$0.00	\$0.00	\$0.00	\$10,000.00	On Going - 50% Maintenance for Vactor & Water Trucks
10-5320-39-6248	Machinery & Equipment-Non Capi	\$5,000.00	\$5,000.00	0%	\$7,250.00	-31%	(\$2,250.00)	\$7,245.92	100%	\$0.00	\$0.00	\$0.00	\$8,000.00	On Going - Vehicle Maintenance for 5 Streets Trucks
10-5320-39-6272	Road Materials	\$4,500.00	\$10,000.00	-55%	\$10,000.00	-55%	\$0.00	\$4,091.23	41%	\$0.00	\$0.00	\$0.00	\$2,100.00	On Going - PPE for 6 Employees & 2 ROW Weed Spray Technicians
10-5320-39-6405	Professional Services	\$15,000.00	\$15,000.00	0%	\$15,000.00	0%	\$0.00	\$65.93	0%	\$0.00	\$0.00	\$0.00	\$5,000.00	On Going - Small Equipment
10-5320-39-6540	Solid Waste / Recycling	\$3,000.00	\$5,300.00	-43%	\$5,300.00	-43%	\$0.00	\$68.60	1%	\$0.00	\$0.00	\$0.00	(\$5,500.00)	Decision Package: Savings on Materials with Hot Box Purchase (CM Recommended)
10-5320-39-6541	Utilities - Water	\$40,000.00	\$50,050.00	-20%	\$50,050.00	-20%	\$0.00	\$27,644.12	55%	\$0.00	\$0.00	\$0.00	\$10,000.00	On Going - Road Materials
10-5320-39-6543	Utilities - Electric	\$40,000.00	\$44,100.00	-9%	\$44,100.00	-9%	\$0.00	\$22,147.51	50%	\$0.00	\$0.00	\$0.00	\$15,000.00	On Going - ADA Surveying Services, if needed
10-5320-39-6703	Dues/Subscriptions/Licenses	\$600.00	\$375.00	60%	\$375.00	60%	\$0.00	\$279.00	74%	\$0.00	\$0.00	\$0.00	\$3,000.00	On Going - Waste Dumpster for Pre-Monsoon and Community Clean-ups
10-5320-39-6737	Landscaping/Materials/Supplies	\$10,000.00	\$10,000.00	0%	\$10,000.00	0%	\$0.00	\$2,918.70	29%	\$0.00	\$0.00	\$0.00	\$40,000.00	On Going - Landscaping Irrigation Water
10-5320-39-6750	Travel & Training	\$3,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$400.00	On Going - Electric for ROW Lighting, etc.
10-5320-39-6766	Right-Of-Way Maintenance	\$164,000.00	\$188,300.00	-13%	\$188,300.00	-13%	\$0.00	\$40,154.36	21%	\$0.00	\$0.00	\$0.00	\$200.00	On Going - IMSA and ATTSA memberships
10-5320-39-6767	Traffic Control	\$83,000.00	\$83,129.00	0%	\$83,129.00	0%	\$0.00	\$23,382.29	28%	\$0.00	\$0.00	\$0.00	\$3,000.00	On Going - Toastmasters Dues
10-5320-39-6769	Storm Emergencies	\$35,000.00	\$35,000.00	0%	\$35,000.00	0%	\$0.00	\$403.75	1%	\$0.00	\$0.00	\$0.00	\$10,000.00	On Going - Landscaping Supplies
10-5320-39-6771	Drainage Maintenance	\$255,000.00	\$345,000.00	-26%	\$255,000.00	0%	\$90,000.00	\$141,749.00	56%	\$0.00	\$0.00	\$0.00	\$3,000.00	On Going - Travel & Training for 6 Employees
10-5320-39-6772	Traffic Facilities Maintenance	\$15,000.00	\$15,000.00	0%	\$15,000.00	0%	\$0.00	\$792.81	5%	\$0.00	\$0.00	\$0.00	\$164,000.00	On Going - ROW Maintenance
	Streets - Supplies & Services Costs Subtotal	\$727,800.00	\$855,529.00	-15%	\$767,779.00	-5%	\$87,750.00	\$296,666.27	39%	\$0.00	\$0.00	\$0.00	\$83,000.00	On Going - Traffic Control Supplies & Street Striping
10-5320-39-6814	Sidewalk Improvements	\$30,000.00	\$52,800.00	-43%	\$52,800.00	-43%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$35,000.00	On Going - Ice Removal, Monsoon Cleanup, etc
													\$255,000.00	On Going - Drainage Maintenance
													\$15,000.00	On Going - Maint & Repairs of Traffic Signals & Equipment

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				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
10-5320-39-6848	Machinery & Equipment	\$42,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	On Going - ADA Sidewalk Improvements
														\$42,000.00	Decision Package: Hot Box Purchase (CM Recommended)
	Streets - Capital & Debt Service Costs Subtotal	\$72,000.00	\$52,800.00	36%	\$52,800.00	36%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5320-39-7000	Equip Replacement Reserve Chrg	\$55,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$55,200.00	Vehicles & other equipment replacement reserve
10-5320-39-7100	Admin Indirect Cost Allocation	\$22,720.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5320-39-7110	HR Indirect Cost Allocations	\$17,050.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5320-39-7120	Finance Indirect Cost Alloc.	\$61,480.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5320-39-7130	IT Indirect Cost Allocations	\$40,010.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5320-39-7140	Legal Indirect Cost Allocation	\$24,510.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5320-39-7150	Clerk Indirect Cost Allocation	\$23,980.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5320-39-7160	General Indirect Cost Alloc.	\$28,070.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
10-5320-39-7170	Facilities Indirect Cost Alloc	\$39,540.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
	Streets - Internal Charges Subtotal	\$312,560.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
	General Fund-Streets Total	\$1,458,460.00	\$1,117,849.00	30%	\$1,030,099.00	42%	\$87,750.00	\$432,128.35	42%	\$0.00	\$0.00	\$0.00	\$0.00		
General Fund-Stormwater															
10-5320-68-6005	Salary & Wages	\$66,550.00	\$64,000.00	4%	\$64,000.00	4%	\$0.00	\$39,670.60	62%	\$48,228.58	\$48,545.85	\$43,198.35	\$0.00	\$66,550.00	Current authorized positions
10-5320-68-6006	Overtime	\$0.00	\$500.00	-100%	\$500.00	-100%	\$0.00	\$916.74	183%	\$39.68	\$46.06	\$140.51	\$0.00	\$0.00	
10-5320-68-6045	Uniform Allowance	\$200.00	\$190.00	5%	\$190.00	5%	\$0.00	\$217.50	114%	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	Current authorized positions
10-5320-68-6046	Other Allowances	\$80.00	\$40.00	100%	\$40.00	100%	\$0.00	\$40.50	101%	\$0.00	\$30.00	\$0.00	\$0.00	\$80.00	Current authorized positions
10-5320-68-6125	FICA	\$5,120.00	\$4,960.00	3%	\$4,960.00	3%	\$0.00	\$2,982.49	60%	\$3,492.89	\$3,638.56	\$3,120.49	\$0.00	\$5,120.00	Social Security & Medicare
10-5320-68-6130	ASRS Retirement	\$7,580.00	\$7,340.00	3%	\$7,340.00	3%	\$0.00	\$4,628.83	63%	\$5,478.27	\$5,654.21	\$4,606.13	\$0.00	\$7,580.00	Current authorized positions
10-5320-68-6134	STD/LTD Insurance	\$240.00	\$320.00	-25%	\$320.00	-25%	\$0.00	\$128.59	40%	\$221.27	\$264.32	\$282.55	\$0.00	\$240.00	Short-Term Disability & ASRS Long-Term Disability
10-5320-68-6135	Health/Dental/Life Insurance	\$18,050.00	\$15,540.00	16%	\$15,540.00	16%	\$0.00	\$10,177.36	65%	\$8,112.37	\$9,378.13	\$5,479.43	\$0.00	\$18,050.00	Current authorized positions
10-5320-68-6136	Workers Compensation Insurance	\$940.00	\$1,230.00	-24%	\$1,230.00	-24%	\$0.00	\$600.00	49%	\$1,209.20	\$1,278.89	\$0.00	\$0.00	\$940.00	Current authorized positions
	Stormwater - Personnel Costs Subtotal	\$98,760.00	\$94,120.00	5%	\$94,120.00	5%	\$0.00	\$59,362.61	63%	\$66,782.26	\$68,836.02	\$56,827.46	\$0.00		
10-5320-68-6221	Janitorial Supplies	\$4,000.00	\$3,000.00	33%	\$3,000.00	33%	\$0.00	\$2,900.84	97%	\$2,925.91	\$1,707.55	\$3,051.69	\$0.00	\$4,000.00	On Going - Supplies for SW Maint Mgmt
10-5320-68-6405	Professional Services	\$38,500.00	\$21,400.00	80%	\$21,400.00	80%	\$0.00	\$6,124.00	29%	\$18,471.38	\$21,406.00	\$9,371.40	\$0.00	\$38,500.00	On Going - MS4 Service Contract & Street Sweeping
10-5320-68-6511	Advertising	\$7,000.00	\$8,100.00	-14%	\$8,100.00	-14%	\$0.00	\$0.00	0%	\$2,204.70	\$6,255.03	\$7,866.51	\$0.00	\$2,500.00	On Going - Participation in USGS Groundwater Monitoring Program
10-5320-68-6727	Oak Creek Watershed Council	\$5,000.00	\$15,000.00	-67%	\$15,000.00	-67%	\$0.00	\$15,000.00	100%	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00	On Going - Brochure Printing & Mailing

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													Amount	Description
10-5320-68-6736	Permit Fees	\$5,000.00	\$5,000.00	0%	\$5,000.00	0%	\$0.00	\$5,000.00	100%	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	On Going - OCWC Ambassador Program
														On Going - ADEQ MS4 Annual Fee
	Stormwater - Supplies & Services Costs Subtotal	\$59,500.00	\$52,500.00	13%	\$52,500.00	13%	\$0.00	\$29,024.84	55%	\$28,601.99	\$34,368.58	\$25,289.60		
10-5320-68-7100	Admin Indirect Cost Allocation	\$5,630.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5320-68-7110	HR Indirect Cost Allocations	\$4,250.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5320-68-7120	Finance Indirect Cost Alloc.	\$7,410.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5320-68-7130	IT Indirect Cost Allocations	\$8,940.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5320-68-7160	General Indirect Cost Alloc.	\$2,100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5320-68-7170	Facilities Indirect Cost Alloc	\$9,790.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
	Stormwater - Internal Charges Subtotal	\$38,120.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
	General Fund-Stormwater Total	\$196,380.00	\$146,620.00	34%	\$146,620.00	34%	\$0.00	\$88,387.45	60%	\$95,384.25	\$103,204.60	\$82,117.06		
General Fund-Transportation Services														
10-5320-77-6005	Salary & Wages	\$4,910.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	Decision Package: Traffic Control Operations (CM Recommended)
10-5320-77-6006	Overtime	\$38,040.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	Decision Package: Traffic Control Operations (CM Recommended)
10-5320-77-6011	Temp Wages	\$54,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	Decision Package: Traffic Control Operations (CM Recommended)
10-5320-77-6125	FICA	\$7,070.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	Decision Package: Traffic Control Operations (CM Recommended)
10-5320-77-6130	ASRS Retirement	\$4,350.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	Decision Package: Traffic Control Operations (CM Recommended)
10-5320-77-6134	STD/LTD Insurance	\$80.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	Decision Package: Traffic Control Operations (CM Recommended)
10-5320-77-6135	Health/Dental/Life Insurance	\$1,230.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	Decision Package: Traffic Control Operations (CM Recommended)
10-5320-77-6136	Workers Compensation Insurance	\$1,610.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	Decision Package: Traffic Control Operations (CM Recommended)
	Transportation Services - Personnel Costs Subtotal	\$111,290.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5320-77-6214	Uniform Expenses	\$2,460.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	Decision Package: Traffic Control Operations (CM Recommended) - ongoing
10-5320-77-6243	Spec Supplies/Safety Equip/Emg	\$420.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	Decision Package: Traffic Control Operations (CM Recommended) - ongoing
10-5320-77-6249	Radio & Phone Equip-Non Capita	\$1,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	Decision Package: Traffic Control Operations (CM Recommended) - ongoing
	Transportation Services - Supplies & Services Costs Subtotal	\$4,680.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5320-77-6848	Machinery & Equipment	\$16,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	

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				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
Transportation Services - Capital & Debt Service Costs Subtotal		\$16,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$16,000.00	Decision Package: Traffic Control Operations (CM Recommended) - one-time
10-5320-77-7100	Admin Indirect Cost Allocation	\$26,600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-77-7110	HR Indirect Cost Allocations	\$6,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-77-7120	Finance Indirect Cost Alloc.	\$9,040.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-77-7130	IT Indirect Cost Allocations	\$490.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-77-7160	General Indirect Cost Alloc.	\$1,160.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5320-77-7170	Facilities Indirect Cost Alloc	\$80.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Transportation Services - Internal Charges Subtotal		\$43,370.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Transportation Services Total		\$175,340.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Facilities Maintenance															
10-5320-79-6005	Salary & Wages	\$58,360.00	\$56,390.00	3%	\$56,390.00	3%	\$0.00	\$34,836.12	62%	\$65,181.03	\$70,443.12	\$70,178.45		\$58,360.00	Current authorized positions
10-5320-79-6006	Overtime	\$12,000.00	\$2,150.00	458%	\$2,150.00	458%	\$0.00	\$625.64	29%	\$1,282.61	\$3,691.56	\$872.32		\$10,000.00	overtime for projects performed in-house - ongoing
10-5320-79-6010	Part-Time Wages	\$10,170.00	\$9,490.00	7%	\$9,490.00	7%	\$0.00	\$6,102.87	64%	\$128.95	\$0.00	\$0.00		\$2,000.00	routine overtime - ongoing
10-5320-79-6045	Uniform Allowance	\$310.00	\$310.00	0%	\$310.00	0%	\$0.00	\$313.50	101%	\$0.00	\$0.00	\$0.00		\$10,170.00	Current authorized positions
10-5320-79-6046	Other Allowances	\$40.00	\$40.00	0%	\$40.00	0%	\$0.00	\$19.50	49%	\$0.00	\$0.00	\$0.00		\$310.00	Current authorized positions
10-5320-79-6125	FICA	\$6,190.00	\$5,260.00	18%	\$5,260.00	18%	\$0.00	\$3,078.58	59%	\$4,707.27	\$5,890.01	\$5,388.84		\$40.00	Current authorized positions
10-5320-79-6130	ASRS Retirement	\$9,180.00	\$7,790.00	18%	\$7,790.00	18%	\$0.00	\$4,749.49	61%	\$7,401.91	\$8,589.83	\$7,516.23		\$6,190.00	Social Security & Medicare
10-5320-79-6134	STD/LTD Insurance	\$300.00	\$340.00	-12%	\$340.00	-12%	\$0.00	\$153.39	45%	\$300.00	\$388.10	\$652.88		\$9,180.00	Current authorized positions
10-5320-79-6135	Health/Dental/Life Insurance	\$18,390.00	\$20,720.00	-11%	\$20,720.00	-11%	\$0.00	\$10,579.52	51%	\$23,072.90	\$21,394.67	\$18,074.01		\$300.00	Short-Term Disability & ASRS Long-Term Disability
10-5320-79-6136	Workers Compensation Insurance	\$1,570.00	\$1,630.00	-4%	\$1,630.00	-4%	\$0.00	\$725.00	44%	\$3,165.97	\$3,233.35	\$2,133.06		\$18,390.00	Current authorized positions
Facilities Maintenance - Personnel Costs Subtotal		\$116,510.00	\$104,120.00	12%	\$104,120.00	12%	\$0.00	\$61,183.61	59%	\$105,240.64	\$113,630.64	\$104,815.79		\$1,570.00	Current authorized positions
10-5320-79-6213	Voice & Data Communications	\$600.00	\$444.00	35%	\$444.00	35%	\$0.00	\$214.20	48%	\$433.68	\$444.66	\$425.68		\$600.00	On Going - Cell Phone Service, 1 employee
10-5320-79-6214	Uniform Expenses	\$600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$175.00	\$0.00		\$600.00	On Going - Uniform - 1 Employee
10-5320-79-6215	Gas & Oil	\$1,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		\$1,200.00	On Going - Gas & Oil - Facilities Maint Mgt
10-5320-79-6221	Janitorial Supplies	\$15,000.00	\$14,500.00	3%	\$14,500.00	3%	\$0.00	\$13,485.65	93%	\$15,885.73	\$14,387.98	\$9,234.99		\$15,000.00	On Going - for 15 city owned buildings
10-5320-79-6241	Automobile Expense	\$300.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		\$300.00	On Going - 2014 Ford F250 VIN #8204
10-5320-79-6243	Spec Supplies/Safety Equip/Emg	\$100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$35.15	∞	\$0.00	\$0.00	\$466.06			

City of Sedona
FY2017-18 Proposed Budget - Line Item Detail
Public Works Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
10-5320-79-6244	Office Furniture - Non Capital	\$0.00	\$0.00	N/A	\$2,210.00	-100%	(\$2,210.00)	\$2,200.66	100%	\$0.00	\$0.00	\$0.00	\$100.00	On Going - Safety Equipment - 1 Employee	
10-5320-79-6405	Professional Services	\$144,200.00	\$147,100.00	-2%	\$147,100.00	-2%	\$0.00	\$74,560.24	51%	\$104,165.63	\$104,290.87	\$87,715.44	\$144,200.00	On Going - FacMnt, Chimneys, Windows, Cleaning, Door Mats, Water Service, etc	
10-5320-79-6530	Utilities	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$104,313.26	\$85,297.63	\$115,441.78	\$0.00	On Going - For 15 city owned buildings	
10-5320-79-6540	Solid Waste / Recycling	\$8,200.00	\$8,200.00	0%	\$8,200.00	0%	\$0.00	\$2,824.22	34%	\$0.00	\$0.00	\$0.00	\$8,200.00	On Going - For 9 city owned buildings. Does not include Park buildings.	
10-5320-79-6541	Utilities - Water	\$26,000.00	\$29,200.00	-11%	\$29,200.00	-11%	\$0.00	\$13,635.01	47%	\$0.00	\$0.00	\$0.00	\$26,000.00	On Going - For 15 city owned building	
10-5320-79-6542	Utilities - Wastewater	\$20,100.00	\$6,400.00	214%	\$20,300.00	-1%	(\$13,900.00)	\$20,241.84	100%	\$0.00	\$0.00	\$0.00	\$18,000.00	On-Going - For New BAMP Facility	
10-5320-79-6543	Utilities - Electric	\$22,000.00	\$83,680.00	-74%	\$83,680.00	-74%	\$0.00	\$53,664.10	64%	\$0.00	\$0.00	\$0.00	\$2,100.00	On Going - for 15 city owned buildings	
10-5320-79-6544	Utilities - Gas	\$8,000.00	\$19,600.00	-59%	\$19,600.00	-59%	\$0.00	\$6,027.13	31%	\$0.00	\$0.00	\$0.00	\$22,000.00	On Going - UNS Gas for 15 city owned buildings	
10-5320-79-6546	Utilities - Propane	\$1,500.00	\$5,000.00	-70%	\$5,000.00	-70%	\$0.00	\$872.14	17%	\$0.00	\$0.00	\$0.00	\$8,000.00	On Going - Propane for 15 city owned buildings	
10-5320-79-6703	Dues/Subscriptions/Licenses	\$250.00	\$250.00	0%	\$250.00	0%	\$0.00	\$0.00	0%	\$209.00	\$0.00	\$200.00	\$1,500.00	On Going - IFMA Membership	
10-5320-79-6730	Maint & Improvement	\$105,000.00	\$75,000.00	40%	\$95,000.00	11%	(\$20,000.00)	\$34,770.24	37%	\$90,865.79	\$97,612.28	\$120,341.01	\$250.00	On Going - All 15 city owned buildings	
10-5320-79-6750	Travel & Training	\$800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$105,000.00	On Going - IFMA Conference & Travel	
Facilities Maintenance - Supplies & Services Costs Subtotal		\$353,850.00	\$389,374.00	-9%	\$425,484.00	-17%	(\$36,110.00)	\$222,530.58	52%	\$315,873.09	\$302,208.42	\$333,824.96	\$800.00		
10-5320-79-6857	Improvements - City Owned Property	\$40,000.00	\$75,000.00	-47%	\$25,000.00	60%	\$50,000.00	\$15,198.18	61%	\$158,183.67	\$22,284.00	\$35,543.44	\$40,000.00	On Going - Improvements - City Property	
Facilities Maintenance - Capital & Debt Service Costs Subtotal		\$40,000.00	\$75,000.00	-47%	\$25,000.00	60%	\$50,000.00	\$15,198.18	61%	\$158,183.67	\$22,284.00	\$35,543.44			
10-5320-79-7000	Equip Replacement Reserve Chrg	\$3,050.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,050.00	Vehicles & other equipment replacement reserve	
10-5320-79-7100	Admin Indirect Cost Allocation	\$7,380.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-79-7110	HR Indirect Cost Allocations	\$4,960.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-79-7120	Finance Indirect Cost Alloc.	\$29,210.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-79-7130	IT Indirect Cost Allocations	\$8,670.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-79-7160	General Indirect Cost Alloc.	\$3,950.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-79-7170	Facilities Indirect Cost Alloc	(\$564,500.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
Facilities Maintenance - Internal Charges Subtotal		(\$564,500.00)	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
General Fund-Facilities Maintenance Total		\$3,080.00	\$568,494.00	-99%	\$554,604.00	-99%	\$13,890.00	\$298,912.37	54%	\$579,297.40	\$438,123.06	\$474,184.19			
General Fund-Capital Projects															
10-5320-89-6005	Salary & Wages	\$195,730.00	\$176,270.00	11%	\$176,270.00	11%	\$0.00	\$117,465.77	67%	\$157,888.68	\$129,611.29	\$121,153.16	\$195,600.00	Current authorized positions	
													\$130.00	Decision Package: Traffic Control Operations (CM Recommended)	

**City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Public Works Department**

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals		Incr. over FY2017 Est.	FY2018 Est.							Amount	Description
10-5320-89-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$754.16	\$0.00	∞	\$22.98	\$0.00	\$0.00			
10-5320-89-6045	Uniform Allowance	\$90.00	\$90.00	0%	\$90.00	0%	\$0.00	\$90.00	\$0.00	100%	\$0.00	\$0.00	\$0.00			
															\$90.00	Current authorized positions
10-5320-89-6046	Other Allowances	\$2,040.00	\$1,440.00	42%	\$1,440.00	42%	\$0.00	\$1,109.00	\$0.00	77%	\$0.00	\$0.00	\$0.00			
															\$2,040.00	Current authorized positions
10-5320-89-6125	FICA	\$15,140.00	\$13,610.00	11%	\$13,610.00	11%	\$0.00	\$8,838.67	\$0.00	65%	\$11,365.86	\$9,639.30	\$8,948.12			
																Decision Package: Traffic Control Operations (CM Recommended)
															\$15,130.00	Social Security & Medicare
10-5320-89-6130	ASRS Retirement	\$22,440.00	\$20,170.00	11%	\$20,170.00	11%	\$0.00	\$12,751.63	\$0.00	63%	\$17,899.68	\$15,408.23	\$13,409.79			
															\$22,430.00	Current authorized positions
																Decision Package: Traffic Control Operations (CM Recommended)
10-5320-89-6134	STD/LTD Insurance	\$590.00	\$890.00	-34%	\$890.00	-34%	\$0.00	\$280.85	\$0.00	32%	\$622.09	\$155.54	\$885.24			
															\$10.00	Recommended
10-5320-89-6135	Health/Dental/Life Insurance	\$38,440.00	\$32,320.00	19%	\$32,320.00	19%	\$0.00	\$21,493.13	\$0.00	67%	\$29,331.60	\$19,992.89	\$17,965.76			
															\$590.00	Short-Term Disability & ASRS Long-Term Disability
															\$38,440.00	Current authorized positions
10-5320-89-6136	Workers Compensation Insurance	\$2,420.00	\$2,890.00	-16%	\$2,890.00	-16%	\$0.00	\$1,459.00	\$0.00	50%	\$3,955.41	\$3,324.56	\$3,228.52			
															\$2,420.00	Current authorized positions
	Capital Projects - Personnel Costs Subtotal	\$276,890.00	\$247,680.00	12%	\$247,680.00	12%	\$0.00	\$164,242.21	\$0.00	66%	\$221,086.30	\$178,131.81	\$165,590.59			
10-5320-89-6213	Voice & Data Communications	\$1,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
															\$1,850.00	On Going - Cellular service for 3 employees
10-5320-89-6215	Gas & Oil	\$610.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
															\$610.00	On Going - 1 Supervisor and 2 Engineers
10-5320-89-6241	Automobile Expense	\$1,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
															\$1,200.00	On Going - 1 Vehicle, 3 Engineers
10-5320-89-6703	Dues/Subscriptions/Licenses	\$370.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
															\$170.00	On Going - Assoc Engineer
															\$200.00	On Going - Toastmasters Dues
10-5320-89-6750	Travel & Training	\$3,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
															\$3,200.00	On Going - Conferences and Certifications
	Capital Projects - Supplies & Services Costs Subtotal	\$7,230.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-89-7100	Admin Indirect Cost Allocation	\$11,560.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-89-7110	HR Indirect Cost Allocations	\$8,740.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-89-7120	Finance Indirect Cost Alloc.	\$16,120.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-89-7130	IT Indirect Cost Allocations	\$19,740.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-89-7140	Legal Indirect Cost Allocation	\$51,020.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-89-7160	General Indirect Cost Alloc.	\$59,890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5320-89-7170	Facilities Indirect Cost Alloc	\$2,220.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Capital Projects - Internal Charges Subtotal	\$169,290.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	General Fund-Capital Projects Total	\$453,410.00	\$247,680.00	83%	\$247,680.00	83%	\$0.00	\$164,242.21	\$0.00	66%	\$221,086.30	\$178,131.81	\$165,590.59			
Streets Fund-Administration																
11-5320-01-6213	Voice & Data Communications	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$2,562.75	\$2,845.87	\$2,724.35			
11-5320-01-6214	Uniform Expenses	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$2,297.85	\$1,512.98	\$1,059.43			
11-5320-01-6215	Gas & Oil	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$5,935.43	\$11,695.04	\$15,132.75			
11-5320-01-6233	Equipment & Other Rental	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$7,913.06	\$51.96	\$1,119.68			
11-5320-01-6235	Equipment Repair	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$4,472.94	\$5,810.08	\$3,297.91			

City of Sedona
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67% of year completed

														FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description	
11-5320-01-6241	Automobile Expense	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$14,708.95	\$8,833.85	\$9,519.50			
11-5320-01-6243	Spec Supplies/Safety Equip/Emg	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,152.03	\$1,331.68	\$1,340.50			
11-5320-01-6248	Machinery & Equipment-Non Capi	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,568.24	\$3,021.01	\$6,243.71			
11-5320-01-6272	Road Materials	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$9,747.13	\$3,253.30	\$0.00			
11-5320-01-6407	Professional/Contracted Servc	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$7,228.62	\$9,855.69	\$20,940.08			
11-5320-01-6530	Utilities	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$2,169.30	\$2,634.21			
11-5320-01-6540	Solid Waste / Recycling	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,357.56	\$1,002.21	\$2,215.18			
11-5320-01-6703	Dues/Subscriptions/Licenses	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$317.39	\$258.95	\$531.00			
11-5320-01-6765	Administrative & Storage Yard	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$3,600.00			
	Administration - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$60,261.95	\$51,641.92	\$70,358.30			
11-5320-01-6840	Motor Vehicles	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$29,963.37	\$94,451.62	\$60,536.91			
	Administration - Capital & Debt Service Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$29,963.37	\$94,451.62	\$60,536.91			
	Streets Fund-Administration Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$90,225.32	\$146,093.54	\$130,895.21			
Streets Fund-Road & Drainage Rehabilitation															
11-5320-52-6766	Right-Of-Way Maintenance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$5,957.22	\$4,667.00	\$15,669.84			
11-5320-52-6770	Road Rehab./Maintenance	\$1,150,000.00	\$1,150,000.00	0%	\$1,150,000.00	0%	\$0.00	\$499,774.02	43%	\$145,950.95	\$0.00	\$883,911.65			
														On Going - HURF Street	
														Rehab/Maintenance	
11-5320-52-6771	Drainage Maintenance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$158,405.85	\$62,933.91	\$250,545.90			
11-5320-52-6773	Pavement Preservation	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$374,765.54	\$0.00	\$129,741.25			
	Road & Drainage Rehabilitation - Supplies & Services Costs Subtotal	\$1,150,000.00	\$1,150,000.00	0%	\$1,150,000.00	0%	\$0.00	\$499,774.02	43%	\$685,079.56	\$67,600.91	\$1,279,868.64			
11-5320-52-7120	Finance Indirect Cost Alloc.	\$44,960.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
11-5320-52-7160	General Indirect Cost Alloc.	\$8,530.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Road & Drainage Rehabilitation - Internal Charges Subtotal	\$53,490.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Streets Fund-Road & Drainage Rehabilitation Total	\$1,203,490.00	\$1,150,000.00	5%	\$1,150,000.00	5%	\$0.00	\$499,774.02	43%	\$685,079.56	\$67,600.91	\$1,279,868.64			
Streets Fund-R-O-W Maintenance															
11-5320-54-6405	Professional Services	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$12,252.70	\$5,801.00			
11-5320-54-6530	Utilities	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$38,328.41	\$33,028.25	\$42,564.82			
11-5320-54-6737	Landscaping/Materials/Supplies	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$7,885.53	\$756.60	\$10,185.46			
11-5320-54-6766	Right-Of-Way Maintenance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$115,908.15	\$121,844.51	\$180,925.81			
	R-O-W Maintenance - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$162,122.09	\$167,882.06	\$239,477.09			
11-5320-54-6814	Sidewalk Improvements	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$45,795.10	\$0.00	\$0.00			
11-5320-54-6840	Motor Vehicles	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$34,814.20	\$0.00	\$31,719.23			
	R-O-W Maintenance - Capital & Debt Service Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$80,609.30	\$0.00	\$31,719.23			
	Streets Fund-R-O-W Maintenance Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$242,731.39	\$167,882.06	\$271,196.32			
Streets Fund-Traffic Signals															
11-5320-73-6220	Special Supplies	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,668.34	\$1,921.85	\$2,000.00			
11-5320-73-6247	Computer Software - Non Capita	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,946.24	\$0.00	\$0.00			
11-5320-73-6530	Utilities	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$36,755.95	\$32,226.30	\$35,266.52			
11-5320-73-6766	Right-Of-Way Maintenance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$6,297.17	\$6,616.73	\$14,492.18			
11-5320-73-6767	Traffic Control	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$57,084.96	\$55,162.16	\$53,240.18			
11-5320-73-6769	Storm Emergencies	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$3,438.05	\$10,568.72	\$12,381.35			
	Traffic Signals - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$108,190.71	\$106,495.76	\$117,380.23			
	Streets Fund-Traffic Signals Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$108,190.71	\$106,495.76	\$117,380.23			
Operating Grants Fund-N/A															
16-5320-00-6709	Miscellaneous	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	(\$2,651.49)	\$0.00			
	N/A - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	(\$2,651.49)	\$0.00			
	Operating Grants Fund-N/A Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	(\$2,651.49)	\$0.00			
Wastewater Enterprise Fund-Engineering Services															
59-5320-38-6005	Salary & Wages	\$138,390.00	\$117,810.00	17%	\$117,810.00	17%	\$0.00	\$71,772.54	61%	\$0.00	\$0.00	\$0.00			

City of Sedona
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67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
													\$138,280.00	Current authorized positions Decision Package: Traffic Control Operations (CM Recommended)
59-5320-38-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$2,425.21	∞	\$0.00	\$0.00	\$0.00	\$110.00	
59-5320-38-6045	Uniform Allowance	\$530.00	\$450.00	18%	\$450.00	18%	\$0.00	\$468.00	104%	\$0.00	\$0.00	\$0.00		
59-5320-38-6046	Other Allowances	\$410.00	\$260.00	58%	\$260.00	58%	\$0.00	\$227.50	88%	\$0.00	\$0.00	\$0.00	\$530.00	Current authorized positions
59-5320-38-6125	FICA	\$10,660.00	\$9,070.00	18%	\$9,070.00	18%	\$0.00	\$5,497.52	61%	\$0.00	\$0.00	\$0.00	\$410.00	Current authorized positions
59-5320-38-6130	ASRS Retirement	\$15,800.00	\$13,440.00	18%	\$13,440.00	18%	\$0.00	\$8,487.28	63%	\$0.00	\$0.00	\$0.00	\$10,650.00	Social Security & Medicare
59-5320-38-6134	STD/LTD Insurance	\$490.00	\$590.00	-17%	\$590.00	-17%	\$0.00	\$227.07	38%	\$0.00	\$0.00	\$0.00	\$15,790.00	Current authorized positions Decision Package: Traffic Control Operations (CM Recommended)
59-5320-38-6135	Health/Dental/Life Insurance	\$36,620.00	\$27,430.00	34%	\$27,430.00	34%	\$0.00	\$17,948.72	65%	\$0.00	\$0.00	\$0.00	\$490.00	Short-Term Disability & ASRS Long-Term Disability
59-5320-38-6136	Workers Compensation Insurance	\$1,850.00	\$2,160.00	-14%	\$2,160.00	-14%	\$0.00	\$988.00	46%	\$0.00	\$0.00	\$0.00	\$36,620.00	Current authorized positions
	Engineering Services - Personnel Costs Subtotal	\$204,750.00	\$171,210.00	20%	\$171,210.00	20%	\$0.00	\$108,041.84	63%	\$0.00	\$0.00	\$0.00	\$1,850.00	Current authorized positions
59-5320-38-6213	Voice & Data Communications	\$1,250.00	\$3,108.00	-60%	\$3,108.00	-60%	\$0.00	\$853.63	27%	\$0.00	\$0.00	\$0.00	\$1,250.00	On Going - Cellular phone for 2 employees
59-5320-38-6214	Uniform Expenses	\$1,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,200.00	On Going - Uniforms for 2 employees
59-5320-38-6215	Gas & Oil	\$1,650.00	\$2,875.00	-43%	\$2,875.00	-43%	\$0.00	\$1,642.20	57%	\$0.00	\$0.00	\$0.00	\$1,650.00	On Going - 2 Inspectors
59-5320-38-6241	Automobile Expense	\$1,400.00	\$1,000.00	40%	\$2,200.00	-36%	(\$1,200.00)	\$2,152.83	98%	\$0.00	\$0.00	\$0.00	\$1,400.00	On Going - On Going - Auto expenses for 2 vehicles
59-5320-38-6243	Spec Supplies/Safety Equip/Emg	\$5,230.00	\$5,030.00	4%	\$5,030.00	4%	\$0.00	\$2,731.11	54%	\$0.00	\$0.00	\$0.00	\$5,230.00	On Going - PPE for 2 employees
59-5320-38-6405	Professional Services	\$2,000.00	\$2,000.00	0%	\$2,000.00	0%	\$0.00	\$657.03	33%	\$0.00	\$0.00	\$0.00	\$2,000.00	On Going - Blue Stake Assessments and Testing
59-5320-38-6420	Legal Services	\$5,000.00	\$5,000.00	0%	\$5,000.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$5,000.00	On Going - Legal Fees for Claims
59-5320-38-6452	Recording Fees	\$300.00	\$300.00	0%	\$300.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$300.00	On Going - Recordation of Wastewater Easements
59-5320-38-6505	Rent	\$6,000.00	\$6,000.00	0%	\$6,000.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$6,000.00	On Going - Rent Portion
59-5320-38-6750	Travel & Training	\$1,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,800.00	On Going - Seminars, Certifications, Testing - 2 employees
59-5320-38-6774	Sewer Connections	\$20,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

City of Sedona
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67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2018		FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Budget		Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget						Amount	Description
59-5250-38-6213	Voice & Data Communications	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,643.00	\$0.00	\$0.00	\$20,000.00	On Going - Unanticipated Lateral Construction	
59-5250-38-6215	Gas & Oil	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,108.41	\$0.00	\$0.00			
59-5250-38-6241	Automobile Expense	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$864.95	\$0.00	\$0.00			
59-5250-38-6243	Spec Supplies/Safety Equip/Erg	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$4,778.12	\$0.00	\$0.00			
59-5250-38-6405	Professional Services	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,050.75	\$0.00	\$0.00			
59-5250-38-6450	Legal Fees/Settlements/Deductibles	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,000.00	\$0.00	\$0.00			
	Engineering Services - Supplies & Services Costs Subtotal	\$45,830.00	\$25,313.00	81%	\$26,513.00	73%	(\$1,200.00)	\$8,036.80	30%	\$14,445.23	\$0.00	\$0.00			
59-5250-38-6846	Computer Hardware	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,651.39	\$0.00	\$0.00			
	Engineering Services - Capital & Debt Service Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,651.39	\$0.00	\$0.00			
59-5320-38-7100	Admin Indirect Cost Allocation	\$11,290.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5320-38-7110	HR Indirect Cost Allocations	\$8,540.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5320-38-7120	Finance Indirect Cost Alloc.	\$12,390.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5320-38-7130	IT Indirect Cost Allocations	\$19,160.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5320-38-7140	Legal Indirect Cost Allocation	\$9,740.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5320-38-7160	General Indirect Cost Alloc.	\$2,310.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5320-38-7170	Facilities Indirect Cost Alloc	\$2,170.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Engineering Services - Internal Charges Subtotal	\$65,600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Wastewater Enterprise Fund-Engineering Services Total	\$316,180.00	\$196,523.00	61%	\$197,723.00	60%	(\$1,200.00)	\$116,078.64	59%	\$16,096.62	\$0.00	\$0.00			
Wastewater Enterprise Fund-Capital Projects															
59-5320-89-6005	Salary & Wages	\$66,740.00	\$60,530.00	10%	\$60,530.00	10%	\$0.00	\$39,852.20	66%	\$0.00	\$0.00	\$0.00	\$66,740.00	Current authorized positions	
59-5320-89-6046	Other Allowances	\$330.00	\$0.00	∞	\$0.00	∞	\$0.00	\$186.90	∞	\$0.00	\$0.00	\$0.00	\$330.00	Current authorized positions	
59-5320-89-6125	FICA	\$5,140.00	\$4,630.00	11%	\$4,630.00	11%	\$0.00	\$2,976.20	64%	\$0.00	\$0.00	\$0.00	\$5,140.00	Social Security & Medicare	
59-5320-89-6130	ASRS Retirement	\$7,610.00	\$6,870.00	11%	\$6,870.00	11%	\$0.00	\$4,540.42	66%	\$0.00	\$0.00	\$0.00	\$7,610.00	Current authorized positions	
59-5320-89-6134	STD/LTD Insurance	\$200.00	\$310.00	-35%	\$310.00	-35%	\$0.00	\$111.68	36%	\$0.00	\$0.00	\$0.00	\$200.00	Short-Term Disability & ASRS Long-Term Disability	
59-5320-89-6135	Health/Dental/Life Insurance	\$11,130.00	\$10,790.00	3%	\$10,790.00	3%	\$0.00	\$6,736.66	62%	\$0.00	\$0.00	\$0.00	\$11,130.00	Current authorized positions	
59-5320-89-6136	Workers Compensation Insurance	\$870.00	\$1,080.00	-19%	\$1,080.00	-19%	\$0.00	\$525.00	49%	\$0.00	\$0.00	\$0.00	\$870.00	Current authorized positions	
	Capital Projects - Personnel Costs Subtotal	\$92,020.00	\$84,210.00	9%	\$84,210.00	9%	\$0.00	\$54,929.06	65%	\$0.00	\$0.00	\$0.00			
59-5320-89-6215	Gas & Oil	\$100.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$100.00	On Going - (1) Associate Eng	
59-5320-89-6241	Automobile Expense	\$240.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$240.00	On Going - Shares Vehicle with other Engineers	
59-5320-89-6703	Dues/Subscriptions/Licenses	\$550.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$200.00	On Going - Toastmasters Dues	
59-5320-89-6750	Travel & Training	\$1,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$350.00	On Going - transfer from 10-5320-38	
	Capital Projects - Supplies & Services Costs Subtotal	\$1,890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,000.00	On Going - AZ Water Conference	
59-5320-89-7100	Admin Indirect Cost Allocation	\$3,880.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
59-5320-89-7110	HR Indirect Cost Allocations	\$2,930.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			

City of Sedona
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 Public Works Department

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
59-5320-89-7120	Finance Indirect Cost Alloc.	\$5,450.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5320-89-7130	IT Indirect Cost Allocations	\$6,760.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5320-89-7160	General Indirect Cost Alloc.	\$1,310.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
59-5320-89-7170	Facilities Indirect Cost Alloc	\$750.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Capital Projects - Internal Charges Subtotal	\$21,080.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Wastewater Enterprise Fund-Capital Projects Total	\$114,990.00	\$84,210.00	37%	\$84,210.00	37%	\$0.00	\$54,929.06	65%	\$0.00	\$0.00	\$0.00		

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.

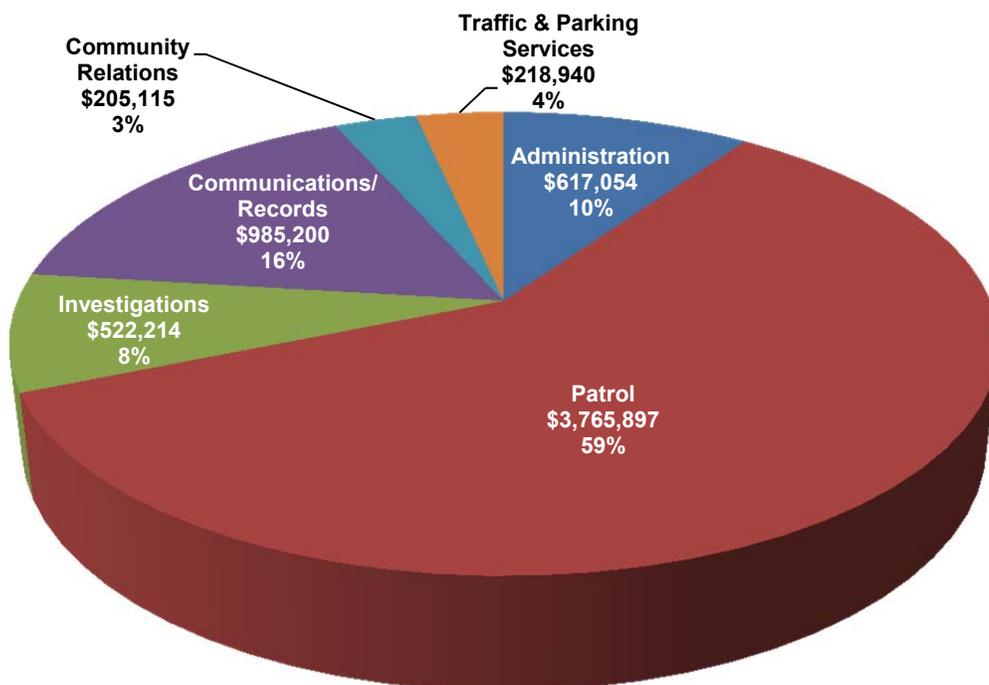
Description

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:

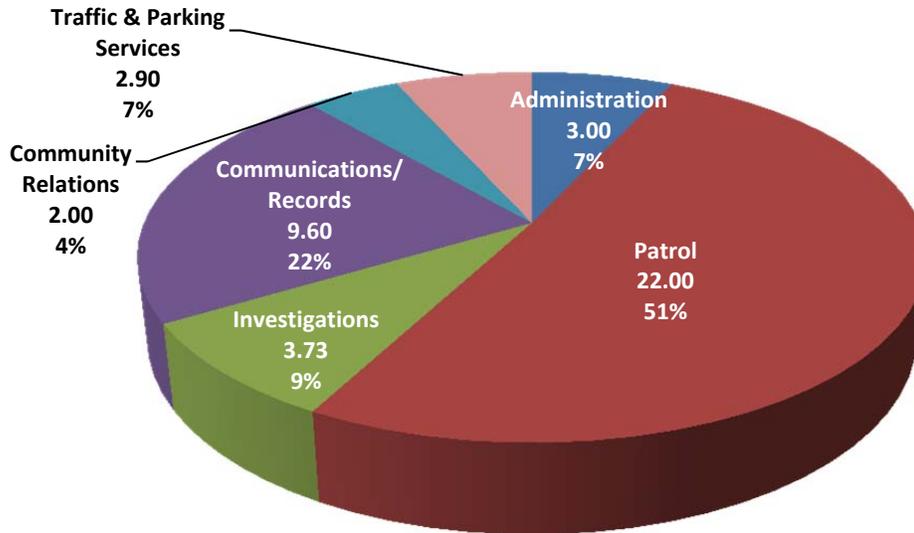
- Administration (includes the Chief's Office and Support Services Division)
- Patrol (includes K-9, SWAT and the School Resource Officer)
- Investigations (includes PANT Investigator and GIITEM Investigator)
- Communications/Records
- Community Relations (includes Community Services Officer/Animal Control, Police Volunteers, Police Explorers and Special Olympics volunteer time)
- Traffic & Parking Services (includes Community Services Aides)

FY 2018 PROGRAM EXPENDITURES: \$6,375,540



POLICE - continued

FY 2018 Percentage of Employee Allocations by Program Area



REVENUES

	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
General Fund Revenues				
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
Sub Total	\$94,672	\$51,900	\$31,450	\$50,060
Grants & Donations Funds Revenues				
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
Sub Total	\$36,240	\$50,000	\$37,870	\$76,100
Total Revenues	\$130,912	\$101,900	\$106,790	\$126,160

POLICE - Administration

Program Expenditures:	\$617,054
Personnel Costs:	\$424,760 (69%)
Supplies & Services:	\$ 62,324 (10%)
Internal Charges:	\$129,970 (21%)
Employee Time Allocation:	3.00 FTEs

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

Program Expenditures:	\$3,765,897
Personnel Costs:	\$2,401,410 (64%)
Supplies & Services:	\$ 266,327 (7%)
Capital & Debt Service:	\$ 218,700 (6%)
Internal Services:	\$ 879,460 (23%)
Employee Time Allocation:	22.00 FTEs

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 Target
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

Program Expenditures:	\$522,214
Personnel Costs:	\$373,990 (71%)
Supplies & Services:	\$ 50,594 (10%)
Internal Charges:	\$ 97,630 (19%)
Employee Time Allocation:	3.73 FTEs

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

Program Expenditures:	\$1,046,320
Personnel Costs:	\$ 608,610 (58%)
Supplies & Services:	\$ 50,290 (5%)
Internal Charges:	\$ 387,420 (37%)
Employee Time Allocation:	9.60 FTEs

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.

FY 18 Objectives

- Upgrade 9-1-1 System from Viper to Vesta/Airbus through the Centrylink 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

Program Expenditures:	\$205,115
Personnel Costs:	\$121,800 (59%)
Supplies & Services:	\$ 29,535 (15%)
Internal Charges:	\$ 53,780 (26%)
Employee Time Allocation:	2.00 FTEs

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 Officers (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.

Community Service Officers (CSOs) are civilian employees who are 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. Community Service Officers also help 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.
- Hire a second CSO employee.

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

Program Expenditures:	\$218,940
Personnel Costs:	\$119,820 (55%)
Supplies & Services:	\$ 13,000 (6%)
Internal Charges:	\$ 86,120 (39%)
Employee Time Allocation:	2.90 FTE

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
General Fund											
10-5510-01 - Administration	\$617,054	\$496,784	24%	\$415,584	48%	\$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)	\$3,720,897	\$2,652,737	40%	\$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)	\$522,214	\$406,261	29%	\$304,861	71%	\$101,400	\$193,973	64%	\$302,765	\$226,370	\$270,295
10-5510-45 - Communications/Records	\$1,046,320	\$602,062	74%	\$607,312	72%	(\$5,250)	\$363,990	60%	\$525,905	\$525,117	\$478,233
10-5510-64 - Community Relations (including Animal Control and Volunteers)	\$188,765	\$13,695	1278%	\$13,695	1278%	\$0	\$4,660	34%	\$18,614	\$27,266	\$61,365
10-5510-81 - Traffic & Parking Services	\$218,940	\$133,240	64%	\$90,810	141%	\$42,430	\$50,588	56%	\$133,586	\$132,551	\$117,009
General Fund Total	\$6,314,190	\$4,304,779	47%	\$4,217,409	50%	\$87,370	\$2,450,943	58%	\$3,749,538	\$3,711,155	\$3,292,220
Grants & Donations Funds											
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
Grants & Donations Funds Total	\$61,350	\$27,550	123%	\$134,602	-54%	(\$107,052)	\$24,072	18%	\$132,000	\$143,815	\$58,396
GRAND TOTALS											
Administration	\$617,054	\$496,784	24%	\$415,584	48%	\$81,200	\$260,966	63%	\$542,925	\$410,865	\$370,851
Patrol	\$3,765,897	\$2,670,287	41%	\$2,915,489	29%	(\$245,202)	\$1,595,490	55%	\$2,350,071	\$2,532,801	\$2,052,531
Investigations	\$522,214	\$406,261	29%	\$304,861	71%	\$101,400	\$193,973	64%	\$302,765	\$226,370	\$270,295
Communications/Records	\$1,046,320	\$602,062	74%	\$607,312	72%	(\$5,250)	\$363,990	60%	\$525,905	\$525,117	\$478,233
Community Relations	\$205,115	\$23,695	766%	\$17,955	1042%	\$5,740	\$10,008	56%	\$26,286	\$27,266	\$61,696
Traffic & Parking Services	\$218,940	\$133,240	64%	\$90,810	141%	\$42,430	\$50,588	56%	\$133,586	\$132,551	\$117,009
Grand Totals	\$6,375,540	\$4,332,329	47%	\$4,352,011	46%	(\$19,682)	\$2,475,015	57%	\$3,881,538	\$3,854,970	\$3,350,616

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	
General Fund													
10-5510-01 - Administration													
Personnel	\$424,760	\$377,130	13%	\$288,000	47%	\$89,130	\$174,185	60%	\$479,996	\$362,115	\$316,839	Current Year Under Budget: Estimated vacancy savings	
Supplies & Services (ongoing)	\$60,074	\$79,654	-25%	\$87,584	-31%	(\$7,930)	\$66,781	76%	\$62,929	\$48,751	\$20,812		Budget Decrease: Training allocated to individual programs (\$35k)
Internal Charges	\$129,970	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0		
Ongoing Total	\$614,804	\$456,784	35%	\$375,584	64%	\$81,200	\$240,966	64%	\$542,925	\$410,865	\$337,651		
Supplies & Services (one-time)	\$2,250	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: 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	One-Time Total	
	\$2,250	\$40,000	-94%	\$40,000	-94%	\$0	\$20,000	50%	\$0	\$0	\$33,200		
Administration Total	\$617,054	\$496,784	24%	\$415,584	48%	\$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)													
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	Budget Increase: Added Police Lieutenant reclassification to Police Commander (Decision Package - CM Contingent Recommendation) Current Year Over Budget: 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		Budget Increase: Added K-9 vet and training supplies (\$8k); moved training from 10-5510-01 (\$34k); moved property damage claims to City Attorney's Office (\$10k) Current Year Over Budget: Estimated vehicle maintenance costs in excess of budgeted amount
Internal Charges	\$879,460	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0		
Ongoing Total	\$3,484,907	\$2,472,737	41%	\$2,549,297	37%	(\$76,560)	\$1,520,926	60%	\$2,225,743	\$2,298,071	\$1,939,571		
Supplies & Services (one-time)	\$17,290	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: 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	Budget: Lease payment for patrol vehicles, additional vehicles for Assigned Vehicle Program (Decision Package - CM Contingent Recommendation)	
One-Time Total	\$235,990	\$180,000	31%	\$235,850	0%	(\$55,850)	\$55,840	24%	\$0	\$90,915	\$54,895		
Patrol Total	\$3,720,897	\$2,652,737	40%	\$2,785,147	34%	(\$132,410)	\$1,576,766	57%	\$2,225,743	\$2,388,986	\$1,994,466		

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
10-5510-44 - Investigations (including PANT Officer and GIITEM Assignment)												
Personnel	\$373,990	\$360,920	4%	\$259,520	44%	\$101,400	\$165,685	64%	\$232,416	\$204,868	\$208,888	Current Year Under Budget: Estimated vacancy savings
Supplies & Services (ongoing)	\$50,594	\$45,341	12%	\$45,341	12%	\$0	\$28,288	62%	\$31,499	\$21,503	\$28,207	
Internal Charges	\$97,630	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	\$522,214	\$406,261	29%	\$304,861	71%	\$101,400	\$193,973	64%	\$263,915	\$226,370	\$237,095	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$38,850	\$0	\$33,200	
Investigations Total	\$522,214	\$406,261	29%	\$304,861	71%	\$101,400	\$193,973	64%	\$302,765	\$226,370	\$270,295	
10-5510-45 - Communications/Records												
Personnel	\$608,610	\$557,840	9%	\$563,090	8%	(\$5,250)	\$338,207	60%	\$487,358	\$491,900	\$454,041	Budget Increase: Increase in overtime (\$9k), added Support Services Clerk (Decision Package - CM Contingent Recommendation)
Supplies & Services (ongoing)	\$49,580	\$44,222	12%	\$44,222	12%	\$0	\$25,783	58%	\$38,547	\$33,217	\$24,192	
Internal Charges	\$387,420	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Ongoing Total	\$1,045,610	\$602,062	74%	\$607,312	72%	(\$5,250)	\$363,990	60%	\$525,905	\$525,117	\$478,233	
Supplies & Services (one-time)	\$710	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: Employment exams for new hires
Communications/Records Total	\$1,046,320	\$602,062	74%	\$607,312	72%	(\$5,250)	\$363,990	60%	\$525,905	\$525,117	\$478,233	
10-5510-64 - Community Relations (including Animal Control and Volunteers)												
Personnel	\$121,800	\$0	∞	\$0	∞	\$0	\$0	N/A	\$16,646	\$25,615	\$57,935	Budget Increase: 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	
Internal Charges	\$53,780	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Community Relations Total	\$188,765	\$13,695	1278%	\$13,695	1278%	\$0	\$4,660	34%	\$18,614	\$27,266	\$61,365	
10-5510-81 - Traffic & Parking Services												
Personnel	\$119,820	\$118,740	1%	\$76,310	57%	\$42,430	\$47,620	62%	\$121,241	\$129,381	\$115,604	Current Year Under Budget: Estimated vacancy savings
Supplies & Services (ongoing)	\$13,000	\$14,500	-10%	\$14,500	-10%	\$0	\$2,968	20%	\$12,345	\$3,170	\$1,405	
Internal Charges	\$86,120	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Traffic & Parking Services Total	\$218,940	\$133,240	64%	\$90,810	141%	\$42,430	\$50,588	56%	\$133,586	\$132,551	\$117,009	

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
General Fund Totals												
Personnel Subtotal	\$4,050,390	\$3,722,330	9%	\$3,537,240	15%	\$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	
Internal Charges Subtotal	\$1,634,380	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$6,075,240	\$4,084,779	49%	\$3,941,559	54%	\$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	
General Fund Total	\$6,314,190	\$4,304,779	47%	\$4,217,409	50%	\$87,370	\$2,450,943	58%	\$3,749,538	\$3,711,155	\$3,292,220	
Grants & Donations Funds												
GD-5510-43 - Patrol (including K-9 Program)												
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	
Ongoing Total	\$0	\$4,850	-100%	\$5,220	-100%	(\$370)	\$4,823	92%	\$0	\$2,627	\$2,778	
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	
One-Time Total	\$45,000	\$12,700	254%	\$125,122	-64%	(\$112,422)	\$13,901	11%	\$124,328	\$141,188	\$55,287	
Patrol Total	\$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)												
Supplies & Services (ongoing)	\$16,350	\$10,000	64%	\$4,260	284%	\$5,740	\$5,348	126%	\$7,672	\$0	\$331	
Community Relations Total	\$16,350	\$10,000	64%	\$4,260	284%	\$5,740	\$5,348	126%	\$7,672	\$0	\$331	
Grants & Donations Funds Totals												
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	

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
Grand Totals												
Personnel Total	\$4,050,390	\$3,727,180	9%	\$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	
Internal Charges Subtotal	\$1,634,380	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$6,091,590	\$4,099,629	49%	\$3,951,039	54%	\$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	\$6,375,540	\$4,332,329	47%	\$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 ⁽¹⁾	2.90	2.90
Community Services Officer	2.00	2.00
Executive Assistant	1.00	0.00
Police Commander ⁽²⁾	2.00	1.00
Police Detective	2.00	2.00
Police Lieutenant ⁽²⁾	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 ⁽¹⁾	0.73	0.73
Support Services Clerk ⁽³⁾	0.60	0.00
Total	43.23	42.63

Org Unit	Org Description	FY18 FTE	FY17 FTE
General Fund			
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	9.60	9.00
10-5510-64	Community Relations	2.00	0.00
10-5510-81	Traffic & Parking Services	2.90	2.90
General Fund Total		43.23	42.63

⁽¹⁾ Part-time positions

⁽²⁾ Lieutenant reclassified as Commander position in Decision Package (CM Contingent Recommendation)

⁽³⁾ Position added in Decision Package (CM Contingent Recommendation as part-time)

Contingent Recommendation \$123,700



City of Sedona Decision Package Fiscal Year 2017-18

Request Title	Police Vehicles
Department	Police Department
Program	01 – Administration and 43 - Patrol
Funding Request Type	Both Ongoing and One-Time
Source of Funds	General Fund
Additional Explanation	

I. Description of Request	
In order to fully implement the Assigned Vehicle Program, the Police Department will need to add (purchase) two new vehicles for the patrol fleet and three replacement vehicles.	
II. Problem/Issue	
A. History/Background	
In the Fiscal Year 2016-17, Council approval was given to the Police Department to implement the Assigned Vehicle Program, which at the time required the purchase five new police vehicles to add to the patrol fleet. During this past FY, the Department only purchased three vehicles instead of the five required. This decision package is for the final purchase of two new vehicles to fully implement the Assigned Vehicle Program.	
B. Does this affect our citizens/customers quality of life?	Yes
If yes, then how:	
As previously approved, the Assigned Vehicle Program will enable officers to more rapidly respond to duty and emergency incidents from home; will lead to decreased maintenance costs; increased service life of vehicles; and more efficient deployment of few personnel resources, leading to better service for our community.	
C. Is this a traditional government function?	Yes
If it is not a traditional function, why should the City of Sedona deal with it?	
D. Does the project/issue relate to the Community Plan (or other master plans)?	
Choose an item.	If other master plan, which?
If not in a specific plan, how does this fit into the City's priorities?	
E. Provide a cost/benefit analysis. What does the City/community get for this investment?	
The newer vehicles will last longer since one officer will be driving the vehicle, rather than a vehicle being driven continually for 24 hours, every day. Studies have shown that an Assigned Vehicle Program will result in better care being given to the vehicles, lower mileage being driven, less maintenance being conducted, and faster and better service delivery to the community.	
III. Risk Analysis	
A. What happens if this is not done?	
Officers will continue to accumulate excessive mileage on their vehicles and, more important, excessive time of use per vehicle, thereby increasing maintenance costs. In addition, the efficient delivery of service will be negatively impacted.	

Contingent Recommendation \$123,700

B. Show examples of best practices from other cities, if applicable:

Law enforcement vehicles accumulate more miles and time faster than regular vehicles, and they are driven in a manner that deteriorates the mechanical systems quicker. Several smaller police agencies and have an Assigned Vehicle Program in place, and they have realized cost savings and increased efficiencies. See previous decision package for more information.

C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:

The officers will continue to drive the older vehicles, one officer will be short a vehicle and there will be no spare vehicle available to the officers waiting to get their vehicle fixed or maintained, which causes a response times for calls of service to increase. See previous decision package for more information.

IV. Implementation

A. What is the timeframe for completion of plan and implementation for project/issue?

The vehicles will be ordered July 1, 2017 and be available for the fleet by March, 2018

B. How will you market/communicate the project/issue to the public?

The Program was previously implemented; this is follow through to finish the project. It is not necessary to market/communicate the project further.

C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.

The newer vehicles should last seven years compared to the average multi-officer use vehicles, which is currently four to five years.

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Ford lease agreements for FY 19-20, FY 20-21 and FY 21-22 (per year)		\$72,512.04
		\$
		\$0
		\$0
Total Ongoing Expenditures		\$72,512.04

Line Item Description (One-Time)	Account*	FY 2017-18 Request
Ford Lease FY 18-19		\$72,512.04
Convert admin vehicle to patrol vehicle		\$1,187.50
In car cameras and laptops		\$50,000
		\$0
Total One-Time Expenditures		\$123,699.54

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

Contingent Recommendation \$123,700

VI. Proposed Cost Savings (If Applicable)		
Please explain any cost savings:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0
Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:		
VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.

Contingent Recommendation \$21,510



City of Sedona Decision Package Fiscal Year 2017-18

Request Title	Police Commander
Department	Police Department
Program	
Funding Request Type	Ongoing
Source of Funds	General Fund
Additional Explanation	The Police Lieutenant position to be eliminated to create this Police Commander position.

I. Description of Request	
The Sedona Police Department organization currently has one Commander and one Lieutenant position under the Chief of Police. We are requesting to eliminate the Lieutenant position and add one additional Commander position, so that the Department command structure is a Chief of Police, two Commanders, and no Lieutenants.	
II. Problem/Issue	
A. History/Background	
The Police Department provides public safety services to the City of Sedona 24 hours a day – 7 days a week. The Department has two Divisions - the Patrol Division (58% of staffing) and the Support Services Division (42% of staffing). The industry standard is to have command-level supervision and leadership at the Division level, and the industry standard is a Commander or Deputy Chief. Each of the Division Commanders must be able to assume the Acting Chief of Police title in the absence of the Chief. A Lieutenant rank is a mid-level supervisor responsible for supervising field sergeants and officers.	
In 2004, the Department had a two Commander structure, one Commander supervising each division. The Chief was able to move the Commanders on occasion to develop and enhance their skills and abilities, and to gain additional insight and knowledge to lead the Department forward and to prepare for the future leadership of the organization. In 2014, the department structure changed to one Commander and one Lieutenant, as a result of personality stresses and not organizational needs. With the new Chief in place, the best organizational structure to lead the Department forward is with two command-level officers.	
B. Does this affect our citizens/customers quality of life?	Yes
If yes, then how:	
In addition to the Executive Leadership team, the Department will have at least one command-level officer available 24 hours a day – 7 days a week.	
C. Is this a traditional government function?	Yes
If it is not a traditional function, why should the City of Sedona deal with it?	
D. Does the project/issue relate to the Community Plan (or other master plans)?	
Choose an item.	If other master plan, which?
If not in a specific plan, how does this fit into the City's priorities?	

Contingent Recommendation \$21,510

E. Provide a cost/benefit analysis. What does the City/community get for this investment?

The mid-level salary (wages and benefits) of a Lieutenant is \$100,417, and the mid-level salary of a Commander is \$110,295 (a difference of less than \$10,000 per year). The anticipated start date of this new Commander position will not be until the end of 2017 or the beginning of 2018, so the cost for the first year will be half (less than \$5,000). The education requirements are higher for the Commander position, so the skill level will naturally be higher, leading to better leadership moving forward. The Department is in the process of raising the bar in terms of command leadership throughout the organization, and having two Commanders working with the Chief of Police will benefit the Department in the short- and long-run.

III. Risk Analysis

A. What happens if this is not done?

If the Commander position is not created, the department will settle with the one Commander and one Lieutenant structure, which will not be the best organizational structure moving forward.

B. Show examples of best practices from other cities, if applicable:

Cottonwood Police Department has two Commanders and no Lieutenants; and Camp Verde Marshal's Office has one Commander and no Lieutenants. In most police departments, the command level positions are of the rank of Commander and above (Deputy/Assistant Chiefs). Because of our small size in terms of personnel, there is no need to have lieutenants in the command structure at this time.

C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:

There are no other alternatives that are as efficient or effective as the Chief-Commanders command structure.

IV. Implementation

A. What is the timeframe for completion of plan and implementation for project/issue?

The Department is in the process of hiring one existing Commander position now. After July 1, 2017, as soon as the organizational structure is determined and the Department has implemented plans to improve our organization, the second (new) Commander position will be advertised. This should occur by the fall of 2017 or the start of 2018.

B. How will you market/communicate the project/issue to the public?

The promotion of the next two commanders will be communicated via local media, and the public will understand the new direction of the Department through quotes from the Chief and City officials.

C. What performance measures will you use to evaluate the project/issue? Include the targets for FY 2017-18, as well as future years as applicable.

Having two qualified Commanders assisting the Chief of Police manage and lead this Department will be evident in the strategic and thoughtful changes throughout our organization, which will improve the direction, the morale, and the retention of our employees.

Contingent Recommendation \$21,510

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Commander (Mid-level) (incremental cost)		\$21,510
		\$0
		\$0
		\$0

Total Ongoing Expenditures **\$21,510**

Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$.00
		\$0
		\$0
		\$0

Total One-Time Expenditures **\$.00**

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

VI. Proposed Cost Savings (If Applicable)

Please explain any cost savings:

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0

Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0

Total One-Time Cost Savings **\$0**

Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:

Contingent Recommendation \$21,510

VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.

Contingent Partial Recommendation \$24,010



City of Sedona Decision Package Fiscal Year 2017-18

Request Title	Full-Time Support Services Clerk
Department	Police Department
Program	45 - Communications
Funding Request Type	Ongoing
Source of Funds	General Fund
Additional Explanation	

I. Description of Request	
The Sedona Police Department is requesting funding for an additional, full time Support Services Clerk to assist with the workload of the Records Division, the front desk, and the Support Section.	
II. Problem/Issue	
A. History/Background	
The Sedona Police Department added one Records Clerk position in FY 96/97. For the past 20 years there has only been one person responsible for all data entry and records requests. The number of police officers working patrol has risen from 10 officers in 1996 and 23 officers in 2017. This translates to 21 patrol officers plus two (2) detectives for a total of 23 additional officers generating reports, citations and arrests. In addition, four part-time staff was added in 2012 to monitor parking in the Uptown area and issue warnings or citations which are also handled by the Records Clerk.	
In 2006 the City Court added two records clerks due to the increased volume of citations being sent to them from the Police Department. Similarly sized police agencies such as Cottonwood P.D., Prescott Valley P.D. and Paradise Valley P.D. have two or more records clerks.	
B. Does this affect our citizens/customers quality of life?	Yes
If yes, then how:	
Currently the Sedona Police Department has one Records Clerk who also serves as a receptionist for our front lobby. The Records Clerk has a multitude of public relations responsibilities including, but not limited to, public records and clearance requests, assisting with public fingerprinting, assisting with inquiries from victims and suspects, researching case information for tow hearings, uploading accident reports to public website for purchase, and generating receipts for various payments received. She also is the liaison to the City Prosecutor, the County Attorneys' offices, Juvenile Probation and the City Court.	
C. Is this a traditional government function?	Yes
If it is not a traditional function, why should the City of Sedona deal with it?	
Police Departments utilize records clerks to provide public customer service, handle their influx of criminal reports, arrests, fingerprint cards, citations, and public records requests.	

Contingent Partial Recommendation \$24,010

D. Does the project/issue relate to the Community Plan (or other master plans)?		
No	If other master plan, which?	
If not in a specific plan, how does this fit into the City's priorities?		
Providing adequate customer service to the public is the cornerstone of the Police Department's mission. The addition of another person to assist the front desk, records clerk, and Support Services Division will enhance our service to the community by decreasing the wait time to receive records and other services in the area of 50%. The time required for our Records Clerk to merge police reports will decrease by 50%, which will allow cases to be reassigned for follow-up quicker. The public and legal requests will be completed quicker.		
E. Provide a cost/benefit analysis. What does the City/community get for this investment?		
The cost would include the entry level salary and benefits for full-time Police Records Technician (SG-5) with an hourly salary of \$13.74, with a mid-range of \$16.00. The position would require access to a computer, phone and work area.		
III. Risk Analysis		
A. What happens if this is not done?		
The Sedona Police Department runs the risk of falling further behind our ability to accurately and quickly enter daily records, i.e. criminal reports, accident reports, citations, warnings, repair orders and field interview cards, being generated by police officers and detectives. There is also a necessity to provide arrest reports to the respective prosecutor in a timely manner and this could be delayed further if there is not additional assistance in Records. We also need to be able to handle public records requests in an efficient and timely manner.		
We are required by AZ State Statutes to maintain case documents until the appeal period has ended or the convicted person has been released from prison (whichever occurs first). This translates to maintaining a case file for as long as 99 years. The Police Department converted to a new electronic Records system in 2003, therefore the majority of cases since that time have been preserved, although there are still paper documents from 2004-2008 time frame that need to be scanned. Any paper records generated by hand or other source prior to 2004 are now degrading to a point where they are no longer legible. These aging records need to be scanned to preserve their integrity, a task which we have not been able to address with only one Records Clerk.		
B. Show examples of best practices from other cities, if applicable:		
Currently Cottonwood P.D. employs two records clerks. They are tasked with records keeping for reports, citations, warnings and pawn slips. They are also required to ensure federal, state and city statistical reports for all crimes and calls for service are documented and submitted timely to the appropriate entities, and job currently handled by one Sedona PD clerk. This is also how Prescott Valley P.D. operates with their three records clerks. In both instances the records clerks also serve as receptionists to the front lobby of their respective police departments.		
C. Discuss other alternatives, if applicable, and why the proposed solution is recommended:		
IV. Implementation		
A. What is the timeframe for completion of plan and implementation for project/issue?		
As soon as possible. The position would be started with the new fiscal year, July 1, 2017. This position's job description is already in existence within our City structure. A compatible work schedule with the current records person would need to be arranged to provide optimal coverage at the front window and allow for best coverage for the workload in Records. A small work area would be made available with a computer and telephone by the front window of the department.		

Contingent Partial Recommendation \$24,010

B. How will you market/communicate the project/issue to the public?

This could easily be measured by the decrease of the back-log in the Records in-basket and the fact that the appropriate court and/or prosecutor received the paperwork within one business day of the date of event. The Records division would then be able to compile statistical information on a monthly basis for staff and these reports readily available at a moment's notice.

Paper records stored under desks and in closets would be electronically scanned, stored again if necessary and/or properly disposed (freeing up additional storage space) once AZ State Statutes have been met on a case by case basis.

V. Proposed Expenditures

Please explain the resources required (in-house staff, consultants, special equipment, ongoing operation and maintenance, other department(s) support, etc.):

Line Item Description (Ongoing)	Account*	FY 2017-18 Request
Annual wages (\$16.00)		\$33,280
Social Security		\$2,064
Medicare		\$483
ASRS-Retirement		\$3,778
STD/LTD Insurance		\$165
Health/Dental/Life Insurance		\$17,213
Workers Comp		\$2,292
Total Ongoing Expenditures		\$49,275
Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
		\$0
		\$0
Total One-Time Expenditures		\$0

Please explain any additional one-time expenditures beyond the FY 2017-18 Request or any expected changes in future ongoing expenditures:

Contingent Partial Recommendation \$24,010

VI. Proposed Cost Savings (If Applicable)		
Please explain any cost savings:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Request
		\$0
		\$0
Total Ongoing Cost Savings		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Request
		\$0
		\$0
Total One-Time Cost Savings		\$0
Please explain any additional one-time cost savings beyond the FY 2017-18 Request or any expected changes in future ongoing cost savings:		
VII. Proposed New Funding Sources or Increased Revenues (If Applicable)		
Please explain any new funding sources or increased revenues:		
Line Item Description (Ongoing)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total Ongoing Funding		\$0
Line Item Description (One-Time)	Account*	FY 2017-18 Estimate
		\$0
		\$0
Total One-Time Funding		\$0
Please explain any additional one-time funding beyond the FY 2017-18 Estimate or any expected changes in future ongoing funding:		

*Full account string including fund, department/division number, and account number.

City of Sedona
FY2017-18 Proposed Budget - Line Item Detail
Police Department

67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
General Fund-Administration														
10-5510-01-6005	Salary & Wages	\$272,220.00	\$267,560.00	2%	\$146,560.00	86%	\$121,000.00	\$71,315.52	49%	\$344,309.38	\$246,443.51	\$221,068.99		
													\$272,220.00	Current authorized positions
10-5510-01-6006	Overtime	\$3,000.00	\$0.00	∞	\$1,900.00	58%	(\$1,900.00)	\$1,240.15	65%	\$444.79	\$30.45	\$0.00		
													\$3,000.00	On-Going for Admin Assist
10-5510-01-6010	Part-Time Wages	\$0.00	\$0.00	N/A	\$63,470.00	-100%	(\$63,470.00)	\$63,461.50	100%	\$0.00	\$0.00	\$0.00		
10-5510-01-6045	Uniform Allowance	\$2,400.00	\$2,400.00	0%	\$3,600.00	-33%	(\$1,200.00)	\$2,400.00	67%	\$1,920.00	\$1,920.00	\$1,920.00		
													\$2,400.00	Current authorized positions
10-5510-01-6046	Other Allowances	\$0.00	\$0.00	N/A	\$450.00	-100%	(\$450.00)	\$447.94	100%	\$0.00	\$0.00	\$0.00		
10-5510-01-6125	FICA	\$7,310.00	\$14,340.00	-49%	\$7,140.00	2%	\$7,200.00	\$3,980.16	56%	\$7,792.38	\$6,393.00	\$4,554.04		
													\$7,310.00	Social Security & Medicare
10-5510-01-6130	ASRS Retirement	\$6,010.00	\$5,240.00	15%	\$5,780.00	4%	(\$540.00)	\$3,610.42	62%	\$15,383.62	\$38,487.45	\$13,509.37		
													\$6,010.00	Current authorized positions
10-5510-01-6131	PSPRS Retirement	\$83,070.00	\$43,780.00	90%	\$30,180.00	175%	\$13,600.00	\$15,385.63	51%	\$58,492.93	\$22,288.75	\$35,116.48		
													\$83,070.00	Current authorized positions
10-5510-01-6134	STD/LTD Insurance	\$400.00	\$1,610.00	-75%	\$720.00	-44%	\$890.00	\$286.24	40%	\$1,954.54	\$1,151.61	\$1,106.60		
													\$400.00	Short-Term Disability & ASRS Long-Term Disability
10-5510-01-6135	Health/Dental/Life Insurance	\$42,970.00	\$32,240.00	33%	\$18,440.00	133%	\$13,800.00	\$8,036.04	44%	\$30,315.08	\$32,091.06	\$26,372.40		
													\$42,970.00	Current authorized positions
10-5510-01-6136	Workers Compensation Insurance	\$7,380.00	\$9,960.00	-26%	\$9,760.00	-24%	\$200.00	\$4,021.00	41%	\$19,383.00	\$13,308.75	\$13,191.38		
													\$7,380.00	Current authorized positions
	Administration - Personnel Costs Subtotal	\$424,760.00	\$377,130.00	13%	\$288,000.00	47%	\$89,130.00	\$174,184.60	60%	\$479,995.72	\$362,114.58	\$316,839.26		
10-5510-01-6024	Meals	\$1,200.00	\$0.00	∞	\$30.00	3900%	(\$30.00)	\$30.06	100%	\$0.00	\$0.00	\$0.00		
													\$1,200.00	On-going/Hosting Meetings PANT; PSAP; Investigations, etc
10-5510-01-6141	Employee Exams	\$1,750.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$175.00	\$0.00	\$0.00		
													\$500.00	One Time/Physical Exams for Cmdr Positions
													\$350.00	One Time/Polygraph Testing for Cmdr Positions
													\$900.00	One time/Psych Evals for Cmdr positions
10-5510-01-6210	Printing/Office Supplies	\$13,000.00	\$12,000.00	8%	\$12,000.00	8%	\$0.00	\$7,701.87	64%	\$0.00	\$84.55	\$0.00		
													\$13,000.00	On-Going/ Forms, CDs and other Office Supplies
10-5510-01-6211	Promotional Items	\$4,650.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$150.00	On-going/Annual Awards Dinner for MADD
													\$4,000.00	On-going/Awards and Give-a-ways for children, other agencies/officers
													\$500.00	One time - Dept Photo and BBQ
10-5510-01-6212	Postage	\$50.00	\$50.00	0%	\$50.00	0%	\$0.00	\$42.31	85%	\$0.00	\$0.00	\$0.00		
													\$50.00	On-going/Overnight shipping and certified mail costs
10-5510-01-6213	Voice & Data Communications	\$2,225.00	\$1,500.00	48%	\$1,500.00	48%	\$0.00	\$702.01	47%	\$1,495.29	\$1,329.03	\$2,542.25		
													\$2,225.00	On-going/Chief and Support Service Cmdr phones
10-5510-01-6214	Uniform Expenses	\$3,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$15.12	∞	\$1,036.77	\$658.53	\$946.70		
													\$3,000.00	On-Going/New uniforms for command staff
10-5510-01-6215	Gas & Oil	\$6,669.00	\$6,669.00	0%	\$6,669.00	0%	\$0.00	\$1,322.10	20%	\$2,318.31	\$3,541.34	\$4,794.70		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Police Department

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5510-01-6241	Automobile Expense	\$1,800.00	\$1,800.00	0%	\$1,800.00	0%	\$0.00	\$2,586.80	144%	\$2,333.55	\$1,258.64	\$1,574.57	\$6,669.00	On-Going/Fuel for Administrative Vehicles
10-5510-01-6243	Spec Supplies/Safety Equip/Emg	\$1,000.00	\$3,000.00	-67%	\$3,000.00	-67%	\$0.00	\$1,799.93	60%	\$2,531.95	\$531.61	\$798.66	\$1,800.00	On-going/Maintenance and repair for admin vehicles
10-5510-01-6244	Office Furniture - Non Capital	\$1,500.00	\$1,500.00	0%	\$1,650.00	-9%	(\$150.00)	\$1,648.00	100%	\$1,183.49	\$0.00	\$2,000.00	\$1,000.00	On-going/Misc supplies
10-5510-01-6245	Office Equipment - Non Capital	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$216.18	∞	\$0.00	\$0.00	\$0.00	\$1,500.00	On-Going/Desks, book-cases, chairs
10-5510-01-6405	Professional Services	\$0.00	\$0.00	N/A	\$7,750.00	-100%	(\$7,750.00)	\$7,750.00	100%	\$0.00	\$0.00	\$0.00	\$0.00	
10-5510-01-6505	Rent	\$2,300.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
10-5510-01-6703	Dues/Subscriptions/Licenses	\$10,680.00	\$10,485.00	2%	\$10,485.00	2%	\$0.00	\$9,269.00	88%	\$7,279.00	\$6,132.60	\$6,660.80	\$2,300.00	On Going/ Rent on Storage Shed
													\$50.00	On Going/ AZ Emergency Services
													\$550.00	On Going/ IACP Membership
													\$525.00	On going/AACOP dues for Chief and Cmdrs
													\$150.00	On Going/FBINA Dues for Chief
													\$875.00	On going/IACP-Net Dept Subscription
													\$230.00	On Going/Police Exec Research Forum - PERF
													\$8,050.00	On-Going/Lexipol Dept Policy Manual
													\$250.00	On-Going/Payson Defense Program-1033
10-5510-01-6705	Public Information Program	\$3,800.00	\$2,650.00	43%	\$2,650.00	43%	\$0.00	\$1,362.66	51%	\$3,301.69	\$3,222.40	\$1,493.88	\$2,000.00	On-Going/community assistance when needed
													\$300.00	On-Going/Police Citizens Academy Supplies
													\$1,500.00	On-Going/Public Ads, Brochures & Resource Materials
10-5510-01-6709	Miscellaneous	\$3,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$95.13	\$0.00	\$0.00	\$3,200.00	On-Going/Misc. items for administration
10-5510-01-6750	Travel & Training	\$5,500.00	\$40,000.00	-86%	\$40,000.00	-86%	\$0.00	\$32,334.49	81%	\$41,178.93	\$31,992.20	\$0.00	\$5,500.00	On Going/ Meetings/ Conferences for Command Staff
	Administration - Supplies & Services Costs Subtotal	\$62,324.00	\$79,654.00	-22%	\$87,584.00	-29%	(\$7,930.00)	\$66,780.53	76%	\$62,929.11	\$48,750.90	\$20,811.56		
10-5510-01-6840	Motor Vehicles	\$0.00	\$40,000.00	-100%	\$40,000.00	-100%	\$0.00	\$20,000.00	50%	\$0.00	\$0.00	\$33,200.00		
	Administration - Capital & Debt Service Costs Subtotal	\$0.00	\$40,000.00	-100%	\$40,000.00	-100%	\$0.00	\$20,000.00	50%	\$0.00	\$0.00	\$33,200.00		
10-5510-01-7000	Equip Replacement Reserve Chrg	\$6,250.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$6,250.00	Vehicles & other equipment replacement reserve
10-5510-01-7100	Admin Indirect Cost Allocation	\$13,080.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-01-7110	HR Indirect Cost Allocations	\$9,890.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-01-7120	Finance Indirect Cost Alloc.	\$28,670.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-01-7130	IT Indirect Cost Allocations	\$37,770.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-01-7140	Legal Indirect Cost Allocation	\$22,680.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-01-7160	General Indirect Cost Alloc.	\$4,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-01-7170	Facilities Indirect Cost Alloc	\$7,130.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Administration - Internal Charges Subtotal	\$129,970.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Administration Total	\$617,054.00	\$496,784.00	24%	\$415,584.00	48%	\$81,200.00	\$260,965.13	63%	\$542,924.83	\$410,865.48	\$370,850.82		
General Fund-Patrol														

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Police Department

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5510-43-6005	Salary & Wages	\$1,369,210.00	\$1,359,790.00	1%	\$1,273,790.00	7%	\$86,000.00	\$768,367.12	60%	\$1,138,393.17	\$1,206,504.10	\$1,017,378.92	\$1,353,690.00	Current authorized positions Decision Package: Police Commander (CM Contingent Recommendation)
10-5510-43-6006	Overtime	\$123,220.00	\$123,220.00	0%	\$288,340.00	-57%	(\$165,120.00)	\$181,626.83	63%	\$229,268.97	\$178,198.22	\$193,545.32	\$15,520.00	On-Going
10-5510-43-6010	Part-Time Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$27,452.98	\$23,203.09	\$17,677.57	\$123,220.00	On-Going
10-5510-43-6045	Uniform Allowance	\$26,400.00	\$28,800.00	-8%	\$28,800.00	-8%	\$0.00	\$20,400.00	71%	\$20,720.37	\$18,970.00	\$10,560.00	\$26,400.00	Current authorized positions
10-5510-43-6046	Other Allowances	\$6,530.00	\$6,000.00	9%	\$6,000.00	9%	\$0.00	\$3,750.00	63%	\$6,000.00	\$6,000.00	\$4,250.00	\$6,530.00	Current authorized positions
10-5510-43-6125	FICA	\$22,120.00	\$26,430.00	-16%	\$31,230.00	-29%	(\$4,800.00)	\$18,026.47	58%	\$24,942.50	\$22,660.04	\$18,648.18	\$22,000.00	Decision Package: Police Commander (CM Contingent Recommendation) \$21,900.00 Medicare only
10-5510-43-6130	ASRS Retirement	\$0.00	\$8,090.00	-100%	\$16,290.00	-100%	(\$8,200.00)	\$7,843.16	48%	\$8,951.92	\$1,953.71	\$0.00	\$535,730.00	Current authorized positions Decision Package: Police Commander (CM Contingent Recommendation)
10-5510-43-6131	PSPRS Retirement	\$541,000.00	\$373,640.00	45%	\$379,140.00	43%	(\$5,500.00)	\$226,933.18	60%	\$323,632.76	\$332,945.75	\$220,004.05	\$5,270.00	Short-Term Disability
10-5510-43-6134	STD/LTD Insurance	\$2,250.00	\$13,250.00	-83%	\$19,550.00	-88%	(\$6,300.00)	\$4,844.27	25%	\$10,808.18	\$10,340.33	\$4,020.02	\$261,240.00	Current authorized positions
10-5510-43-6135	Health/Dental/Life Insurance	\$261,240.00	\$308,030.00	-15%	\$249,030.00	5%	\$59,000.00	\$145,750.59	59%	\$220,995.22	\$250,803.55	\$182,421.26	\$48,940.00	Current authorized positions Decision Package: Police Commander (CM Contingent Recommendation)
10-5510-43-6136	Workers Compensation Insurance	\$49,440.00	\$60,450.00	-18%	\$58,150.00	-15%	\$2,300.00	\$28,624.11	49%	\$82,656.00	\$88,875.85	\$80,060.32	\$500.00	Recommendation)
Patrol - Personnel Costs Subtotal		\$2,401,410.00	\$2,307,700.00	4%	\$2,350,320.00	2%	(\$42,620.00)	\$1,406,165.73	60%	\$2,093,822.07	\$2,140,454.64	\$1,748,565.64		
10-5510-43-6141	Employee Exams	\$2,850.00	\$5,190.00	-45%	\$10,600.00	-73%	(\$5,410.00)	\$10,597.50	100%	\$7,725.00	\$1,142.50	\$7,013.50	\$1,425.00	On Going/ Psych Exams New Hire for Police Officer On Going/Physical Exams New Hires
10-5510-43-6210	Printing/Office Supplies	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$1,710.82	\$600.00	On Going/Polygraph Exams
10-5510-43-6212	Postage	\$350.00	\$350.00	0%	\$350.00	0%	\$0.00	\$5.10	1%	\$496.66	\$128.98	\$35.73	\$350.00	On-Going/Shipping of repair items
10-5510-43-6213	Voice & Data Communications	\$4,200.00	\$4,160.00	1%	\$4,160.00	1%	\$0.00	\$2,598.00	62%	\$2,045.22	\$904.86	\$319.76	\$4,200.00	On Going/ Patrol Cmdr phone, Sgts and Patrol Beat phones
10-5510-43-6214	Uniform Expenses	\$22,400.00	\$13,500.00	66%	\$13,500.00	66%	\$0.00	\$18,388.20	136%	\$18,300.07	\$11,333.26	\$24,625.16	\$600.00	On Going/ Police Patches On Going/ Badges and Wallets On Going/ NARTA PT Uniforms On Going/ Uniforms for new Officers

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Police Department

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
10-5510-43-6215	Gas & Oil	\$63,977.00	\$63,977.00	0%	\$63,977.00	0%	\$0.00	\$25,224.67	39%	\$37,474.95	\$54,210.79	\$52,958.55	\$5,750.00	One Time/ Ballistic vests 5 yr Replacements
10-5510-43-6235	Equipment Repair	\$5,550.00	\$5,550.00	0%	\$5,550.00	0%	\$0.00	\$0.00	0%	\$911.41	\$2,366.75	\$2,137.22	\$63,977.00	On-Going/Fuel costs for patrol vehicles
10-5510-43-6241	Automobile Expense	\$27,000.00	\$37,000.00	-27%	\$65,310.00	-59%	(\$28,310.00)	\$49,259.80	75%	\$35,824.95	\$25,375.19	\$24,186.68	\$5,550.00	On-Going/Misc equipment repair
10-5510-43-6243	Spec Supplies/Safety Equip/Emg	\$1,000.00	\$1,000.00	0%	\$1,000.00	0%	\$0.00	\$851.34	85%	\$2,386.34	\$5,330.55	\$594.08	\$37,000.00	On-Going/Maintenance and repair for patrol vehicles Transferred to Legal for consolidation of property damage claims
10-5510-43-6249	Radio & Phone Equip-Non Capita	\$1,000.00	\$1,000.00	0%	\$1,000.00	0%	\$0.00	\$0.00	0%	\$4,975.33	\$1,513.19	\$363.95	\$1,000.00	On-Going/First Aid Supplies; Traffic Vests
10-5510-43-6251	Tactical-Firearms	\$23,680.00	\$22,670.00	4%	\$22,670.00	4%	\$0.00	\$1,695.40	7%	\$8,609.48	\$50,537.43	\$41,032.80	\$1,000.00	On-Going/Portable Radio Supplies and Accessories
10-5510-43-6405	Professional Services	\$10,050.00	\$2,025.00	396%	\$2,025.00	396%	\$0.00	\$1,123.77	55%	\$6,217.94	\$0.00	\$0.00	\$16,500.00	On Going/ Ammunition
													\$1,000.00	On Going/ Firearms repair
													\$180.00	On Going/ pepper spray replacements - 2 yrs
													\$3,000.00	On Going/ Range supplies
													\$3,000.00	On going/ Taser Supplies
10-5510-43-6703	Dues/Subscriptions/Licenses	\$1,885.00	\$4,245.00	-56%	\$4,245.00	-56%	\$0.00	\$3,479.87	82%	\$2,310.53	\$1,566.78	\$1,335.51	\$650.00	On-Going/Facilities at Range
													\$8,000.00	On-Going/K-9 Vet and Training Supplies
													\$1,400.00	On-Going/Veh Tow Charges
													\$340.00	On-Going/I.D. Checking Guide
													\$1,500.00	On-Going/LexisNexis Annual Law Books
													\$45.00	On-Going/NAFTO
10-5510-43-6709	Miscellaneous	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$21.86	∞	\$2,288.05	\$1,442.56	\$1,187.71		
10-5510-43-6750	Travel & Training	\$34,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Patrol - Supplies & Services Costs Subtotal	\$197,942.00	\$160,667.00	23%	\$194,387.00	2%	(\$33,720.00)	\$113,245.51	58%	\$129,565.93	\$155,852.84	\$157,501.47	\$34,000.00	On Going/Patrol Officers Training
10-5510-43-6840	Motor Vehicles	\$1,188.00	\$60,000.00	-98%	\$60,000.00	-98%	\$0.00	\$0.00	0%	\$0.00	\$90,914.85	\$54,895.20		
10-5510-43-6846	Computer Hardware	\$0.00	\$0.00	N/A	\$11,200.00	-100%	(\$11,200.00)	\$11,192.54	100%	\$0.00	\$0.00	\$0.00	\$1,188.00	Decision Package: Assigned Vehicle Program Completion (CM Contingent Recommendation) - one-time
10-5510-43-6848	Machinery & Equipment	\$25,000.00	\$0.00	∞	\$44,650.00	-44%	(\$44,650.00)	\$44,647.46	100%	\$0.00	\$0.00	\$0.00		
10-5510-43-6925	Lease Purchase Payments	\$192,512.00	\$120,000.00	60%	\$120,000.00	60%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$25,000.00	Decision Package: Assigned Vehicle Program Completion (CM Contingent Recommendation) - one-time

City of Sedona
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67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
														Decision Package: Assigned Vehicle Program Completion (CM Contingent Recommendation) - ongoing
													\$72,512.00	
													\$120,000.00	One Going/2nd Year Lease Payment for 8 Patrol Veh
	Patrol - Capital & Debt Service Costs Subtotal	\$218,700.00	\$180,000.00	22%	\$235,850.00	-7%	(\$55,850.00)	\$55,840.00	24%	\$0.00	\$90,914.85	\$54,895.20		
10-5510-43-7000	Equip Replacement Reserve Chrg	\$126,400.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
													\$126,400.00	Vehicles & other equipment replacement reserve
10-5510-43-7100	Admin Indirect Cost Allocation	\$95,940.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-43-7110	HR Indirect Cost Allocations	\$72,550.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-43-7120	Finance Indirect Cost Alloc.	\$133,580.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-43-7130	IT Indirect Cost Allocations	\$314,600.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-43-7140	Legal Indirect Cost Allocation	\$10,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-43-7150	Clerk Indirect Cost Allocation	\$7,430.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-43-7160	General Indirect Cost Alloc.	\$61,220.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-43-7170	Facilities Indirect Cost Alloc	\$56,150.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Patrol - Internal Charges Subtotal	\$877,870.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Patrol Total	\$3,695,922.00	\$2,648,367.00	40%	\$2,780,557.00	33%	(\$132,190.00)	\$1,575,251.24	57%	\$2,223,388.00	\$2,387,222.33	\$1,960,962.31		
General Fund-Investigations														
10-5510-44-6005	Salary & Wages	\$129,170.00	\$198,750.00	-35%	\$134,750.00	-4%	\$64,000.00	\$88,330.34	66%	\$129,756.81	\$122,350.62	\$122,583.22		
													\$129,170.00	Current authorized positions
10-5510-44-6006	Overtime	\$19,380.00	\$19,380.00	0%	\$19,380.00	0%	\$0.00	\$9,552.60	49%	\$16,815.90	\$11,758.03	\$23,180.19		
													\$19,380.00	On-Going
10-5510-44-6010	Part-Time Wages	\$22,490.00	\$21,360.00	5%	\$21,360.00	5%	\$0.00	\$14,005.26	66%	\$8,143.57	\$0.00	\$0.00		
													\$22,490.00	Current authorized positions
10-5510-44-6045	Uniform Allowance	\$2,400.00	\$3,600.00	-33%	\$3,600.00	-33%	\$0.00	\$2,400.00	67%	\$1,920.00	\$1,920.00	\$1,920.00		
													\$2,400.00	Current authorized positions
10-5510-44-6125	FICA	\$3,910.00	\$4,850.00	-19%	\$3,850.00	2%	\$1,000.00	\$2,489.03	65%	\$2,756.13	\$1,985.49	\$2,065.80		
													\$3,910.00	Social Security & Medicare
10-5510-44-6130	ASRS Retirement	\$2,550.00	\$2,430.00	5%	\$2,430.00	5%	\$0.00	\$1,603.46	66%	\$1,022.25	\$0.00	\$0.00		
													\$2,550.00	Current authorized positions
10-5510-44-6131	PSPRS Retirement	\$51,280.00	\$57,270.00	-10%	\$38,270.00	34%	\$19,000.00	\$25,252.53	66%	\$36,473.32	\$32,631.94	\$26,954.00		
													\$51,280.00	Current authorized positions
10-5510-44-6134	STD/LTD Insurance	\$320.00	\$2,090.00	-85%	\$990.00	-68%	\$1,100.00	\$643.58	65%	\$1,251.57	\$100.00	\$678.69		
													\$320.00	Short-Term Disability & ASRS Long-Term Disability
10-5510-44-6135	Health/Dental/Life Insurance	\$29,440.00	\$42,300.00	-30%	\$28,800.00	2%	\$13,500.00	\$18,489.75	64%	\$25,190.92	\$25,611.39	\$22,691.76		
													\$29,440.00	Current authorized positions
10-5510-44-6136	Workers Compensation Insurance	\$4,940.00	\$8,890.00	-44%	\$6,090.00	-19%	\$2,800.00	\$2,918.00	48%	\$9,086.00	\$8,510.05	\$8,814.46		
													\$4,940.00	Current authorized positions
	Investigations - Personnel Costs Subtotal	\$265,880.00	\$360,920.00	-26%	\$259,520.00	2%	\$101,400.00	\$165,684.55	64%	\$232,416.47	\$204,867.52	\$208,888.12		
10-5510-44-6212	Postage	\$250.00	\$250.00	0%	\$250.00	0%	\$0.00	\$36.88	15%	\$87.75	\$28.07	\$95.71		
													\$250.00	On-going/Found Property Returns
10-5510-44-6213	Voice & Data Communications	\$1,350.00	\$1,320.00	2%	\$1,320.00	2%	\$0.00	\$876.84	66%	\$1,790.93	\$1,207.87	\$1,893.74		
													\$1,350.00	On Going/ Detective Phones
10-5510-44-6215	Gas & Oil	\$8,248.00	\$8,248.00	0%	\$8,248.00	0%	\$0.00	\$3,464.42	42%	\$4,804.95	\$5,063.84	\$7,471.15		

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67% of year completed

													FY2018 Proposed - Details	
Account Number	Account Description	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	Amount	Description
10-5510-44-6241	Automobile Expense	\$2,100.00	\$2,100.00	0%	\$2,100.00	0%	\$0.00	\$482.07	23%	\$1,594.31	\$1,281.50	\$4,538.37	\$8,248.00	On-Going/Fuel Costs for Det
10-5510-44-6243	Spec Supplies/Safety Equip/Emg	\$6,540.00	\$4,540.00	44%	\$4,540.00	44%	\$0.00	\$1,455.94	32%	\$3,583.05	\$3,833.35	\$5,022.36	\$2,100.00	On-Going/Maintenance and repair for detective vehicles
													\$1,500.00	On Going/ Digital cameras and recorders for Patrol
													\$500.00	On going/ Drug Kits
													\$2,500.00	On going/ Evidence Supplies
													\$400.00	On Going/ Fingerprint supplies
													\$1,000.00	On going/ Nitrile Gloves
													\$40.00	On Going/DNA Kits
													\$600.00	One Time/ new evidence fridge
10-5510-44-6703	Dues/Subscriptions/Licenses	\$3,765.00	\$4,403.00	-14%	\$4,403.00	-14%	\$0.00	\$3,618.46	82%	\$3,593.40	\$3,984.70	\$3,965.55	(\$165.00)	IAFCI and IALEFI for Det Dominguez
													\$100.00	On-Going/AAPE Prop/Evidence
													\$330.00	On-Going/Experian
													\$2,355.00	On-going/Leads on Line
													\$660.00	On-going/LexisNexis - Accurint
													\$125.00	On-Going/RMIN
													\$510.00	On-Going/Stericycle
													(\$150.00)	One Time/Stericycle
10-5510-44-6705	Public Information Program	\$1,200.00	\$1,200.00	0%	\$1,200.00	0%	\$0.00	\$570.00	48%	\$29.34	\$659.46	\$0.00	\$1,200.00	On-Going/Offender Watch
10-5510-44-6709	Miscellaneous	\$300.00	\$300.00	0%	\$300.00	0%	\$0.00	\$40.50	14%	\$15.50	\$443.71	\$220.03	\$300.00	On-going/Subpoena Charges
10-5510-44-6720	Community Service Contracts	\$16,900.00	\$17,039.00	-1%	\$17,039.00	-1%	\$0.00	\$16,860.00	99%	\$16,000.00	\$5,000.00	\$5,000.00	\$2,500.00	On going/ YFAC Service
														On Going/ACT (previous TIP)
													\$3,539.00	On going/NARJ Contract
													\$6,000.00	On Going/VV Sanctuary
													\$5,000.00	On-Going/VV Sanctuary
													(\$139.00)	One-time/ adjustment
10-5510-44-6750	Travel & Training	\$3,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,000.00	On going/Detective Trainings
	Investigations - Supplies & Services Costs Subtotal	\$43,653.00	\$39,400.00	11%	\$39,400.00	11%	\$0.00	\$27,405.11	70%	\$31,499.23	\$21,502.50	\$28,206.91		
10-5510-44-6840	Motor Vehicles	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$38,849.58	\$0.00	\$33,200.00		
	Investigations - Capital & Debt Service Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$38,849.58	\$0.00	\$33,200.00		
10-5510-44-7000	Equip Replacement Reserve Chrg	\$5,800.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$5,800.00	Vehicles & other equipment replacement reserve
10-5510-44-7100	Admin Indirect Cost Allocation	\$13,080.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-44-7110	HR Indirect Cost Allocations	\$9,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-44-7120	Finance Indirect Cost Alloc.	\$16,290.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-44-7130	IT Indirect Cost Allocations	\$16,810.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-44-7160	General Indirect Cost Alloc.	\$2,570.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-44-7170	Facilities Indirect Cost Alloc	\$7,660.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Investigations - Internal Charges Subtotal	\$71,210.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Investigations Total	\$380,743.00	\$400,320.00	-5%	\$298,920.00	27%	\$101,400.00	\$193,089.66	65%	\$302,765.28	\$226,370.02	\$270,295.03		
General Fund-Communications														
10-5510-45-6005	Salary & Wages	\$386,990.00	\$375,450.00	3%	\$355,150.00	9%	\$20,300.00	\$209,720.72	59%	\$297,623.98	\$307,308.81	\$291,516.50		

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													Amount	Description
10-5510-45-6006	Overtime	\$22,000.00	\$13,480.00	63%	\$41,180.00	-47%	(\$27,700.00)	\$25,644.08	62%	\$30,481.40	\$32,888.54	\$29,415.84	\$386,990.00	Current authorized positions
10-5510-45-6010	Part-Time Wages	\$20,060.00	\$0.00	∞	\$6,300.00	218%	(\$6,300.00)	\$4,205.00	67%	\$21,506.52	\$4,541.85	\$0.00	\$22,000.00	On-going/ Overtime/Temp Part time wages
10-5510-45-6045	Uniform Allowance	\$4,700.00	\$3,500.00	34%	\$3,500.00	34%	\$0.00	\$3,500.00	100%	\$2,500.00	\$3,166.68	\$3,166.68	\$20,060.00	Decision Package: Support Services Clerk (CM Contingent Recommendation)
10-5510-45-6125	FICA	\$33,190.00	\$29,600.00	12%	\$30,400.00	9%	(\$800.00)	\$18,632.29	61%	\$26,795.72	\$27,299.60	\$23,843.19	\$4,700.00	Current authorized positions
10-5510-45-6130	ASRS Retirement	\$49,190.00	\$44,510.00	11%	\$44,760.00	10%	(\$250.00)	\$27,502.32	61%	\$39,477.57	\$41,149.09	\$36,400.14	\$31,650.00	Decision Package: Support Services Clerk (CM Contingent Recommendation)
10-5510-45-6134	STD/LTD Insurance	\$1,680.00	\$1,910.00	-12%	\$1,910.00	-12%	\$0.00	\$771.24	40%	\$1,696.87	\$1,722.47	\$1,654.54	\$46,920.00	Social Security & Medicare
10-5510-45-6135	Health/Dental/Life Insurance	\$90,020.00	\$88,470.00	2%	\$79,070.00	14%	\$9,400.00	\$47,827.04	60%	\$66,071.43	\$72,641.93	\$66,818.24	\$2,270.00	Current authorized positions Decision Package: Support Services Clerk (CM Contingent Recommendation)
10-5510-45-6136	Workers Compensation Insurance	\$780.00	\$920.00	-15%	\$820.00	-5%	\$100.00	\$404.00	49%	\$1,205.00	\$1,181.30	\$1,226.27	\$100.00	Decision Package: Support Services Clerk (CM Contingent Recommendation)
	Communications - Personnel Costs Subtotal	\$608,610.00	\$557,840.00	9%	\$563,090.00	8%	(\$5,250.00)	\$338,206.69	60%	\$487,358.49	\$491,900.27	\$454,041.40	\$40.00	Short-Term Disability & ASRS Long-Term Disability
10-5510-45-6141	Employee Exams	\$710.00	\$710.00	0%	\$710.00	0%	\$0.00	\$0.00	0%	\$798.00	\$399.00	\$329.00	\$90,020.00	Current authorized positions
10-5510-45-6213	Voice & Data Communications	\$660.00	\$660.00	0%	\$660.00	0%	\$0.00	\$383.57	58%	\$658.34	\$201.83	\$0.00	\$740.00	Decision Package: Support Services Clerk (CM Contingent Recommendation)
10-5510-45-6214	Uniform Expenses	\$1,500.00	\$500.00	200%	\$500.00	200%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$100.00	Current authorized positions
10-5510-45-6235	Equipment Repair	\$41,000.00	\$39,700.00	3%	\$39,700.00	3%	\$0.00	\$24,460.80	62%	\$35,092.00	\$31,666.00	\$20,749.00	\$710.00	On-going/ Annual Generator Repair
10-5510-45-6249	Radio & Phone Equip-Non Capita	\$1,200.00	\$1,200.00	0%	\$1,200.00	0%	\$0.00	\$230.36	19%	\$1,009.53	\$105.51	\$1,684.25	\$39,000.00	On Going/SFD Radio Service Contract (5% annual increase)
													\$2,000.00	On-going/Annual Generator Repair
													\$400.00	On-Going/Headsets
													\$300.00	On-Going/Rechargeable batteries
													\$500.00	On-Going/Wireless Battery Interface

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													FY2018 Proposed - Details	
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10-5510-45-6703	Dues/Subscriptions/Licenses	\$1,720.00	\$1,452.00	18%	\$1,452.00	18%	\$0.00	\$708.73	49%	\$988.89	\$844.61	\$1,429.74		
													\$960.00	On Going/ Language Line Services
													\$760.00	On Going/Communications APCO Membership
10-5510-45-6750	Travel & Training	\$3,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$3,500.00	On Going/Dispatch Cert School and Trainings
	Communications - Supplies & Services Costs Subtotal	\$50,290.00	\$44,222.00	14%	\$44,222.00	14%	\$0.00	\$25,783.46	58%	\$38,546.76	\$33,216.95	\$24,191.99		
10-5510-45-7000	Equip Replacement Reserve Chrg	\$10,900.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$10,900.00	Vehicles & other equipment replacement reserve
10-5510-45-7100	Admin Indirect Cost Allocation	\$43,610.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-45-7110	HR Indirect Cost Allocations	\$31,660.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-45-7120	Finance Indirect Cost Alloc.	\$32,810.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-45-7130	IT Indirect Cost Allocations	\$238,830.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-45-7160	General Indirect Cost Alloc.	\$5,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-45-7170	Facilities Indirect Cost Alloc	\$23,760.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Communications - Internal Charges Subtotal	\$387,420.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Communications Total	\$1,046,320.00	\$602,062.00	74%	\$607,312.00	72%	(\$5,250.00)	\$363,990.15	60%	\$525,905.25	\$525,117.22	\$478,233.39		
General Fund-Animal Control														
10-5510-46-6005	Salary & Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$2,664.35	\$8,774.31	\$36,341.56		
10-5510-46-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$70.65	\$0.00	\$176.76		
10-5510-46-6010	Part-Time Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$10,649.27	\$11,156.15	\$0.00		
10-5510-46-6045	Uniform Allowance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$960.00		
10-5510-46-6125	FICA	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,025.81	\$1,642.34	\$3,100.64		
10-5510-46-6130	ASRS Retirement	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$1,521.94	\$2,327.57	\$4,029.74		
10-5510-46-6134	STD/LTD Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$201.41	\$59.85	\$212.77		
10-5510-46-6135	Health/Dental/Life Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$990.54	\$11,725.62		
10-5510-46-6136	Workers Compensation Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$513.00	\$664.70	\$1,387.44		
	Animal Control - Personnel Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$16,646.43	\$25,615.46	\$57,934.53		
10-5510-46-6212	Postage	\$250.00	\$250.00	0%	\$250.00	0%	\$0.00	\$0.00	0%	\$14.86	\$0.00	\$23.74	\$250.00	On-Going/Rabies Check
10-5510-46-6213	Voice & Data Communications	\$0.00	\$300.00	-100%	\$300.00	-100%	\$0.00	\$185.37	62%	\$223.08	\$266.37	\$313.06		
10-5510-46-6215	Gas & Oil	\$0.00	\$3,000.00	-100%	\$3,000.00	-100%	\$0.00	\$223.71	7%	\$708.08	\$607.31	\$1,509.56		
10-5510-46-6241	Automobile Expense	\$0.00	\$1,500.00	-100%	\$1,500.00	-100%	\$0.00	\$247.86	17%	\$55.03	\$105.91	\$1,161.51		
10-5510-46-6243	Spec Supplies/Safety Equip/Emg	\$500.00	\$500.00	0%	\$500.00	0%	\$0.00	\$0.00	0%	\$45.35	\$209.91	\$422.40	\$500.00	On-Going/Traps, Catch Poles, Containers
10-5510-46-6405	Professional Services	\$1,000.00	\$1,000.00	0%	\$1,000.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$1,000.00	On Going/ Vet Charges for injured domestic animals
10-5510-46-6703	Dues/Subscriptions/Licenses	\$0.00	\$60.00	-100%	\$60.00	-100%	\$0.00	\$0.00	0%	\$35.00	\$35.00	\$0.00		
10-5510-46-6709	Miscellaneous	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$886.59	\$426.27	\$0.00		
	Animal Control - Supplies & Services Costs Subtotal	\$1,750.00	\$6,610.00	-74%	\$6,610.00	-74%	\$0.00	\$656.94	10%	\$1,967.99	\$1,650.77	\$3,430.27		
10-5510-46-7000	Equip Replacement Reserve Chrg	\$4,050.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$4,050.00	Vehicles replacement reserve
10-5510-46-7120	Finance Indirect Cost Alloc.	\$430.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-46-7160	General Indirect Cost Alloc.	\$10.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Animal Control - Internal Charges Subtotal	\$4,490.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-Animal Control Total	\$6,240.00	\$6,610.00	-6%	\$6,610.00	-6%	\$0.00	\$656.94	10%	\$18,614.42	\$27,266.23	\$61,364.80		
General Fund-School Resource Officer														
10-5510-47-6213	Voice & Data Communications	\$675.00	\$300.00	125%	\$520.00	30%	(\$220.00)	\$363.73	70%	\$321.51	\$303.11	\$263.94	\$675.00	On Going/SRO Mobile Phone

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Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
10-5510-47-6215	Gas & Oil	\$3,000.00	\$3,000.00	0%	\$3,000.00	0%	\$0.00	\$1,074.80	36%	\$1,964.57	\$1,391.65	\$2,881.43	\$3,000.00	On-Going/SRO Veh	
10-5510-47-6241	Automobile Expense	\$1,000.00	\$1,000.00	0%	\$1,000.00	0%	\$0.00	\$75.15	8%	\$68.51	\$68.55	\$32.45	\$1,000.00	On-Going/Repairs for SRO Veh	
10-5510-47-6703	Dues/Subscriptions/Licenses	\$70.00	\$70.00	0%	\$70.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$70.00	On-Going Annual Certification Renewal	
10-5510-47-6750	Travel & Training	\$1,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,000.00	On Going/SRO Annual Conference and Training	
School Resource Officer - Supplies & Services Costs Subtotal		\$5,745.00	\$4,370.00	31%	\$4,590.00	25%	(\$220.00)	\$1,513.68	33%	\$2,354.59	\$1,763.31	\$3,177.82			
10-5510-47-7120	Finance Indirect Cost Alloc.	\$730.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5510-47-7160	General Indirect Cost Alloc.	\$40.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
School Resource Officer - Internal Charges Subtotal		\$770.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
General Fund-School Resource Officer Total		\$6,515.00	\$4,370.00	49%	\$4,590.00	42%	(\$220.00)	\$1,513.68	33%	\$2,354.59	\$1,763.31	\$3,177.82			
General Fund-PANT Officer															
10-5510-61-6006	Overtime	\$2,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$2,500.00	Ongoing - Overtime for PANT assignment	
10-5510-61-6125	FICA	\$40.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$40.00	Moved from 10-5510-43	
10-5510-61-6131	PSPRS Retirement	\$930.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$930.00	Moved from 10-5510-43	
10-5510-61-6136	Workers Compensation Insurance	\$90.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$90.00	Moved from 10-5510-43	
PANT Officer - Personnel Costs Subtotal		\$3,560.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5510-61-6215	Gas & Oil	\$3,396.00	\$3,396.00	0%	\$3,396.00	0%	\$0.00	\$816.94	24%	\$0.00	\$0.00	\$0.00	\$3,396.00	On-going/Fuel costs for PANT vehicle	
10-5510-61-6241	Automobile Expense	\$2,545.00	\$2,545.00	0%	\$2,545.00	0%	\$0.00	\$66.04	3%	\$0.00	\$0.00	\$0.00	\$2,545.00	Ongoing - Maintenance and repair for PANT vehicle	
PANT Officer - Supplies & Services Costs Subtotal		\$5,941.00	\$5,941.00	0%	\$5,941.00	0%	\$0.00	\$882.98	15%	\$0.00	\$0.00	\$0.00			
10-5510-61-7120	Finance Indirect Cost Alloc.	\$550.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5510-61-7160	General Indirect Cost Alloc.	\$70.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
PANT Officer - Internal Charges Subtotal		\$620.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
General Fund-PANT Officer Total		\$10,121.00	\$5,941.00	70%	\$5,941.00	70%	\$0.00	\$882.98	15%	\$0.00	\$0.00	\$0.00			
General Fund-GIITEM Assignment															
10-5510-63-6005	Salary & Wages	\$65,290.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$65,290.00	Moved from 10-5510-43	
10-5510-63-6045	Uniform Allowance	\$1,200.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,200.00	Moved from 10-5510-43	
10-5510-63-6125	FICA	\$970.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$970.00	Moved from 10-5510-43	
10-5510-63-6131	PSPRS Retirement	\$22,590.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$22,590.00	Moved from 10-5510-43	
10-5510-63-6134	STD/LTD Insurance	\$110.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$110.00	Moved from 10-5510-43	
10-5510-63-6135	Health/Dental/Life Insurance	\$12,230.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$12,230.00	Moved from 10-5510-43	
10-5510-63-6136	Workers Compensation Insurance	\$2,160.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$2,160.00	Moved from 10-5510-43	
GIITEM Assignment - Personnel Costs Subtotal		\$104,550.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5510-63-6750	Travel & Training	\$1,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$1,000.00	On Going/ PANT Conf and Training	

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													FY2018 Proposed - Details		
Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Amount	Description
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.								
GIITEM Assignment - Supplies & Services Costs Subtotal		\$1,000.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-63-7100	Admin Indirect Cost Allocation	\$4,360.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-63-7110	HR Indirect Cost Allocations	\$3,300.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-63-7120	Finance Indirect Cost Alloc.	\$4,760.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-63-7130	IT Indirect Cost Allocations	\$9,950.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-63-7160	General Indirect Cost Alloc.	\$880.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-63-7170	Facilities Indirect Cost Alloc	\$2,550.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
GIITEM Assignment - Internal Charges Subtotal		\$25,800.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
General Fund-GIITEM Assignment Total		\$131,350.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
General Fund-Community Relations															
10-5510-64-6005	Salary & Wages	\$71,580.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$71,580.00 Moved from 10-5510-43
10-5510-64-6006	Overtime	\$1,000.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$1,000.00 On Going/CSO Late Call
10-5510-64-6045	Uniform Allowance	\$2,400.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$2,400.00 Moved from 10-5510-43
10-5510-64-6125	FICA	\$5,740.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$5,740.00 Moved from 10-5510-43
10-5510-64-6130	ASRS Retirement	\$8,510.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$8,510.00 Moved from 10-5510-43
10-5510-64-6134	STD/LTD Insurance	\$330.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$330.00 Moved from 10-5510-43
10-5510-64-6135	Health/Dental/Life Insurance	\$25,750.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$25,750.00 Moved from 10-5510-43
10-5510-64-6136	Workers Compensation Insurance	\$1,640.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$1,640.00 Moved from 10-5510-43
Community Relations - Personnel Costs Subtotal		\$116,950.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-64-6213	Voice & Data Communications	\$300.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$300.00 On-Going/CSO Phone
10-5510-64-6215	Gas & Oil	\$3,000.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$3,000.00 On-Going/CSO Veh
10-5510-64-6241	Automobile Expense	\$1,500.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$1,500.00 On-Going/CSO Veh Maintenance
Community Relations - Supplies & Services Costs Subtotal		\$4,800.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-64-7100	Admin Indirect Cost Allocation	\$8,720.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-64-7110	HR Indirect Cost Allocations	\$6,600.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-64-7120	Finance Indirect Cost Alloc.	\$6,900.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-64-7130	IT Indirect Cost Allocations	\$19,910.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-64-7160	General Indirect Cost Alloc.	\$1,220.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
10-5510-64-7170	Facilities Indirect Cost Alloc	\$4,750.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
Community Relations - Internal Charges Subtotal		\$48,100.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
General Fund-Community Relations Total		\$169,850.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		
General Fund-S.W.A.T.															
10-5510-80-6214	Uniform Expenses	\$600.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$600.00 On Going/SWAT New Uniforms
10-5510-80-6243	Spec Supplies/Safety Equip/Emg	\$7,040.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		One Time/ Gas Masks and officer safety equip for SWAT \$1,100.00 One Time/ Headsets \$1,730.00 One Time/ Push Talk \$560.00 One Time/Night Vision Goggles \$3,650.00
10-5510-80-6251	Tactical-Firearms	\$6,500.00	\$0.00		\$0.00		\$0.00	\$0.00		N/A	\$0.00	\$0.00	\$0.00		\$2,000.00 On Going/Ammunition and Tactical for SWAT

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Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2018		FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	FY2017 Est. Actuals	Incr. over FY2017 Est.	FY2017 Est.							Amount	Description
10-5510-80-6750	Travel & Training	\$3,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$4,500.00	One Time/ Ballistic Shields
														\$3,500.00	On-Going/Annual SWAT Conf and Training
	S.W.A.T. - Supplies & Services Costs Subtotal	\$17,640.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-80-7120	Finance Indirect Cost Alloc.	\$690.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$690.00	0
10-5510-80-7160	General Indirect Cost Alloc.	\$130.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$130.00	0
	S.W.A.T. - Internal Charges Subtotal	\$820.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	General Fund-S.W.A.T. Total	\$18,460.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
General Fund-Traffic & Parking Services															
10-5510-81-6005	Salary & Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$35,971.61	\$56,726.02	\$55,981.60	\$97,630.00	Current authorized positions
10-5510-81-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$23.91	\$23.91	∞	\$17,306.16	\$16,631.81	\$15,967.43		
10-5510-81-6010	Part-Time Wages	\$97,630.00	\$95,800.00	2%	\$60,900.00	60%	\$34,900.00	\$38,766.85	\$38,766.85	64%	\$36,005.67	\$20,138.71	\$14,977.78		
														\$97,630.00	Current authorized positions
10-5510-81-6045	Uniform Allowance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$960.00	\$0.00	\$960.00	\$7,470.00	Social Security & Medicare
10-5510-81-6125	FICA	\$7,470.00	\$7,330.00	2%	\$4,730.00	58%	\$2,600.00	\$2,974.86	\$2,974.86	63%	\$3,555.32	\$2,794.31	\$2,083.52		
														\$7,470.00	Social Security & Medicare
10-5510-81-6130	ASRS Retirement	\$11,080.00	\$10,870.00	2%	\$6,970.00	59%	\$3,900.00	\$4,409.81	\$4,409.81	63%	\$4,112.01	\$469.17	\$0.00	\$11,080.00	Current authorized positions
10-5510-81-6131	PSPRS Retirement	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$13,274.20	\$17,749.73	\$13,249.81		
10-5510-81-6134	STD/LTD Insurance	\$470.00	\$480.00	-2%	\$350.00	34%	\$130.00	\$101.47	\$101.47	29%	\$309.50	\$54.91	\$320.86		
														\$470.00	Short-Term Disability & ASRS Long-Term Disability
10-5510-81-6135	Health/Dental/Life Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$4,412.07	\$8,092.59	\$7,645.20		
10-5510-81-6136	Workers Compensation Insurance	\$3,170.00	\$4,260.00	-26%	\$3,360.00	-6%	\$900.00	\$1,343.00	\$1,343.00	40%	\$5,334.00	\$5,763.85	\$4,418.11	\$3,170.00	Current authorized positions
	Traffic & Parking Services - Personnel Costs Subtotal	\$119,820.00	\$118,740.00	1%	\$76,310.00	57%	\$42,430.00	\$47,619.90	\$47,619.90	62%	\$121,240.54	\$128,421.10	\$115,604.31		
10-5510-81-6141	Employee Exams	\$500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$175.00	\$0.00	\$0.00	\$500.00	On Going/Phys exams for new CSAs
10-5510-81-6214	Uniform Expenses	\$1,500.00	\$3,000.00	-50%	\$3,000.00	-50%	\$0.00	\$474.63	\$474.63	16%	\$0.00	\$0.00	\$0.00	\$1,500.00	On-Going/Uniforms for CSAs
10-5510-81-6243	Spec Supplies/Safety Equip/Emg	\$10,000.00	\$10,000.00	0%	\$10,000.00	0%	\$0.00	\$2,493.37	\$2,493.37	25%	\$12,170.06	\$3,169.56	\$347.95		
														\$500.00	On-going/Intoxilizer Supplies/DUI Invest Supplies
														\$9,000.00	On-Going/Misc Traffic/parking supplies
														\$500.00	On-Going/Phlebotomy Supplies
10-5510-81-6405	Professional Services	\$1,000.00	\$1,500.00	-33%	\$1,500.00	-33%	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$1,000.00	On-Going/Blood Draws done in ER
10-5510-81-6709	Miscellaneous	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$1,057.00		
	Traffic & Parking Services - Supplies & Services Costs Subtotal	\$13,000.00	\$14,500.00	-10%	\$14,500.00	-10%	\$0.00	\$2,968.00	\$2,968.00	20%	\$12,345.06	\$3,169.56	\$1,404.95		
10-5510-81-7100	Admin Indirect Cost Allocation	\$17,440.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-81-7110	HR Indirect Cost Allocations	\$9,560.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-81-7120	Finance Indirect Cost Alloc.	\$8,530.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-81-7130	IT Indirect Cost Allocations	\$39,810.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-81-7160	General Indirect Cost Alloc.	\$1,280.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
10-5510-81-7170	Facilities Indirect Cost Alloc	\$9,500.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Traffic & Parking Services - Internal Charges Subtotal	\$86,120.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Police Department

67% of year completed

Account Number	Account Description	FY2018 Proposed	FY2017 Budget	FY2018		FY2017 Est. Actuals	FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	FY2018 Proposed - Details	
				Incr. over FY2017 Budget	Incr. over FY2017 Est.									Amount	Description
General Fund-Traffic & Parking Services Total		\$218,940.00	\$133,240.00	64%	\$90,810.00	141%	\$42,430.00	\$50,587.90	56%	\$133,585.60	\$131,590.66	\$117,009.26			
General Fund-Volunteers															
10-5510-84-6136	Workers Compensation Insurance	\$4,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
														Moved workers compensation for volunteers from General Services	
	Volunteers - Personnel Costs Subtotal	\$4,850.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$4,850.00	
10-5510-84-6213	Voice & Data Communications	\$0.00	\$450.00	-100%	\$450.00	-100%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00			
10-5510-84-6214	Uniform Expenses	\$2,000.00	\$2,000.00	0%	\$2,000.00	0%	\$0.00	\$54.86	3%	\$0.00	\$0.00	\$0.00		On-Going/Uniforms for Volunteer	
														\$2,000.00	
10-5510-84-6703	Dues/Subscriptions/Licenses	\$35.00	\$35.00	0%	\$35.00	0%	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00		On-Going/NNO Membership	
														\$35.00	
10-5510-84-6705	Public Information Program	\$4,600.00	\$4,600.00	0%	\$4,600.00	0%	\$0.00	\$2,002.06	44%	\$0.00	\$0.00	\$0.00		On-Going/Annual Volunteer Appreciation	
														\$300.00	
														On-Going/NNO Event Supplies	
														\$4,300.00	
	Volunteers - Supplies & Services Costs Subtotal	\$6,635.00	\$7,085.00	-6%	\$7,085.00	-6%	\$0.00	\$2,056.92	29%	\$0.00	\$0.00	\$0.00	\$0.00		
10-5510-84-7120	Finance Indirect Cost Alloc.	\$740.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5510-84-7130	IT Indirect Cost Allocations	\$360.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
10-5510-84-7160	General Indirect Cost Alloc.	\$90.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00			
	Volunteers - Internal Charges Subtotal	\$1,190.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
	General Fund-Volunteers Total	\$12,675.00	\$7,085.00	79%	\$7,085.00	79%	\$0.00	\$2,056.92	29%	\$0.00	\$0.00	\$0.00	\$0.00		
General Fund-K-9 Program															
10-5510-87-6005	Salary & Wages	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$15,738.74			
10-5510-87-6006	Overtime	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$5,634.48			
10-5510-87-6045	Uniform Allowance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$1,210.00			
10-5510-87-6046	Other Allowances	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$1,500.00			
10-5510-87-6125	FICA	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$330.71			
10-5510-87-6131	PSPRS Retirement	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$3,958.33			
10-5510-87-6134	STD/LTD Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$129.90			
10-5510-87-6135	Health/Dental/Life Insurance	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$1,824.30			
	K-9 Program - Personnel Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$30,326.46			
	General Fund-K-9 Program Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$30,326.46			
RICO Fund-Patrol															
14-5510-43-6214	Uniform Expenses	\$0.00	\$0.00	N/A	\$50,000.00	-100%	(\$50,000.00)	\$0.00	0%	\$0.00	\$0.00	\$0.00			
14-5510-43-6251	Tactical-Firearms	\$5,000.00	\$11,200.00	-55%	\$18,500.00	-73%	(\$7,300.00)	\$12,401.16	67%	\$0.00	\$0.00	\$0.00		One-time tactical equipment/firearms replacements	
														\$5,000.00	
14-5510-43-6405	Professional Services	\$0.00	\$1,500.00	-100%	\$1,500.00	-100%	\$0.00	\$1,500.00	100%	\$0.00	\$0.00	\$0.00			
	Patrol - Supplies & Services Costs Subtotal	\$5,000.00	\$12,700.00	-61%	\$70,000.00	-93%	(\$57,300.00)	\$13,901.16	20%	\$0.00	\$0.00	\$0.00	\$0.00		
	RICO Fund-Patrol Total	\$5,000.00	\$12,700.00	-61%	\$70,000.00	-93%	(\$57,300.00)	\$13,901.16	20%	\$0.00	\$0.00	\$0.00	\$0.00		
Donations & Contributions Fund-Special Olympics															
15-5510-82-6710	Special Programs	\$5,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		On-Going/Special Olympic Events	
														\$5,000.00	
	Special Olympics - Supplies & Services Costs Subtotal	\$5,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		
	Donations & Contributions Fund-Special Olympics Total	\$5,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$0.00		

City of Sedona
 FY2017-18 Proposed Budget - Line Item Detail
 Police Department

67% of year completed

Account Number	Account Description	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	FY2018 Proposed - Details	
													Amount	Description
Donations & Contributions Fund-Explorers Program														
15-5510-86-6214	Uniform Expenses	\$1,000.00	\$0.00	∞	\$260.00	285%	(\$260.00)	\$259.86	100%	\$0.00	\$0.00	\$0.00		
15-5510-86-6703	Dues/Subscriptions/Licenses	\$350.00	\$0.00	∞	\$350.00	0%	(\$350.00)	\$342.40	98%	\$0.00	\$0.00	\$0.00	\$1,000.00	On-Going/Uniforms for Explorers
15-5510-86-6750	Travel & Training	\$10,000.00	\$10,000.00	0%	\$3,650.00	174%	\$6,350.00	\$4,746.04	130%	\$0.00	\$0.00	\$0.00	\$350.00	On-Going/Annual Membership for Explorers
	Explorers Program - Supplies & Services Costs Subtotal	\$11,350.00	\$10,000.00	14%	\$4,260.00	166%	\$5,740.00	\$5,348.30	126%	\$0.00	\$0.00	\$0.00	\$10,000.00	On-Going/Explorer Competitions
	Donations & Contributions Fund-Explorers Program Total	\$11,350.00	\$10,000.00	14%	\$4,260.00	166%	\$5,740.00	\$5,348.30	126%	\$0.00	\$0.00	\$0.00		
Donations & Contributions Fund-K-9 Program														
15-5510-87-6252	K-9 Purchase	\$40,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00	\$40,000.00	One Time/Purchase of K-9
	K-9 Program - Supplies & Services Costs Subtotal	\$40,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
	Donations & Contributions Fund-K-9 Program Total	\$40,000.00	\$0.00	∞	\$0.00	∞	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$0.00		
Operating Grants Fund-N/A														
16-5510-00-6626	Federal/State/County Funding	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$77,103.96	\$0.00		
16-5510-00-6651	K-9 Program	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$2,626.87	\$2,777.83		
16-5510-00-6654	R.I.C.O. Funds/Yavapai County	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$50,429.32	\$40,859.21	\$40,530.02		
16-5510-00-6655	Gov. Office Of Hwy Safety Grants	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$18,776.72	\$23,225.21	\$2,698.00		
16-5510-00-6718	Donations/Contributions	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$7,672.33	\$0.00	\$0.00		
	N/A - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$76,878.37	\$143,815.25	\$46,005.85		
	Operating Grants Fund-N/A Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$76,878.37	\$143,815.25	\$46,005.85		
Operating Grants Fund-GOHS Grant														
16-5510-83-6006	Overtime	\$0.00	\$4,850.00	-100%	\$4,100.00	-100%	\$750.00	\$3,712.53	91%	\$0.00	\$0.00	\$0.00		
16-5510-83-6125	FICA	\$0.00	\$0.00	N/A	\$60.00	-100%	(\$60.00)	\$53.84	90%	\$0.00	\$0.00	\$0.00		
16-5510-83-6131	PSPRS Retirement	\$0.00	\$0.00	N/A	\$960.00	-100%	(\$960.00)	\$958.94	100%	\$0.00	\$0.00	\$0.00		
16-5510-83-6136	Workers Compensation Insurance	\$0.00	\$0.00	N/A	\$100.00	-100%	(\$100.00)	\$97.89	98%	\$0.00	\$0.00	\$0.00		
	GOHS Grant - Personnel Costs Subtotal	\$0.00	\$4,850.00	-100%	\$5,220.00	-100%	(\$370.00)	\$4,823.20	92%	\$0.00	\$0.00	\$0.00		
	Operating Grants Fund-GOHS Grant Total	\$0.00	\$4,850.00	-100%	\$5,220.00	-100%	(\$370.00)	\$4,823.20	92%	\$0.00	\$0.00	\$0.00		
Operating Grants Fund-Explorers Program														
16-5510-86-6718	Donations/Contributions	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$331.33		
	Explorers Program - Supplies & Services Costs Subtotal	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$331.33		
	Operating Grants Fund-Explorers Program Total	\$0.00	\$0.00	N/A	\$0.00	N/A	\$0.00	\$0.00	N/A	\$0.00	\$0.00	\$331.33		