

**Action Minutes
Special City Council Meeting
City Council Chambers, Sedona City Hall,
102 Roadrunner Drive, Sedona, Arizona
Thursday, April 26, 2018, 8:00 a.m.**

1. Call to Order/Pledge of Allegiance/Moment of Silence

Mayor Moriarty called the meeting to order at 8:01 a.m.

2. Roll Call

Roll Call: Mayor Sandy Moriarty, Vice Mayor John Martinez, Councilor John Currivan, Councilor Scott Jablow, Councilor Tom Lamkin, Councilor Jon Thompson, Councilor Jessica Williamson.

Staff Present: City Manager Justin Clifton, Assistant City Manager Karen Osburn, City Attorney Robert Pickels, Jr., Finance Director Cherie Wright, Budget & Accounting Supervisor Jessica Tucker, Human Resources Manager Brenda Tammarine, Chief of Police David McGill, Sergeant Michael Dominguez, PD Executive Assistant Sherri O'Connor, Director of Public Works & City Engineer Andy Dickey, Engineering Supervisor Stephen Craver, Associate Engineer Bob Welch, Associate Engineer James Crowley, Public Works Administrative Supervisor Charlene Penfold, Wastewater Manager Roxanne Holland, Director of Community Development Audree Juhlin, Community Development Administrative Assistant Donna Puckett, City Clerk Susan Irvine.

3. Special Business

Work Session on City of Sedona budget for Fiscal Year 2018/2019. The Council may take action to give direction to staff regarding amendments or changes to the proposed City budget or Capital Improvements Plan.

a. Public Comment

No comments were heard.

b. Continuation of items not completed during the Wednesday, April 25, 2018, 8:00 a.m. Special Budget Work Session Meeting.

Continuation of the following department budgets with presentations and reviews:

Presentation by Cherie Wright and Justin Clifton.

Public Works – presentation by Andy Dickey. The main change to direct costs reflects the cost for an additional engineer to aid in Sedona in Motion transportation projects. One-time costs total \$221,000 for equipment, maintenance, and improvements. **By majority consensus, Council directed staff to look at enhancing the TCA program.** Decision packages were reviewed. Capital improvement projects include the following: art in the roundabouts for \$65,000; Uptown enhancements for \$400,000; recycle drop-off locations \$138,200; storm drainage projects for \$3,315,145; Sedona in Motion projects for \$5,603,685; and streets projects for \$1,199,097.

Break at 10:37 a.m. Reconvened at 10:51 a.m.

City Manager's Office – presentation by Justin Clifton and Sedona Chamber of Commerce & Tourism Bureau CEO & President Jennifer Wesselhoff. The main changes to direct costs reflect the cost to transfer a planner position to a sustainability coordinator position; an increase in the tourism management and development because of an increase in bed tax; and some other budget reductions. One-time costs total \$48,000 for carryovers.

The Sedona Chamber of Commerce has agreed to cap their budget at the FY 2018 level for bed tax funds and leave the rest of the funds with the City for transportation related projects. This would be at least \$270,000 which they would like to see used for expansion of the Verde Lynx and other transportation issues. They are revisioning tourism for Sedona and focusing more on tourism management, not marketing. They are also including a third-party audit in next year's budget. Their sustainable tourism efforts include emphasis on environmental, socio-cultural, and economic sustainability. Justin clarified that the key point for today's discussion is the holdback of funds for transportation projects which impacts the bottom line of the City's budget.

Decision packages were reviewed.

Break at 12:24 p.m. Reconvened at 12:54 p.m.

Police – presentation by Chief McGill. One-time costs total \$195,712 for vehicle lease payments and equipment. Decision packages were reviewed. Capital improvement projects include the following: handheld radios for \$75,000; radio infrastructure for \$231,500; and shooting range improvements for \$236,354.

Wastewater – presentation by Roxanne Holland. The main change to direct costs reflects a reduction in over \$327,000. One-time costs total \$321,150 for carryovers, equipment, maintenance, and improvements. Decision packages were reviewed. Capital improvement projects include the following: remodel administrative building for \$285,000; collections system improvements \$2,605,000; tertiary filter upgrades \$1,607,484; and recharge wells \$153,819.

Community Development – presentation by Audree Juhlin. The main change to direct costs reflects a reduction in over \$171,000. One-time costs total \$127,500 for carryovers and equipment. The decision package was reviewed.

Break at 3:14 p.m. Reconvened at 3:28 p.m.

c. Recap and review of overall budget, decision packages, capital improvement projects, and impact on long-range forecasts.

Presentation by Cherie Wright and Justin Clifton.

By majority consensus, Council recommended funding for decision packages as follows:

Description	Council Direction	One-Time	Ongoing	Total
General Fund				
Expand Lynx Transit Services	100%	-	131,000	131,000
Hazardous Household Materials Cleanup	100%	18,000	-	18,000
Wage Adjustments	100%	-	309,000	309,000
PSPRS Additional Contribution	100%	-	405,200	405,200
CaseWare Reports	100%	80,000	(3,000)	77,000
Part-Time Temporary Inspector Salary Increase	100%	-	20,200	20,200
Asphalt Roller	100%	8,200	-	8,200
Maintenance Worker II	50%	700	8,000	8,700
Air Compressor Jackhammer	100%	22,000	-	22,000
Snowplow, Street Sweeper, and Skid Steer Donation (if cash donated instead, governmental accounting rules require the donation be recorded as revenue and the purchase as expenditure)	100%	-	40,000	40,000
Pesticide Cart/Sprayer	100%	11,500	-	11,500
Economic Development Marketing	100%	-	6,500	6,500
AEDs (also grant portion of \$10,000)	100%	12,000	-	12,000
SWAT	100%	-	16,860	16,860
Ballistic Helmets and Shields	100%	20,000	-	20,000
Civil Court Clerk Position from Part to Full-Time	100%	-	35,000	35,000
General Fund Total		\$172,400	\$968,760	\$1,141,160
Affordable Housing Fund				
Housing Fund Contribution	100%	-	100,000	100,000
Affordable Housing Fund Total		\$-	\$100,000	\$100,000

Grant Fund				
AEDs (also General Fund portion of \$12,000)	100%	10,000	-	10,000
Grant Fund Total		\$10,000	\$-	\$10,000
Wastewater Fund				
Wetlands Cattail Cutter	100%	105,000	(60,000)	45,000
Wastewater Rate Study	100%	100,000	-	100,000
WW Network Connectivity	100%	35,600	(5,480)	30,120
Wastewater Fund Total		\$240,600	\$(65,480)	\$175,120
Information Technology Fund				
PC Help Desk Position	100%	-	44,200	44,200
Update Sedonaaz.gov Website	100%	15,500	-	15,500
Information Technology Fund Total		\$15,500	\$44,200	\$59,700
Grand Total		\$ 438,500	\$ 1,047,480	\$ 1,485,980

By majority consensus, Council agreed to allocate the following amounts for Service Contracts for further discussion when they are considered for approval: Sedona Public Library \$470,392, Humane Society of Sedona \$64,785, Sedona Recycles \$100,445.

4. Executive Session

Upon a public majority vote of the members constituting a quorum, the Council may hold an Executive Session that is not open to the public for the following purposes:

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

No Executive Session was held.

5. Adjournment.

Mayor Moriarty adjourned the meeting at 4:34 p.m. without objection.

I certify that the above are the true and correct actions of the Special City Council Meeting held on April 26, 2018.



Susan L. Irvine, CMC, City Clerk



Date