

AGENDA



4:30 P.M.

CITY COUNCIL MEETING

TUESDAY, MAY 27, 2025

NOTES:

- Public Forum:
Comments are generally limited to **3 minutes**.
- Consent Items:
Items listed under Consent Items have been distributed to Council Members in advance for study and will be enacted by one motion. Any member of the Council, staff or the public may remove an item from the Consent Items for discussion. For additional information on pulling a Consent Item, please contact the City Clerk's Office staff, preferably in advance of the Call to Order. Items removed from the Consent Items may be acted upon before proceeding to the next agenda item.
- Meeting room is wheelchair accessible. American Disabilities Act (ADA) accommodations are available upon request. Please phone 928-282-3113 at least two (2) business days in advance.
- City Council Meeting Agenda Packets are available on the City's website at:

www.SedonaAZ.gov

THE MEETING CAN BE VIEWED
LIVE ON THE CITY'S WEBSITE AT
WWW.SEDONAAZ.GOV OR ON
CABLE CHANNEL 4.

GUIDELINES FOR PUBLIC COMMENT

PURPOSE:

- To allow the public to provide input to the City Council on a particular subject scheduled on the agenda.
- This is not a question/answer session.
- No disruptive behavior or profane language will be allowed.

PROCEDURES:

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

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

2. ROLL CALL

3. CONSENT ITEMS - APPROVE

LINK TO DOCUMENT =

- a. Minutes - April 23, 2025 City Council Special Meeting.
- b. Minutes - April 28, 2025 City Council Special Meeting.
- c. Minutes - April 30 & May 1, 2025 City Council Special Meeting.
- d. AB 3219 Approval of contract amendment for Quality Testing, LLC in the amount of \$91,906 on the Forest Road Connection and Uptown Parking Garage Site Excavation Projects.
- e. AB 3221 Approval of Arizona Energy Efficiency & Conservation Block Grant (EECBG) from the Arizona Governor's Office of Resiliency in an amount not-to-exceed \$250,000 for municipal decarbonization planning and design.
- f. AB 3051 Formal recognition and approval of a Sister Cities Agreement with Canmore, Alberta Canada.

4. APPOINTMENTS - None

5. SUMMARY OF CURRENT EVENTS BY MAYOR/COUNCILORS/CITY MANAGER & COUNCIL ASSIGNMENTS

- a. Executive Session Report

6. PUBLIC FORUM

(This is the time for the public to comment on any issue within the jurisdiction of City Council not listed on the agenda. The City Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.)

7. PROCLAMATIONS, RECOGNITIONS & AWARDS - None.

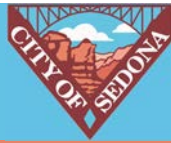
8. REGULAR BUSINESS

- a. AB 3155 Public hearing/discussion/possible action regarding approval of the Tentative City Budget for Fiscal Year 2025-2026.
- b. AB 3218 Discussion/possible action regarding approval of Master Services Agreements for on-call professional services for various disciplines.
- c. AB 3220 Discussion/possible action regarding construction Change Order #15 for the Forest Road Connection Project to support additional work associated with the excavation and soil nailing (slope/cut stabilization) work on the Uptown Parking Garage in the amount of \$382,123.
- d. AB 3217 Discussion/possible direction regarding approval of an Ordinance amending Sedona City Code Title 6 (Animals), by adopting a new Chapter 6.20 (Wild or Exotic Animal Display or Performance). (First Public Meeting).

CITY COUNCIL CHAMBERS
102 ROADRUNNER DRIVE, SEDONA, AZ

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

AGENDA



4:30 P.M.

CITY COUNCIL MEETING

TUESDAY, MAY 27, 2025

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

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

NOTICE TO PARENTS AND LEGAL GUARDIANS: Parents and legal guardians have the right to consent before the City of Sedona makes a video or voice recording of a minor child, pursuant to A.R.S. § 1-602(A)(9). The Sedona City Council meetings are recorded and may be viewed on the City of Sedona website. If you permit your child to attend/participate in a televised City Council meeting, a recording will be made. You may exercise your right not to consent by not allowing your child to attend/participate in the meeting.

Page 2, City Council Meeting Agenda Continued

- e. AB 3188 Discussion/possible direction/action regarding proposed State legislation, short-term rental legislation, lobbying efforts, and State budget and their potential impact on the City of Sedona. 
- f. AB 3066 Discussion/possible action regarding future meeting/agenda items. 

9. 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.

10. ADJOURNMENT

Posted: 5/20/25

By: MG

JoAnne Cook, CMC, City Clerk

CITY COUNCIL CHAMBERS
102 ROADRUNNER DRIVE, SEDONA, AZ

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

**Action Minutes
Special City Council Meeting
City Council Chambers, Sedona City Hall
102 Roadrunner Drive, Sedona, Arizona
Wednesday, April 23, 2025, 3:00 p.m.**

1. Call to Order

Mayor Jablow called the meeting to order at 3:00 p.m.

2. Roll Call

Roll Call: Mayor Scott Jablow, Vice Mayor Holli Ploog via Microsoft Teams link, Councilor Brian Fultz, Councilor Kathy Kinsella, and Councilor Pete Furman and Councilor Derek Pfaff. Councilor Melissa Dunn was absent and excused.

Staff in attendance: City Manager Anette Spickard, Assistant City Attorney Monique Coady, Communications Director Lauren Browne, Tourism Manager Andrew Grossmann, Short-term Rental Specialist Teresah Arthur, Housing Manager Jeanne Blum, Marketing Manager Rob MacMullan and Deputy City Clerk Marcy Garner.

3. Special Business

a. AB 3211 Discussion/direction regarding the Analysis of Short-Term Housing Rentals and the Impact on Housing Availability and Affordability in Sedona prepared by Rounds Consulting Group.

Presentation by Rounds Consulting Group President, Jim Rounds and Economic Analyst, Ethan Burke with Rounds Consulting Group. Lauren Browne was available to answer questions.

Questions and comments by City Council throughout the presentation.

By majority consensus, City Council directed staff to complete the study and bring back the final report.

Break at 4:46 p.m. Reconvened at 5:00 p.m.

b. AB 3212 Discussion/possible direction regarding a tourism update including results of the winter marketing campaign, the summer marketing campaign plan, educational messaging strategies and destination management strategies.

Presentation by Lauren Browne and Andrew Grossmann.

Questions and comments by City Council throughout the presentation.

By majority consensus, Council supported staff's recommendations for the summer marketing strategy including CTV ads, exploring testing ways to attract a higher dollar visitor and staggering future destination marketing campaign flights to launch flight markets earlier than drive markets.

c. Discussion/possible action regarding ideas for future meetings/agenda items – None.

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 held.

5. Adjournment

Mayor Jablow adjourned the meeting at 6:23 p.m. without objection.

I certify that the above are the true and correct actions of the Special City Council Meeting held on April 23, 2025.

Marcy Garner, Deputy City Clerk

Date

**Action Minutes
Special City Council Meeting
City Council Chambers, Sedona City Hall
102 Roadrunner Drive, Sedona, Arizona
Monday, April 28, 2025, 3:00 p.m.**

1. Call to Order

Mayor Jablow called the meeting to order at 3:00 p.m.

2. Roll Call

Roll Call: Mayor Scott Jablow, Vice Mayor Holli Ploog, Councilor Melissa Dunn, Councilor Brian Fultz, Councilor Kathy Kinsella, Councilor Pete Furman, and Councilor Derek Pfaff.

Staff in attendance: City Manager Anette Spickard, Deputy City Manager Andy Dickey, City Attorney Kurt Christianson, Community Development Director Steve Mertes, Housing Manager Jeanne Frieder, Director of Financial Services Barbara Whitehorn, and City Clerk JoAnne Cook.

3. Special Business

- a. **Discussion and consultation with the City Attorney for legal advice and to consider the City's position and instruct its attorneys regarding contracts that are the subject of negotiations regarding Villas on Shelby ground lease agreement, declaration, deed of trust, and promissory note with Villas on Shelby, LLC (HS Development Partners, LLC) at 2250 Shelby Dr., Sedona, Arizona. This matter is brought in executive session pursuant to A.R.S. § 38-431.03(A)(3) & (4).**

See item 4a for executive session information.

- b. **AB 3210 Discussion/possible action regarding approval of a Resolution approving the Ground Lease with Villas on Shelby, LLC (HS Development Partners, LLC) for the Villas on Shelby Affordable Housing Project.**

Introduction by Jeanne Blum. Matt Shoemacher, HS Development Partners, was available for questions.

Presentation by Kurt Christianson.

Questions and comments from City Council.

Motion: Councilor Fultz moved to approve Resolution 2025-05, approving the Ground Lease Agreement, Land Use Restriction Agreement, Deed of Trust, and Promissory Note with The Villas on Shelby, LLC, for the development of a 30-unit LIHTC affordable housing project at 2250 Shelby Drive. Seconded by Councilor Dunn. Vote: Motion passed with five (5) in favor (Jablow, Dunn, Fultz, Furman, Kinsella) and two (2) opposed (Ploog, Pfaff).

Vice Mayor Ploog made a friendly amendment to add the language that the contract is subject to the approval of the city attorney.

Councilor Fultz accepted the friendly amendment.

Comments and questions from City Council.

Motion: Councilor Kinsella moved to waive, in accordance with the City's DIGAH policy, Plan Review and Building Permit Fees in the amount of \$18,924.26 and to allocate \$312,245.41 from the Affordable Housing Fund to pay the Wastewater Capacity Fees and Development Impact Fees for the Villas on Shelby Affordable Housing project. Seconded by Councilor Dunn. Vote: Motion passed with five (5) in favor (Jablow, Dunn, Fultz, Furman, Kinsella) and two (2) opposed (Ploog, Pfaff).

c. Discussion/possible action regarding future meeting/agenda items.

Mayor Jablow requested an executive session with Judge Schlegel prior to his evaluation. City Council supported his request. Staff will schedule a mid-year evaluation meeting.

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).

Motion: Councilor Kinsella moved to go into executive session at 3:01 p.m. regarding item 3a. Seconded by Councilor Dunn. Vote: Motion passed with seven (7) in favor (Jablow, Ploog, Dunn, Fultz, Furman, Kinsella, Pfaff) and zero (0) opposed.

Kurt Christianson gave the admonition.

Reconvened in open session at 4:17 p.m.

Break at 4:18 p.m. Reconvened at 4:24 p.m.

b. Return to open session. Discussion/possible action on executive session items.

Reconvened in open session at 4:17 p.m.

5. Adjournment

Mayor Jablow adjourned the meeting at 5:21 p.m. without objection.

I certify that the above are the true and correct actions of the Special City Council Meeting held on April 28, 2025.

JoAnne Cook, CMC, City Clerk

Date

Action Minutes
Special City Council Meeting – Budget Work Session
City Council Chambers, Sedona City Hall,
102 Roadrunner Drive, Sedona, Arizona
Wednesday, April 30, 2025, 8:00 a.m. &
Thursday, May 01, 2025, 8:00 a.m.

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

Mayor Jablow called the meeting to order at 8:00 a.m.

2. Roll Call

Roll Call: Mayor Scott Jablow, Vice Mayor Holli Ploog, Councilor Melissa Dunn, Councilor Brian Fultz, Councilor Pete Furman, Councilor Kathy Kinsella, Councilor Derek Pfaff.

Staff Present: City Manager Anette Spickard, Deputy City Manager Andy Dickey, City Attorney Kurt Christianson, Director of Financial Services Barbara Whitehorn, Executive Assistant to the City Manager Kristie Turck, Parks and Recreation Manager Josh Frewin, Police Chief Stephanie Foley, Police Commander Chris Dowell, Executive Assistant to the Police Chief Jessica Bryson, Police Support Services Manager Erin Loeffler, Director of Wastewater Roxanne Holland, Human Resources Manager Russ Martin, Special Initiatives Coordinator Kegn Moorcroft, Budget and Financial Analyst Sterling West, Magistrate Judge Paul Schlegel, Sustainability Manager Bryce Beck, Director of Engineering/Public Works Kurt Harris, Assistant Director of Public Works Sandy Phillips, Accounting Technician II Katie Dutro, Transit Administrator Amber Wagner, Information Technology Director Chuck Hardy, Arts & Culture Specialist Nancy Lattanzi, Housing Manager Jeanne Frieder, Tourism Manager Andrew Grossman, Community Development Director Steve Mertes, Tourism & Initiatives Coordinator James Mogensen, Marketing Manager Rob MacMullan, Revenue Supervisor Bernadette Krchnavy, Administrative Assistant Donna Puckett, Sustainability Coordinator Zach Schwarz, Police Victim Advocate/Background Investigations Jamelah Carswell, Police Officer Andrew Cecere, and City Clerk JoAnne Cook.

Items not completed on Wednesday, April 30, 2025, will be carried over to Thursday, May 1, 2025 beginning at 8:00 a.m.

Questions and comments from Council throughout entire budget presentation.

3. Special Business

Work Session regarding City of Sedona budget for Fiscal Year 2025/2026. The Council may take action to give direction regarding amendments or changes to the proposed City budget or Capital Improvements Plan (CIP).

- a. Public Comment: Public comment on all budget items will be taken at the outset of the meeting. Each person commenting will have a maximum of two minutes. The entire period for the public comment will not exceed thirty minutes.**

Sedona City Council
Special Meeting
Budget Work Session
Wednesday, April 30, 2025 &
Thursday, May 01, 2025
8:00 a.m.

Opened public comment at 8:03 a.m.

Skip Daum, Sedona, founder Sedona Artists Consortium, spoke in favor of the Arts & Culture portion of the budget.

Jon Thompson, Sedona, spoke in favor of sustainability decision package.

Brought back to City Council at 8:07 a.m.

b. An introduction to and overview of the 2025/2026 Fiscal Year Budget process will be presented and discussed.

Introduction by Anette Spickard. Anette advised the proposed budget smaller than last fiscal year's budget. Anette thanked staff for all of their work.

Barbara went over the agenda with City Council and thanked staff members Special Initiatives Coordinator Kegn Moorcroft, Executive Assistant to the City Manager Kristie Turck, Planning Manager Cari Meyer, Procurement Officer Ian Coubrough, Revenue Supervisor Bernadette Krchnavy, Human Resources Manager Russ Martin, Information Technology Director Chuck Hardy, GIS Analyst Aaron Seifert, and Marketing Manager Rob MacMullan for their contributions to the budget process.

Breaks were taken during the following times during day one:

Break at 9:11 a.m. Brought back to City Council at 9:30 a.m.

Break at 12:30 p.m. Brought back to City Council at 1:02 p.m.

Break at 3:25 p.m. Brought back to City Council at 3:40 p.m.

c. Economic Outlook and Financial State of the City
i. Economic Outlook and Long-Range Forecast
ii. Financial Forecast for EOY FY25; Fund Balances

Presentation by Barbara Whitehorn.

d. Community Input

i. Recommendations of the Citizen's Budget Work Group (CBWG)

Presentation by Jolene Pierson, Christian Eaton, Ed Kettler, Carol Breen, and Kegn Moorcroft.

Anette clarified she agreed with CBWG that IT vehicle purchased and not leased and said the decision package request submitted by Parks and Recreation for cameras at the park was funded this year, thus a decision package not needed.

City Council thanked the FY26 CBWG members, Jolene Pierson, Bob Lewis, Christian Eaton, Chris Formant, Lindsay Sacks, Carol Breen, Ed, Kettler, Scott Law, Jean Christophe Buillet, and staff members Barbara Whitehorn and Kegn Moorcroft for their participation.

Decision packages showed the following city manager recommendation levels: Recommended (green), Tier 1 , needs to be addressed (orange), Tier 2, should be considered in light of available funds and community priorities (blue), and Not

Sedona City Council
Special Meeting
Budget Work Session
Wednesday, April 30, 2025 &
Thursday, May 01, 2025
8:00 a.m.

Recommended. The decision packages are not included in the base budget, all approved decision packages will be included in the budget and brought forth to City Council for their Tentative Budget approval on May 27, 2025 at the regular City Council Meeting.

e. Operating Budgets and Decision Packages

i. Municipal Court

Presentation by Municipal Court Judge, Paul Schlegel. Direct costs reflect an increase of 7% over FY25. Decision package includes: two Court Specialists positions (2 FTEs); Courtroom Remodel; Hall Security Remodel; and, a Full-time Court Security Officer (.5 FTE).

ii. Finance & General Services

Presentation by Barbara Whitehorn. Direct costs reflect an increase of 3% over FY25. FY26 one-time costs total \$30,200. Decision package includes: eCivics Grant Management Software Add-On.

Direct costs for General Services reflect an increase of 21% over FY25. Service contracts for FY25 totaled \$1,734,580. FY26 increase over FY25 is \$43,278.

- **Small Grants-** The total of small grants awarded for FY25 was \$350,000 with \$350,000 projected for FY26.
- **Service Contracts-** The total of service contracts for FY25 was \$1,734,580 with a proposed \$1,777,58, an increase of 5% for FY26. The service contracts will be up for renewal the end of FY26.
- **Outstanding Bonds-** As of July 1, 2025, equal \$53,999,000 and include CIP projects: \$1,995,000; Land Acquisition \$8,436,000; Wastewater System \$4,283,000; and Sedona In Motion projects \$39,285,000.

iii. City Attorney Office

Presentation by City Attorney Kurt Christianson. Direct costs reflect an increase of 9% over FY25. There are no one-time costs or decision packages.

iv. City Clerk Office and Council Office

Presentation by City Clerk JoAnne Cook.

City Council direct costs reflect a 5% increase from FY25. There are no one-time costs or decision packages.

City Clerk direct costs reflect an increase of 10% from FY25. One-time costs for FY26 total \$16,200. Decision package includes: Short-Term Rental Code Enforcement Officer position (1 FTE).

1. Short-Term Rental Program

Presentation by City Clerk JoAnne Cook and Short-Term Rental Specialist Teresah Arthur.

Sedona City Council
Special Meeting
Budget Work Session
Wednesday, April 30, 2025 &
Thursday, May 01, 2025
8:00 a.m.

v. Information Technology

Presentation by Information Technology Director Chuck Hardy. Direct costs reflect an increase of 14% over FY25. FY26 one-time cost total \$172,155. Decision package includes: IT Vehicle to Service Remote Locations.

Staff will bring back information to City Council regarding their decision to purchase the vehicle rather than leasing.

vi. City Manager's Office

City Manager Office presentation by City Manager Anette Spickard. Direct costs reflect an increase of 19% over FY25. Decision package includes: Community Service Provider Contract One-Time Increase; and, Large Grants Program.

1. Arts & Culture

Arts and Culture presentation by Barbara Whitehorn and Nancy Lattanzi. Direct costs reflect an increase of 10% over FY25. One-time costs for FY26 total \$10,000. There is no decision package.

vii. Community Development

Presentation by Community Development Director Steve Mertes. Direct costs reflect an increase of 12% over FY25. One-time costs total \$50,860. Decision package includes: LDC Update; Implementation Plan for the Western Gateway Master Plan.

1. Housing

Housing presentation by Jeanne Frieder. Direct costs reflect a decrease of 36% from FY25. One-time costs for FY26 total \$380,000. Decision package includes: Affordable Housing Contingency/DIF Contributions.

viii. Parks & Recreation

Presentation by Parks & Recreation Manager Josh Frewin. Direct costs reflect an increase of 13% over FY25. One-time costs total \$34,640. Decision package includes: Hub Upgrades; Posse Grounds Shade Structure; Softball Field Upgrades-Posse Ground Park; and, Fitness Equipment for Sunset and Greyback Park.

ix. Communications, Tourism & Economic Initiatives

Presentation by Communications and Tourism Director Lauren Browne. Direct costs reflected a 3% increase from FY25. One-time costs total \$10,000. There is no decision package.

Andrew Grossman provided statistics on international tourist visiting Sedona.

x. Public Works

Presentation by director of Public Works/City Engineer Kurt Harris. Direct costs reflect an increase of 10% from FY25. One-time costs total \$164,200. Decision package includes: Convert TCA Positions to Two Full-time Positions; Dead Tree Removal Project

for Firewise Effort; Public Works FY26 Vehicle Request; Municipal Power Wash Cleaning; and, Utility Locate Specialist/Inspector in Training.

Lauren Browne provided the FY National Quality Survey's results for street repair; Sedona is similar to the national bench mark (for page PW7 budget packet).

xi. Sustainability

Presentation by Sustainability Manager Bryce Beck. Direct costs reflect an increase of 9% over FY25. Decision package includes: Procured Products & Waste Audit.

xii. Wastewater

Presentation by Director of Wastewater Roxanne Holland. Direct costs reflect an increase of 6%. One-time costs total \$479,800. There is no decision package.

Break at 4:56 p.m. on Wednesday afternoon. Will reconvene Thursday, May 1, 2025 at 8:00 a.m.

The meeting continued on Thursday, May 1, 2025 at 8:00 a.m.

Roll Call: Mayor Scott Jablow, Vice Mayor Holli Ploog, Councilor Melissa Dunn, Councilor Brian Fultz, Councilor Pete Furman, Councilor Kathy Kinsella. Councilor Derek Pfaff entered the meeting at 8:01 a.m.

Questions and comments from Council throughout entire budget presentation.

Councilor Kinsella left the meeting on Thursday, May 1, 2025 at 5:26.p.m.

Breaks were taken during the following times during day two:

Break at 10:26 a.m. Reconvened at 10:40 a.m.

Break at 12:15 p.m. Reconvened at 12:50 p.m.

Break at 2:55 p.m. Reconvened at 3:00 p.m.

xiii. Police

Presentation by Police Chief Stephanie Foley and Police Support Services Manager Erin Loeffler. Direct costs reflect a 28% decrease from FY25. One-time costs total \$827,405. Decision packages include: Part-time Records Technician; Five Patrol Officers: Three Motor/Traffic Officers; Community Outreach Officer; Emergency Management Coordinator/Manager; and, Sustainable Police Patrol Vehicles.

xiv. Public Transit

Presentation by Transit Administrator Amber Wagner. Direct costs reflect a 3% increase over FY25. One-time costs total \$9,700. There is no decision package.

xv. Human Resources

Presentation by Human Resources Director Russ Martin. Direct costs reflect a 3% increase over FY25. There is no one-time costs or decision package.

f. Other Budget Initiatives

Sedona City Council
Special Meeting
Budget Work Session
Wednesday, April 30, 2025 &
Thursday, May 01, 2025
8:00 a.m.

i. Results of Salary Study and Implementation Plan; next steps

Presentation by Human Resources Director Russ Martin and Matt Weatherly, President of Public Sector Personnel Consultants.

ii. Capital Budget and Long-Range Plan

Presentation by Barbara Whitehorn, Kurt Harris, Sandy Phillips, Sterling West, Bryce Beck, Josh Frewin, Police Chief Foley.

Overview of the Fund Summaries

Presentation by Barbara Whitehorn

General Fund – Revenues budgeted at \$49.814M; Fund Balances budgeted at \$26.623M; Equipment Reserves budgeted at \$265K; Less Expenditures of \$31.892M, Less Debt Service of \$3.144M, Less Net Transfers (to other funds) of \$11,786M. Ending Fund Balances total \$29.880M.

Streets Fund – Revenues are budgeted at \$1.180M; Fund Balances budgeted at \$711K; Equipment Reserves budgeted at \$69K; Net Transfers (from other funds) of \$2.236M; Less Expenditures of \$2,798M. Ending Fund Balances total \$1.399M.

Housing Fund – Revenues budgeted at \$241K; Fund Balances budgeted at \$20.034M; Net Transfers (from other funds) \$39K; Less Expenditures of \$454K. Ending Fund Balances total \$19.859M.

Capital Improvements Fund – Revenues budgeted at \$1.941M; Fund Balances budgeted at \$41.846M; Net Transfers (from other funds) at \$9.286M; Less Expenditures of \$35.725M. Ending Fund Balances total \$17.888M.

Public Transit Enterprise Fund – Revenues budgeted at \$1.423M; Fund Balances at \$8.560M; Equipment Reserves at \$251K; Less Expenditures of \$6,007M. Ending Fund Balances total \$6.313M.

Wastewater Fund – Revenues budgeted at \$10.709M; Fund Balances at \$17.743M; Equipment Reserves at \$229K; Net Transfers (from other funds) at \$1.347; Less Expenditures of \$15.047M. Ending Fund Balances total \$15.095.

Information Technology Fund – Revenues budgeted at \$43K; Fund Balances at \$1.910M; Equipment Reserves \$262K; Less Expenditures of \$2.931M. Ending Fund Balances total \$2.024M.

Stephanie Griefenbeg, Small Grants Program Facilitator, answered questions from City Council regarding the Small Grants Program and the proposed Large Grants Program.

Jennifer Brehler, Executive Director of the Sedona Humane Society, answered questions from City Council.

Forecast modeling for the General Fund revenues, expenditures, transfers & fund balances was presented.

g. Recommendations and Discussion

Sedona City Council
Special Meeting
Budget Work Session
Wednesday, April 30, 2025 &
Thursday, May 01, 2025
8:00 a.m.

- i. **Recap of Decision Packages, Costs and CBWG Recommendation**
- ii. **City Manager Recommendations**
- iii. **Discussion and Council Direction**

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.

Andy Dickey, Kurt Harris and Sandy Philips presented on the Capital Improvement Projects.

By majority consensus, City Council directed staff to move forward with the hiring of the Housing Strategy Consultant this fiscal year.

Unanimously, Council agreed to allocate 20K in FY26 for the Arts & Culture CIP project, City Art Murals.

Unanimously, City Council agreed with the CIP for Information Technology; Municipal Court & Hall remodel ; Public Works; Parks & Recreation; Wastewater; and, PD Radio Infrastructure and Body-Worn cameras; Public Transit Maintenance projects as presented with the exception of the Intersection – 7500 West SR 89A, they asked this project be pushed out another year.

Unanimously, City Council agreed with the CIP – Sedona In Motion projects as presented, with the exception of the Ranger/Brewer RAB & Ranger Ext. Improvements to allocate \$2.5M versus the proposed \$5M.

Unanimously, City Council agreed with the CIP – Storm Drainage, Steets and Transportation as presented.

Unanimously, City Council agreed with the Sustainability project for the Decarbonization Plan & Design, they agreed to allocate \$300K vs. \$613K for the Electric Capacity Upgrades, and \$300K for EV Infrastructure allocation vs. \$600K.

By majority consensus, City Council agreed with the CIP for Police Station Remodel-Phase 2.

By majority consensus, council agreed to approve \$2M for Housing contingency and \$1.095M for DIF.

Unanimously, Council agreed with the current SUP Matrix Weight and the FY26 proposed SUP project FY26 allocations.

Sedona City Council
Special Meeting
Budget Work Session
Wednesday, April 30, 2025 &
Thursday, May 01, 2025
8:00 a.m.

City Council directed staff to look at budget savings to address requests in this FY and bring the results back when tentative budget considered.

Councilor Kinsella left the meeting on Thursday, May 1, 2025 at 5:26 p.m., prior to directing given on the last four items listed.

By majority consensus, City Council supported decision packages as indicated below:

Description	Council Direction	One-Time	Ongoing	Total
City Clerk- STR Code Enforcement Officer	Approved	7,155	92,637	99,792
CMO- eCivis Grant Management Software Add-On	Not Approved, bring back w/ tentative budget.	11,500	22,800	34,300
CMO- Large Grants Program	Approved (no double dipping, not to be used for operational expenses, application open to all equally)		200,000	200,000
CMS- Community Service Provider Contract One-Time Increase	Approved (authorized the city manager, under her discretion, to amend the contract in an amount not-to-exceed and additional \$75,000 for the Humane Society)	158,950		158,950
CD- LDC Update	Approved	300,000		300,000
CD- Implementation Plan for the Western Gateway Master Plan	Approved	175,000		175,000
IT- IT Vehicle to Service Remote Locations	Approved \$55K Council directed staff to purchase in FY25	-		-

Sedona City Council
Special Meeting
Budget Work Session
Wednesday, April 30, 2025 &
Thursday, May 01, 2025
8:00 a.m.

Description	Council Direction	One-Time	Ongoing	Total
Court- 2x Court Specialist	Not Approved	-	-	-
Court- Courtroom Remodel	Approved in CIP (see above this chart)	-		-
Court- Hall Security Remodel	Approved (see above this chart)	-		-
Court- Full-time Court Security Officer	Approved		52,861	52,861
P&R- Hub Upgrades	Approved	78,600		78,600
P&R- Posse Grounds Park Shade Structures	Approved	90,000		90,000
P&R- Softball Field Upgrades – Posse Grounds Park	Approved	28,600		28,600
P&R- Fitness Equipment for Sunset and Greyback Park	Approved	21,300		21,300
PD- Parttime Records Technician	Approved	6,979	28,407	35,386
PD- Five Patrol Officers	Approved 9 officers/9mo. 1 to be designated Community Outreach Officer	692,535	502,337	1,194,872
PD- Three Motor/Traffic Officers		373,337	320,371	693,708
PD- Community Outreach Officer		161,474	96,695	258,169
PD- Emergency Management Coordinator/Manager	Approved	66,017	120,830	186,847
PD- Sustainable Police Patrol Vehicles	Not Approved	-		-
PW- Two Full-Time Traffic Control Assistant	Approved	5,710	103,901	109,611
PW- Dead Tree Removal Project for Firewise Effort	Approved		35,000	35,000
PW- Municipal Power Wash Cleaning	Not Approved		-	-
PW- Public Works FY26 Vehicle Request	Approved	78,972		78,972

Sedona City Council
Special Meeting
Budget Work Session
Wednesday, April 30, 2025 &
Thursday, May 01, 2025
8:00 a.m.

Description	Council Direction	One-Time	Ongoing	Total
PW- Utility Locate Specialist/Inspector in Training	Not Approved	-	-	-
Sustainability- Procured Products and Waste Audit	Not Approved	-		-
Grand Total		2,256,129	1,575,838	3,831,967

Meeting was carried over from 8:00 a.m. to 6:07 p.m. on Thursday, May 1, 2025, and actions are reflected above.

5. Adjournment.

Mayor Jablow adjourned the meeting at 6:07 p.m. on Thursday, May 1, 2025.

I certify that the above are the true and correct actions of the Special City Council Meeting held on April 30 & May 1, 2025.

JoAnne Cook, CMC, City Clerk

Date



**CITY COUNCIL
AGENDA BILL**

**AB 3219
May 27, 2025
Consent Items**

Agenda Item: 3d

Proposed Action & Subject: Approval of contract amendment for Quality Testing, LLC in the amount of \$91,906 on the Forest Road Connection and Uptown Parking Garage Site Excavation Projects.

Department PW/Engineering- Bob Welch

Time to Present N/A

Total Time for Item N/A

Other Council Meetings December 10, 2019; February 25, 2020; November 24, 2020; January 12, 2021; May 25, 2021; September 15, 2021; March 14, 2023; June 27, 2023; August 9, 2023; November 15, 2023, May 14, 2024, June 25, 2024, July 9, 2024; and February 25, 2025

Exhibits
A. Contract Amendment
B. Quality Testing Proposal

Finance Approval	Reviewed 05/14/25 BGW	Expenditure Required \$ 91,906 Amount Budgeted \$ 13,893,610 Account No. 22-5320-89-68A (Description) FY25 Uptown Parking Garage (SIM-3A)
City Attorney Approval	Reviewed 5/13/25 KWC	
City Manager's Recommendation	Recommend approval ABS 5/15/25	

SUMMARY STATEMENT

Staff is requesting approval of an amendment to a professional services contract with Quality Testing, LLC in the amount of \$91,906 for Construction Materials Testing on the Uptown Parking Garage Project.

Background:

In August 2024, the site excavation work for the Uptown Parking Garage commenced under a contract with Fann Contracting, Inc. via a change order associated with the Forest Road Connection Project, approved by City Council on July 9, 2024. This excavation was added to the contract with Fann as an economy of scale since Fann was already completing the excavation for the Forest Road connector. Because site excavation was separate from the vertical portion of the garage, the contract for the geotechnical and material testing was also

separated. Staff performed a solicitation for Professional On-Call Services for Geotechnical and Materials Testing and reached out to the four qualified Geotechnical firms associated with the solicitation, seeking proposals for the work. Of those four firms, staff received responses from all four. In the review of the submitted proposals, a selection committee consisting of five Public Works staff members individually reviewed the proposals based on competency and qualifications. Quality Testing, LLC., was chosen to do the work.

Due to the geology of the rock, a clean vertical break was not possible, leading to an expansion of scope. Shotcrete (sprayed concrete) thickness had to increase to allow for a straight construction surface near the structure. This required additional inspections and coordination. The rock floor also had significant variations. When the removal of loose rock was completed, the Aggregate Base Course (ABC), a sub-layer material that provides a supportive foundation, was brought in and compacted to the finished subgrade. The scope expansion includes additional testing for the subgrade and ABC, shotcrete testing, grout testing, and special inspections.

Budget

The Initial contract with Quality Testing, LLC., was for \$85,641. This proposal is an additional \$91,906, bringing the contract amount to \$177,547. There are funds available within the FY25 budget to cover the additional cost. In addition, this additional cost is within the Uptown Parking Garage Project contingency amount so the overall project cost does not increase if this amendment is approved. The overall Uptown Parking Garage Project cost remains at approximately \$26.0M and the overall Forest Road Connection Project cost remains at approximately \$17.6M.

The amendment to the Professional Services Agreement between the City of Sedona and Quality Testing, LLC., in the new total amount of \$177,547, has been provided as Exhibit A of this Agenda Bill.

Climate Action Plan/Sustainability Consistent: ☐Yes - ☐No - ☒Not Applicable

Board/Commission Recommendation: ☐Applicable - ☒Not Applicable

Alternative(s): The City Council could not approve the contract amendment for professional services with Quality Testing, LLC; however, this could cause a delay in getting material testing and special inspections performed on the construction of the project.

MOTION

I move to: approve Amendment 3 of the professional service contract with Quality Testing, LLC., for the Uptown Parking Garage in the amount of \$91,906.



MEMO

PUBLIC WORKS

TO Anette Spickard, City Manager
FROM Bob Welch, Associate City Engineer _____
THRU J. Andy Dickey, PE, Assistant City Manager _____
DATE April 29th, 2025
SUBJECT Amendment #3 SIM-3A Uptown Parking Garage Professional Services Agreement

I am presenting Amendment #3 to the SIM-3A Uptown Parking Garage Professional Services Agreement (Exhibit A). This contract is with the consultant Quality Testing, LLC., for the site excavation portion of the parking garage. This amendment is a cost increase to the professional service agreement due to the delay in the time it has taken to excavate the parking garage; the work to be performed is compaction testing on the structural backfill being placed in the garage site and having an inspector from Quality Testing on site to watch the work being performed on site.

This amendment to the contract increases the term from March 1st, 2025, to June 1st, 2025.

Amendment	Value in Dollars	Contract Value	Contract Duration
0	0	\$85,641	Jan. 1 st 2025
1	0	\$85,641	March 1 st 2025
2	0	\$85,641	June 1 st 2025
3	\$91,906	\$177,547	June 1 st 2025

CITY OF SEDONA, ARIZONA

Anette Spickard, City Manager

ATTEST:

JoAnne Cook, City Clerk

APPROVED AS TO LEGAL FORM:

Kurt W. Christianson, City Attorney

Quality Testing, LLC

By: _____

Title: _____

I hereby affirm that I am authorized to enter into
and sign this Agreement on behalf of
CONSULTANT

EXHIBIT A



MEMO

PUBLIC WORKS

TO Anette Spickard, City Manager

FROM Bob Welch, Associate City Engineer

THRU J. Andy Dickey, PE, Assistant City Manager

DATE February 24, 2025

SUBJECT Amendment #2 SIM-3A Uptown Parking Garage Professional Services Agreement

I am presenting Amendment #2 to the SIM-3A Uptown Parking Garage Professional Services Agreement (Exhibit A). This contract is with the consultant Quality Testing, LLC. With the delay in the excavation for the parking garage the original contract time needs to be extended to accommodate the delay.

This amendment to the contract increases the term from March 1st, 2025 to June 1st, 2025.

Amendment	Value in Dollars	Contract Value	Contract Duration
0	0	\$85,641	Jan. 1 st 2025
1	0	\$85,641	March 1 st 2025
2	0	\$85,641	June 1 st 2025

CITY OF SEDONA, ARIZONA

DocuSigned by:

Anette Spickard

26E2EB04E4F64B8...

Anette Spickard, City Manager

3/3/2025 | 6:06:35 PM MST

Quality Testing, LLC

DocuSigned by:

By: Jeff Schaper

560BDF677B044F4...

Title: President

I hereby affirm that I am authorized to enter into and sign this Agreement on behalf of
CONSULTANT

ATTEST:

DocuSigned by:

JoAnne Cook

F3F3574389784E3...

JoAnne Cook, City Clerk

3/10/2025 | 9:39:35 AM MST

APPROVED AS TO LEGAL FORM:

DocuSigned by:

Kurt Christianson

DA6BB971B6AF411...

Kurt W. Christianson, City Attorney

3/3/2025 | 1:41:14 PM MST

EXHIBIT A



MEMO
PUBLIC WORKS

TO Anette Spickard, City Manager

FROM Bob Welch, Associate City Engineer 

THRU J. Andy Dickey, PE, Assistant City Manager 

DATE January 6, 2025

SUBJECT Amendment #1 SIM-3A Uptown Parking Garage Professional Services Agreement

I am presenting Amendment #1 to the SIM-3A Uptown Parking Garage Professional Services Agreement (Exhibit A). This contract is with the consultant Quality Testing, LLC. With the delay in the excavation for the parking garage the original contract time needs to be extended to accommodate the delay.

This amendment to the contract increases the term from January 1st, 2025 to March 1st, 2025.

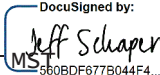
Amendment	Value in Dollars	Contract Value	Contract Duration
0	0	\$85,641	Jan. 1 st 2025
1	0	\$85,641	March 1 st 2025

CITY OF SEDONA, ARIZONA

DocuSigned by:

1/9/2025 | 4:03:20 PM MST
26E2EB04E4F64B8...
Anette Spickard, City Manager

Quality Testing, LLC

DocuSigned by:

BY: Jeff Schaper
1/9/2025 | 4:03:20 PM MST
560BDF677B044F4...
Title: President

I hereby affirm that I am authorized to enter into and sign this Agreement on behalf of CONSULTANT

ATTEST:

DocuSigned by:

1/10/2025 | 10:08:17 AM MST
F3F3574389784E3...
JoAnne COOK, City Clerk

APPROVED AS TO LEGAL FORM:

DocuSigned by:

1/9/2025 | 3:51:33 PM MST
DA6BB971B6AF411...
Kurt W. Christianson, City Attorney

**PROFESSIONAL SERVICES AGREEMENT
FOR
THE CITY OF SEDONA**

This Professional Services Agreement (“Agreement”) is made and entered into on this 24th day of September, 20 24 (“Effective Date”), by and between the City of Sedona, an Arizona municipal corporation (“CITY”) and Quality Testing, LLC (“CONSULTANT”).

RECITALS

- A. CITY intends to undertake a project for the benefit of the public and with public funds that is more fully set forth in Exhibit A, Scope of Work.
- B. CITY desires to retain the professional services of CONSULTANT to perform certain services and produce the specific work as set forth in Exhibit A.
- C. CONSULTANT desires to provide CITY with professional services (“Services”) consistent with consulting or other professional practices and the standards set forth in this Agreement, in order to complete the project; and
- D. CITY and CONSULTANT desire to memorialize their agreement with this document.

AGREEMENT

The parties agree as follows:

1. SCOPE OF WORK.

- A. Scope of Work. The CONSULTANT agrees to perform certain professional consulting and coordinating services for CITY, in connection with Uptown Parking Garage (the “Project”) as set forth in **Exhibit A** “Scope of Work” attached hereto and incorporated by this reference. The services include any and all services reasonably contemplated, normally included, and necessary to complete the Scope of Work in a professional manner with due diligence and in a timely manner, including working closely with the CITY and its designated employees. CONSULTANT shall perform the services required by, and as outlined in, Exhibit A to the satisfaction of the City, exercising that degree of care, skill, diligence and judgment ordinarily exercised, under similar circumstances, by reputable members of its profession in the same locality at the time the services are provided.
- B. Change in Scope of Work. If deemed necessary by CITY, the CONSULTANT and CITY will confer to further define specific tasks in the Scope of Work and estimate the amount of time to be spent on those tasks. Any work that is different from or in addition to the work specified shall constitute a change in the Scope of Work. No such change, including any additional compensation, shall be effective or paid unless authorized by written amendment executed by the City Manager and by CONSULTANT. If CONSULTANT proceeds without such written authorization, CONSULTANT shall be deemed to have waived any claims of unjust enrichment, *quantum meruit* or implied contract. Except as expressly provided herein, no agent, employee or representative of CITY shall have the authority to enter into any changes or modifications, either directly or implied by a course of action, relating to the

terms and scope of this Agreement.

- C. Inspection; Acceptance. All work and Services performed by CONSULTANT will be subject to inspection and acceptance by the CITY at reasonable times during CONSULTANT's performance. If requested by the CITY, CONSULTANT will provide the CITY with record drawings at the completion of the project in such form and detail as the CITY may require.
- D. Time. Time is of the essence for this Agreement. CONSULTANT shall complete all Services timely, efficiently and in accordance with any schedule set forth in Exhibit A.
- E. Corrections. CONSULTANT shall promptly provide, at no additional cost to the CITY, any and all corrections, modifications, additional documents, or other items that may be necessary to correct any errors and/or omissions in the work, Services, documents, designs, specification, and/or drawings by CONSULTANT.
- F. Key Personnel. CONSULTANT shall utilize the key personnel, if any, listed in Exhibit A or in the proposal to the CITY. CONSULTANT shall not change key personnel, not utilize the listed key personnel, or utilize any other key personnel without the prior written approval of the CITY. Any substituted personnel shall have the same or higher qualifications as the personnel being replaced.

2. **COMPENSATION; BILLING.**

- A. Compensation. CITY agrees to pay the CONSULTANT as compensation for Services on a time and materials basis in accordance with the Scope of Work and fee schedule set forth in **Exhibit A** not to exceed a total amount of \$85,641.00. Except as otherwise set forth in this Agreement, billing and payment will be in accordance with the conditions set forth in **Exhibit A**.
- B. Payment. Unless otherwise agreed to by the CITY in writing, CONSULTANT will submit monthly invoices to the CITY. CITY will process and remit payment within thirty (30) days and payment will be delinquent only thirty (30) days after the date received by CITY. Each invoice shall set forth a general description of the work performed, in accordance with the Scope of Work, for the hours billed. Payment may be subject to or conditioned upon CITY'S receipt of unconditional waivers and releases on final payment from all subconsultants. If a dispute over payment arises, and during all claims resolution proceedings, CONSULTANT shall continue to render the Services in a timely manner. Payment by the CITY does not constitute acceptance by the CITY of the Services or CONSULTANT's performance, nor does payment constitute a waiver of any rights or claims by the CITY.
- C. Expenses. Any fee required by any governmental agency in order for CONSULTANT to accomplish a task hereunder shall be provided by CITY and is not included in the hourly fee. No reimbursable expenses or costs of any kind shall be paid by the CITY unless expressly approved by the CITY in writing before they are incurred. Any approved reimbursable expenses will be paid at the actual cost without any markup and will be paid only after they are incurred.

D. Taxes. CONSULTANT shall be solely responsible for any and all tax obligations which may result out of the CONSULTANT's performance of this Agreement. The CITY shall have no obligation to pay any amounts for taxes, of any type, incurred by the CONSULTANT.

3. **OWNERSHIP OF DOCUMENTS.** All documents, including, but not limited to, correspondence, estimates, notes, recommendations, analyses, reports, data and studies that are prepared in the performance of this Agreement are to be, and shall remain, the property of CITY and are to be delivered to CITY before the final payment is made to the CONSULTANT. CONSULTANT hereby grants to the CITY an irrevocable, exclusive, royalty-free perpetual license to reproduce and use any and all data, documents (including electronic documents and files), designs, drawings and specifications prepared or furnished by CONSULTANT pursuant to this Agreement. Any modifications made by the CITY to any of the CONSULTANT'S documents, or any use, partial use or reuse of the documents without written authorization or adaptation by the CONSULTANT will be at the CITY'S sole risk and without liability to the CONSULTANT.
4. **PROFESSIONAL RESPONSIBILITY.** CONSULTANT hereby warrants that it is qualified to assume the responsibilities and render the Services described herein and has all requisite corporate authority and professional licenses in good standing, required by law. CONSULTANT warrants that the Services rendered will conform to the requirements of this Agreement and to the professional standards in the field. The CITY has no obligation to provide CONSULTANT any business registrations, licenses, tools, equipment or material required to perform the Scope of Work.
5. **COMPLIANCE WITH LAW.** It is contemplated that the work and Services to be performed by CONSULTANT hereunder shall be done in compliance with applicable laws, ordinances, rules and regulations that are in effect on the date of this Agreement. Any subsequent changes in applicable laws, ordinances, rules or regulations that necessitate additional work shall constitute a change in the Scope of Work. Each and every provision of law and any clause required by law to be in the Agreement will be read and enforced as though it were included.
6. **INDEMNIFICATION.** To the fullest extent permitted by law, CONSULTANT will indemnify, defend and hold harmless CITY, and each council member, officers, boards, commissions, officials, employee or agent thereof (collectively the CITY and any such person being herein called an "Indemnified Party"), for, from and against any and all losses, claims, damages, liabilities, costs and expenses (including, but not limited to, reasonable attorneys' fees, court costs and the costs of appellate proceedings) to which any such Indemnified Party may become subject, under any theory of liability whatsoever ("Claims") to the extent that such Claims (or actions in respect thereof) relate to, arise out of, or are caused by, or in connection with the negligent acts or omissions, recklessness or intentional misconduct of CONSULTANT, its officers, employees, agents or any tier of subcontractor in connection with CONSULTANT'S work or Services in the performance of this Agreement. In consideration of the award of this Agreement, CONSULTANT agrees to waive all rights of subrogation against the Indemnified Party for losses arising from the work or Services performed by CONSULTANT for the CITY. The amount and type of insurance coverage requirements set forth below will in no way be construed as limiting the scope of the indemnity in this Section.
7. **INSURANCE.**

A. General:

1. The CONSULTANT agrees to procure and maintain in force during the term of this Agreement, at its own cost, the following coverages and as may be requested by CITY, either in the initial bid, or prior to commencement of particular tasks. CONSULTANT shall submit to CITY before any work is performed, certificates from the CONSULTANT's insurance carriers indicating the presence of coverages and limits of liability as follows:

2. Worker's Compensation Insurance:

Coverage A: Statutory benefits as required by the Labor Code of the State of Arizona.

Coverage B: Employer's Liability

Bodily Injury by accident	\$1,000,000 each accident
Bodily Injury by disease	\$1,000,000 policy limit
Bodily Injury by disease	\$1,000,000 each employee

3. Commercial General or Business Liability Insurance with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000.00) each occurrence and TWO MILLION DOLLARS (\$2,000,000.00) general aggregate.

4. Automobile Liability Insurance with minimum combined single limits for bodily injury and property damage of not less than ONE MILLION DOLLARS (\$1,000,000.00) for any one occurrence, with respect to each of the CONSULTANT'S owned, hired or non-owned automobiles assigned to or used in performance of the Services. Certificate to reflect coverage for "Any Auto, All Owned, Scheduled, Hired or Non-Owned."

5. Professional Liability coverage with minimum limits of ONE MILLION DOLLARS (\$1,000,000.00) each claim and TWO MILLION DOLLARS (\$2,000,000.00) general aggregate. If approved by CITY, evidence of qualified self-insured status may be substituted for one or more of the foregoing insurance coverages. Coverage must have no exclusion for design-build projects.

B. CONSULTANT shall procure and maintain the minimum insurance coverages listed herein. Such coverages shall be procured and maintained with forms and insurers acceptable to CITY, acceptance of which shall not be unreasonably withheld. All coverages shall be continuously maintained to cover all liability, claims, demands and other obligations assumed by the CONSULTANT pursuant this Agreement. In the case of any claims made to the policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.

C. All policies must be written by insurance companies whose rating, in the most recent AM Best's Rating Guide, is not less than A- VII or higher, unless CONSULTANT obtains prior written approval of CITY.

D. A Certificate of Insurance shall be completed by the CONSULTANT'S insurance agent(s) as evidence that policies providing the required coverages, conditions and minimum limits are in full force and effect and shall be subject to review and approval by CITY. The

Certificate shall identify this Agreement and shall provide that the coverages afforded under the policies shall not be canceled, terminated or limits reduced until at least thirty (30) days prior written notice has been given to CITY. The CITY shall be named as an additional insured. The completed Certificate of Insurance shall be sent to:

City of Sedona
102 Roadrunner Drive
Sedona, AZ 86336
ATTN: City Clerk

- E. Failure on the part of CONSULTANT to procure or maintain policies providing the required coverages, conditions and minimum limits shall constitute a Material Breach of Contract upon which CITY may immediately terminate this Agreement or, at its discretion, CITY may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by CITY shall be repaid by the CONSULTANT to CITY upon demand, or CITY may offset the cost of the premiums against any monies due to CONSULTANT from CITY.
- F. CITY reserves the right to request and receive a certified copy of any policy and any pertinent endorsement thereto. CONSULTANT agrees to execute any and all documents necessary to allow CITY access to any and all insurance policies and endorsements pertaining to this particular job.
- G. All policies shall provide primary coverage and waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to any person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay for the insurance premium directly or indirectly and whether or not the person or entity had an insurable interest in the property damaged.
- H. The following policies shall include Additional Insured endorsements: Automobile Liability Insurance and Commercial General Liability.
- I. CITY reserves the right to require higher limits of liability coverage if, in the CITY's opinion, operations or services create higher than normal hazards.
- 8. **NON-ASSIGNABILITY.** Neither this Agreement, nor any of the rights or obligations of the parties hereto, shall be assigned by either party without the written consent of the other.
- 9. **TERM; TERMINATION.**
 - A. Term. This Agreement shall terminate on January 1, 2025, or at such time as the work in the Scope of Work is completed, whichever occurs first.
 - B. Termination for Convenience. This Agreement is for the convenience of the CITY and may be immediately terminated without cause after receipt by the CONSULTANT of written notice by the CITY. Upon termination for convenience, CITY shall pay CONSULTANT for all work previously authorized and performed prior to the date of termination. If, however, CONSULTANT has substantially or materially breached the standards and terms

of this Agreement, CITY shall have any remedy or right of set-off available at law and equity. Upon any termination of this Agreement, no further payments shall be due from the CITY to CONSULTANT unless and until CONSULTANT has delivered to the CITY full sized and usable copies of all documents, designs, drawings, and specifications generated by CONSULTANT in relation to the Project or this Agreement. No other payments, including any payment for lost profit or business opportunity, and no penalty shall be owed by CITY to CONSULTANT in the event of termination upon notice. After termination, CONSULTANT may complete other such work as it deems necessary, except that such work will be at its own expense and there shall be no "termination charge" whatsoever to CITY.

- C. Termination for Cause. CITY may terminate this Agreement for cause if CONSULTANT fails to cure any breach of this Agreement within seven days after receipt of written notice specifying the breach.
 - D. Extension for Procurement Purposes. Upon expiration of the Term of this Agreement, including the initial term and any renewals, at the CITY'S discretion, this Agreement may be extended on a month-to-month basis for a maximum of six (6) months to allow for the CITY to complete its procurement processes to select a vendor to provide the services/materials similar to those provided under this Agreement. There are no automatic renewals of this Agreement.
 - E. Appropriation of Funds. Every payment obligation of the CITY under this Agreement is conditioned upon the availability of funds appropriated or allocated for payment of such obligation. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by the CITY at the end of the period for which funds are available. No liability shall accrue to the CITY in the event this provision is exercised, and CITY shall not be obligated or liable for any future payments or for any damages resulting from termination under this provision.
10. **VENUE; JURISDICTION; JURY TRIAL WAIVER.** This Agreement shall be governed by the laws of the State of Arizona, and any legal action concerning the provisions hereof shall be brought in the County of Yavapai, State of Arizona. Both parties hereby waive any right to a jury trial which they may otherwise have in the event of litigation arising out of this Agreement or the subject matter thereof and consent to a trial to the court.
11. **INDEPENDENT CONTRACTOR.** CONSULTANT is an independent contractor. Notwithstanding any provision appearing in this Agreement, and any exhibits and/or addenda, all personnel assigned by CONSULTANT to perform work under the terms of this Agreement shall be, and remain at all times, employees or agents of CONSULTANT for all purposes. The CITY does not have the authority to supervise or control the actual work of CONSULTANT, its employees or subcontractors. CONSULTANT shall make no representation that it is the employee of CITY for any purpose.
12. **NO WAIVER.** Delays in enforcement or the waiver of any one (1) or more defaults or breaches of this Agreement by CITY shall not constitute a waiver of any of the other terms or obligations of this Agreement.

13. **ENTIRE AGREEMENT.** This Agreement, together with the attached exhibits, is the entire agreement between CONSULTANT and CITY, superseding all prior oral or written communications. None of the provisions of this Agreement may be amended, modified or changed except by written amendment executed by both parties. This Agreement will be construed and interpreted according to its plain meaning, and no presumption will be deemed to apply in favor of or against the party drafting the Agreement. In the event any term or provision of this Agreement is held to be illegal or in conflict with any law of the United States or Arizona or any local law, the validity of the remaining provisions shall not be affected, and this Agreement shall be construed and enforced as if it did not contain the particular term or provision.
14. **NON-DISCRIMINATION.** CONSULTANT, its agents, employees, contractors and subcontractors shall not discriminate in any employment policy or practice. "Discrimination" means to exclude individuals from an opportunity or participation in any activity or to accord different or unequal treatment in the context of a similar situation to similarly situated individuals because of race, color, gender, gender identity, sexual orientation, religion, national origin or ancestry, marital status, familial status, age, disability, or Veteran status. (Ordinance 2015-10) (2015).
15. **COMPLIANCE WITH FEDERAL AND STATE LAWS.**
 - A. In the performance of this Agreement, CONSULTANT will abide by and conform to any and all federal, state and local laws.
 - B. Under the provisions of A.R.S. § 41-4401, CONSULTANT hereby warrants to CITY that CONSULTANT and each of its subcontractors will comply with, and are contractually obligated to comply with, all Federal Immigration laws and regulations that relate to their employees and A.R.S. § 23-214(A) (hereinafter "Contractor Immigration Warranty"). A breach of the Contractor Immigration Warranty shall constitute a material breach of this Agreement and shall subject CONSULTANT to penalties up to and including termination of this Agreement at the sole discretion of CITY. CITY retains the legal right to inspect the papers of any contractor or subcontractor employee who works on this Agreement to ensure that the contractor or subcontractor is complying with the Contractor Immigration Warranty. CONSULTANT agrees to assist CITY in regard to any such inspections. CITY may, at its sole discretion, conduct random verification of the employment records of CONSULTANT and any subcontractors to ensure compliance with the Contractor Immigration Warranty. CONSULTANT agrees to assist CITY in regard to any random verification performed. Neither CONSULTANT nor any subcontractor shall be deemed to have materially breached the Contractor Immigration Warranty if CONSULTANT or any subcontractor establishes that it has complied with the employment verification provisions prescribed by Sections 274A and 274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. § 23-214, Subsection A.
 - C. The provisions of this Section must be included in any contract that CONSULTANT enters into with any and all of its subcontractors who provide services under this Agreement or any subcontract. For the purposes of this paragraph, "Services" are defined as furnishing labor, time or effort by a contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement to real

property.

D. If applicable (CONSULTANT is a natural person), CONSULTANT shall execute the required documentation and affidavit of lawful presence as set forth in ARS 1-502/8 USC § 1621 (**Exhibit B**).

E. CONSULTANT understands and acknowledges the applicability to it of the Americans with Disabilities Act, the Immigration Reform and Control Act of 1986 and the Drug Free Workplace Act of 1989. The following is only applicable to construction contracts: CONSULTANT must also comply with A.R.S. § 34-301, "Employment of Aliens on Public Works Prohibited," and A.R.S. § 34-302, as amended, "Residence Requirements for Employees."

16. **DISPUTE RESOLUTION.** The parties agree in good faith to attempt to resolve amicably, without litigation, any dispute arising out of or relating to this Agreement. In the event that any dispute cannot be resolved through direct discussions, the parties agree to endeavor to settle the dispute by mediation. Either party may make a written demand for mediation, upon which demand the matter shall be submitted to a mediation firm mutually selected by the parties. The mediator shall hear the matter and provide an informal opinion and advise within twenty (20) days following written demand for mediation. Said informal opinion and advice shall not be binding on the parties, but shall be intended to help resolve the dispute. The mediator's fee shall be shared equally by the parties. If the dispute has not been resolved, the matter may then be submitted to the judicial system.

17. **DELAYS.** CONSULTANT shall not be responsible for delays which are due to causes beyond CONSULTANT'S reasonable control. In case of any such delay, any deadline established as part of the Scope of Work shall be extended accordingly.

18. **REMEDIES UPON BREACH.** If any party to this Agreement materially breaches the terms of the Agreement, the non-breaching party may exercise any and all remedies available to them under Arizona law, including, without limitation, if applicable, bringing a lawsuit for monetary damages or specific performance. THE PARTIES HERETO EXPRESSLY COVENANT AND AGREE THAT IN THE EVENT OF LITIGATION ARISING FROM THIS AGREEMENT, NEITHER PARTY SHALL BE ENTITLED TO AN AWARD OF ATTORNEY FEES, EITHER PURSUANT TO CONTRACT, PURSUANT TO A.R.S. § 12-341.01 (A) AND (B), OR PURSUANT TO ANY OTHER STATE OR FEDERAL STATUTE, COURT RULE, CASE LAW, OR COMMON LAW.

19. **CONFLICT OF INTEREST.** From the date of this Agreement through the termination of its service to CITY, CONSULTANT shall not accept, negotiate or enter into any contract or agreements for services with any other party that may create a substantial interest, or the appearance of a substantial interest in conflict with the timely performance of the work or ultimate outcome of this Agreement and/or adversely impact the quality of the work under this Agreement without the express approval of the City Manager and the City Attorney. Whether such approval is granted shall be in the sole discretion of the City Manager and the City Attorney. The parties hereto acknowledge that this Agreement is subject to cancellation pursuant to the provisions of ARS § 38-511.

20. **NOTICE.** Any notice or communication between CONSULTANT and CITY that may be required, or that may be given, under the terms of this Agreement shall be in writing, and shall be deemed to have been sufficiently given when directly presented or sent pre-paid, first-class United States Mail, addressed as follows:

CITY: City of Sedona
Attn: Anette Spickard City Manager
102 Roadrunner Drive
Sedona, AZ 86336

CONSULTANT: Quality Testing, LLC
175 S Hamilton Place, Bldg 6, Suite 114
Gilbert, Arizona 85233

21. **EXHIBITS.** The following exhibits, are a part of this Agreement and incorporated by this reference:
Exhibit A Scope of Work
Exhibit B Affidavit of Lawful Presence
In the event of any conflict between the terms of an Exhibit and this Agreement, the terms of the Agreement shall control.
22. **NOTICE TO PROCEED.** Unless otherwise noted by CITY, acceptance of this Agreement is official notice to proceed with the work.
23. **PUBLIC RECORDS.** Notwithstanding any provisions of this Agreement regarding confidentiality, secrets, or protected rights, CONSULTANT acknowledges that all documents provided to the CITY may be subject to disclosure by the Arizona public records law under A.R.S. 39-121 and related provisions. In the event CONSULTANT objects to any disclosure, CONSULTANT agrees to handle all aspects related to the request including properly communicating with the requester and timely responding with information and CONSULTANT agrees to indemnify the CITY from an claims, actions, lawsuits, damages and losses resulting from CONSULTANT's objection to the disclosure.
24. **NO BOYCOTT OF ISRAEL OR USE OF FORCED LABOR OF ETHNIC UYGHURS IN PEOPLES REPUBLIC OF CHINA.** As applicable, CONSULTANT certifies and agrees it is not currently engaged in and for the duration of the Agreement will not engage in a boycott of Israel, as that term is defined in A.R.S. §35-393 and will not use forced labor or goods or services produced by forced labor of ethnic Uyghurs in the People's Republic of China (PRC) or any contractors, subcontractors or suppliers that use forced labor or goods or services produced by forced labor of ethnic Uyghurs in the PRC as provided by A.R.S. §35-394.

CITY OF SEDONA, ARIZONA

DocuSigned by:

26E2EB04E4F64B8...
Anette Spickard City Manager

ATTEST:

DocuSigned by:

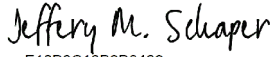
F3F3574389784E3...
JoAnne Cook, City Clerk

APPROVED AS TO LEGAL FORM:

DocuSigned by:

DA6BB971B6AF411...
Kurt W. Christianson, City Attorney

CONSULTANT FIRM NAME

Signed by:
By: 
E18B0C10B3B0489...

Title: President

I hereby affirm that I am authorized to enter into and sign this Agreement on behalf of CONSULTANT

EXHIBITS

Exhibit A

- ☒ Scope of Work and Associated Costs.

Exhibit B

- ☐ Affidavit of Lawful Presence as set forth in ARS 1-502/8 USC §1621.
- ☒ Affidavit of Lawful Presence not required as this consultant is a corporation (Inc., LLC, LLP).



EXHIBIT A

We Make Quality Our Business

September 10, 2024

Bob Welch, PE
Project Manager
City of Sedona
Public Works Department
102 Roadrunner Drive
Sedona, Arizona, 86366

RE: Cost Proposal, VER 2
Uptown Sedona Parking Garage
QT Project No. 23128.04
Professional Services Agreement 2023-2024

Dear Mr. Welch,

Please find attached QT's revised cost proposal for the above referenced project. We have prepared this cost estimate based on the details provided to us via e-mail on August 20, 2024 and phone conversation on September 9, 2024. The project involves approximately 35,000 cyd of excavation NW of Smith Road and Forest Road in Sedona for a 3-story parking garage. Our scope includes compaction testing for subgrade and ABC, shotcrete testing, grout testing and as needed special inspection. We have estimated total of 75 trips for the entire project. Our approved contract pricing is attached for any additional testing if required. Please contact me with any questions or concerns regarding the cost estimate.

I look forward to working with you on this project.

Thank you for your consideration.

Sincerely,

Shekhar R. Shah
Geotechnical Department Manager
Quality Testing, LLC



COST PROPOSAL SUMMARY
City of Sedona

CONSULTANT : Quality Testing, LLC - Owner Acceptance Testing Services

PROJECT NAME : Uptown Sedona Parking Garage

LABOR FEES

CLASSIFICATION	REG HOURS	REG RATES	ASS'D % O/T	O/T HOURS	O/T RATES	LABOR COSTS	LABOR TYPE
Registered Geotechnical/Materials Engineer	16	\$ 225.00			\$ 337.50	\$ 3,600.00	8
Staff Engineer/Project Manager	75	\$ 165.00			\$ 247.50	\$ 12,375.00	Direct
Sr. Materials Technician		\$ 84.00			\$ 126.00		Direct
Materials Technician	240	\$ 78.00			\$ 117.00	\$ 18,720.00	Direct
Inspector	260	\$ 125.00			\$ 187.50	\$ 32,500.00	Direct
Administrative Assistant	6	\$ 65.00			\$ 97.50	\$ 390.00	Direct
		\$ -					
		\$ -					
Lab Technicians	15	\$ -					
		\$ -					
		\$ -					
		\$ -					

** Regular Rate x Overtime Premium of 1.50

(1) Direct Billable Labor Cost	\$	67,585.00
(2) Indirect (Non-Billable) Labor Cost	\$	-
(3) Subtotal	\$	67,585.00
Subtract Indirect Labor (2)	\$	-
TOTAL EXTENDED QT DIRECT BILLABLE LABOR	\$	67,585.00

OTHER FEES

CLASSIFICATION	NO. UNITS	UNITS	UNIT PRICE	EXTENDED PRICE
Trip Charge-Daily Vehicle & Equipment Charge	75	EA	\$ 135.00	\$ 10,125.00
				\$ -
				\$ -

TOTAL OTHER FEES \$ 10,125.00

LAB TESTING FEES

LAB TESTING FEES	NO. UNITS	UNITS	UNIT PRICE	EXTENDED PRICE
301-Concrete Compressive Strength Cylinders		EA	\$ 18.00	\$ -
313-Shotcrete (1 Shotcrete Panel includes 3 cores) Compressive Strength	45	EA	\$ 57.00	\$ 2,565.00
305-Grout Prisms, Compressive Strength	213	EA	\$ 22.00	\$ 4,686.00
404-Fracture Faces		EA	\$ 97.00	\$ -
411-Plasticity Index (Wet Prep)	2	EA	\$ 85.00	\$ 170.00
413-Standard Proctor	3	EA	\$ 120.00	\$ 360.00
415-Sand Equivalent		EA	\$ 110.00	\$ -
416-Sieve Analysis	2	EA	\$ 75.00	\$ 150.00
406-Sulfate Soundness		EA	\$ 320.00	\$ -
417-Specific Gravity of CA		EA	\$ 57.00	\$ -
420/421-pH & Resistivity		EA	\$ 102.00	\$ -
425-One Dimensional Swell		EA	\$ 150.00	\$ -
501-AC Core, Density		EA	\$ 20.00	\$ -
405-Abrasion of Coarse Aggregate (LA)		EA	\$ 225.00	\$ -
710 - Residue by Evaporation		EA	\$ 110.00	\$ -
504-Ignition Furnace Calibration		EA	\$ 699.00	\$ -
505/506-AC Content with Gradation (Ignition Method)		EA	\$ 200.00	\$ -
507/508-AC Marshall Bulk Density & Stab and Flow		Set of 3	\$ 168.00	\$ -
509-AC Max. Specific Gravity		Set of 3	\$ 155.00	\$ -
510-AC Gyration Compaction		Set of 2	\$ 190.00	\$ -
601-PG Verification		ES	\$ 980.00	\$ -

TOTAL LAB TESTING FEES \$ 7,931.00

TOTAL ESTIMATE OF ALL FEES \$ 85,641.00

Shekhar R. Shah
Estimated By

September 10, 2024
Date

CONSULTANT : Quality Testing, LLC - Owner Acceptance Testing Services

DATE: September 10, 2024

[illegible][illegible]

QT'S IN-HOUSE LABORATORY TESTING CAPABILITIES

LABOR

\$225.00	Registered Geotechnical Engineer
\$165.00	Staff Engineer/Project Manager
\$84.00	Sr. Materials Technician
\$78.00	Materials Technician
\$65.00	Administrative Assistant
\$135.00	Trip Charge

CONCRETE & MASONRY

\$18.00	Compressive Strength, Cylinders (ASTM C39, AASHTO T22)
\$40.00	Flexural Beam Testing (ASTM C78, AASHTO T97)
\$22.00	Grout Prisms, Compressive Strength (ASTM C1019)
\$22.00	Mortar Cubes, Compressive Strength (ASTM C109)
\$22.00	Mortar Cylinders, Compressive Strength (ASTM C780)
\$48.00	CMU, Compressive Strength, Net Area (ASTM C140)
\$22.00	Masonry Prism, Compressive Strength (ASTM C1314, C140)
\$57.00	Shotcrete, Compressive Strength (ASTM C42, C39, AASHTO T22, T24)
**	Capping Cylinders (ASTM C617, T231)
*	Making & Curing Concrete Test Specimens (ASTM C31, AASHTO T23)
*	Slump of Hydraulic Cement Concrete (ASTM C143, AASHTO T119)
*	Density, Yield, & Air Content of Concrete (ASTM C138, AASHTO T121)
*	Sampling Fresh Mixed Concrete (ASTM C172, AASHTO R60)
\$35.00	Concrete Floor Moisture Vapor Emission Rate (ASTM F1869)
\$20.00	Measuring Length of Drilled Concrete Cores (ASTM C1542, AASHTO 148)

SOIL & AGGREGATE

**	Sample Reduction (ASTM C702, AASHTO R76)
\$52.00	Bulk Density & Voids (ASTM C29, AASHTO T19)
\$95.00	Flakiness Index (ARIZ 233C)
\$112.00	Flat & Elongated Particles in CA (ASTM D4791)
\$97.00	Fractured Particles in CA (Fractured Faces) (ASTM D5821)
\$225.00	Abrasion of Coarse Aggregate (LA) (ASTM C131, AASHTO T96)
\$320.00	Sulfate Soundness of Aggregates (ASTM C88, T104)
\$93.00	Uncompacted Voids of Fine Aggregate (ASTM C1252, AASHTO T304)
\$18.00	Moisture Determination (ASTM D2216, C566, AASHTO T265, T255)
\$36.00	In-Situ Moisture / Unit Wt. (ring sample) (ASTM D2216, AASHTO T265)
\$85.00	Plasticity Index (ASTM D4318, AASHTO T89, T90)
\$150.00	Proctor, Modified (ASTM D1557, AASHTO T180)
\$120.00	Proctor, Standard (ASTM D698, AASHTO T99)
\$150.00	Proctor, Soil Cement Mixtures (ASTM D558, AASHTO T134)
\$110.00	Sand Equivalent (ASTM D2419, AASHTO T176)
\$75.00	Sieve Analysis (ASTM C136, C117, AASHTO T27, T11)
\$57.00	Specific Gravity/Absorption (Coarse Agg.) (ASTM C127, AASHTO T85)
\$75.00	Specific Gravity/Absorption (Fine Agg.) (ASTM C128, AASHTO T84)
\$150.00	Specific Gravity of Soils (ASTM D854, AASHTO T100)
\$102.00	pH & Resistivity Determination (ASTM D2976, ARIZ 236)
**	Dry Preparation of Soils (ASTM D421, AASHTO R58)
\$300.00	Particle Size - Hydrometer Analysis of Soils (ASTM D422, AASHTO T88)
\$150.00	Shrinkage Factor / Expansion Index (AASHTO T92, ASTM D4829)
\$150.00	One Dimensional Swell/Settlement (ASTM D4546)
\$600.00	California Bearing Ratio (CBR) (3 points) (ASTM D1883, AASHTO T193)
\$94.00	Direct Shear Test (per point) (ASTM D3080, AASHTO T236)
\$94.00	Unconfined Compressive Strength (ASTM D2166, AASHTO T208)
\$150.00	One Dimensional Consolidation (ASTM D2435, AASHTO T216)
Quote	Field Percolation Test (ASTM D3385)
\$96.00	Clay Lumps & Friable Particles Agg (ASTM C142, AASHTO T112)
\$150.00	Collapse Potential of Soils (ASTM D5333)
\$150.00	Lightweight Pieces in Aggregate (ASTM C123, AASHTO T113)
Quote	Triaxial Shear Test (ASTM D7181/4767/2850, AASHTO T297/T296)
Quote	Durability Index (ASTM D3744)
\$50.00	Organic Impurities (ASTM C40)
\$94.00	Compressive Strength of CTB or Soil Cement Specimen (ARIZ 241a)
Quote	Permeability Test (ASTM D2434)
\$110.00	Unit Weight & Voids in Aggregate (ASTM C29, AASTO T19)

ASPHALT MIXTURES

\$20.00	Core Bulk SG/Thickness (ASTM D2726, AASHTO T166)
\$38.00	Core Bulk SG/Thickness (Coated) (ASTM D1188, AASHTO T275)
\$699.00	Ignition Oven - Calibration (per mix) (ASTM D6307, AASHTO T308)
\$125.00	Ignition Oven - Asphalt Cement Content (ASTM D6307, AASHTO T308)
\$75.00	Extracted Aggregate - Mechanical Analysis (ASTM D5444, AASHTO T30)
\$150.00	Marshall Specimen Bulk Density (ASTM D6926, D2726, AASHTO T245)
\$18.00	Marshall Stability & Flow (ASTM D6927)
\$155.00	Maximum Specific Gravity of HMA Mixture (ASTM D2041, T209)

NOTES: * = Included in field labor ** = Included in other test rates

ASPHALT MIXTURES (continued)

\$190.00	Gyratory Compaction (ASTM D6925, D2726, AASHTO T312, T166)
\$750.00	Nuclear Asphalt Content Gauge (ASTM D4125, T287)
\$550.00	Moisture Damage of HMA (TSR) (ASTM D4867, AASHTO T283)
Quote	Extraction of Hot Mix Asphalt (HMA) (ASTM D2172, AASHTO T164)
Quote	Air Voids in Dense/Open Bituminous Mixes (ASTM D3203, AASHTO T269)

ASPHALT CEMENT

\$980.00	PG Verification (AASHTO M320)
\$1,200.00	PG Classification (AASHTO R29)
\$230.00	Dynamic Shear Rheometer (ASTM D7175, AASHTO T315)
\$300.00	Bending Beam Rheometer (ASTM D6648, AASHTO T313)
\$260.00	Rotational Viscosity (ASTM D4402, AASHTO T316)
\$230.00	Pressure Aging Vessel (ASTM 6521, AASHTO R28)
\$190.00	Rolling Thin Film Oven (ASTM D2872, AASHTO T240)
\$650.00	Multiple Stress Creep Recovery (MSCR) (ASTM 7405, AASHTO T350)
\$110.00	Absolute Viscosity (ASTM D2171, AASHTO T202)
\$150.00	Kinematic Viscosity (ASTM D2170, AASHTO T201)
\$150.00	Ductility of Bituminous Materials (ASTM D113, AASHTO T51)
\$150.00	Elastic Recovery (ASTM D6084, AASHTO T301)
\$150.00	Flash & Fire Point, Cleveland Open Cup, (ASTM D92, AASHTO T48)
\$110.00	Penetration (@ 77°F; 25°C) (ASTM D5, AASHTO T49)
\$750.00	Penetration Grade (PG) Asphalt Verification (AASHTO M20)
\$110.00	Softening Point of Bitumen (Ring & Ball) (ASTM D36, AASHTO T53)
\$110.00	Specific Gravity of Binder (ASTM D70, AASHTO T228)
\$190.00	Solubility of Asphalt in Trichloroethylene (ASTM D2042, AASHTO T44)
\$300.00	Water in Petroleum Products (ASTM D95, AASHTO T55)

ASPHALT RUBBER

\$150.00	Brookfield Viscosity (ASTM D2994 or ASTM D5018)
\$190.00	Brookfield Viscosity Crack Sealant (ASTM D2196)
\$110.00	Rotational Viscosity (ASTM D4402, AASHTO T316)
\$110.00	Resilience (ASTM D5329)
\$230.00	Specific Gravity of Crumb Rubber (ASTM D1817, CT208)
\$190.00	Bulk Density of Crumb Rubber
\$110.00	Rubber Gradation (ASTM C136)
\$110.00	Haake Viscosity (ASTM D7741)
\$110.00	Cone Penetration (ASTM D5329, AASHTO T59)

EMULSIONS & CUTBACK ASPHALT

\$1,130.00	Emulsion Verification, RS, SS, HFERS, QS (ASTM D977, AASHTO M140)
\$1,130.00	Emulsion Verification, CRS, CSS, CQS (ASTM D2397, M208)
\$1,050.00	Emulsion Verification, CQS-1h (MAG 713)
\$300.00	Identification of Cationic Slow Setting Emulsion (AASHTO T59)
\$150.00	Emulsified Asphalt/Aggregate Coating (AASHTO T59/ASTM D2937)
\$110.00	Residue by Evaporation (ASTM D244, AASHTO T59/ARIZ 512)
\$190.00	Residue by Evaporation (ASTM D2393, CT331)
\$300.00	Residue by Evaporation, Low Temperature (ASTM D7497)
\$260.00	Residue and Oil Distillate by Distillation (ASTM D244, AASHTO T59)
\$230.00	Vacuum Distillation of Modified Emulsion (ARIZ 504)
\$150.00	Density of Emulsified Asphalt (ASTM D6837, AASHTO T59)
\$315.00	Low Temperature Distillation (ASTM D244, AASHTO T59)
\$150.00	Float Test (ASTM D139)
\$340.00	Distillate Fraction on Cutback (ASTM D402, AASHTO T78)
\$150.00	Demulsibility (ASTM D244, AASHTO T59)
\$80.00	Coating (SE214) (AASHTO T59)
\$1,200.00	High Float Emulsion Verification (ASTM D977, AASHTO M140)
\$110.00	Particle Charge (ASTM D244, D7402, AASHTO T59)
\$110.00	pH Determination (ASTM D1293)
\$150.00	Saybolt Furol Viscosity (ASTM D88, D7496, AASHTO T72)
\$230.00	Settlement, 5-Day (ASTM D244, AASHTO T59)
\$110.00	Sieve Test (ASTM D244, D7402, AASHTO T59)
\$190.00	Storage Stability, 1-Day (ASTM D244, D6930, AASHTO T59)
\$300.00	Resistance to Water/ Freeze/Heat/Kerosene (ASTM D2939)
\$190.00	Freezing (ASTM D6929, AASHTO T59)
\$625.00	Wet Track Abrasion, 1 & 6 -Hour (ASTM D3910/ISSA TB100)
\$255.00	Monolayer Loaded Wheel Test (ISSA TB109)
\$55.00	Wet Cohesion Test (ISSA TB109)
Quote	Extraction for AC Content (AASHTO T164)
\$625.00	Abson Recovery (ASTM D1856, D2172, AASHTO T184)

REBAR/REINFORCING STEEL

\$120.00	Steel (Bars)/Tension, Elongation, Strength (ASTM A615, ASTM A706)
\$120.00	Steel (Bars)/Bend Test (ASTM A615, ASTM A706)
\$150.00	Steel (Strand/Wire/Cable)/Tension, Elongation, Strength (ASTM A416)



Exhibit B

We Make Quality Our Business

April 24, 2025

Bob Welch, PE
Project Manager
City of Sedona
Public Works Department
102 Roadrunner Drive
Sedona, Arizona, 86366

RE: Additional Cost Proposal
Uptown Sedona Parking Garage
QT Project No. 23128.04
Professional Services Agreement 2023-2024

Dear Mr. Welch,

Please find attached QT's additional cost proposal for the above referenced project. We have prepared this cost estimate based on the remainder of the work for the excavation portion of this project. The project involves approximately 35,000 cyd of excavation NW of Smith Road and Forest Road in Sedona for a 3-story parking garage. Our scope includes compaction testing for subgrade and ABC, shotcrete testing, grout testing and as needed special inspection. We have estimated a total of 85 trips for the remainder of the excavation portion of the project. Our approved contract pricing is attached for any additional testing if required. Please contact me with any questions or concerns regarding the cost estimate.

I look forward to working with you on this project.

Thank you for your consideration.

Sincerely,

Shekhar R. Shah
Geotechnical Department Manager
Quality Testing, LLC



COST PROPOSAL SUMMARY
City of Sedona

CONSULTANT : **Quality Testing, LLC - Owner Acceptance Testing Services**

PROJECT NAME : **Uptown Sedona Parking Garage**

LABOR FEES

CLASSIFICATION	REG HOURS	REG RATES	ASS'D % O/T	O/T HOURS	O/T RATES	LABOR COSTS	LABOR TYPE
Registered Geotechnical/Materials Engineer	64	\$ 225.00			\$ 337.50	\$ 14,400.00	8
Staff Engineer/Project Manager	50	\$ 165.00			\$ 247.50	\$ 8,250.00	Direct
Sr. Materials Technician		\$ 84.00			\$ 126.00		Direct
Materials Technician	176	\$ 78.00	25%	44	\$ 117.00	\$ 18,876.00	Direct
Inspector	208	\$ 125.00	25%	52	\$ 187.50	\$ 35,750.00	Direct
Administrative Assistant	16	\$ 65.00			\$ 97.50	\$ 1,040.00	Direct
		\$ -					
		\$ -					
Lab Technicians	18	\$ -					
		\$ -					
		\$ -					
		\$ -					

**** Regular Rate x Overtime Premium of 1.50**

(1) Direct Billable Labor Cost	\$	78,316.00
(2) Indirect (Non-Billable) Labor Cost	\$	-
(3) Subtotal	\$	78,316.00
Subtract Indirect Labor (2)	\$	-

TOTAL EXTENDED QT DIRECT BILLABLE LABOR \$ 78,316.00

OTHER FEES

CLASSIFICATION	NO. UNITS	UNITS	UNIT PRICE	EXTENDED PRICE
Trip Charge-Daily Vehicle & Equipment Charge	88	EA	\$ 135.00	\$ 11,880.00
				\$ -
				\$ -

TOTAL OTHER FEES \$ 11,880.00

LAB TESTING FEES

LAB TESTING FEES	NO. UNITS	UNITS	UNIT PRICE	EXTENDED PRICE
301-Concrete Compressive Strength Cylinders		EA	\$ 18.00	\$ -
313-Shotcrete (1 Shotcrete Panel includes 3 cores) Compressive Strength	30	EA	\$ 57.00	\$ 1,710.00
305-Grout Prisms, Compressive Strength		EA	\$ 22.00	\$ -
404-Fracture Faces		EA	\$ 97.00	\$ -
411-Plasticity Index (Wet Prep)		EA	\$ 85.00	\$ -
413-Standard Proctor		EA	\$ 120.00	\$ -
415-Sand Equivalent		EA	\$ 110.00	\$ -
416-Sieve Analysis		EA	\$ 75.00	\$ -
406-Sulfate Soundness		EA	\$ 320.00	\$ -
417-Specific Gravity of CA		EA	\$ 57.00	\$ -
420/421-pH & Resistivity		EA	\$ 102.00	\$ -
425-One Dimensional Swell		EA	\$ 150.00	\$ -
501-AC Core, Density		EA	\$ 20.00	\$ -
405-Abrasion of Coarse Aggregate (LA)		EA	\$ 225.00	\$ -
710 - Residue by Evaporation		EA	\$ 110.00	\$ -
504-Ignition Furnace Calibration		EA	\$ 699.00	\$ -
505/506-AC Content with Gradation (Ignition Method)		EA	\$ 200.00	\$ -
507/508-AC Marshall Bulk Density & Stab and Flow		Set of 3	\$ 168.00	\$ -
509-AC Max. Specific Gravity		Set of 3	\$ 155.00	\$ -
510-AC Gyratory Compaction		Set of 2	\$ 190.00	\$ -
601-PG Verification		ES	\$ 980.00	\$ -

TOTAL LAB TESTING FEES \$ 1,710.00

TOTAL ESTIMATE OF ALL FEES \$ 91,906.00

Shekhar R. Shah
Estimated By

April 24, 2025
Date

LABOR

\$225.00	Registered Geotechnical Engineer
\$165.00	Staff Engineer/Project Manager
\$84.00	Sr. Materials Technician
\$78.00	Materials Technician
\$65.00	Administrative Assistant
\$135.00	Trip Charge

CONCRETE & MASONRY

\$18.00	Compressive Strength, Cylinders (ASTM C39, AASHTO T22)
\$40.00	Flexural Beam Testing (ASTM C78, AASHTO T97)
\$22.00	Grout Prisms, Compressive Strength (ASTM C1019)
\$22.00	Mortar Cubes, Compressive Strength (ASTM C109)
\$22.00	Mortar Cylinders, Compressive Strength (ASTM C780)
\$48.00	CMU, Compressive Strength, Net Area (ASTM C140)
\$22.00	Masonry Prism, Compressive Strength (ASTM C1314, C140)
\$57.00	Shotcrete, Compressive Strength (ASTM C42, C39, AASHTO T22, T24)
**	Capping Cylinders (ASTM C617, T231)
*	Making & Curing Concrete Test Specimens (ASTM C31, AASHTO T23)
*	Slump of Hydraulic Cement Concrete (ASTM C143, AASHTO T119)
*	Density, Yield, & Air Content of Concrete (ASTM C138, AASHTO T121)
*	Sampling Fresh Mixed Concrete (ASTM C172, AASHTO R60)
\$35.00	Concrete Floor Moisture Vapor Emission Rate (ASTM F1869)
\$20.00	Measuring Length of Drilled Concrete Cores (ASTM C1542, AASHTO 148)

SOIL & AGGREGATE

**	Sample Reduction (ASTM C702, AASHTO R76)
\$52.00	Bulk Density & Voids (ASTM C29, AASHTO T19)
\$95.00	Flakiness Index (ARIZ 233C)
\$112.00	Flat & Elongated Particles in CA (ASTM D4791)
\$97.00	Fractured Particles in CA (Fractured Faces) (ASTM D5821)
\$225.00	Abrasion of Coarse Aggregate (LA) (ASTM C131, AASHTO T96)
\$320.00	Sulfate Soundness of Aggregates (ASTM C88, T104)
\$93.00	Uncompacted Voids of Fine Aggregate (ASTM C1252, AASHTO T304)
\$18.00	Moisture Determination (ASTM D2216, C566, AASHTO T265, T255)
\$36.00	In-Situ Moisture / Unit Wt. (ring sample) (ASTM D2216, AASHTO T265)
\$85.00	Plasticity Index (ASTM D4318, AASHTO T89, T90)
\$150.00	Proctor, Modified (ASTM D1557, AASHTO T180)
\$120.00	Proctor, Standard (ASTM D698, AASHTO T99)
\$150.00	Proctor, Soil Cement Mixtures (ASTM D558, AASHTO T134)
\$110.00	Sand Equivalent (ASTM D2419, AASHTO T176)
\$75.00	Sieve Analysis (ASTM C136, C117, AASHTO T27, T11)
\$57.00	Specific Gravity/Absorption (Coarse Agg.) (ASTM C127, AASHTO T85)
\$75.00	Specific Gravity/Absorption (Fine Agg.) (ASTM C128, AASHTO T84)
\$150.00	Specific Gravity of Soils (ASTM D854, AASHTO T100)
\$102.00	pH & Resistivity Determination (ASTM D2976, ARIZ 236)
**	Dry Preparation of Soils (ASTM D421, AASHTO R58)
\$300.00	Particle Size - Hydrometer Analysis of Soils (ASTM D422, AASHTO T88)
\$150.00	Shrinkage Factor / Expansion Index (AASHTO T92, ASTM D4829)
\$150.00	One Dimensional Swell/Settlement (ASTM D4546)
\$600.00	California Bearing Ratio (CBR) (3 points) (ASTM D1883, AASHTO T193)
\$94.00	Direct Shear Test (per point) (ASTM D3080, AASHTO T236)
\$94.00	Unconfined Compressive Strength (ASTM D2166, AASHTO T208)
\$150.00	One Dimensional Consolidation (ASTM D2435, AASHTO T216)
Quote	Field Percolation Test (ASTM D3385)
\$96.00	Clay Lumps & Friable Particles Agg (ASTM C142, AASHTO T112)
\$150.00	Collapse Potential of Soils (ASTM D5333)
\$150.00	Lightweight Pieces in Aggregate (ASTM C123, AASHTO T113)
Quote	Triaxial Shear Test (ASTM D7181/4767/2850, AASHTO T297/T296)
Quote	Durability Index (ASTM D3744)
\$50.00	Organic Impurities (ASTM C40)
\$94.00	Compressive Strength of CTB or Soil Cement Specimen (ARIZ 241a)
Quote	Permeability Test (ASTM D2434)
\$110.00	Unit Weight & Voids in Aggregate (ASTM C29, AASTO T19)

ASPHALT MIXTURES

\$20.00	Core Bulk SG/Thickness (ASTM D2726, AASHTO T166)
\$38.00	Core Bulk SG/Thickness (Coated) (ASTM D1188, AASHTO T275)
\$699.00	Ignition Oven - Calibration (per mix) (ASTM D6307, AASHTO T308)
\$125.00	Ignition Oven - Asphalt Cement Content (ASTM D6307, AASHTO T308)
\$75.00	Extracted Aggregate - Mechanical Analysis (ASTM D5444, AASHTO T30)
\$150.00	Marshall Specimen Bulk Density (ASTM D6926, D2726, AASHTO T245)
\$18.00	Marshall Stability & Flow (ASTM D6927)
\$155.00	Maximum Specific Gravity of HMA Mixture (ASTM D2041, T209)

NOTES: * = Included in field labor ** = Included in other test rates

ASPHALT MIXTURES (continued)

\$190.00	Gyratory Compaction (ASTM D6925, D2726, AASHTO T312, T166)
\$750.00	Nuclear Asphalt Content Gauge (ASTM D4125, T287)
\$550.00	Moisture Damage of HMA (TSR) (ASTM D4867, AASHTO T283)
Quote	Extraction of Hot Mix Asphalt (HMA) (ASTM D2172, AASHTO T164)
Quote	Air Voids in Dense/Open Bituminous Mixes (ASTM D3203, AASHTO T269)

ASPHALT CEMENT

\$980.00	PG Verification (AASHTO M320)
\$1,200.00	PG Classification (AASHTO R29)
\$230.00	Dynamic Shear Rheometer (ASTM D7175, AASHTO T315)
\$300.00	Bending Beam Rheometer (ASTM D6648, AASHTO T313)
\$260.00	Rotational Viscosity (ASTM D4402, AASHTO T316)
\$230.00	Pressure Aging Vessel (ASTM 6521, AASHTO R28)
\$190.00	Rolling Thin Film Oven (ASTM D2872, AASHTO T240)
\$650.00	Multiple Stress Creep Recovery (MSCR) (ASTM 7405, AASHTO T350)
\$110.00	Absolute Viscosity (ASTM D2171, AASHTO T202)
\$150.00	Kinematic Viscosity (ASTM D2170, AASHTO T201)
\$150.00	Ductility of Bituminous Materials (ASTM D113, AASHTO T51)
\$150.00	Elastic Recovery (ASTM D6084, AASHTO T301)
\$150.00	Flash & Fire Point, Cleveland Open Cup, (ASTM D92, AASHTO T48)
\$110.00	Penetration (@ 77°F; 25°C) (ASTM D5, AASHTO T49)
\$750.00	Penetration Grade (PG) Asphalt Verification (AASHTO M20)
\$110.00	Softening Point of Bitumen (Ring & Ball) (ASTM D36, AASHTO T53)
\$110.00	Specific Gravity of Binder (ASTM D70, AASHTO T228)
\$190.00	Solubility of Asphalt in Trichloroethylene (ASTM D2042, AASHTO T44)
\$300.00	Water in Petroleum Products (ASTM D95, AASHTO T55)

ASPHALT RUBBER

\$150.00	Brookfield Viscosity (ASTM D2994 or ASTM D5018)
\$190.00	Brookfield Viscosity Crack Sealant (ASTM D2196)
\$110.00	Rotational Viscosity (ASTM D4402, AASHTO T316)
\$110.00	Resilience (ASTM D5329)
\$230.00	Specific Gravity of Crumb Rubber (ASTM D1817, CT208)
\$190.00	Bulk Density of Crumb Rubber
\$110.00	Rubber Gradation (ASTM C136)
\$110.00	Haake Viscosity (ASTM D7741)
\$110.00	Cone Penetration (ASTM D5329, AASHTO T59)

EMULSIONS & CUTBACK ASPHALT

\$1,130.00	Emulsion Verification, RS, SS, HFRS, QS (ASTM D977, AASHTO M140)
\$1,130.00	Emulsion Verification, CRS, CSS, CQS (ASTM D2397, M208)
\$1,050.00	Emulsion Verification, CQS-1h (MAG 713)
\$300.00	Identification of Cationic Slow Setting Emulsion (AASHTO T59)
\$150.00	Emulsified Asphalt/Aggregate Coating (AASHTO T59/ASTM D2937)
\$110.00	Residue by Evaporation (ASTM D244, AASHTO T59/ARIZ 512)
\$190.00	Residue by Evaporation (ASTM D2393, CT331)
\$300.00	Residue by Evaporation, Low Temperature (ASTM D7497)
\$260.00	Residue and Oil Distillate by Distillation (ASTM D244, AASHTO T59)
\$230.00	Vacuum Distillation of Modified Emulsion (ARIZ 504)
\$150.00	Density of Emulsified Asphalt (ASTM D6837, AASHTO T59)
\$315.00	Low Temperature Distillation (ASTM D244, AASHTO T59)
\$150.00	Float Test (ASTM D139)
\$340.00	Distillate Fraction on Cutback (ASTM D402, AASHTO T78)
\$150.00	Demulsibility (ASTM D244, AASHTO T59)
\$80.00	Coating (SE214) (AASHTO T59)
\$1,200.00	High Float Emulsion Verification (ASTM D977, AASHTO M140)
\$110.00	Particle Charge (ASTM D244, D7402, AASHTO T59)
\$110.00	pH Determination (ASTM D1293)
\$150.00	Saybolt Furol Viscosity (ASTM D88, D7496, AASHTO T72)
\$230.00	Settlement, 5-Day (ASTM D244, AASHTO T59)
\$110.00	Sieve Test (ASTM D244, D7402, AASHTO T59)
\$190.00	Storage Stability, 1-Day (ASTM D244, D6930, AASHTO T59)
\$300.00	Resistance to Water/ Freeze/Heat/Kerosene (ASTM D2939)
\$190.00	Freezing (ASTM D6929, AASHTO T59)
\$625.00	Wet Track Abrasion, 1 & 6 -Hour (ASTM D3910/ISSA TB100)
\$255.00	Monolayer Loaded Wheel Test (ISSA TB109)
\$55.00	Wet Cohesion Test (ISSA TB109)
Quote	Extraction for AC Content (AASHTO T164)
\$625.00	Abson Recovery (ASTM D1856, D2172, AASHTO T184)

REBAR/REINFORCING STEEL

\$120.00	Steel (Bars)/Tension, Elongation, Strength (ASTM A615, ASTM A706)
\$120.00	Steel (Bars)/Bend Test (ASTM A615, ASTM A706)
\$150.00	Steel (Strand/Wire/Cable)/Tension, Elongation, Strength (ASTM A416)



CITY COUNCIL AGENDA BILL

AB 3221
May 27, 2025
Consent Items

Agenda Item: 3e

Proposed Action & Subject: Approval of Arizona Energy Efficiency & Conservation Block Grant (EECBG) from the Arizona Governor's Office of Resiliency in an amount not-to-exceed \$250,000 for municipal decarbonization planning and design.

Department	Sustainability/Bryce Beck
Time to Present	N/A
Total Time for Item	N/A
Other Council Meetings	N/A
Exhibits	A. GR-EECBG-OOR-0822724-04 (City of Sedona)

Finance Approval	Reviewed 05/12/25 BGW	Expenditure Required \$ 250,000 grant funds (no match required) Amount Budgeted \$ 250,000 Account No. 22-5350-89-68J3 (Description)
City Attorney Approval	Reviewed 5/13/25 KWC	
City Manager's Recommendation	Recommend approval ABS 5/14/25	

SUMMARY STATEMENT

Background:

The Governor's Office of Resiliency awarded the City of Sedona \$250,000 for contractual and consulting services to complete the decarbonization planning and design at municipal facilities within the City. The funds are allocated through the Arizona Energy Efficiency and Conservation Block Grant (EECBG) Program. The Arizona EECBG Program strives to assist local governments in strategies to:

- Reduce fossil fuel emissions in a manner that is environmentally sustainable and to maximize benefits for local and regional communities to the highest extent practical;
- Reduce the total energy use of the eligible entities;
- Improve energy efficiency in the transportation sector, the building sector, and other appropriate sectors; and
- Build a clean and fair energy economy that prioritizes community needs and promotes workforce opportunities and deployment activities.

The grant application included the following facilities and planning and design areas:

Municipal Facilities:

Property Name	Address	Sq. Footage	Space Type
Wastewater Administration	7500 W. State Rte. 89A	4,000	Admin Offices
Wastewater Operations*	7500 W. State Rte. 89A	3,300	Office + garage
Parks & Recreation	525 Posse Ground Road	5,372	Recreation Rooms
221 Brewer Road	221 Brewer Road	14,580	Offices/Courts
2070 Contractor's Road	2070 Contractor's Road	5,825	Maintenance Offices/Garage
Police Department (Boynton)	102 Roadrunner Drive	7,350	Offices
City Administration (Mogollon)	102 Roadrunner Drive	5,920	Admin Offices
Community Development	102 Roadrunner Drive	6,059	Multi-purpose
City Hall	102 Roadrunner Drive	15,805	Office, admin etc.
IT/City Attorney/Public Works	102 Roadrunner Drive	6,109	Offices
Public Works (Chevron Building)	125 W. State Route 89A	7,900	Offices

Planning and Design Areas:

1. Solar PV
2. Electric Vehicle (EV) Charging
3. HVAC Equipment Electrification
4. Electrical Capacity Upgrades
5. Energy Efficiency
6. Microgrid
7. Heat Mitigation and Adaptation Strategies

Climate Action Plan/Sustainability Consistent: ☒ Yes - ☐ No - ☐ Not Applicable

Decarbonization planning and design at municipal facilities is directly related to goals and objectives within the Climate Action Plan (CAP). The CAP strives to have municipal operations reach carbon neutrality by 2030.

Board/Commission Recommendation: ☐ Applicable - ☒ Not Applicable

Alternative(s):

Reject the Arizona Energy Efficiency and Conservation Block Grant from the Governor's Office of Resiliency for decarbonization planning and design.

MOTION

I move to: approve acceptance and expenditure of the Arizona Energy and Efficiency Conservation Block Grant (EEECGB) in an amount not-to-exceed \$250,000 for municipal decarbonization planning and design.



KATIE HOBBS
GOVERNOR

STATE OF ARIZONA
OFFICE OF THE GOVERNOR

EXECUTIVE
OFFICE

To: tkamarata@sedonaaz.gov
bbeck@sedonaaz.gov

April 29, 2025

Bryce Beck
Sustainability Manager
City of Sedona
102 Roadrunner Drive
Sedona, AZ 86336

RE: Solicitation Title: Arizona Energy Efficiency and Conservation Block Grant Program (RFGA-EECBG-OOR-082724-00)
Application Title: Municipal Decarbonization Planning and Design

Dear Bryce Beck,

Your grant application submitted for the Arizona Energy Efficiency and Conservation Block Grant Program solicitation has been accepted. Your grant application was evaluated in accordance with A.R.S. §41-2701, et. seq. and the evaluation criteria in the R.F.G.A. Attached, please find a countersigned copy of your Offer and Acceptance Form and Summary of Award. Also attached is a copy of the State's prime award letter special terms and conditions, for awareness.

This office requires a current copy of your Certificate of Insurance, in the types and amounts stated in the RFGA. It is the awardee's responsibility to ensure that all required coverage is in full force and effect during the term of the contract and shall not serve to limit any liabilities or any other sub-grantee obligations. Copies of the applicable Certificate of Insurance shall be provided to this office to the attention of Shane Richardson, Procurement Manager, State of Arizona, Governor's Accounting Office, 1700 W. Washington, Suite 500, Phoenix, AZ 85007 or procurement@az.gov. Failure to do so may result in cancellation of the contract for breach.

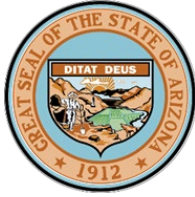
Congratulations on your grant award! The Governor's Office of Resiliency looks forward to a mutually beneficial relationship during this contract period. Should you have any questions regarding this letter or the documents enclosed, please contact me at procurement@az.gov. An orientation for new grant subrecipients will be scheduled in the near future.

Sincerely,

Shane Richardson

Shane Richardson
Procurement Manager

Enclosed: Offer and Acceptance Form
Summary of Award



Solicitation number: RFGA-EECBG-OOR-082724-00
Exhibit A – Offer and Acceptance Form
Arizona Energy Efficiency and Conservation Block Grant
Program

The State of Arizona
**Governor's Office of
Resiliency**
1700 W. Washington St.
Phoenix, AZ 85007

TO THE GOVERNOR'S OFFICE OF RESILIENCY:

The Undersigned hereby agrees, if awarded a grant, to comply with all terms, conditions, requirements, specifications, and amendments of the above noted Solicitation and any written exceptions, and as represented in the Application, as accepted by the Governor's Office of Resiliency.

X City of Sedona

Applicant organization name

X Tyler Kamarata

Signature of person authorized to sign the Application

X 102 Roadrunner Dr.

Address

X Tyler Kamarata

Printed name

X Sedona, AZ 86336

City, State, ZIP

X Grants Analyst

Title

1. Will not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246, [Arizona] State Executive Orders 2023-09, 2023-01, 2009-09 or A.R.S. §§ 41-1461 through 41-1465;
2. Has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer. Failure to provide a valid signature affirming the stipulations required by this clause will result in rejection of the Offer. Signing the Offer with a false statement will void the Offer, any resulting contract, and may be subject to legal penalties under law;
3. Complies with A.R.S. § 18-132 when offering electronics or information technology products, services, or maintenance;
4. Did not and will not involve collusion or other anti-competitive practices; and
5. Is not debarred from, or otherwise prohibited, from participating in any contract awarded by federal, state, or local government.

ACCEPTANCE OF APPLICATION:

The Application is hereby accepted.

The Applicant is now bound to perform as stated in the Application, and to comply with all terms, conditions, requirements, specifications, and amendments of the above noted Solicitation and any written exceptions, as accepted by the Governor's Office of Resiliency.

This grant shall henceforth be referred to as Agreement No. GR-EECBG-OOR-0822724-04
The effective date of this Agreement is April 1, 2025

The Applicant is cautioned not to commence any billable work or to provide any material or service under this Agreement until the Applicant receives this countersigned form and a formal letter of award from the Governor's Office of Resiliency.

State of Arizona Awarded this 29 Day of April 20 25

Shane Richardson

Shane Richardson, Procurement Manager



State of Arizona
Governor's Office of Resiliency
Summary of Award

1. Type of Agreement Grant Award	2. Title of Grant Arizona Energy Efficiency and Conservation Block Grant Program (EECBG)		3. Action Type Initial Agreement	4. Amendment No. 0
5. Contract No. GR-EECBG-OOR-0822724-04	6. Effective Date 04/01/2025	7. Performance Period 04/01/2025 – 3/31/2027	8. Sponsoring Federal Agency United States Department of Energy	
9. Grantee Name City of Sedona – Sustainability Department 102 Roadrunner Drive Sedona, AZ 86336	10. Grantee ID <i>EIN:</i> 86-0596516 <i>UEI:</i> M5VJZN2SMSN5	11. Grantee’s Program Name Municipal Decarbonization Planning and Design	12. CFDA No. 81.128	
			13. FAIN No. DE-SE0000345	
14. Award Info Grant Funding: \$250,000.00 Grantee Match: N/A Grantee Indirect: N/A	15. Agreement Type Cost Reimbursement	18. Program Report Contact Gabriel Sanchez Munoz Energy Grants Program Manager 1700 W. Washington Suite 500 Phoenix, AZ 85007 gsanchezmunoz@az.gov	19. Statutory Authority Infrastructure Investment and Jobs Act (IIJA) of 2021—also known as the Bipartisan Infrastructure Law (BIL)—section 40552 A.R.S. §41-2701, et seq.	
	16. Method of Payment Electronic or Warrant			
	17. Financial Reporting Monthly or quarterly, 20 days after month/quarter end			
20. Program Reporting Quarterly Reports Due: 2025 Q2: July 20 2025 2025 Q3: October 20, 2025 2025 Q4: January 20, 2026 2026 Q1: April 20, 2026 2026 Q2: July 20 2026 2026 Q3: October 20, 2026 2026 Q4: January 20, 2027 2027 Q1: April 20, 2027 The Governor's Office of Resiliency shall provide the forms for program and financial reporting.	21. Remittance Address State of Arizona Governor’s Accounting Office 1700 W. Washington Suite 500 Phoenix, AZ 85007 grantrfr@az.gov	22. Grantee Program Contact Tyler Kamarata Grants Analyst City of Sedona – Sustainability Department 102 Roadrunner Drive Sedona, AZ 86336 tkamarata@sedonaaz.gov 928-203-5128	23. Grantee Financial Contact Tyler Kamarata Grants Analyst City of Sedona – Sustainability Department 102 Roadrunner Drive Sedona, AZ 86336 tkamarata@sedonaaz.gov 928-203-5128	

24. Special Conditions

The above grant program is approved subject to such conditions of limitations as are incorporated by reference to the grantee's contract materials. Contract materials incorporated by reference include: The Request for Grant Solicitation No. RFGA-EECBG-OOR-082724-00 and all Attachments; solicitation amendment(s); grantee's response application (including narrative responses and all Exhibits); clarification requests and responses; and countersigned Offer and Acceptance Form, all of which are in the possession of the grantee.

The State of Arizona's Uniform Terms and Conditions (Revision No. 10.5) are incorporated into this contract as if fully set forth herein. Copies of this document may be accessed at:
https://spointra.az.gov/sites/default/files/Uniform%20Terms%20and%20Conditions_r10.5_03-24.pdf

In the event of any divergence between these contract materials and the Uniform Terms and Conditions, the contract shall control. Grantee warrants that it has read and understands the State of Arizona's Uniform Terms and Conditions (Revision No. 10.5), and agrees to be bound by them in their entirety.

In the event that the Federal agreement which provides funding for this award is paused and/or cancelled by a Federal agency, the Office of the Governor reserves the right to pause and/or cancel this award according to the same terms and timelines set by that Federal agency.

*Please use this sheet to create a detailed, line item budget for the project. Example text is provided in red italics.
Please add rows as needed. Please check formulas and totals prior to submission.*

Budget Template

Category	Title	Description	FTE/Time	Salary/Rate	Total Cost
Personnel					
Personnel Total					\$0.00
Category	Title	Description	Rate	Salary/Rate	Total Cost
Fringe Benefits					
Fringe Benefits Total					\$0.00
Category	Title	Description	Miles	State of AZ Mileage rate is 65.5 cents per mile	Total Cost
Travel					
Travel Total					\$0.00
Category	Title	Description	Number of Units	Per Unit Cost	Total Cost
Equipment					
Equipment Total					\$0.00
Category	Title	Description	Number of Units	Per Unit Cost	Total Cost
Supplies					
Supplies Total					\$0.00
Category	Title	Description	Rate*	Hours	Total Cost
Contractual	Consultant	Municipal Decarbonization Design and Development			\$180,000.00
Contractual	Consultant	Addendum #1 - Heat Mitigation and Adaption Evaluation Scope			\$70,000.00
Contractual Total					\$250,000.00
Category	Title	Description	Number of Units	Per Unit Cost	3
Other					
Other Total					\$0.00
Category	Title	Description	Rate	Direct Costs	Total Cost
Indirect Cost	Indirect Cost	Indirect Cost Rate (NICRA), DeMinimis	0.10	\$250,000.00	\$25,000.00
Indirect Costs Total			0	\$0.00	\$25,000.00

Total Requested \$250,000.00

**Note that the Davis Bacon and Related Acts local prevailing wage determinations apply to all laborers and mechanics working on job sites*

Arizona EECBG Grant Project Narrative

Executive Summary

The City of Sedona is submitting a grant proposal to advance climate goals in our community. This proposal highlights the background of Sedona, illustrates who Sedona is as a community, and the projects conducted projects to improve energy efficiency of municipal operations and mitigate the effects of climate change. The proposed project to retain technical consultant services to design, engineer, and develop decarbonizations projects such as onsite renewable energy, municipal fleet electric vehicle charging stations, HVAC electrification, and building control systems, is well aligned with Arizona EECBG Program.

The projects would lead to the development of implementable projects within a rural Arizona community. Reductions in fossil fuel consumption, advancement of the decarbonization of municipal operations, improvement in energy efficiencies of municipal buildings, advancement of clean energy, and the mitigation climate change effects are pursued through the design and development of projects under this proposal. The technical consulting services would advance progress towards Sedona’s Climate Action Plan goals and build projects based on the findings of the City of Sedona Decarbonization Roadmap.

The proposed project for design, engineering, and development of decarbonization projects is anticipated to take approximately 8 months. The project would consist of an initial kickoff meeting for internal team members and two community open houses to gather feedback on the design proposals. The project would complete with detailed and implementable design drawings and corresponding documentation for future implementation. Although the proposed design project would not have direct energy savings, they future implementation of the designed projects would target the reduction of over 10,000,000 KBtu fossil fuel usage and convert that usage to more efficient and clean electrical sources. In total, the City of Sedona looks to reduce over 2,000 MT CO₂e of scope 1 and 2 emissions from municipal operations, which benefits the community served.

The City of Sedona is a rural northern Arizona city known for its unique natural environment of towering red rock formations and mountainous landscapes. Within the city there is a mix of businesses, residential spaces, schools, and public spaces that offer the community and visitors a unique place to live and visit. The City of Sedona has a population of 9,790 ([US Census, 2022](#)). Historically, Sedona’s distinct landscape and natural resources have attracted people to the area for thousands of years. Native American tribes, such as the Sinagua, Yavapai, and Apache were the predominant tribes that once thrived in the Sedona region ([Justo, 2023](#)). Today, Sedona is a community of people representing different experiences, genders, age, ethnicities, and values. The vision for Sedona, illustrated in the Community Plan, is to nurture connections between people, encourage healthy and active lifestyles, and support a diverse and prosperous economy, with priority given to the environmental protection. The natural environment has historically been a top priority to preserve and protect in Sedona, and in 2021 the community driven Climate Action Plan was created.

Sedona’s median age is 58.5 years old, approximately 20 years older than the median age in Arizona (US Census, 2022) Sedona is also home to families, young people, and seasonal residents. Approximately 24% of the population speaks Spanish in the home (US Census, 2022) Much of Sedona’s housing is built single-family residential housing and has a year-round occupancy rate of 76.1% as of 2022. (U.S. Census 2022). The population of Sedona has slowly decreased in the last decade partly due to the rise in housing and rental costs, and the increase of residential housing being used for short-term rentals. Implementation of energy efficiency projects to reduce emissions and mitigate the effects of climate change can help adapt the predominantly older, rural community of northern Arizona.

Project Description

If awarded, funding from the proposed project would be utilized to obtain technical consulting services to design, engineer, and develop implementable projects for municipal operations in the following areas: onsite renewables, electric vehicle charging stations to support municipal fleet electrification, HVAC electrification, electrical capacity upgrades, and various energy efficiency and building control measures. Projects targeted for further design and development are derived from the recently completed City of Sedona Decarbonization Roadmap, which identified projects and rough order of magnitude costs to decarbonize municipal scope 1 and 2 emissions by 2030. The project would consist of securing consulting services, and over the course of approximately 8 months, conduct community open houses to solicit feedback on the designs, implement a survey option, and incorporate applicable community feedback into final designs and delivering implementable projects for Council consideration.

Property Name	Address	Sq. Footage	Space Type
Wastewater Administration	7500 W. State Rte. 89A	4,000	Admin Offices
Wastewater Operations*	7500 W. State Rte. 89A	3,300	Office + garage
Parks & Recreation	525 Posse Ground Road	5,372	Recreation Rooms
221 Brewer Road	221 Brewer Road	14,580	Offices/Courts
2070 Contractor's Road	2070 Contractor's Road	5,825	Maintenance Offices/Garage
Police Department (Boynton)	102 Roadrunner Drive	7,350	Office, meeting & locker rooms
City Administration (Mogollon)	102 Roadrunner Drive	5,920	Admin Offices
Community Development	102 Roadrunner Drive	6,059	Multi-purpose
City Hall	102 Roadrunner Drive	15,805	office, admin etc.
IT/City Attorney/Public Works	102 Roadrunner Drive	6,109	Offices

The pursued consulting services would cover the locations listed above. The following scopes would be targeted at applicable locations and align with applicable permitting and code requirements:

1. Solar PV Scope
 - System Sizing and Energy Modeling
 - Structural Engineering Analysis
 - Racking, Mounting, and Electrical System Design
 - Foundation Design for Ground Mounts
 - Interconnection Study and Design
 - Cable Routing and Trenching Plans
 - Lighting Design for Carports
2. Electric Vehicle (EV) Charging Scope
 - EV Charger Phasing Plan
 - Final EV Charger Siting and Layout Design
 - Load Analysis for EV Chargers
 - Cable Routing and Trenching Plans
 - Electrical Capacity Upgrades

- Metering and Monitoring Design
- Protection and Control Systems Design

3. HVAC Equipment Electrification Scope

- Load Calculation and HVAC Sizing
- for Electrified Equipment
- Electrical Capacity Upgrades
- Structural Engineering Analysis
- HVAC Control System Integration
- WWTP Chiller Short Cycle Fix
- Ductwork and Ventilation Design

4. Electrical Capacity Upgrade Scope

- Power Distribution System Design
- Electrical Engineering Calculations
- Electrical Equipment Design and Specification

5. Energy Efficiency Scope

- WWTP Minor Lift Station Pumping Optimization:
 - Pump Performance Analysis
 - Automation and Control System Upgrade
- WWTP Anoxic Tank Mixer VFD Motors:
 - Variable Frequency Drive (VFD) Motor Design & Integration
 - Process Optimization and Energy Efficiency
- Air-side Testing and Balancing (T&B) (City Hall & Occupied WWTP Buildings Only):
 - T&B Plan: Develop balancing plans for HVAC and electrical systems.
- Building Envelope/Duct Sealing (All Occupied Buildings in Scope):
 - Building Envelope Assessment
 - Air Sealing Design
- Retro-commissioning (City Hall Only):
 - Retro-commissioning Plan Development
 - Performance Verification

6. Microgrid Scope

- Based off all prior analysis, identify needs for microgrid applications at applicable locations crucial to infrastructure, municipal operations, or emergency preparedness.

Project Background

The City of Sedona has long history of energy efficiency projects for municipal operations. This long-standing history culminated in the creation of the city’s Municipal Sustainability Plan in 2020 and the Climate Action Plan (CAP) in 2021. Both plans set ambitious goals for the community and municipal operations. The CAP set a goal of 50% reduction in greenhouse gas emissions at the community level, and both plans set the goal for municipal operations to be carbon neutral by 2030, electrify the municipal fleet by 2030, and procure 100% renewable energy for municipal operations. A number of projects show Sedona’s dedication to improving efficiency and reducing consumption of natural resources.

In 2012, the City of Sedona entered into a power purchase agreement to install a solar array to help offset electricity usage at the city’s wastewater treatment plant with onsite renewable energy. The city partnered

with Midstate Energy in 2018 for energy efficiency measures from LED lighting retrofits to networked thermostats. In 2022, the city partnered with APS to participate in the Green Power Partners Program to source renewable energy and associated renewable energy credits (RECs). In 2023 solar parking lot lights were installed at Posse Grounds Park. Over the last 5 years, the city also partnered with APS and Electrify America to install community facing EV charging stations at Posse Grounds Park, Sunset Park, and City Hall. With all these initiatives being undertaken, there still wasn't a comprehensive roadmap to highlight the extent of needs, anticipated budget needs, and timelines to reach the ambitious goals. In early 2024, the creation of the Decarbonization Roadmap began and was completed in August. The proposed funds would go to the design and development of roadmap projects and help bring the ambitious goals closer to fruition.

Yearly municipal and community greenhouse gas inventories are created to track progress towards the mentioned goals, and the city implemented a utility tracking platform to help analyze trends and track towards the goals for municipal operations. In 2023, emissions from fossil fuel from natural gas for buildings, gasoline and diesel for fleet vehicles, and electricity total over 2,200 MT CO₂e. These scope 1 and 2 emissions were approximately 77% of emissions from calculated categories under a location-based approach. The design and development of the proposed decarbonization projects significantly improve emissions from municipal operations and reduce reliance on RECs and carbon offsets to meet the city's climate goals. When looking at a market-based approach, and applying RECs, the emissions from municipal operations are down 50% from the 2018 baseline. At the community level, emissions are down approximately 8% from the same baseline year.

To achieve the goals for municipal operations, several challenges and hurdles remain. Long lead times for electrical equipment, difficulty procuring electric vehicles, lack of infrastructure for EVs charging, unestablished design and development of decarbonization projects, public awareness and support all remain as challenges and hurdles to various degrees. The development and design of decarbonization roadmap with public input would get the city one step closer to achieving its goals.

Project Vision and Strategy

The proposed design and development of decarbonization projects would build upon the progress made during the decarbonization roadmap and deliver implementable projects based on existing and reliable technology. The designed projects would improve charging infrastructure, further define decarbonization needs, bring increased visibility to onsite renewables to municipal facilities, and engage the community in the design process. The vision of the project is to deliver cost-effective projects in both the near and long-term (2-5 years) that help advance energy efficiency and decarbonization. The project would incorporate community feedback into the design process to develop projects to have the look, feel, and connection to the community to help make these projects tangible and improve community inclusion in rural Arizona.

Additionality

The Decarbonization Roadmap developed in 2024 established an initial cost estimate to decarbonize scope 1 and 2 emissions from municipal operations at approximately \$13 million over the next 5 years. That is a significant upfront cost investment for a town of less than 10,000 people. The City of Sedona budgeted \$430,000 in FY25 to begin smaller projects while the extent of decarbonization needs was established. These initial funds are directed to a small fleet charging station pilot project, building and lighting controls, and LED streetlight retrofitting. If awarded, funding from the Office of Resiliency would make a significant impact and show of support for the city's decarbonization efforts. The funds would go towards technical consulting and design services across the entire project area, which would

design approximately \$8 million worth of decarbonization projects that could be implemented in the next couple of years.

All energy efficiency projects to date have been funded through the city’s general fund. However, as the projects grow in scale and complexity, the need for outside funding and partnerships increases. City of Sedona staff are actively looking for ways to partner, expand, and collaborate with additional organizations. An application for the Climate Pollution Reduction Grant Program was submitted, but with over \$30 billion in requests received against a \$4.3 billion budget, the prospects were daunting. The City of Sedona cannot advance climate and energy goals in northern Arizona without external support and partners. As Sedona tries to balance public transit, housing, traffic, wastewater, sustainability, etc. outside support from agencies like OOR are needed and appreciated. Funding would help kickstart the next phase of decarbonization and energy efficiency and build connections and capacity in rural Arizona.

Feasibility

The proposed approach is believed to be highly feasible. There are several qualified consultants who can provide the desired services within the anticipated 8-month timeline of the project. The open houses and survey options can be replicated from previous city efforts, such as with the Sedona Community Plan. The creation of the decarbonization roadmap was completed in approximately 6 months and had a similar approach but lacked the community feedback options. An 8-month timeline while incorporating more community feedback is feasible.

Innovation and Replicability

The City of Sedona is one of a handful of municipalities that are pursuing decarbonization and climate action across the state. The creation of a decarbonization roadmap was unique in rural Arizona, and the proposed design and development of solar PV, fleet charging stations, HVAC electrification would continue that trend. In northern Arizona, only the City of Flagstaff and Coconino County have embarked on similar endeavors. More regionally, these efforts are unique to the Verde Valley, but they can be replicated. The City of Sedona would be thrilled to share the decarbonization roadmap and projects designed from this proposal to help rural communities advance climate action and energy efficiency. The designed projects, lessons learned, and opportunities, along with the decarbonization roadmap from which they are derived would be shared with all surrounding municipalities.

Community Benefits

The benefits of the proposed projects to residents and disadvantaged communities would come from the local and regional reductions in carbon emissions as well as improved local air quality. The installation of on-site solar panels and the increased efficiency of the HVAC systems on municipal buildings will allow for one of Sedona’s largest organizations to become carbon neutral in their scope 1 and scope 2 emissions. While these projects will reduce emissions in the state, the installation of municipal-facing electric vehicle chargers will allow Sedona to transition over seventy consistently used gas vehicles over to electric. Eliminating emissions associated with more than seventy vehicles, many of which are trucks with low fuel efficiency, will lead to improved air quality, especially to our lowest income residents that live right off the most utilized road in Sedona.

Consulting services for the design phase of these projects will be high quality jobs but may not always be local. If these projects move forward to construction, it is highly likely that local construction companies and other contractors will be used.

Almost every significant sustainability project that has been planned by Sedona’s Sustainability Department has led to the employment and involvement of local and state businesses. It is a City Council priority that city projects be carried out by Sedona and Arizona businesses. While we have not yet gone out for quotes and bids for some of the projects listed above, it is highly likely that our projects would employ many local contractors. Because Sedona is so rural, it is common to rely on contractors from the Verde Valley and Flagstaff. If projects move forward with construction, the Sustainability Department will invite students from Northern Arizona University to participate in viewing construction sites, review project design plans, and learn about what it takes for a municipality to get quotes, go out to bid, design projects, and oversee construction.

While these projects may not have a direct positive impact for low-income communities, Sedona is one of the only northern Arizona towns that is actively addressing climate change, sustainability, and resiliency. While other communities surrounding Sedona struggle to discuss climate change in settings of public discourse, Sedona has a developed sustainability department, a climate action plan, municipal sustainability plan, and funds approximately 30 different projects and programs. Over the years, Sedona’s leadership in this space has helped lead regional efforts in transitioning other communities towards a more sustainable future.

Technical Merit. Feasibility & Implementation Plan

Current Phase of Project Planning

The design, engineering, and development of the proposed projects has not taken place. If awarded, funds would be utilized to carry out these efforts. Preliminary planning, rough order of magnitude cost estimations, estimated timelines, and project identification has been completed through the creation of the City of Sedona Decarbonization Roadmap, which was finished in August of 2024. That document serves as the basis of which the technical consulting services for the design and engineering are sought after. The primary goals which led to the creation of the roadmap were established in the 2020 Municipal Sustainability Plan and the Sedona Climate Action Plan from 2021.

Explanation of Proposed Expenses Organized by Task

The proposed expenses would be utilized solely for the retainment of technical consultant services for the design, engineering, and development of the decarbonization roadmap projects that would be implemented in the next couple of years. Costs associated with hosting the open houses and survey options for community members, along with project management would be incurred by the City of Sedona, and proposed funds would not go to those services. All awarded funds are designated to the retainment of technical consulting services. The services that are being requested cannot be done adequately in-house. City staff lack qualified electrical and mechanical engineering for the electric vehicle charging infrastructure and onsite renewables design, and capacity is lacking to complete the decarbonization project development.

The proposed scopes of work would cover the identified project locations and are anticipated to cost approximately \$180,000. The scopes of work would include solar PV, EV charging stations, HVAC equipment electrification, electrical capacity analysis, and energy efficiency, microgrid analysis as identified in the project description.

Impact of Awarded Grant Funds

If awarded, grant funds from the Office of Resiliency and the Arizona EECBG Program would directly aid in progressing energy efficiency, decarbonization, and climate action in rural northern Arizona with a

city of under 10,000 residents. To date, high level planning, cost estimations, and various energy efficiency projects have been completed, however a comprehensive, implementable, constructable design package has not been created. Awarded funds would directly go towards retaining technical consulting services to achieve this objective and help the facilitate the implementation of developed projects in subsequent years for municipal operations. These developed projects would be shared well beyond its completion date with interested parties and municipalities and show how the City of Sedona and Office of Resiliency partnered to advance energy efficiency and decarbonization throughout the state. Awarded funds would be act as an additional catalyst and support to progress energy efficiency and climate action in the state of Arizona. Awarded funds would show continued support and buy-in for such projects and help foster collaboration with internal and community stakeholders. Funds would fill a gap in capacity and retain technical services (i.e. mechanical and electrical engineering) that is lacking within municipal staff to successfully carry out the proposed projects. Additionally, funds for technical consulting services of the proposed projects would also create an opportunity to gather and engage community members for their feedback on the design of applicable projects and merge that with industry expertise.

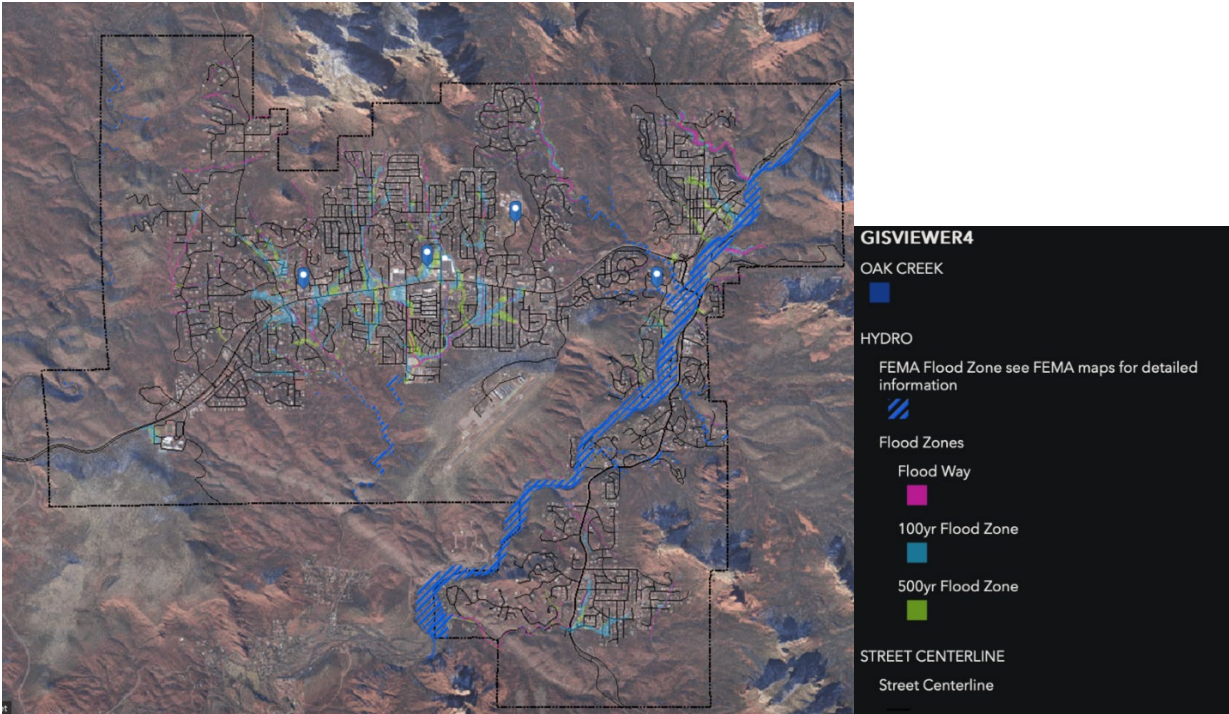
Description of Other Funding Sources

The City of Sedona has looked to similar funding sources to help advance climate action and energy efficiency and is continually looking to expand funding sources and collaboration. The Charging and Fueling Infrastructure Grant was evaluated for municipal fleet electrification, but upon determining that activity area wasn’t applicable an alternative application for community charging was submitted. The Climate Pollution Reduction Grant Program was also pursued in 2024 with decarbonization projects, home energy efficiency, and solar rebates application and was unsuccessful. The EPA had over \$30 billion in funding requests against a \$4.3 billion budget. The Rural Energy for America Program was researched, but the municipality doesn’t qualify for that grant. At the time of this application, the City of Sedona is unaware of any applicable state funding sources, and funding sources from community foundations or private organizations related to these projects has been difficult to identify.

Local funding from the general fund has been considered. However, the initial \$13 million estimate established by the decarbonization roadmap over the next 5 years highlighted the need for outside collaboration and assistance. The city is balancing multiple high priority areas including housing, traffic and congestion, sustainability and climate action, wastewater treatment infrastructure, etc. that additional assistance is needed to keep progress moving on initiatives.

Indication of Whether the Project is in Floodplain

Two of the locations are considered in floodplain. The administration facilities at 221 Brewer Road exists in a FEMA identified flood zone, and the maintenance facilities at 2070 Contractors exists within a 100-year and 500-year flood zone. The markers on the corresponding map match the locations of the proposed consulting services would evaluate.



Demonstrated Ability to Buy American and Davis-Bacon Act

Technical consulting services would be procured from American-based business or institutions. No products would be purchased for this project. Only design, engineering, and development services would be utilized. Developed projects would be created to comply specifically to the Davis-Bacon Act in the event of a contract for construction of the designed projects, and equipment needed for the designed projects would include specifications and technology that can be sourced from American companies and comply with the Build America Buy America Act.

Organizational Capacity

The City of Sedona has pursued similar projects in the past and is well suited for the proposed project. The organization has many completed technical consulting service and design projects for parking garages, public parks, shared use paths, park amenities, decarbonization roadmapping, climate action planning, etc. Specifically, within the Sustainability Department, the team received an ADEQ Recycling Grant for Smart Receptacles early in 2024 and is successfully implementing the waste receptacles, community engagement pieces, and the reporting requirements associated with that grant application. The community-driven Sedona Climate Action Plan from 2021 had a similar process, and the department just recently finished an 8-month process (completed in August of 2024) with technical consultants for the creation of the Decarbonization Roadmap, which the proposed activity would design, engineer, and develop the projects identified from. The proposed activity is well within the capacity and expertise of City of Sedona’s Sustainability Department and its team members. See Appendix A for City of Sedona Organizational Chart.

Staff Accountability

Grants are fiscally administered across departments. Ultimately, the city’s Finance Department oversees the proper accounting for the receipt of grants funds and the expenditures of funds that match the respective grant. Departments with the respective grants collaborate with the Finance Department and

Grants Analyst to ensure expended funds match appropriate grant identified activity areas and oversee project implementation. Documentation and associated funds reporting are compiled by the department overseeing the grant project and coordinated with the Grants Analyst for submission. See Appendix B for Key Member Qualifications.

- **Bryce Beck – Sustainability Manager:** Oversight of department programming and fiscal initiatives and priorities. Sets direction for projects, facilitates contract development, oversees reporting requirements for department wide projects. Develops collaboration strategies.
- **Zach Schwarz – Sustainability Coordinator:** Implements sustainability and climate action projects. Facilitating fleet electrification, heat resiliency, composting, etc. Would oversee and ensure successful implementation and completion of proposed project timelines and deliverables.
- **Sarah Estrada – Sustainability Coordinator:** Implements sustainability and climate action projects. Facilitates school education curriculum, waste management, invasive species management, and community outreach. Would assist in the facilitation of community outreach.
- **Tyler Kamarata – Grants Analyst:** Reviews applicable grants and submitted documents, develops timelines for reporting, and oversees grant documentation and reporting submissions.
- **Renee Stanley – Accounting Supervisor:** Oversees Finance Department functions for activities across the municipality. Ensures grants funds are properly accounted and reported on.

Capacity Building Needs

Additional capacity needs to be built with local community-based organizations. There have been a few changes in leadership at relevant and available community organizations, so additional conversations, collaboration, and relationship strengthening will be needed. This will be done through in-person conversations, goal setting, and identifying respective organizational needs and capacity to help facilitate community outreach for the proposed project. Staff capacity to carry out the project and associated community outreach is available. No extra equipment is anticipated to be needed. All public spaces and technology for outreach is available and will be utilized.

Implementation Plan

Sequential List of Activities

Activity	Timeline	Lead	Partners
Pre-project RFB Development & Solicitation	2-3 Months	City of Sedona	
Pre-project Consulting Services Selection	1 Month	City of Sedona	
Pre-project Launch Timeline	3 months		
Project Scoping and Data Transfer	Month 1	City of Sedona	Chosen Consulting Services
Survey Platform Creation	Month 1	City of Sedona	Chosen Consulting Services
Community Outreach & Open Question Sessions	Month 2	City of Sedona	Community Based Organizations
Open House #1	Month 3	City of Sedona & Chosen Consulting Services	Potentially Keep Sedona Beautiful, Northern Arizona Climate Change Alliance
Community Outreach & Open Question Sessions	Month 4	City of Sedona	Community Based Organizations
Preliminary Designs and Engineering	Months 1-5	Chosen Consulting Services	City of Sedona
50% Presentation to City Council	Month 5	Chosen Consulting Services	City of Sedona
Community Outreach & Open	Month 6	City of Sedona	Community Based Organizations

Question Sessions			
Open House #2	Month 6	City of Sedona & Chosen Consulting Services	Potentially Keep Sedona Beautiful, Northern Arizona Climate Change Alliance
Project Design and Feedback Finalization	Month 7	City of Sedona	Chosen Consulting Firm
Engineering and Design Refinement based on Feedback and Analysis	Months 5-8	Chosen Consulting Services	City of Sedona
Final Presentation to Council	Month 8	Chosen Consulting Services	City of Sedona
Anticipated Project Timeline	8 Months		
Social Media Outreach	Throughout Project	City of Sedona	CBOs like Keep Sedona Beautiful, Northern Arizona Climate Change Alliance Potentially
Status Updates to Arizona EECBG Program	Throughout project and duration	City of Sedona	Chosen Consulting Services
Final Report to EECBG	1-2 Months	City of Sedona	Chosen Consulting Services
Total Project Timeline	11-13 Months		

Anticipated Obstacles and Barriers to Completion

There are relatively few obstacles or barriers to completion for the proposed project. However, a few of them may include a consulting firm or business that has expertise around the wide range of scopes that is proposed for design and development. Many consulting services may specialize in fleet electrification for instance but not solar photovoltaic installs. Some consulting firms may not be well equipped to facilitate the community feedback received, as they may specialize in engineering services versus community engagement. To overcome this, city staff would lean on past experiences and connections to solicit bids through a comprehensive request for bid process and directly reach out to consulting services group who can provide the extensive range of technical support needed. This will also help keep anticipated consulting services costs competitive.

Gathering robust community feedback can be an obstacle as well. The topic of sustainability, decarbonization, and climate action, are often new or foreign concepts for community members, and thus would lead to relatively low interaction compared to a traffic related project that is more tangible. Additionally, community members, particularly disadvantaged persons, are often disenfranchised and/or lack the time and availability to participate in outreach events that conflict with work schedules for instance. A tiered community outreach approach would be pursued to reduce these obstacles and create pathways for community engagement.

Outside of finding a retaining qualified consulting services that can cover a robust and wide-ranging scope and getting strong community engagement in the design process, the proposed project is perceived to quite feasible to accomplish. Design and consulting services are often conducted throughout municipalities for several things, and this would be no different. The timeline is well within reach, and the only thing that is different is the topic. Instead of a public park design, the projects would be related to energy efficiency and decarbonization.

Community Outreach Efforts

The City of Sedona would pursue a tiered community outreach approach across three levels. The four levels would be created to help feed into and support the other. They would consist of open houses, digital and physical survey options, smaller open question sessions, and direct outreach to community-based organizations and NGOs, interfaith institutions, and non-profit organizations, along with social media

outreach. Outreach materials would be translated into Spanish, and interpretation services would be utilized for the open houses and outreach/sessions with community groups. The four levels of community outreach are envisioned as follows:

- **Tier 1: Community-wide Open Houses**
 - Host Two Open Houses – One held 2-3 months into the project. The second held 5-6 months in.
 - Workshops held at trusted offsite locations such as Sedona Public Library or Red Rock High School
 - Interpretation services available for Spanish speaking community members
- **Tier 2: Digital and Physical Community Surveys**
 - Physical survey option available for in-person events and additional copies distributed to community organizations.
 - Digital survey option created using a platform, such as Konveio, which has been utilized before in city planning.
 - Survey options would be translated into Spanish
- **Tier 3: Direct Outreach to CBOs, NGO, Interfaith Institutions & Open Question Sessions**
 - Smaller direct outreach and information sessions to groups like Keep Sedona Beautiful, St. John Vianney, Northern and Arizona Interfaith Council.
 - Outreach would be prioritized for community-based organizations that have direct connections with disadvantaged community members, which would build trust in the outreach endeavors.
 - Host 4 smaller open sessions, like informal coffee hours, to solicit feedback from community members in smaller settings
- **Tier 4: Social Media and Physical Outreach**
 - Flyer distribution to locally trusted groups like Sedona Food Bank, Sedona Public Library, West Sedona School
 - Digital outreach highlighting the efforts, open houses, and survey options via Instagram and Facebook, and possible video creation.
 - Spanish language translated material

Works Cited & Resources

Climate Profile for Verde Valley Arizona. May 8, 2020

<https://www.sedonaaz.gov/home/showpublisheddocument/41314/637249576266800000>

CAPA. Heat Watch Report: Sedona, Arizona. 2023.

<https://www.sedonaaz.gov/home/showpublisheddocument/50239/638342571946500000>

History of Sedona. Updated March 15, 2018. City of Sedona Website

<https://www.sedonaaz.gov/home/showdocument?id=34040&lang=en#:~:text=The%20first%20European%20exploration%20of%20the%20Verde%20Valley,some%20prospecting%20in%20Jerome%2C%20but%20found%20only%20copper.>

Iowa State University, Iowa Environmental Mesonet. Sedona, Arizona June-September 2023.

https://mesonet.agron.iastate.edu/sites/hist.phtml?station=SEZ&network=AZ_ASOS&year=2023&month=6

Justo. Native Tribe Info: A journey through the world of native tribes. Sedona's Native Tribes: Unveiling the Ancient Legacy. December 27, 2023. <https://nativetribe.info/sedonas-native-tribes-unveiling-the-ancient-legacy/>

US Census Bureau. Quick Facts on Sedona, Arizona. 2022 and 2023.

<https://www.census.gov/quickfacts/fact/table/sedonacityarizona/PST045222>

Special Terms and Conditions

Executive Office of State of Arizona (“Recipient”), which is identified in Block 5 of the Assistance Agreement, and the Office of State and Community Energy Programs (“SCEP”), and Energy Efficiency and Conservation Block Grant Program (“EECBG”), an office within the United States Department of Energy (“DOE”), enter into this Award, referenced above, to achieve the project objectives and the technical milestones and deliverables stated in Attachment 1 to this Award.

This Award consists of the following documents, including all terms and conditions therein:

	Assistance Agreement
	Special Terms and Conditions
Attachment 1	Activity File
Attachment 2	Federal Assistance Reporting Checklist and Instructions
Attachment 3	Budget Information SF-424A
Attachment 4	Intellectual Property Provisions
Attachment 5	Energy Efficiency and Conservation Strategy

The following are incorporated into this Award by reference:

- DOE Assistance Regulations, 2 CFR part 200 as amended by 2 CFR part 910 at <http://www.eCFR.gov>.
- National Policy Requirements (November 12, 2020) at <http://www.nsf.gov/awards/managing/rtc.jsp>.
- The Recipient’s application/proposal as approved by SCEP.
- Public Law 117-58, also known as the Bipartisan Infrastructure Law (BIL).

Table of Contents

Subpart A. General Provisions	4
Term 1. Legal Authority and Effect	4
Term 2. Flow Down Requirement.....	4
Term 3. Compliance with Federal, State, and Municipal Law	4
Term 4. Inconsistency with Federal Law	4
Term 5. Federal Stewardship	4
Term 6. NEPA Requirements	4
Term 7. Notice Regarding the Purchase of American-Made Equipment and Products – Sense of Congress	6
Term 8. Reporting Requirements	6
Term 9. Lobbying.....	6
Term 10. Publications	6
Term 11. No-Cost Extension	7
Term 12. Property Standards.....	7
Term 13. Insurance Coverage	8
Term 14. Real Property	8
Term 15. Equipment	8
Term 16. Supplies.....	9
Term 17. Property Trust Relationship	9
Term 18. Record Retention.....	9
Term 19. Audits.....	9
Term 20. Indemnity.....	10
Term 21. Foreign National Participation	10
Term 22. Post-Award Due Diligence Reviews	11
Subpart B. Financial Provisions.....	11
Term 23. Maximum Obligation.....	11
Term 24. Refund Obligation.....	11
Term 25. Allowable Costs	11
Term 26. Indirect Costs	11
Term 27. Decontamination and/or Decommissioning (D&D) Costs.....	12
Term 28. Use of Program Income	13
Term 29. Payment Procedures	13
Term 30. Budget Changes	14
Subpart C. Miscellaneous Provisions	14
Term 31. Environmental, Safety and Health Performance of Work at DOE Facilities	14
Term 32. System for Award Management and Universal Identifier Requirements	15
Term 33. Nondisclosure and Confidentiality Agreements Assurances	16
Term 34. Subrecipient Change Notification	17
Term 35. Conference Spending.....	18
Term 36. Recipient Integrity and Performance Matters.....	19
Term 37. Export Control.....	20
Term 38. Interim Conflict of Interest Policy for Financial Assistance	21
Term 39. Organizational Conflict of Interest.....	21
Term 40. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment	22
Term 41. Human Subjects Research	23
Term 42. Fraud, Waste and Abuse	24
Subpart D. Bipartisan Infrastructure Law (BIL)-specific requirements	24

Term 43.	Reporting, Tracking and Segregation of Incurred Costs	24
Term 44.	Davis-Bacon Requirements	24
Term 45.	Buy American Requirement for Infrastructure Projects	26
Term 46.	Affirmative Action and Pay Transparency Requirements	31
Term 47.	Potentially Duplicative Funding Notice	32
Term 48.	Transparency of Foreign Connections.....	32
Term 49.	Foreign Collaboration Considerations	33

Subpart A. General Provisions

Term 1. Legal Authority and Effect

A DOE financial assistance award is valid only if it is in writing and is signed, either in writing or electronically, by a DOE Contracting Officer.

The Recipient may accept or reject the Award. A request to draw down DOE funds or acknowledgement of award documents by the Recipient's authorized representative through electronic systems used by DOE, specifically FedConnect, constitutes the Recipient's acceptance of the terms and conditions of this Award. Acknowledgement via FedConnect by the Recipient's authorized representative constitutes the Recipient's electronic signature.

Term 2. Flow Down Requirement

The Recipient agrees to apply the terms and conditions of this Award, as applicable, including the Intellectual Property Provisions, to all subrecipients (and subcontractors, as appropriate), as required by 2 CFR 200.101, and to require their strict compliance therewith. Further, the Recipient must apply the Award terms as required by 2 CFR 200.327 to all subrecipients (and subcontractors, as appropriate), and to require their strict compliance therewith.

Term 3. Compliance with Federal, State, and Municipal Law

The Recipient is required to comply with applicable Federal, state, and local laws and regulations for all work performed under this Award. The Recipient is required to obtain all necessary Federal, state, and local permits, authorizations, and approvals for all work performed under this Award.

Term 4. Inconsistency with Federal Law

Any apparent inconsistency between Federal statutes and regulations and the terms and conditions contained in this Award must be referred to the DOE Award Administrator for guidance.

Term 5. Federal Stewardship

SCEP will exercise normal Federal stewardship in overseeing the project activities performed under this Award. Stewardship activities include, but are not limited to, conducting site visits; reviewing performance and financial reports; providing technical assistance and/or temporary intervention in unusual circumstances to address deficiencies that develop during the project; assuring compliance with terms and conditions; and reviewing technical performance after project completion to ensure that the project objectives have been accomplished.

Term 6. NEPA Requirements

DOE must comply with the National Environmental Policy Act (NEPA) prior to authorizing the use of Federal funds. Based on all information provided by the Recipient, SCEP has made a NEPA determination by issuing a categorical exclusion (CX) for all activities listed in the Activity

File approved by the Contracting Officer and the DOE NEPA Determination. The Recipient is thereby authorized to use Federal funds for the defined project activities, subject the Recipient's compliance with the conditions stated below and except where such activity is subject to a restriction set forth elsewhere in this Award.

Condition(s):

1. This NEPA Determination only applies to activities funded by the Administrative and Legal Requirements Document (ALRD) for the EECBG Program Formula Infrastructure Investment and Jobs Act (EECBG Formula - IJIA) awarded to non-tribal recipients proposing non-ground disturbing activities within states that have a DOE executed Historic Preservation Programmatic Agreement.
2. Activities not listed under "Blueprints and additional activities" within this NEPA determination are subject to additional NEPA review and approval by DOE. For activities requiring additional NEPA review, Recipients must complete the environmental questionnaire (EQ-1) found at <https://www.eere-pmc.energy.gov/NEPA.aspx> and receive notification from DOE that the NEPA review has been completed and approved by the Contracting Officer prior to initiating the project or activities.
3. Activities proposed on tribal lands or tribal properties would be restricted to homes/buildings less than forty-five (45) years old and without ground disturbance. Recipients must contact the DOE Project Officer for a Historic Preservation Worksheet to request a review of activities that are listed below on tribal homes/buildings forty-five (45) years and older and/or ground disturbing activities. The DOE NEPA team must review the Historic Preservation Worksheet and notify the Recipient's DOE Project Officer before activities listed on the Historic Preservation Worksheet may begin.
4. This authorization does not include activities where the following elements exist: extraordinary circumstances; cumulative impacts or connected actions that may lead to significant effects on the human environment; or any inconsistency with the "integral elements" (as contained in 10 CFR Part 1021, Appendix B) as they relate to a particular project.
5. The Recipient must identify and promptly notify DOE of extraordinary circumstances, cumulative impacts or connected actions that may lead to significant effects on the human environment, or any inconsistency with the "integral elements" (as contained in 10 CFR Part 1021, Appendix B) as they relate to project activities.
6. Recipients must have a DOE executed Historic Preservation Programmatic Agreement and adhere to the terms and restrictions of its DOE executed Historic Preservation Programmatic Agreement. DOE executed Historic Preservation Programmatic Agreements are available at <https://www.energy.gov/node/812599>.
7. Recipients are responsible for reviewing the online NEPA and Historic preservation training at www.energy.gov/node/4816816 and contacting EECBG.NEPA@ee.doe.gov with any EECBG NEPA or historic preservation questions.
8. Recipients are required to submit an annual Historic Preservation Report in the Performance and Accountability for Grants in Energy system (PAGE) at <https://www.page.energy.gov/default.aspx>.

9. Most activities listed under “Blueprints and additional activities” within this NEPA determination are more restrictive than the Categorical Exclusion. The restrictions included in the “Blueprints and additional activities” must be followed.
10. This authorization excludes any activities that are otherwise subject to a restriction set forth elsewhere in the award.

This authorization is specific to the project activities and locations as described in the Activity File approved by the Contracting Officer and the DOE NEPA Determination.

If the Recipient later intends to add to or modify the activities or locations as described in the approved Activity File and the DOE NEPA Determination, those new activities/locations or modified activities/locations are subject to additional NEPA review and are not authorized for Federal funding until the Contracting Officer provides written authorization on those additions or modifications. Should the Recipient elect to undertake activities or change locations prior to written authorization from the Contracting Officer, the Recipient does so at risk of not receiving Federal funding for those activities, and such costs may not be recognized as allowable cost share.

Term 7. Notice Regarding the Purchase of American-Made Equipment and Products – Sense of Congress

It is the sense of the Congress that, to the greatest extent practicable, all equipment and products purchased with funds made available under this Award should be American-made.

Term 8. Reporting Requirements

The reporting requirements for this Award are identified on the Federal Assistance Reporting Checklist, attached to this Award. Failure to comply with these reporting requirements is considered a material noncompliance with the terms of the Award. Noncompliance may result in withholding of future payments, suspension, or termination of the current award, and withholding of future awards. A willful failure to perform, a history of failure to perform, or unsatisfactory performance of this and/or other financial assistance awards, may also result in a debarment action to preclude future awards by Federal agencies.

Term 9. Lobbying

By accepting funds under this Award, the Recipient agrees that none of the funds obligated on the Award shall be expended, directly or indirectly, to influence congressional action on any legislation or appropriation matters pending before Congress, other than to communicate to Members of Congress as described in 18 U.S.C. § 1913. This restriction is in addition to those prescribed elsewhere in statute and regulation.

Term 10. Publications

The Recipient is required to include the following acknowledgement in publications arising out of, or relating to, work performed under this Award, whether copyrighted or not:

- *Acknowledgment:* “This material is based upon work supported by the U.S. Department of Energy’s Office of State and Community Energy Programs (SCEP) under the Energy Efficiency and Conservation Block Grant Program (EECBG) Award Number DE-SE0000345.”
- *Full Legal Disclaimer:* “This report was prepared as an account of work sponsored by an agency of the United States Government. Neither the United States Government nor any agency thereof, nor any of their employees, makes any warranty, express or implied, or assumes any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, apparatus, product, or process disclosed, or represents that its use would not infringe privately owned rights. Reference herein to any specific commercial product, process, or service by trade name, trademark, manufacturer, or otherwise does not necessarily constitute or imply its endorsement, recommendation, or favoring by the United States Government or any agency thereof. The views and opinions of authors expressed herein do not necessarily state or reflect those of the United States Government or any agency thereof.”

Abridged Legal Disclaimer: “The views expressed herein do not necessarily represent the views of the U.S. Department of Energy or the United States Government.”

Recipients should make every effort to include the full Legal Disclaimer. However, in the event that recipients are constrained by formatting and/or page limitations set by the publisher, the abridged Legal Disclaimer is an acceptable alternative.

Term 11. No-Cost Extension

As provided in 2 CFR 200.308, the Recipient must provide the Contracting Officer with notice in advance if it intends to utilize a one-time, no-cost extension of this Award. The notification must include the supporting reasons and the revised period of performance. The Recipient must submit this notification in writing to the Contracting Officer and DOE Technology Manager/ Project Officer at least 30 days before the end of the current budget period.

Any no-cost extension will not alter the project scope, milestones, deliverables, or budget of this Award.

Term 12. Property Standards

The complete text of the Property Standards can be found at 2 CFR 200.310 through 200.316. Also see 2 CFR 910.360 for additional requirements for real property and equipment for For-Profit recipients.

Term 13. Insurance Coverage

See 2 CFR 200.310 for insurance requirements for real property and equipment acquired or improved with Federal funds. Also see 2 CFR 910.360(d) for additional requirements for real property and equipment for For-Profit recipients.

Term 14. Real Property

Subject to the conditions set forth in 2 CFR 200.311, title to real property acquired or improved under a Federal award will conditionally vest upon acquisition in the non-Federal entity. The non-Federal entity cannot encumber this property and must follow the requirements of 2 CFR 200.311 before disposing of the property.

Except as otherwise provided by Federal statutes or by the Federal awarding agency, real property will be used for the originally authorized purpose as long as needed for that purpose. When real property is no longer needed for the originally authorized purpose, the non-Federal entity must obtain disposition instructions from DOE or pass-through entity. The instructions must provide for one of the following alternatives: (1) retain title after compensating DOE as described in 2 CFR 200.311(c)(1); (2) Sell the property and compensate DOE as specified in 2 CFR 200.311(c)(2); or (3) transfer title to DOE or to a third party designated/approved by DOE as specified in 2 CFR 200.311(c)(3).

See 2 CFR 200.311 for additional requirements pertaining to real property acquired or improved under a Federal award. Also see 2 CFR 910.360 for additional requirements for real property for For-Profit recipients.

Term 15. Equipment

Subject to the conditions provided in 2 CFR 200.313, title to equipment (property) acquired under a Federal award will conditionally vest upon acquisition with the non-Federal entity. The non-Federal entity cannot encumber this property and must follow the requirements of 2 CFR 200.313 before disposing of the property.

A state must use equipment acquired under a Federal award by the state in accordance with state laws and procedures.

Equipment must be used by the non-Federal entity in the program or project for which it was acquired as long as it is needed, whether or not the project or program continues to be supported by the Federal award. When no longer needed for the originally authorized purpose, the equipment may be used by programs supported by DOE in the priority order specified in 2 CFR 200.313(c)(1)(i) and (ii).

Management requirements, including inventory and control systems, for equipment are provided in 2 CFR 200.313(d).

When equipment acquired under a Federal award is no longer needed, the non-Federal entity must obtain disposition instructions from DOE or pass-through entity.

Disposition will be made as follows: (1) items of equipment with a current fair market value of \$5,000 or less may be retained, sold, or otherwise disposed of with no further obligation to DOE; (2) Non-Federal entity may retain title or sell the equipment after compensating DOE as described in 2 CFR 200.313(e)(2); or (3) transfer title to DOE or to an eligible third party as specified in 2 CFR 200.313(e)(3).

See 2 CFR 200.313 for additional requirements pertaining to equipment acquired under a Federal award. Also see 2 CFR 910.360 for additional requirements for equipment for For-Profit recipients. See also 2 CFR 200.439 Equipment and other capital expenditures.

Term 16. Supplies

See 2 CFR 200.314 for requirements pertaining to supplies acquired under a Federal award. See also 2 CFR 200.453 Materials and supplies costs, including costs of computing devices.

Term 17. Property Trust Relationship

Real property, equipment, and intangible property, that are acquired or improved with a Federal award must be held in trust by the non-Federal entity as trustee for the beneficiaries of the project or program under which the property was acquired or improved. See 2 CFR 200.316 for additional requirements pertaining to real property, equipment, and intangible property acquired or improved under a Federal award.

Term 18. Record Retention

Consistent with 2 CFR 200.334 through 200.338, the Recipient is required to retain records relating to this Award.

Term 19. Audits

A. Government-Initiated Audits

The Recipient must provide any information, documents, site access, or other assistance requested by SCEP, DOE or Federal auditing agencies (e.g., DOE Inspector General, Government Accountability Office) for the purpose of audits and investigations. Such assistance may include, but is not limited to, reasonable access to the Recipient's records relating to this Award.

Consistent with 2 CFR part 200 as amended by 2 CFR part 910, DOE may audit the Recipient's financial records or administrative records relating to this Award at any time. Government-initiated audits are generally paid for by DOE.

DOE may conduct a final audit at the end of the project period (or the termination of

the Award, if applicable). Upon completion of the audit, the Recipient is required to refund to DOE any payments for costs that were determined to be unallowable. If the audit has not been performed or completed prior to the closeout of the award, DOE retains the right to recover an appropriate amount after fully considering the recommendations on disallowed costs resulting from the final audit.

DOE will provide reasonable advance notice of audits and will minimize interference with ongoing work, to the maximum extent practicable.

B. Annual Independent Audits (Single Audit or Compliance Audit)

The Recipient must comply with the annual independent audit requirements in 2 CFR 200.500 through .521 for institutions of higher education, nonprofit organizations, and state and local governments (Single audit), and 2 CFR 910.500 through .521 for for-profit entities (Compliance audit).

The annual independent audits are separate from Government-initiated audits discussed in part A. of this Term and must be paid for by the Recipient. To minimize expense, the Recipient may have a Compliance audit in conjunction with its annual audit of financial statements. The financial statement audit is **not** a substitute for the Compliance audit. If the audit (Single audit or Compliance audit, depending on Recipient entity type) has not been performed or completed prior to the closeout of the award, DOE may impose one or more of the actions outlined in 2 CFR 200.339, Remedies for Noncompliance.

Term 20. Indemnity

The Recipient shall indemnify DOE and its officers, agents, or employees for any and all liability, including litigation expenses and attorneys' fees, arising from suits, actions, or claims of any character for death, bodily injury, or loss of or damage to property or to the environment, resulting from the project, except to the extent that such liability results from the direct fault or negligence of DOE officers, agents or employees, or to the extent such liability may be covered by applicable allowable costs provisions.

Term 21. Foreign National Participation

If the Recipient (including any of its subrecipients and contractors) anticipates involving foreign nationals in the performance of the Award, the Recipient must, upon DOE's request, provide DOE with specific information about each foreign national to ensure compliance with the requirements for participation and access approval. The volume and type of information required may depend on various factors associated with the Award. The DOE Contracting Officer will notify the Recipient if this information is required.

DOE may elect to deny a foreign national's participation in the Award. Likewise, DOE may elect to deny a foreign national's access to a DOE sites, information, technologies, equipment, programs or personnel.

Term 22. Post-Award Due Diligence Reviews

During the life of the Award, DOE may conduct ongoing due diligence reviews, through Government resources, to identify potential risks of undue foreign influence. In the event, a risk is identified, DOE may require risk mitigation measures, including but not limited to, requiring an individual or entity not participate in the Award.

Subpart B. Financial Provisions

Term 23. Maximum Obligation

The maximum obligation of DOE for this Award is the total “Funds Obligated” stated in Block 13 of the Assistance Agreement to this Award.

Term 24. Refund Obligation

The Recipient must refund any excess payments received from SCEP, including any costs determined unallowable by the Contracting Officer. Upon the end of the project period (or the termination of the Award, if applicable), the Recipient must refund to SCEP the difference between (1) the total payments received from SCEP, and (2) the Federal share of the costs incurred. Refund obligations under this Term do not supersede the annual reconciliation or true up process if specified under the Indirect Cost Term.

Term 25. Allowable Costs

SCEP determines the allowability of costs through reference to 2 CFR part 200 as amended by 2 CFR part 910. All project costs must be allowable, allocable, and reasonable. The Recipient must document and maintain records of all project costs, including, but not limited to, the costs paid by Federal funds, costs claimed by its subrecipients and project costs that the Recipient claims as cost sharing, including in-kind contributions. The Recipient is responsible for maintaining records adequate to demonstrate that costs claimed have been incurred, are reasonable, allowable and allocable, and comply with the cost principles. Upon request, the Recipient is required to provide such records to SCEP. Such records are subject to audit. Failure to provide SCEP adequate supporting documentation may result in a determination by the Contracting Officer that those costs are unallowable.

The Recipient is required to obtain the prior written approval of the Contracting Officer for any foreign travel costs.

Term 26. Indirect Costs

A. Indirect Cost Allocation:

The Recipient has a current and approved Predetermined or Fixed Negotiated Indirect Cost Rate Agreement (NICRA) and it applies uniformly across all Federal

awards through the Recipients fiscal year end 2024. An updated rate proposal or NICRA is required within 180 days prior to the identified expiration if the Recipient is to continue to bill predetermined indirect cost billing rates on the DOE award.

B. Fringe Cost Allocation:

Fringe benefit costs have been allocated to this award under a segregated fringe billing rate. The fringe costs were found to be reasonable, allocable, and allowable as reflected in the budget. Fringe elements apply to both direct and indirect labor. Under a segregated cost pool, the fringe billing rate shall be treated as an indirect cost expenditure and must be reconciled annually.

C. Subrecipient Indirect Costs (If Applicable):

The Recipient must ensure its subrecipient's indirect costs are appropriately managed, have been found to be allowable, and comply with the requirements of this Award and 2 CFR Part 200 as amended by 2 CFR Part 910.

D. Indirect Cost Stipulations:

i. Modification to Indirect Cost Billing Rates

SCEP will not modify this Award solely to provide additional funds to cover increases in the Recipient's indirect cost billing rate(s). Adjustments to the indirect cost billing rates must be approved by the Recipient's Cognizant Agency or Cognizant Federal Agency Official.

The Recipient must provide a copy of an updated NICRA or indirect rate proposal to the DOE Award Administrator in order to increase indirect cost billing rates. If the Contracting Officer provides prior written approval, the Recipient may incur an increase in the indirect cost billing rates. Reimbursement will be limited by the budgeted dollar amount for indirect costs for each budget period as shown in Attachment 3 to this Award.

ii. Award Closeout

The closeout of the DOE award does not affect (1) the right of the DOE to disallow costs and recover funds on the basis of a later audit or other review; (2) the requirement for the Recipient to return any funds due as a result of later refunds, corrections or other transactions including final indirect cost billing rate adjustments; and (3) the ability of the DOE to make financial adjustments to a previously closed award resolving indirect cost payments and making final payments.

Term 27. Decontamination and/or Decommissioning (D&D) Costs

Notwithstanding any other provisions of this Award, the Government shall not be responsible for or have any obligation to the Recipient for (1) Decontamination and/or Decommissioning

(D&D) of any of the Recipient's facilities, or (2) any costs which may be incurred by the Recipient in connection with the D&D of any of its facilities due to the performance of the work under this Award, whether said work was performed prior to or subsequent to the effective date of the Award.

Term 28. Use of Program Income

If the Recipient earns program income during the project period as a result of this Award, the Recipient must add the program income to the funds committed to the Award and used to further eligible project objectives.

Term 29. Payment Procedures

A. Method of Payment

Payment will be made by reimbursement through the Department of Treasury's ASAP system.

B. Requesting Reimbursement

Requests for reimbursements must be made through the ASAP system.

C. Adjusting Payment Requests for Available Cash

The Recipient must disburse any funds that are available from repayments to and interest earned on a revolving fund, program income, rebates, refunds, contract settlements, audit recoveries, credits, discounts, and interest earned on any of those funds before requesting additional cash payments from SCEP.

D. Payments

All payments are made by electronic funds transfer to the bank account identified on the Bank Information Form that the Recipient filed with the U.S. Department of Treasury.

E. Unauthorized Drawdown of Federal Funds

For each budget period, the Recipient may not spend more than the Federal share authorized to that particular budget period, without specific written approval from the Contracting Officer. The Recipient must immediately refund SCEP any amounts spent or drawn down in excess of the authorized amount for a budget period. The Recipient and subrecipients shall promptly, but at least quarterly, remit to DOE interest earned on advances drawn in excess of disbursement needs, and shall comply with the procedure for remitting interest earned to the Federal government per 2 CFR 200.305, as applicable.

Term 30. Budget Changes

A. Budget Changes Generally

The Contracting Officer has reviewed and approved the SF-424A in Attachment 3 to this Award.

Any increase in the total project cost, whether DOE share or Cost Share, which is stated as "Total" in Block 12 to the Assistance Agreement of this Award, must be approved in advance and in writing by the Contracting Officer.

Any change that alters the project scope, milestones or deliverables requires prior written approval of the Contracting Officer. SCEP may deny reimbursement for any failure to comply with the requirements in this term.

B. Transfers of Funds Among Direct Cost Categories

The Recipient is required to obtain the prior written approval of the Contracting Officer for any transfer of funds among direct cost categories where the cumulative amount of such transfers exceeds or is expected to exceed 10 percent of the total project cost, which is stated as "Total" in Block 12 to the Assistance Agreement of this Award.

The Recipient is required to notify the DOE Technology Manager/Project Officer of any transfer of funds among direct cost categories where the cumulative amount of such transfers is equal to or below 10 percent of the total project cost, which is stated as "Total" in Block 12 to the Assistance Agreement of this Award.

C. Transfer of Funds Between Direct and Indirect Cost Categories

The Recipient is required to obtain the prior written approval of the Contracting Officer for any transfer of funds between direct and indirect cost categories. If the Recipient's actual allowable indirect costs are less than those budgeted in Attachment 3 to this Award, the Recipient may use the difference to pay additional allowable direct costs during the project period so long as the total difference is less than 10% of total project costs and the difference is reflected in actual requests for reimbursement to DOE.

Subpart C. Miscellaneous Provisions

Term 31. Environmental, Safety and Health Performance of Work at DOE Facilities

With respect to the performance of any portion of the work under this Award which is performed at a DOE -owned or controlled site, the Recipient agrees to comply with all State and

Federal Environmental, Safety and Health (ES&H) regulations and with all other ES&H requirements of the operator of such site.

Prior to the performance on any work at a DOE-owned or controlled site, the Recipient shall contact the site facility manager for information on DOE and site-specific ES&H requirements.

The Recipient is required apply this provision to its subrecipients and contractors.

Term 32. System for Award Management and Universal Identifier Requirements

A. Requirement for Registration in the System for Award Management (SAM)

Unless the Recipient is exempted from this requirement under 2 CFR 25.110, the Recipient must maintain the currency of its information in SAM until the Recipient submits the final financial report required under this Award or receive the final payment, whichever is later. This requires that the Recipient reviews and updates the information at least annually after the initial registration, and more frequently if required by changes in its information or another award term.

B. Unique Entity Identifier (UEI)

SAM automatically assigns a UEI to all active SAM.gov registered entities. Entities no longer have to go to a third-party website to obtain their identifier. This information is displayed on SAM.gov.

If the Recipient is authorized to make subawards under this Award, the Recipient:

- i. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from the Recipient unless the entity has provided its UEI number to the Recipient.
- ii. May not make a subaward to an entity unless the entity has provided its UEI number to the Recipient.

C. Definitions

For purposes of this award term:

- i. System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <https://www.sam.gov>).
- ii. Unique Entity Identifier (UEI) is the 12-character, alpha-numeric identifier that will be assigned by SAM.gov upon registration.

iii. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR Part 25, subpart C:

1. A Governmental organization, which is a State, local government, or Indian Tribe.
2. A foreign public entity.
3. A domestic or foreign nonprofit organization.
4. A domestic or foreign for-profit organization.
5. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

iv. Subaward:

1. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which the Recipient received this Award and that the Recipient awards to an eligible subrecipient.
2. The term does not include the Recipient's procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.501 Audit requirements, (f) *Subrecipients and Contractors* and/or 2 CFR 910.501 Audit requirements, (f) *Subrecipients and Contractors*).
3. A subaward may be provided through any legal agreement, including an agreement that the Recipient considers a contract.

v. Subrecipient means an entity that:

1. Receives a subaward from the Recipient under this Award; and
2. Is accountable to the Recipient for the use of the Federal funds provided by the subaward.

Term 33. Nondisclosure and Confidentiality Agreements Assurances

- A. By entering into this agreement, the Recipient attests that it **does not and will not** require its employees or contractors to sign internal nondisclosure or confidentiality agreements or statements prohibiting or otherwise restricting its employees or contractors from lawfully reporting waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

- B. The Recipient further attests that it **does not and will not** use any Federal funds to implement or enforce any nondisclosure and/or confidentiality policy, form, or agreement it uses unless it contains the following provisions:
- i. *“These provisions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by existing statute or Executive order relating to (1) classified information, (2) communications to Congress, (3) the reporting to an Inspector General of a violation of any law, rule, or regulation, or mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety, or (4) any other whistleblower protection. The definitions, requirements, obligations, rights, sanctions, and liabilities created by controlling Executive orders and statutory provisions are incorporated into this agreement and are controlling.”*
 - ii. The limitation above shall not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a Federal department or agency governing the nondisclosure of classified information.
 - iii. Notwithstanding provision listed in paragraph (a), a nondisclosure or confidentiality policy form or agreement that is to be executed by a person connected with the conduct of an intelligence or intelligence-related activity, other than an employee or officer of the United States Government, may contain provisions appropriate to the particular activity for which such document is to be used. Such form or agreement shall, at a minimum, require that the person will not disclose any classified information received in the course of such activity unless specifically authorized to do so by the United States Government. Such nondisclosure or confidentiality forms shall also make it clear that they do not bar disclosures to Congress, or to an authorized official of an executive agency or the Department of Justice, that are essential to reporting a substantial violation of law.

Term 34. Subrecipient Change Notification

Except for subrecipients specifically proposed as part of the Recipient’s Application for award, the Recipient must notify the Contracting Officer and Project Manager in writing 30 days prior to the execution of new or modified subrecipient agreements, including naming any To Be Determined subrecipients. This notification does not constitute a waiver of the prior approval requirements outlined in 2 CFR part 200 as amended by 2 CFR part 910, nor does it relieve the Recipient from its obligation to comply with applicable Federal statutes, regulations, and executive orders.

In order to satisfy this notification requirement, the Recipient documentation must, as a minimum, include the following:

- A description of the research to be performed, the service to be provided, or the equipment to be purchased.
- Cost share commitment letter if the subrecipient is providing cost share to the Award.
- An assurance that the process undertaken by the Recipient to solicit the subrecipient complies with their written procurement procedures as outlined in 2 CFR 200.317 through 200.327.
- An assurance that no planned, actual or apparent conflict of interest exists between the Recipient and the selected subrecipient and that the Recipient's written standards of conduct were followed.¹
- A completed Environmental Questionnaire, if applicable.
- An assurance that the subrecipient is not a debarred or suspended entity.
- An assurance that all required award provisions will be flowed down in the resulting subrecipient agreement.

The Recipient is responsible for making a final determination to award or modify subrecipient agreements under this agreement, but the Recipient may not proceed with the subrecipient agreement until the Contracting Officer determines, and provides the Recipient written notification, that the information provided is adequate.

Should the Recipient not receive a written notification of adequacy from the Contracting Officer within 30 days of the submission of the subrecipient documentation stipulated above, the Recipient may proceed to award or modify the proposed subrecipient agreement.

Term 35. Conference Spending

The Recipient shall not expend any funds on a conference not directly and programmatically related to the purpose for which the grant was awarded that would defray the cost to the United States Government of a conference held by any Executive branch department, agency, board, commission, or office for which the cost to the United States Government would otherwise exceed \$20,000, thereby circumventing the required notification by the head of any such Executive Branch department, agency, board, commission, or office to the Inspector General (or senior ethics official for any entity without an Inspector General), of the date, location, and number of employees attending such conference.

¹ It is DOE's position that the existence of a "covered relationship" as defined in 5 CFR 2635.502(a)&(b) between a member of the Recipient's owners or senior management and a member of a subrecipient's owners or senior management creates at a minimum an apparent conflict of interest that would require the Recipient to notify the Contracting Officer and provide detailed information and justification (including, for example, mitigation measures) as to why the subrecipient agreement does not create an actual conflict of interest. The Recipient must also notify the Contracting Officer of any new subrecipient agreement with: (1) an entity that is owned or otherwise controlled by the Recipient; or (2) an entity that is owned or otherwise controlled by another entity that also owns or otherwise controls the Recipient, as it is DOE's position that these situations also create at a minimum an apparent conflict of interest.

Term 36. Recipient Integrity and Performance Matters

A. General Reporting Requirement

If the total value of your currently active Financial Assistance awards, grants, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this term. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

B. Proceedings About Which You Must Report

Submit the information required about each proceeding that:

- i. Is in connection with the award or performance of a Financial Assistance, cooperative agreement, or procurement contract from the Federal Government;
- ii. Reached its final disposition during the most recent five-year period; and
- iii. Is one of the following:
 1. A criminal proceeding that resulted in a conviction, as defined in paragraph E of this award term and condition;
 2. A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 3. An administrative proceeding, as defined in paragraph E of this term, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
 4. Any other criminal, civil, or administrative proceeding if:
 - a. It could have led to an outcome described in paragraph B.iii.1, 2, or 3 of this term;
 - b. It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
 - c. The requirement in this term to disclose information about the proceeding does not conflict with applicable laws and regulations.

C. Reporting Procedures

Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph B of this term. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under Federal procurement contracts that you were awarded.

D. Reporting Frequency

During any period of time when you are subject to the requirement in paragraph A of this term, you must report proceedings information through SAM for the most recent five-year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have Federal contract, Financial Assistance awards, (including cooperative agreement awards) with a cumulative total value greater than \$10,000,000, must disclose semiannually any information about the criminal, civil, and administrative proceedings.

E. Definitions

For purposes of this term:

- i. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or Financial Assistance awards. It does not include audits, site visits, corrective plans, or inspection of deliverables.
- ii. Conviction means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of *nolo contendere*.
- iii. Total value of currently active Financial Assistance awards, cooperative agreements and procurement contracts includes—
 1. Only the Federal share of the funding under any Federal award with a recipient cost share or match; and
 2. The value of all expected funding increments under a Federal award and options, even if not yet exercised.

Term 37. Export Control

The United States government regulates the transfer of information, commodities, technology, and software considered to be strategically important to the U.S. to protect national security, foreign policy, and economic interests without imposing undue regulatory burdens on legitimate international trade. There is a network of Federal agencies and regulations that govern exports that are collectively referred to as “Export Controls.” The Recipient is

responsible for ensuring compliance with all applicable United States Export Control laws and regulations relating to any work performed under a resulting award.

The Recipient must immediately report to DOE any export control violations related to the project funded under this award, at the recipient or subrecipient level, and provide the corrective action(s) to prevent future violations.

Term 38. Interim Conflict of Interest Policy for Financial Assistance

The DOE interim Conflict of Interest Policy for Financial Assistance (COI Policy) can be found at <https://www.energy.gov/management/department-energy-interim-conflict-interest-policy-requirements-financial-assistance>. This policy is applicable to all non-Federal entities applying for, or that receive, DOE funding by means of a financial assistance award (e.g., a grant, cooperative agreement, or technology investment agreement) and, through the implementation of this policy by the entity, to each Investigator who is planning to participate in, or is participating in, the project funded wholly or in part under this Award. The term “Investigator” means the PI and any other person, regardless of title or position, who is responsible for the purpose, design, conduct, or reporting of a project funded by DOE or proposed for funding by DOE. The Recipient must flow down the requirements of the interim COI Policy to any subrecipient non-Federal entities, with the exception of DOE National Laboratories. Further, the Recipient must identify all financial conflicts of interests (FCOI), i.e., managed and unmanaged/ unmanageable, in its initial and ongoing FCOI reports.

Prior to award, the Recipient was required to: 1) ensure all Investigators on this Award completed their significant financial disclosures; 2) review the disclosures; 3) determine whether a FCOI exists; 4) develop and implement a management plan for FCOIs; and 5) provide DOE with an initial FCOI report that includes all FCOIs (i.e., managed and unmanaged/unmanageable). Within 180 days of the date of the Award, the Recipient must be in full compliance with the other requirements set forth in DOE’s interim COI Policy.

Term 39. Organizational Conflict of Interest

Organizational conflicts of interest are those where, because of relationships with a parent company, affiliate, or subsidiary organization, the Recipient is unable or appears to be unable to be impartial in conducting procurement action involving a related organization (2 CFR 200.318(c)(2)).

The Recipient must disclose in writing any potential or actual organizational conflict of interest to the DOE Contracting Officer. The Recipient must provide the disclosure prior to engaging in a procurement or transaction using project funds with a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe. For a list of the information that must be included the disclosure, see Section VI. of the DOE interim Conflict of Interest Policy for Financial Assistance at <https://www.energy.gov/management/department-energy-interim-conflict-interest-policy-requirements-financial-assistance>.

If the effects of the potential or actual organizational conflict of interest cannot be avoided, neutralized, or mitigated, the Recipient must procure goods and services from other sources when using project funds. Otherwise, DOE may terminate the Award in accordance with 2 CFR 200.340 unless continued performance is determined to be in the best interest of the Federal government.

The Recipient must flow down the requirements of the interim COI Policy to any subrecipient non-Federal entities, with the exception of DOE National Laboratories. The Recipient is responsible for ensuring subrecipient compliance with this term.

If the Recipient has a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, the Recipient must maintain written standards of conduct covering organizational conflicts of interest.

Term 40. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment

As set forth in 2 CFR 200.216, recipients and subrecipients are prohibited from obligating or expending project funds (Federal and non-Federal funds) to:

- (1) Procure or obtain;
- (2) Extend or renew a contract to procure or obtain; or
- (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
 - (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
 - (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
 - (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation,

reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

See Public Law 115-232, section 889 for additional information.

Term 41. Human Subjects Research

Research involving human subjects, biospecimens, or identifiable private information conducted with Department of Energy (DOE) funding is subject to the requirements of DOE Order 443.1C, *Protection of Human Research Subjects*, 45 CFR Part 46, *Protection of Human Subjects (subpart A which is referred to as the "Common Rule")*, and 10 CFR Part 745, *Protection of Human Subjects*.

Federal regulation and the DOE Order require review by an Institutional Review Board (IRB) of all proposed human subjects research projects. The IRB is an interdisciplinary ethics board responsible for ensuring that the proposed research is sound and justifies the use of human subjects or their data; the potential risks to human subjects have been minimized; participation is voluntary; and clear and accurate information about the study, the benefits and risks of participating, and how individuals' data/specimens will be protected/used, is provided to potential participants for their use in determining whether or not to participate.

The Recipient shall provide the Federal Wide Assurance number identified in item 1 below and the certification identified in item 2 below to DOE prior to initiation of any project that will involve interactions with humans in some way (e.g., through surveys); analysis of their identifiable data (e.g., demographic data and energy use over time); asking individuals to test devices, products, or materials developed through research; and/or testing of commercially available devices in buildings/homes in which humans will be present. *Note:* This list of examples is illustrative and not all inclusive.

No DOE funded research activity involving human subjects, biospecimens, or identifiable private information shall be conducted without:

- 1) A registration and a Federal Wide Assurance of compliance accepted by the Office of Human Research Protection (OHRP) in the Department of Health and Human Services; and
- 2) Certification that the research has been reviewed and approved by an Institutional Review Board (IRB) provided for in the assurance. IRB review may be accomplished by the awardee's institutional IRB; by the Central DOE IRB; or if collaborating with one of the DOE national laboratories, by the DOE national laboratory IRB.

The Recipient is responsible for ensuring all subrecipients comply and for reporting information on the project annually to the DOE Human Subjects Research Database (HSRD) at <https://science.osti.gov/HumanSubjects/Human-Subjects-Database/home>. *Note:* If a DOE IRB is used, no end of year reporting will be needed.

Additional information on the DOE Human Subjects Research Program can be found at:
<https://science.osti.gov/ber/human-subjects>

Term 42. Fraud, Waste and Abuse

The mission of the DOE Office of Inspector General (OIG) is to strengthen the integrity, economy and efficiency of DOE's programs and operations including deterring and detecting fraud, waste, abuse and mismanagement. The OIG accomplishes this mission primarily through investigations, audits, and inspections of Department of Energy activities to include grants, cooperative agreements, loans, and contracts. The OIG maintains a Hotline for reporting allegations of fraud, waste, abuse, or mismanagement. To report such allegations, please visit <https://www.energy.gov/ig/ig-hotline>.

Additionally, the Recipient must be cognizant of the requirements of 2 CFR § 200.113 Mandatory disclosures, which states:

The non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award including the term and condition outlined in appendix XII of 2 CFR Part 200 are required to report certain civil, criminal, or administrative proceedings to SAM (currently FAPIIS). Failure to make required disclosures can result in any of the remedies described in § 200.339. (See also 2 CFR part 180, 31 U.S.C. 3321, and 41 U.S.C. 2313.)

Subpart D. Bipartisan Infrastructure Law (BIL)-specific requirements

Term 43. Reporting, Tracking and Segregation of Incurred Costs

BIL funds can be used in conjunction with other funding, as necessary to complete projects, but tracking and reporting must be separate to meet the reporting requirements of the BIL and related Office of Management and Budget (OMB) Guidance. The Recipient must keep separate records for BIL funds and must ensure those records comply with the requirements of the BIL. Funding provided through the BIL that is supplemental to an existing grant or cooperative agreement is one-time funding.

Term 44. Davis-Bacon Requirements

This award is funded under Division D of the Bipartisan Infrastructure Law (BIL). All laborers and mechanics employed by the recipient, subrecipients, contractors or subcontractors in the performance of construction, alteration, or repair work in excess of \$2000 on an award funded directly by or assisted in whole or in part by funds made available under this award shall be

paid wages at rates not less than those prevailing on similar projects in the locality, as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code commonly referred to as the “Davis-Bacon Act” (DBA).

Recipients shall provide written assurance acknowledging the DBA requirements for the award or project and confirming that all of the laborers and mechanics performing construction, alteration, or repair, through funding under the award are paid or will be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by Subchapter IV of Chapter 31 of Title 40, United States Code (Davis-Bacon Act).

The Recipient must comply with all of the Davis-Bacon Act requirements, including but not limited to:

- (1) ensuring that the wage determination(s) and appropriate Davis-Bacon clauses and requirements are flowed down to and incorporated into any applicable subcontracts or subrecipient awards.
- (2) being responsible for compliance by any subcontractor or subrecipient with the Davis-Bacon labor standards.
- (3) receiving and reviewing certified weekly payrolls submitted by all subcontractors and subrecipients for accuracy and to identify potential compliance issues.
- (4) maintaining original certified weekly payrolls for 3 years after the completion of the project and must make those payrolls available to the DOE or the Department of Labor upon request, as required by 29 CFR 5.6(a)(2).
- (5) conducting payroll and job-site reviews for construction work, including interviews with employees, with such frequency as may be necessary to assure compliance by its subcontractors and subrecipients and as requested or directed by the DOE.
- (6) cooperating with any authorized representative of the Department of Labor in their inspection of records, interviews with employees, and other actions undertaken as part of a Department of Labor investigation.
- (7) posting in a prominent and accessible place the wage determination(s) and Department of Labor Publication: WH-1321, Notice to Employees Working on Federal or Federally Assisted Construction Projects.
- (8) notifying the Contracting Officer of all labor standards issues, including all complaints regarding incorrect payment of prevailing wages and/or fringe benefits, received from the recipient, subrecipient, contractor, or subcontractor employees; significant labor standards violations, as defined in 29 CFR 5.7; disputes concerning labor standards pursuant to 29 CFR parts 4, 6, and 8 and as defined in FAR 52.222-14; disputed labor standards determinations; Department

of Labor investigations; or legal or judicial proceedings related to the labor standards under this Contract, a subcontract, or subrecipient award.

(9) preparing and submitting to the Contracting Officer, the Office of Management and Budget Control Number 1910-5165, Davis Bacon Semi-Annual Labor Compliance Report, by April 21 and October 21 of each year. Form submittal will be administered through the iBenefits system (<https://doeibenefits2.energy.gov>) or its successor system.

The Recipient must undergo Davis-Bacon Act compliance training and must maintain competency in Davis-Bacon Act compliance. The Contracting Officer will notify the Recipient of any DOE sponsored Davis-Bacon Act compliance trainings. The Department of Labor offers free Prevailing Wage Seminars several times a year that meet this requirement, at <https://www.dol.gov/agencies/whd/government-contracts/construction/seminars/events>.

The Department of Energy has contracted with, a third-party DBA electronic payroll compliance software application. The Recipient must ensure the timely electronic submission of weekly certified payrolls as part of its compliance with the Davis-Bacon Act unless a waiver is granted to a particular contractor or subcontractor because they are unable or limited in their ability to use or access the software.

Davis Bacon Act Electronic Certified Payroll Submission Waiver

A waiver must be granted before the award starts. The applicant does not have the right to appeal SCEP's decision concerning a waiver request.

For additional guidance on how to comply with the Davis-Bacon provisions and clauses, see <https://www.dol.gov/agencies/whd/government-contracts/construction> and <https://www.dol.gov/agencies/whd/government-contracts/protections-for-workers-in-construction>.

Term 45. Buy American Requirement for Infrastructure Projects

A. Definitions

Components are defined as the articles, materials, or supplies incorporated directly into the end manufactured product(s).

Construction Materials are an article, material, or supply—other than an item primarily of iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives—that is used in an infrastructure project and is or consists primarily of non-ferrous metals, plastic and polymer-based products (including

polyvinylchloride, composite building materials, and polymers used in fiber optic cables), glass (including optic glass), lumber, drywall, coatings (paints and stains), optical fiber, clay brick; composite building materials; or engineered wood products.

Domestic Content Procurement Preference Requirement- means a requirement that no amounts made available through a program for federal financial assistance may be obligated for an infrastructure project unless—

- (A) all iron and steel used in the project are produced in the United States;
- (B) the manufactured products used in the project are produced in the United States; or
- (C) the construction materials used in the project are produced in the United States.

Also referred to as the **Buy America Requirement**.

Infrastructure includes, at a minimum, the structures, facilities, and equipment located in the United States, for: roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property; and generation, transportation, and distribution of energy - including electric vehicle (EV) charging.

The term “infrastructure” should be interpreted broadly, and the definition provided above should be considered as illustrative and not exhaustive.

Manufactured Products are items used for an infrastructure project made up of components that are not primarily of iron or steel; construction materials; cement and cementitious materials’ aggregates such as stone, sand, or gravel; or aggregate binding agents or additives.

Primarily of iron or steel means greater than 50% iron or steel, measured by cost.

Project- means the construction, alteration, maintenance, or repair of infrastructure in the United States.

Public- The Buy America Requirement does not apply to non-public infrastructure. For purposes of this guidance, infrastructure should be considered “public” if it is: (1) publicly owned or (2) privately owned but utilized primarily for a public purpose. Infrastructure should be considered to be “utilized primarily for a public purpose” if it is privately operated on behalf of the public or is a place of public accommodation.

B. Buy America Requirement

None of the funds provided under this award (federal share or recipient cost-share) may be used for a project for infrastructure unless:

1. All iron and steel used in the project is produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
2. All manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and
3. All construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America Requirement only applies to articles, materials, and supplies that are consumed in, incorporated into, or permanently affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought into the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America Requirement apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished

infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Recipients are responsible for administering their award in accordance with the terms and conditions, including the Buy America Requirement. The recipient must ensure that the Buy America Requirement flows down to all subawards and that the subawardees and subrecipients comply with the Buy America Requirement. The Buy America Requirement term and condition must be included all sub-awards, contracts, subcontracts, and purchase orders for work performed under the infrastructure project.

C. Certification of Compliance

The Recipient must certify or provide equivalent documentation for proof of compliance that a good faith effort was made to solicit bids for domestic products used in the infrastructure project under this Award.

The Recipient must also maintain certifications or equivalent documentation for proof of compliance that those articles, materials, and supplies that are consumed in, incorporated into, affixed to, or otherwise used in the infrastructure project, not covered by a waiver or exemption, are produced in the United States. The certification or proof of compliance must be provided by the suppliers or manufacturers of the iron, steel, manufactured products and construction materials and flow up from all subawardees, contractors and vendors to the Recipient. The Recipient must keep these certifications with the award/project files and be able to produce them upon request from DOE, auditors or Office of Inspector General.

D. Waivers

When necessary, the Recipient may apply for, and DOE may grant, a waiver from the Buy America Requirement. Requests to waive the application of the Buy America Requirement must be in writing to the Contracting Officer. Waiver requests are subject to review by DOE and the Office of Management and Budget, as well as a public comment period of no less than 15 calendar days.

Waivers must be based on one of the following justifications:

1. Public Interest- Applying the Buy America Requirement would be inconsistent with the public interest;

2. Non-Availability- The types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
3. Unreasonable Cost- The inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

Requests to waive the Buy America Requirement must include the following:

- Waiver type (Public Interest, Non-Availability, or Unreasonable Cost);
- Recipient name and Unique Entity Identifier (UEI);
- Award information (Federal Award Identification Number, Assistance Listing number);
- A brief description of the project, its location, and the specific infrastructure involved;
- Total estimated project cost, with estimated federal share and recipient cost share breakdowns;
- Total estimated infrastructure costs, with estimated federal share and recipient cost share breakdowns;
- List and description of iron or steel item(s), manufactured goods, and/or construction material(s) the recipient seeks to waive from the Buy America Preference, including name, cost, quantity(ies), country(ies) of origin, and relevant Product Service Codes (PSC) and North American Industry Classification System (NAICS) codes for each;
- A detailed justification as to how the non-domestic item(s) is/are essential the project;
- A certification that the recipient made a good faith effort to solicit bids for domestic products supported by terms included in requests for proposals, contracts, and non-proprietary communications with potential suppliers;
- A justification statement—based on one of the applicable justifications outlined above—as to why the listed items cannot be procured domestically, including the due diligence performed (e.g., market research, industry outreach, cost analysis, cost-benefit analysis) by the recipient to attempt to avoid the need for a waiver. This justification may cite, if

applicable, the absence of any Buy America-compliant bids received for domestic products in response to a solicitation; and

- Anticipated impact to the project if no waiver is issued.

The Recipient should consider using the following principles as minimum requirements contained in their waiver request:

- Time-limited: Consider a waiver constrained principally by a length of time, rather than by the specific project/award to which it applies. Waivers of this type may be appropriate, for example, when an item that is “non-available” is widely used in the project. When requesting such a waiver, the Recipient should identify a reasonable, definite time frame (e.g., no more than one to two years) designed so that the waiver is reviewed to ensure the condition for the waiver (“non-availability”) has not changed (e.g., domestic supplies have become more available).
- Targeted: Waiver requests should apply only to the item(s), product(s), or material(s) or category(ies) of item(s), product(s), or material(s) as necessary and justified. Waivers should not be overly broad as this will undermine domestic preference policies.
- Conditional: The Recipient may request a waiver with specific conditions that support the policies of IIJA/BABA and Executive Order 14017.

DOE may request, and the Recipient must provide, additional information for consideration of this waiver. DOE may reject or grant waivers in whole or in part depending on its review, analysis, and/or feedback from OMB or the public. DOE's final determination regarding approval or rejection of the waiver request may not be appealed. Waiver requests may take up to 90 calendar days to process.

Term 46. Affirmative Action and Pay Transparency Requirements

All federally assisted construction contracts exceeding \$10,000 annually will be subject to the requirements of Executive Order 11246:

- (1) Recipients, subrecipients, and contractors are prohibited from discriminating in employment decisions on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin.

(2) Recipients and Contractors are required to take affirmative action to ensure that equal opportunity is provided in all aspects of their employment. This includes flowing down the appropriate language to all subrecipients, contractors and subcontractors.

(3) Recipients, subrecipients, contractors and subcontractors are prohibited from taking adverse employment actions against applicants and employees for asking about, discussing, or sharing information about their pay or, under certain circumstances, the pay of their co-workers.

The Department of Labor's (DOL) Office of Federal Contractor Compliance Programs (OFCCP) uses a neutral process to schedule contractors for compliance evaluations. OFCCP's Technical Assistance Guide² should be consulted to gain an understanding of the requirements and possible actions the recipients, subrecipients, contractors and subcontractors must take.

Term 47. Potentially Duplicative Funding Notice

If the Recipient or subrecipients have or receive any other award of federal funds for activities that potentially overlap with the activities funded under this Award, the Recipient must promptly notify DOE in writing of the potential overlap and state whether project funds (i.e., recipient cost share and federal funds) from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items under this Award. If there are identical cost items, the Recipient must promptly notify the DOE Contracting Officer in writing of the potential duplication and eliminate any inappropriate duplication of funding.

Term 48. Transparency of Foreign Connections

During the term of the Award, the Recipient must notify the DOE Contracting Officer within fifteen (15) business days of learning of the following circumstances in relation to the Recipient or subrecipients:

1. The existence of any joint venture or subsidiary that is based in, funded by, or has a foreign affiliation with any foreign country of risk;
2. Any current or pending contractual or financial obligation or other agreement specific to a business arrangement, or joint venture-like arrangement with an enterprise owned by a country of risk or foreign entity based in a country of risk;
3. Any current or pending change in ownership structure of the Recipient or subrecipients that increases foreign ownership related to a country of risk;

² See OFCCP's Technical Assistance Guide at: <https://www.dol.gov/sites/dolgov/files/ofccp/Construction/files/ConstructionTAG.pdf?msclkid=9e397d68c4b111ec9d8e6fecb6c710ec> Also see the National Policy Assurances <http://www.nsf.gov/awards/managing/rte.jsp>

4. Any current or pending venture capital or institutional investment by an entity that has a general partner or individual holding a leadership role in such entity who has a foreign affiliation with any foreign country of risk;
5. Any current or pending technology licensing or intellectual property sales to a foreign country of risk; and
6. Any current or pending foreign business entity, offshore entity, or entity outside the United States related to the Recipient or subrecipient.

Term 49. Foreign Collaboration Considerations

- a. Consideration of new collaborations with foreign organizations and governments. The Recipient must provide DOE with advanced written notification of any potential collaboration with foreign entities, organizations or governments in connection with its DOE-funded award scope. The Recipient must await further guidance from DOE prior to contacting the proposed foreign entity, organization or government regarding the potential collaboration or negotiating the terms of any potential agreement.
- b. Existing collaborations with foreign entities, organizations and governments. The Recipient must provide DOE with a written list of all existing foreign collaborations in which has entered in connection with its DOE-funded award scope.
- c. Description of collaborations that should be reported: In general, a collaboration will involve some provision of a thing of value to, or from, the Recipient. A thing of value includes but may not be limited to all resources made available to, or from, the recipient in support of and/or related to the Award, regardless of whether or not they have monetary value. Things of value also may include in-kind contributions (such as office/laboratory space, data, equipment, supplies, employees, students). In-kind contributions not intended for direct use on the Award but resulting in provision of a thing of value from or to the Award must also be reported. Collaborations do not include routine workshops, conferences, use of the Recipient's services and facilities by foreign investigators resulting from its standard published process for evaluating requests for access, or the routine use of foreign facilities by awardee staff in accordance with the Recipient's standard policies and procedures.



CITY COUNCIL AGENDA BILL

AB 3051
May 27, 2025
Consent Items

Agenda Item: 3f

Proposed Action & Subject: Formal recognition and approval of a Sister Cities Agreement with Canmore, Alberta, Canada.

Department	City Manager's Office
Time to Present	N/A
Total Time for Item	N/A
Other Council Meetings	May 9, 2023; April 23, 2024
Exhibits	A. Agreement

Finance Approval	Reviewed 05/12/25 BGW		
City Attorney Approval	Reviewed 5/13/25 KWC		
City Manager's Recommendation	Recommend approval ABS 5/14/25		
		Expenditure Required	
		\$	0.00
		Amount Budgeted	
		\$	N/A
		Account No. (Description)	

SUMMARY STATEMENT

Background:

On February 8, 2022 Council supported the establishment of a non-profit volunteer membership Sedona Sister Cities Association, which will be self-sustaining and requires no City funding, with limited staff involvement and the Mayor selected a Council liaison Vice Mayor Ploog.

On Friday and Saturday 4/28/22-4/29/22 Sister Cities candidate Canmore Mayor Sean Krausert and his wife visited Sedona. A community reception was held on Saturday morning at Council Chambers with 45 people in attendance. Mayor Jablow, Vice Mayor Ploog and Councilors Kinsella, Furman, and Dunn were in attendance. Mayor Krausert held a 45 minute Q&A answering audience questions on Canmore. Our two cities face similar challenges in tourism dependencies, economic development, and transportation infrastructure. There are also opportunities for learning and collaboration in arts, education, and the environment.

On May 9, 2023, Sedona Sister Cities' Board of Directors Chair Chuck Marr gave an update on the activities and accomplishments and proposed an agreement with Canmore, Alberta Canada. Council supported the Sedona Sister Cities pursuit to move forward with creating a Friendship agreement Canmore, Alberta, Canada.

On April 23, 2024 City Council approved the Sister Cities' Friendship Agreement with Canmore, Canada. The Sedona Sister Cities Association respectfully requests that the Sedona City Council formally recognize and approve the proposed Siter City Agreement between Sedona, Arizona and Canmore, Alberta, Canada. Canmore's Town Council is scheduled to consider and act on the agreement in early June 2025. Following approval by both councils, a formal signing ceremony with Mayor Scott Jablow of Sedona and Mayor Sean Krausert of Canmore is planned for June 28, 2025, in Canmore. This official designation will affirm the strong partnership already established and provide a foundation for ongoing cultural, educational, and community collaborations between our two cities.

Climate Action Plan/Sustainability Consistent: ☐Yes - ☐No - ☒Not Applicable

Board/Commission Recommendation: ☐Applicable - ☒Not Applicable

Alternative(s): N/A

MOTION

I move to: formally recognize and approve the Sister Cities' Agreement with Canmore, Canada.

SISTER CITY AGREEMENT

Between the City of Sedona, Arizona, U.S.A. and the Town of Canmore, Alberta, Canada

In recognition of the shared values, natural beauty, and vibrant cultures of the City of Sedona and the Town of Canmore, and upon continued authorization and approval of their respective municipal governments, we hereby affirm the establishment of a **Sister City relationship** between our two communities.

This agreement is grounded in a mutual commitment, through their non-profit Sister City organizations, to:

1. **Foster international goodwill, understanding, and respect** through the exchange of people, ideas, and experiences that enrich both communities;
2. **Collaborate on common challenges** by sharing knowledge, best practices, and innovative solutions to support community development and resilience;
3. **Develop and support meaningful exchanges and initiatives** involving students, educators, and professionals across diverse fields—including the performing, visual, literary, film, design, photographic, oratory, and culinary arts, as well as in education, libraries, museums, wellness, governance, business, and outdoor recreation.

Together, we embrace this opportunity to celebrate our unique identities while building enduring bridges of friendship, learning, and cooperation. Through this Sister City relationship, we aim to enhance the cultural, educational, economic, and social vitality of both Sedona and Canmore—now and for future generations.

Let this agreement stand as a testament to our shared dedication to peace, partnership, and the promise of international collaboration.

Signed this ____ day of _____, 2025, in the spirit of friendship and unity.

CITY OF SEDONA, ARIZONA, U.S.A.

**TOWN OF CANMORE, ALBERTA,
CANADA**

By: _____
Scott M. Jablow, Mayor

By: _____
Sean Krausert, Mayor

Date: _____

Date: _____



**CITY COUNCIL
AGENDA BILL**

**AB 3155
May 27, 2025
Regular Business**

Agenda Item: 8a

Proposed Action & Subject: Public hearing/discussion/possible action regarding approval of the Tentative City Budget for Fiscal Year 2025-26.

Department	Financial Services/ Barbara Whitehorn, Sterling West
Time to Present	30 minutes
Total Time for Item	90 minutes
Other Council Meetings	Council Retreat December 11-12, 2024 Budget Work Sessions April 30-May 1, 2025
Exhibits	A. FY 2025-26 Tentative Budget Summary B. FY 2025-26 Tentative Official Budget Forms C. FY's 2026-2035 Capital Improvement Plan D. Summary of Changes from Proposed to Tentative Budget E. Summary of Budget Changes from FY25 Adopted to FY26 Tentative F. PowerPoint Presentation G. FY 2025-26 Decision Package Packet H. FY26 Council Priorities

Finance Approval	Reviewed 05/12/25 BGW	
City Attorney Approval	Reviewed 5/13/25 KWC	Expenditure Required Based on historic trends, expenditures will be within budget amounts and likely be less
City Manager's Recommendation	Recommend discussion and direction to staff on any final adjustments prior to adoption	Amount Budgeted \$ 103,997,987 Account No. All budget accounts (Description) included

SUMMARY STATEMENT

Background: The purpose of this item is to hold a public hearing on the Tentative Budget for Fiscal Year (FY) 2026, and to request City Council approval of the Tentative Budget, which sets the expenditure limit for FY 2026.

The previous and remaining Council meetings for the FY 2026 budget process are as follows:

FY 2026 BUDGET PROCESS COUNCIL MEETINGS

	Dates
Retreat	December 11-12, 2024
Council Priority Setting	Feb 12, 2025
Work Sessions	Apr 30-May 1, 2025
Tentative City Budget Adoption	May 27, 2025
Final City Budget Adoption	June 24, 2025

Explanation of Budget Process

Council Retreat and Priority Setting

The Council Retreat and Priority Setting sessions provided direction to staff for areas to be addressed during budget development.

A financial update was included, providing the opportunity to review the financial status, long-range forecasts, and expected year-end forecast with Council.

Budget Work Sessions

In the Budget Work Sessions, the Council reviewed the proposed budget. Prior to the Work Sessions, departments prepared their budget requests and presented them in review meetings with the City Manager. The proposed budget represented the City Manager's recommendations as a result of the discussions in the review meetings.

The Work Sessions encompassed 2 days of presentations and Council discussions. The presentation included:

- Economic Outlook
- Citizens Budget Work Group (CBWG) recommendations
- Community budget survey results
- City Manager recommendations
- Summary of individual department budget requests
- Salary Study for Market Adjustments
- Decision packages
- Overall total budget summaries and strategic issues
- Budget summaries by fund
- Capital Improvements Plan
- Impacts to long-range forecasts based on the budget as proposed and Council directed changes

When additional information was needed, department heads were available to answer questions.

The Work Sessions were the opportunity for Council to consider the CBWG and City Manager recommendations for the FY2026 Budget, and to provide direction to staff regarding:

- New department requests to be included in the Budget
- Any changes to be incorporated for the budget adoption process
- Any changes to the services/programs provided to citizens or the level of service

Tentative Budget Adoption

This Tentative Budget adoption occurs at a regular meeting. A presentation will include discussion of summary budget information and a recap of the changes directed by Council in the Budget Work Sessions, as well as additional changes identified by staff.

At this point in the budget process, additional changes to the Tentative Budget can be made. Following the presentation, a public hearing will be held. Once the Council adopts the Tentative Budget, the total budget amount establishes the maximum expenditure for the final budget adoption.

Final Budget Adoption

The Final Budget adoption will occur at a special meeting. The presentation will include discussion of summary budget information. At this point in the budget process, additional changes to the Final Budget are extremely rare. After the maximum expenditure has been set in the Tentative Budget adoption, any changes can only reduce budget amounts or move amounts between funds or departments. Following the presentation, a public hearing will be held.

FY 2025-26 Tentative Budget

Council provided direction at the Retreat in December that the FY 2026 Budget should not increase year-over-year. As external economic pressures have become uncertain and less easy to project, keeping the budget flat or reducing it from FY 2025 seems prudent. The total budget, after adjustments made from the budget work session direction of Council, is \$103,997,987. This is comprised of an operating budget of \$61,921,330 and a capital improvements budget of \$42,076,657. **Overall, this is a 2% decrease from the FY25 Adopted Budget.**

The FY2026 operating budget represents a \$4 million, or 7%, increase from the FY 2025 adopted operating budget. The most significant increases recommended by Council majority consensus include: \$2.4 million for various Police Department decision packages, including five patrol officers, three motor officers, one community outreach officer, and one emergency management coordinator; \$2 million housing contingency; a \$1.3 million increase in General Fund contingencies; a \$900,000 increase in Grants and Donations contingencies, primarily for a State Parks grant for Broken Arrow trailhead area improvements; and a \$646,000 increase in City maintenance costs, including groundskeeping, vehicle upkeep, road rehabilitation, City hardware/software, and septic services for city locations with temporary restroom facilities. Additionally, the City is cash-purchasing the FY 2026 police vehicle replacement order, rather than using debt financing. This is due to unfavorable interest rates, resulting in a \$470,000 increase to the budget but realizing interest savings over time versus the option of debt financing.

The capital improvements budget represents a \$6.1 million or 13% *decrease* from the FY 2025 Adopted Budget. The most significant decreases are the Forest Road Project completion along with various shared-use paths scheduled out into future years.

Additional information regarding the budget changes from FY 2025 to FY 2026 are included in Exhibit E.

The FY 2026 tentative budget is balanced with available surpluses exceeding reserve requirements, including an estimated General Fund surplus of \$8.9 million¹.

(In Thousands)

	FY2026 Tentative Budget	FY2025 Adopted Budget	% Change
Operating Budget	\$61,921	\$57,892	7%
Capital Improvements Budget	42,077	48,164	-13%
Total Expenditure Budget	\$103,998	\$106,056	-2%

The FY 2026 expenditure budget by fund is as follows:

(In Thousands)

Fund	FY2026 Tentative Budget	FY2025 Adopted Budget	% Change
General Fund	\$38,451	\$35,749	8%
Streets Fund	2,720	2,882	-6%
Housing Fund	2,454	576	326%
Grants, Donations & Restricted Funds	1,921	1,379	39%
Transportation Sales Tax Fund	500	489	2%
Capital Improvements Fund	32,513	31,231	4%
Development Impact Fee Funds	1,139	6,223	-82%
Art in Public Places Fund	20	119	-83%
Public Transit Fund	5,707	5,480	4%
Wastewater Fund	15,515	19,253	-19%
Information Technology Fund	3,056	2,675	14%
Total	\$103,998	\$106,056	-2%

The Official Budget Forms required by the Auditor General's Office for formal budget adoption are included in Exhibit B. The adjustments to the original Proposed Budget presented to the Council during the work sessions on April 30 and May 1, are set forth in Exhibit D.

The City of Sedona's Tentative Annual Budget includes funding to respond to City Council priorities as well as other issues that were identified at the December 2024 Council Retreat and at subsequent public meetings.

The recommended budget does not include any new taxes.

The budget requests in the FY 2026 Tentative Budget, as discussed and reviewed during the City Council work sessions, include:

¹ Allocation of the remaining actual FY 2025 General Fund surplus to advance Council priorities will be determined during the FY 2027 budget process, and allocation of the actual FY 2026 General Fund surplus to advance Council priorities will be determined during the FY 2028 budget process.

- Salary and benefit changes:
 - o The tentative budget includes an estimated increase for market and merit increases for all employees. Merit adjustments are granted based on individual performance evaluation scores between 0% and 5%. The tentative budget includes a 10% adjustment for both market and merit, or about a \$1.3M increase from FY2025. Of that, the implementation cost of the final market study to bring pay grades to market for civilian and police positions is approximately a \$900k increase to the budget, if fully implemented in FY2026. The study found approximately half of the city's pay grades are below market, with some up to 20+% below market. To meet Council's direction to reduce the budget from FY2025 levels, the City Manager proposes phasing in the market correction with a maximum market adjustment of 7% in FY2026, which would cost approximately \$685k. If Council were to set the maximum adjustment at 5%, the cost would be approximately \$560k. The operating budget would be reduced by \$215k or \$340k from the current tentative budget respectively. A phase-in decision results in another market adjustment requirement for the FY2027 budget.
 - o Medical insurance rates increased approximately 4%.
 - o The Arizona State Retirement System (ASRS) rates decreased from 12.27% of wages to 12.00%.
 - o The Public Safety Personnel Retirement System (PSPRS) minimum contribution rates changed from 39.34% of wages to 12.03%, and the level-funding approach of \$1.2 million annually was discontinued in the FY 2026 Proposed Budget. The PSPRS liability reached fully funded status with the FY 2025 one-time contribution of \$4.1 million to the plan.
- Staffing changes:
 - o 12.8 positions were added by majority consensus during the Council work sessions:
 - A Short-Term Rental Code Enforcement Officer in the City Clerk's Department is recommended to address workload, short-term rental compliance and safety standards set by the City.
 - The conversion of part-time Traffic Control Assistant positions into two full-time positions - to improve traffic management, support maintenance tasks, and reduce staffing and overtime costs.
 - Increasing the hours from part-time to full-time for the Court Security Officer - to ensure consistent security coverage throughout the week, addressing serious safety concerns as individuals have begun exploiting gaps in the current part-time coverage.
 - A part-time Records Technician in the Police Department - to support records processing and public records requests, ensuring compliance with state laws, and improve administrative efficiency through enhanced public service and interagency cooperation.
 - Five Patrol Officers in the Police Department - to enhance patrol staffing, ensure consistent 24/7 coverage, improve response times, and support proactive community policing amid ongoing staffing challenges.
 - Three Motor/Traffic Officers in the Police Department - to expand the motor/traffic unit into a dedicated five-person squad focused on proactive traffic enforcement, with the goal of reducing collisions, managing congestion, and improving response times during peak traffic periods.
 - A Community Outreach Officer in the Police Department - to address

homelessness through consistent engagement, coordination of support services, enforcement of related laws, and collaboration with regional partners, aiming to enhance public safety and quality of life.

- An Emergency Management Coordinator in the Police Department - to support emergency management by organizing drills and training, maintaining records, facilitating interagency coordination, and providing year-round community education and engagement. Emergency Management is a new program in the Police Department.
- o Other operating budget changes:
 - Streets rehabilitation and maintenance costs are anticipated to go up approximately \$21,000 due to increases in both material and labor costs.
 - Facilities maintenance operating costs are expected to increase by approximately \$133,000. This is driven by increases in the cost of utilities, fixtures and equipment, as well as increases in the cost of materials and labor for asphalt rehabilitation for City parking lots.
 - Public Transit operating costs are increasing approximately \$32,000 or 1%, driven by micro-transit service (FY26 will be the first full year of this service), an increase in Verde Shuttle costs, and an Uptown circular study in connection with the consolidation of parking.
 - The Housing Division was moved from the City Manager's Office to Community Development.
- o Capital Improvement Projects
 - The Capital Improvement Fund budget is balanced with a reserve of 50% of budgeted expenditures. Staff used the construction price index, economic indicators and trends to estimate costs; however, it is not feasible to anticipate all the possible impacts to cost over time.
 - The FY2026 CIP expenditure budget by category is as follows:

CIP Category	FY2026 Tentative Budget
Arts & Culture	\$20,000
Information Technology	1,500,000
Municipal Court	70,000
Police	1,661,000
Parks & Recreation	1,409,000
Public Transit	2,573,000
Other Public Works	1,872,500
Storm Drainage	380,000
Sedona In Motion	25,588,207
Streets & Transportation	67,000
Sustainability	856,250
Wastewater	6,079,700
Total	\$42,076,657

- o Exhibit C provides a list of all Capital Improvement Projects; following is a summarized list highlighting the largest CIP projects that make up the FY 2026 budget:

Projects Listed by Dollar Amount	FY2026 Tentative Budget
SIM-03a - Uptown Parking Garage	\$12,967,062
WW-09 - WWRP Treatment Process Upgrades	4,426,700
SIM-11n - Andante Shared-Use Path and Drainage Improvements	3,024,600
SIM-05d – Ranger/Brewer Road RAB Intersection Improvements	2,490,485
SIM-03d - East Forest Road Improvements	1,600,000
SIM-05a - Portal Lane to Brewer Road Connection	1,508,310
IT-01 - Citywide Business Software	1,500,000
All other CIP Projects	14,559,500
Total	\$42,076,657

The Tentative Budget sets the spending cap for the combined FY 2026 expenditures at \$103,997,987. Once the Tentative Budget is approved, changes may only be made within the total amount or to reduce the total amount – no increase to the total budget can be made.

Next Steps

The final budget is scheduled for public hearing and final approval at a required special meeting on June 24, 2025 at 4:00 p.m.

The Community Facilities District (CFD) budgets associated with capital improvements benefiting those Districts are a separate process. The CFD Board meetings are scheduled for May 27, 2025 for tentative budget adoption and June 24, 2025 for final budget adoption.

Public Notice

Arizona Revised Statutes requires a summary of the adopted tentative budget be published once a week for two consecutive weeks. If adopted, the summary included as Exhibit A and the “Schedule A” of the Official Budget Forms will be published in the Sedona Red Rock News, along with a notice of public hearing for the final budget adoption. In addition, hard copies of the adopted tentative budget will be available at the Sedona Public Library and the City Clerk’s Office.

Climate Action Plan/Sustainability Consistent: ☐Yes - ☐No - ☒Not Applicable

Board/Commission Recommendation: ☒Applicable - ☐Not Applicable

The Citizen’s Budget Work Group recommendations were reviewed and considered by staff and Council.

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

MOTION

I move to: approve the Tentative Budget for FY 2025-26 and thereby set the expenditure limit for the budget at \$103,997,987.

Exhibit A
City of Sedona
FY 2025-26 Tentative Budget - Consolidated Financial Schedule

Fund/Department	Beginning Fund Balances	Revenues						Other Financing Sources (Uses)				Ending Fund Balances
		Taxes	Contingent Revenues	In-Lieu Fees	Intergovernmental	Charges for Services	Other Revenues	Total Revenues	Transfers In	Transfer Out	Expenditures	
General Fund												
General Revenues		\$37,711,000		\$569,700	\$4,133,000		\$1,360,200	\$43,773,900	\$2,096,640	(\$14,321,710)		
General Government					\$8,500	\$225,100	\$829,430	\$1,063,030			\$10,671,655	
Public Safety					\$1,000	\$459,200	\$134,500	\$594,700			\$11,703,477	
Public Works & Streets						\$15,700	\$11,200	\$26,900			\$3,502,701	
Health & Welfare					\$364,000			\$364,000			\$1,804,974	
Public Transportation								\$0			\$89,094	
Culture & Recreation						\$81,500	\$57,200	\$138,700			\$3,967,045	
Tourism Management & Economic Development								\$0			\$1,888,235	
Debt Service								\$0			\$3,143,805	
Contingencies								\$0			\$1,675,000	
Total General Fund	\$26,532,329	\$37,711,000	\$0	\$569,700	\$4,506,500	\$781,500	\$2,392,530	\$45,961,230	\$2,096,640	(\$14,321,710)	\$38,445,986	\$21,822,503
Special Revenue Funds												
Streets Fund	\$711,468				\$1,068,000		\$29,600	\$1,097,600	\$2,500,000	(\$293,510)	\$2,720,145	\$1,295,413
Affordable Housing Fund	\$20,033,579						\$61,600	\$61,600	\$100,000	(\$71,210)	\$2,454,006	\$17,669,963
Grants, Donations & Restricted Funds	\$413,326				\$1,897,400		\$89,230	\$1,986,630		\$0	\$1,920,600	\$479,356
Transportation Sales Tax Fund	-\$2,292,452	\$4,737,000					\$148,500	\$4,885,500		(\$6,583,500)	\$500,177	(\$4,490,629)
Total Special Revenue Funds	\$18,865,921	\$4,737,000	\$0	\$0	\$2,965,400	\$0	\$328,930	\$8,031,330	\$2,600,000	(\$6,948,220)	\$7,594,928	\$14,954,103
Capital Projects Funds												
Capital Improvements Fund	\$36,481,087				\$1,774,000		\$382,900	\$2,156,900	\$9,920,500	(\$94,380)	\$32,513,377	\$15,950,730
Development Impact Fees Funds ⁽¹⁾	-\$2,850,291						\$372,200	\$372,200			\$1,139,150	(\$3,617,241)
Art in Public Places Fund ⁽²⁾	\$155,914						\$4,090	\$4,090	\$94,380		\$20,000	\$234,384
Total Capital Projects Funds	\$33,786,710	\$0	\$0	\$0	\$1,774,000	\$0	\$759,190	\$2,533,190	\$10,014,880	(\$94,380)	\$33,672,527	\$12,567,873
Enterprise Funds												
Public Transit Fund												
Administration					\$500,000			\$500,000	\$2,363,000	(\$294,050)	\$367,830	
Operations & Capital Projects Management					\$720,000	\$25,000		\$745,000			\$2,766,091	
Departmental Allocations						\$800	\$114,000	\$114,800			\$0	
Capital Projects								\$0			\$2,573,000	
Total Public Transit Fund	\$8,559,786	\$0	\$0	\$0	\$1,220,000	\$25,800	\$114,000	\$1,359,800	\$2,363,000	(\$294,050)	\$5,706,921	\$6,281,615
Wastewater Fund												
Administration						\$6,247,100	\$2,223,100	\$8,470,200	\$2,900,000	(\$1,783,950)	\$1,061,600	
Operations & Capital Projects Management								\$0			\$3,964,697	
Departmental Allocations								\$0			\$0	
Capital Projects								\$0			\$6,079,700	
Debt Service								\$0			\$4,309,240	
Contingencies								\$0			\$100,000	
Total Wastewater Fund	\$17,743,279	\$0	\$0	\$0	\$0	\$6,247,100	\$2,223,100	\$8,470,200	\$2,900,000	(\$1,783,950)	\$15,515,237	\$11,814,292
Total Enterprise Funds	\$26,303,065	\$0	\$0	\$0	\$1,220,000	\$6,272,900	\$2,337,100	\$9,830,000	\$5,263,000	(\$2,078,000)	\$21,222,158	\$18,095,907
Internal Service Fund												
Information Technology Fund	\$1,910,252					\$201,795	\$19,600	\$221,395	\$3,608,360	(\$140,570)	\$3,062,389	\$2,537,048
Total Internal Service Fund	\$1,910,252	\$0	\$0	\$0	\$0	\$201,795	\$19,600	\$221,395	\$3,608,360	(\$140,570)	\$3,062,389	\$2,537,048
Total All Funds	\$107,398,277	\$42,448,000	\$0	\$569,700	\$10,465,900	\$7,256,195	\$5,837,350	\$66,577,145	\$23,582,880	(\$23,582,880)	\$103,997,988	\$69,977,434

⁽¹⁾ A balance sheet loan has been budgeted in the General Fund to cover the estimated deficit in the Development Impact Fees Funds and is projected to be repaid in FY 2027-28.

Official Budget Forms

City of Sedona

Fiscal year 2026

City Council adoption of the Tentative Budget scheduled for May 27, 2025



Final budget adoption will occur on June 24, 2025 at 4:00 p.m.
in the City Council Chambers, 102 Roadrunner Drive, Sedona, Arizona 86336

The Budget may be reviewed at:
City's website www.sedonaaz.gov
City of Sedona in the Clerk's Office, 102 Roadrunner Drive, Sedona, Arizona
City of Sedona Public Library, 3250 White Bear Road, Sedona Arizona

City of Sedona

Table of Contents

Fiscal year 2026

Resolution for the adoption of the budget

Schedule A—Summary Schedule of estimated revenues and expenditures/expenses

Schedule C—Revenues other than property taxes

Schedule D—Other financing sources/(uses) and interfund transfers

Schedule E—Expenditures/expenses by fund

Schedule F—Expenditures/expenses by department (as applicable)

Schedule G—Full-time employees and personnel compensation

City of Sedona
Summary Schedule of estimated revenues and expenditures/expenses
Fiscal year 2026

Fiscal year	S c h		Funds							
			General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total all funds
2025	Adopted/adjusted budgeted expenditures/expenses*	E 1	35,777,899	5,331,250	0	37,511,011	0	24,754,210	2,681,416	106,055,786
2025	Actual expenditures/expenses**	E 2	34,152,141	3,862,693	0	29,327,745	0	19,081,952	2,608,880	89,033,410
2026	Beginning fund balance/(deficit) or net position/(deficit) at July 1***	3	26,532,329	18,865,920	0	33,786,710	0	26,303,065	1,910,252	107,398,276
2026	Primary property tax levy	B 4	0							0
2026	Secondary property tax levy	B 5								0
2026	Estimated revenues other than property taxes	C 6	45,961,230	8,031,330	0	2,533,190	0	9,830,000	221,395	66,577,145
2026	Other financing sources	D 7	0	0	0	0	0	0	0	0
2026	Other financing (uses)	D 8	0	0	0	0	0	0	0	0
2026	Interfund transfers in	D 9	2,096,640	2,600,000	0	10,014,880	0	5,263,000	3,608,360	23,582,880
2026	Interfund Transfers (out)	D 10	14,321,710	6,948,220	0	94,380	0	2,078,000	140,570	23,582,880
2026	Line 11: Reduction for fund balance reserved for future budget year expenditures									
	Maintained for future debt retirement									0
	Maintained for future capital projects			1,713,000		17,256,689		5,700,000		24,669,689
	Maintained for future financial stability		11,652,055	839,256				2,137,534		14,628,845
	Streets Rehab/Preservation Reserve	11		300,000						300,000
	Reserve for loans			15,506,515						15,506,515
	Reserve for future transit system							5,300,000		5,300,000
	Equipment replacement reserve		2,238,267	244,913				3,151,901	1,895,778	7,530,859
	Major maintenance reserve							674,975		674,975
2026	Total financial resources available	12	46,378,167	3,945,346	0	28,983,711	0	22,353,655	3,703,659	105,364,538
2026	Budgeted expenditures/expenses	E 13	38,445,984	7,594,928	0	33,672,527	0	21,222,158	3,062,389	103,997,986

Expenditure limitation comparison

1	Budgeted expenditures/expenses
2	Add/subtract: estimated net reconciling items
3	Budgeted expenditures/expenses adjusted for reconciling items
4	Less: estimated exclusions
5	Amount subject to the expenditure limitation
6	EEC expenditure limitation or voter-approved alternative expenditure limitation

	2025	2026
1	\$ 106,055,786	\$ 103,997,986
3	106,055,786	103,997,986
5	\$ 106,155,786	\$ 103,997,986
6	\$ 106,155,786	\$ 103,997,986

☐ The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

* Includes expenditure/expense adjustments approved in the current year from Schedule E.

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts on this line represent beginning fund balance/(deficit) or net position/(deficit) amounts except for nonspendable amounts (e.g., prepaids and inventories) or amounts legally or contractually required to be maintained intact (e.g., principal of a permanent fund). See the Instructions tab, cell C17 for more information about the amounts that should and should not be included on this line.

City of Sedona
Revenues other than property taxes
Fiscal Year 2026

Source of revenues	Estimated revenues 2025	Actual revenues* 2025	Estimated revenues 2026
General Fund			
Local taxes			
City Sales Taxes	\$ 28,450,000	\$ 30,157,000	\$ 28,450,000
Bed Taxes	9,261,000	9,724,050	9,261,000
Franchise Fees	848,000	873,440	848,000
Licenses and permits			
Building Permit Fees	256,000	345,504	256,000
Business Licenses	50,000	48,190	50,000
Short-Term Rental Permit Fees	230,000	259,970	230,000
Misc Community Development/Public Works	38,160	30,899	36,440
City Clerk	5,260	6,110	5,260
Intergovernmental			
State Shared Sales Taxes	1,505,000	1,550,000	1,505,000
State Urban Revenue Sharing	1,946,000	1,914,711	1,880,000
State Grants, Aid, & Reimbursements	500	14,179	364,000
County-Vehicle License Taxes	748,000	750,000	748,000
County-IGA/Other	15,100	284	1,000
Other Govt	8,500	55,265	8,500
Charges for services			
Recreation Programs	34,000	36,000	34,000
Daily Swim Fees/Swimming Lessons/Water Aerobics/Aquatics Special Programs	30,300	25,600	31,300
Plan Review Fees	233,000	201,877	189,000
Misc. Community Development Fees	48,030	37,486	35,800
Misc. Parks and Recreation Fees	16,150	15,350	16,200
Paid Parking Fees	475,000	445,000	450,000
Misc. Police Fees	9,200	11,618	9,200
Other Misc. Charges for Services	15,700	28,600	16,000
Fines and forfeits			
Court Fines	228,000	256,000	228,000
Short-Term Rental Fines/Late Fees	10,000		10,000
STEP Administration Fees	5,800	5,400	5,000
Parking Fines	110,000	324,000	110,000
Misc. Fines	18,680	23,156	10,200
Interest on investments			
Interest Earnings	586,500	756,324	512,200
Tax Audits - Interest/Penalty			
Miscellaneous			
In-lieu Fees	570,000	585,000	569,700
Parks & Recreation Rentals	61,100	53,100	57,200
AMRRP Dividends			
Auction Revenues	18,000	19,011	17,000
Other Misc. Revenues	51,640	23,560	17,230
Total General Fund	\$ 45,882,620	\$ 48,576,684	\$ 45,961,230

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

City of Sedona
Revenues other than property taxes
Fiscal Year 2026

Source of revenues	Estimated revenues 2025	Actual revenues* 2025	Estimated revenues 2026
Special revenue funds			
Streets Fund:			
HURF Revenues	\$ 1,078,000	\$ 1,071,704	\$ 1,068,000
Interest Earnings	29,600	75,094	29,600
	\$ 1,107,600	\$ 1,146,798	\$ 1,097,600
Housing Fund:			
Intergovernmental - Other IGA	\$	\$	\$
Interest Earnings	61,600	283,113	61,600
Rental Revenue	14,600		
	\$ 76,200	\$ 283,113	\$ 61,600
Grants, Donations, & Restricted Funds:			
Federal Grants & Aid	\$ 2,716,980	\$ 16,170	\$ 1,820,000
State Grants & Aid	73,000	73,000	74,900
Fines & Forfeitures	34,900	26,968	40,880
Donations	10,400	18,650	6,600
Interest Earnings	46,320	48,650	26,550
Contingent Grants & Donations	500,000	9,683	17,700
	\$ 3,381,600	\$ 193,121	\$ 1,986,630
Transportation Sales Tax Fund:			
Transportation Sales Tax	\$ 4,737,000	\$ 5,100,000	\$ 4,737,000
Interest Earnings	168,500	176,523	148,500
	\$ 4,905,500	\$ 5,276,523	\$ 4,885,500
Total special revenue funds	\$ 9,470,900	\$ 6,899,555	\$ 8,031,330
Capital projects funds			
Capital Improvements Fund:			
Federal Grants & Aid	\$ 1,075,000	\$ 1,029,578	\$ 1,624,000
County Flood Control	150,000	150,000	150,000
Interest Earnings	470,900	628,167	382,900
	\$ 1,695,900	\$ 1,807,745	\$ 2,156,900
Art in Public Places Fund:			
Interest Earnings	4,090	5,642	4,090
	\$ 4,090	\$ 5,642	\$ 4,090
Development Impact Fees Funds:			
Development Impact Fees	\$ 465,900	\$ 345,364	\$ 306,800
Interest Earnings	71,020	83,560	65,400
	\$ 536,920	\$ 428,924	\$ 372,200
Total capital projects funds	\$ 2,236,910	\$ 2,242,311	\$ 2,533,190

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

City of Sedona
Revenues other than property taxes
Fiscal Year 2026

Source of revenues	Estimated revenues 2025	Actual revenues* 2025	Estimated revenues 2026
Enterprise funds			
Public Transit Fund:			
Federal Grants	\$ 800,200	\$ 277,558	\$ 1,220,000
Charges for Services	36,500	17,575	25,800
Interest Earnings	114,000	147,177	114,000
	<u>\$ 950,700</u>	<u>\$ 442,310</u>	<u>\$ 1,359,800</u>
Wastewater Fund:			
Charges for Services	\$ 6,250,000	\$ 6,258,000	\$ 6,247,100
Capacity Fees	1,717,000	1,049,300	1,717,000
Interest Earnings	403,800	423,567	408,800
Misc. Revenues	104,000	56,000	97,300
	<u>\$ 8,474,800</u>	<u>\$ 7,786,867</u>	<u>\$ 8,470,200</u>
Total enterprise funds	<u>\$ 9,425,500</u>	<u>\$ 8,229,177</u>	<u>\$ 9,830,000</u>
Internal service funds			
Information Technology Fund:			
Internal Cost Charges	\$ 2,859,110	\$ 2,859,110	\$
Other Charges for Services	600	1,668,473	201,795
Interest Earnings	19,600	43,201	19,600
	<u>\$ 2,879,310</u>	<u>\$ 4,570,784</u>	<u>\$ 221,395</u>
Total internal service funds	<u>\$ 2,879,310</u>	<u>\$ 4,570,784</u>	<u>\$ 221,395</u>
Total all funds	<u>\$ 69,895,240</u>	<u>\$ 70,518,511</u>	<u>\$ 66,577,145</u>

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

City of Sedona
Other financing sources/(uses) and interfund transfers
Fiscal year 2026

Fund	Other financing 2026		Interfund transfers 2026	
	Sources	(Uses)	In	(Out)
General Fund				
Transfer to Streets Fund	\$	\$	\$ 248,290	\$ 2,500,000
Transfer to Housing Fund			48,250	100,000
Transfer to Cap. Impr. Fund				5,300,000
Transfer to Public Transit Fund			273,320	400,000
Transfer to Wastewater Fund			1,386,210	2,900,000
Transfer to Info. Tech. Fund			140,570	3,121,710
Total General Fund	\$	\$	\$ 2,096,640	\$ 14,321,710
Special revenue funds				
Streets - from General Fund	\$	\$	\$ 2,500,000	\$
Streets - to General Fund				248,290
Streets - to Info. Tech. Fund				45,220
Housing - from General Fund			100,000	
Housing - to General Fund				48,250
Housing - to Info. Tech. Fund				22,960
Transp. Sales Tax - to Cap. Impr. Fund				4,620,500
Transp. Sales Tax - to Public Transit				1,963,000
Total special revenue funds	\$	\$	\$ 2,600,000	\$ 6,948,220
Capital projects funds				
Cap. Impr. - from General Fund	\$	\$	\$ 5,300,000	\$
Cap. Impr. - from Transp. Sales Tax			4,620,500	
Cap. Impr. - to Art in Public Places				94,380
Art in Public Places - from Cap. Impr.			94,380	
Total capital projects funds	\$	\$	\$ 10,014,880	\$ 94,380
Enterprise funds				
Public Transit - from General Fund	\$	\$	\$ 400,000	\$
Public Transit - from Transp. Sales Tax			1,963,000	
Public Transit - to Info. Tech. Fund				20,730
Public Transit - to General Fund				273,320
Wastewater - From General Fund			2,900,000	
Wastewater - to Info. Tech. Fund				397,740
Wastewater - to General Fund				1,386,210
Total enterprise funds	\$	\$	\$ 5,263,000	\$ 2,078,000
Internal service funds				
Info. Tech - from General Fund	\$	\$	\$ 3,121,710	\$
Info. Tech - from Streets Fund			45,220	
Info. Tech - from Housing Fund			22,960	
Info. Tech - from Transit Fund			20,730	
Info. Tech - from Wastewater Fund			397,740	
Info. Tech - to General Fund				140,570
Total Internal Service Funds	\$	\$	\$ 3,608,360	\$ 140,570
Total all funds	\$	\$	\$ 23,582,880	\$ 23,582,880

City of Sedona
Expenditures/expenses by fund
Fiscal year 2026

Fund/Department	Adopted budgeted expenditures/ expenses 2025	Expenditure/ expense adjustments approved 2025	Actual expenditures/ expenses* 2025	Budgeted expenditures/ expenses 2026
General Fund				
City Council	\$ 74,520	\$	\$ 70,794	\$ 77,150
City Manager	1,045,420		972,241	1,227,497
Human Resources	553,700		526,015	571,757
Financial Services	1,810,620		1,720,089	1,854,315
City Attorney	804,640		764,408	882,774
City Clerk	468,750	(2,380)	445,313	608,594
Parks & Recreation	1,079,120	(7,701)	1,025,164	1,427,014
General Services	2,896,360		2,606,724	3,175,710
Community Development	2,062,730		1,959,594	2,824,914
Public Works	5,298,700	39,110	5,192,726	6,367,040
Tourism & Economic Initiatives	2,358,770		2,240,832	2,318,239
Sustainability	746,480		709,156	822,203
Police	11,062,100	49,000	10,730,237	10,487,313
Municipal Court	786,750		747,413	952,658
Other Public Safety	30,000		25,000	30,000
Indirect Cost Allocations	597,270		597,270	
Debt Service	3,772,940		3,769,167	3,143,805
Contingency	300,000	(49,000)	50,000	1,675,000
Total General Fund	\$ 35,748,870	\$ 29,029	\$ 34,152,141	\$ 38,445,984
Special revenue funds				
Streets Fund	\$ 2,881,930	\$ 5,000	\$ 2,834,972	\$ 2,720,145
Housing Fund	576,200		367,443	2,454,006
Grants, Don. & Restr. Funds	1,378,810		219,100	1,920,600
Transportation Sales Tax Fund	489,310		441,178	500,177
Total special revenue funds	\$ 5,326,250	\$ 5,000	\$ 3,862,693	\$ 7,594,928
Capital projects funds				
Capital Improvements Fund	\$ 31,230,930	\$ (404,613)	\$ 24,984,744	\$ 32,513,377
Art in Public Places Fund	119,000		119,000	20,000
Develop. Impact Fees Funds	6,222,680	343,014	4,224,001	1,139,150
Total capital projects funds	\$ 37,572,610	\$ (61,599)	\$ 29,327,745	\$ 33,672,527
Enterprise funds				
Public Transit Fund	\$ 5,479,980	\$ 21,600	\$ 3,881,842	\$ 5,706,921
Wastewater Fund	19,252,630		15,200,110	15,515,237
Total enterprise funds	\$ 24,732,610	\$ 21,600	\$ 19,081,952	\$ 21,222,158
Internal service funds				
Information Technology Fund	\$ 2,675,446	\$ 5,970	\$ 2,608,880	\$ 3,062,389
Total internal service funds	\$ 2,675,446	\$ 5,970	\$ 2,608,880	\$ 3,062,389
Total all funds	\$ 106,055,786	\$	\$ 89,033,410	\$ 103,997,986

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

City of Sedona
Expenditures/expenses by department
Fiscal year 2026

Department/Fund	Adopted budgeted expenditures/ expenses 2025	Expenditure/ expense adjustments approved 2025	Actual expenditures/ expenses* 2025	Budgeted expenditures/ expenses 2026
City Council:				
General Fund	\$ 74,520	\$	\$ 70,794	\$ 77,150
Information Technology Fund	\$	\$	\$	\$ 1,000
Department total	\$ 74,520	\$	\$ 70,794	\$ 78,150
City Manager:				
General Fund	\$ 1,045,420	\$	\$ 972,241	\$ 1,227,497
Information Technology Fund	\$ 1,300	\$	\$ 1,300	\$ 1,300
Department total	\$ 1,046,720	\$	\$ 973,541	\$ 1,228,797
Human Resources:				
General Fund	\$ 553,700	\$	\$ 526,015	\$ 571,757
Department total	\$ 553,700	\$	\$ 526,015	\$ 571,757
Financial Services:				
General Fund	\$ 1,810,620	\$	\$ 1,720,089	\$ 1,854,315
Public Transit Fund	\$ 4,000	\$	\$ 3,980	\$ 4,000
Wastewater Fund	\$ 139,350	\$	\$ 135,000	\$ 163,450
* Department total	\$ 1,953,970	\$	\$ 1,859,069	\$ 2,021,765
City Attorney:				
General Fund	\$ 804,640	\$	\$ 764,408	\$ 882,774
Wastewater Fund	\$ 100,000	\$	\$	\$ 100,000
Department total	\$ 904,640	\$	\$ 764,408	\$ 982,774
City Clerk:				
General Fund	\$ 468,750	\$ -2,380	\$ 445,313	\$ 608,594
Information Technology Fund	\$	\$	\$	\$ 1,000
Department total	\$ 468,750	\$ -2,380	\$ 445,313	\$ 609,594
Parks & Recreation:				
General Fund	\$ 1,079,120	\$ -7,701	\$ 1,025,164	\$ 1,427,014
Grants, Don. & Restr. Funds	\$ 13,200	\$	\$ 6,500	\$ 13,200
Department total	\$ 1,092,320	\$ -7,701	\$ 1,031,664	\$ 1,440,214
General Services:				
General Fund	\$ 2,896,390	\$	\$ 2,606,724	\$ 3,175,710
Develop. Impact Fee Funds	\$ 48,000	\$	\$ 16,308	\$
Department total	\$ 2,944,390	\$	\$ 2,623,032	\$ 3,175,710
Community Development:				
General Fund	\$ 2,062,730	\$	\$ 1,959,594	\$ 2,782,341
Information Technology Fund	\$ 2,700	\$	\$ 2,700	\$ 3,500
Department total	\$ 2,065,430	\$	\$ 1,962,294	\$ 2,785,841

City of Sedona
Expenditures/expenses by department
Fiscal Year 2026

Department/Fund	Adopted budgeted expenditures/ expenses 2025	Expenditure/ expense adjustments approved 2025	Actual expenditures/ expenses* 2025	Budgeted expenditures/ expenses 2026
Public Works:				
General Fund	\$ 5,400,750	\$ 3,910	\$ 3,341,314	\$ 6,367,040
Streets Fund	2,474,720	5,000	1,531,050	2,720,145
Grants, Don. & Restr. Funds	1,500		928	1,500
Transportation Sales Tax Fund	147,730		91,397	158,597
Public Transit Fund	72,900		45,101	88,560
Wastewater Fund	273,600		169,270	389,343
Information Technology Fund	22,090		13,667	21,610
Department total	\$ 8,393,290	\$ 8,910	\$ 5,192,726	\$ 9,746,795
Tourism & Economic Initiatives:				
General Fund	\$ 2,358,770	\$	\$ 2,240,832	\$ 2,318,239
Grants, Don. & Restr. Funds				
Public Transit Fund				110,000
Information Technology Fund	650		650	6300
Department total	\$ 2,359,420	\$	\$ 2,241,482	\$ 2,434,539
Sustainability:				
General Fund	\$ 746,480	\$	\$ 709,156	\$ 822,203
Department total	\$ 746,480	\$	\$ 709,156	\$ 822,203
Police:				
General Fund	\$ 11,062,100	\$ 49,000	\$ 10,601,140	\$ 10,487,313
Grants, Don. & Restr. Funds	81,990		78,573	230,900
Information Technology Fund	52,720		50,523	59,420
Department total	\$ 11,196,810	\$ 49,000	\$ 10,730,237	\$ 10,777,633
Municipal Court:				
General Fund	\$ 786,750	\$	\$ 747,413	\$ 952,658
Information Technology Fund	120		120	120
Department total	\$ 786,870	\$	\$ 747,533	\$ 952,778
Other Public Safety:				
General Fund	\$ 30,000	\$	\$ 25,000	\$ 30,000
Department total	\$ 30,000	\$	\$ 25,000	\$ 30,000
Indirect Cost Allocations:				
General Fund	\$ 597,270	\$	\$ 597,270	*
Streets Fund	247,930		247,930	*
Housing Fund	85,400		85,400	*
Public Transit Fund	255,590		255,590	*
Wastewater Fund	1,546,220		1,546,220	*
Information Technology Fund	126,700		126,700	*
Department total	\$ 2,859,110	\$	\$ 2,859,110	*
Debt Service:				
General Fund	\$ 3,872,940	\$	\$ 3,769,167	\$ 3,143,805
Streets Fund	159,280		159,121	
Transportation Sales Tax Fund	341,580		341,238	341,580
Develop. Impact Fee Funds	248,570		248,321	248,570
Public Transit Fund	300,570		300,269	3,000
Wastewater Fund	4,541,620		4,537,078	4,309,240
Information Technology Fund	50,200		50,150	
Department total	\$ 9,514,760	\$	\$ 9,405,345	\$ 8,046,195

City of Sedona
Expenditures/expenses by department
Fiscal Year 2026

Department/Fund	Adopted budgeted expenditures/ expenses	Expenditure/ expense adjustments approved	Actual expenditures/ expenses*	Budgeted expenditures/ expenses
	2025	2025	2025	2026
Contingency:				
General Fund	\$ 300,000	\$ (49,000)	\$ 50,000	\$ 1,675,000
Housing Fund	56,850			2,000,000
Grants, Don. & Restr. Funds	500,000			1,400,000
Wastewater Fund	100,000			100,000
Department total	\$ 956,850	\$ -49,000	\$ 50,000	\$ 5,175,000
Capital Improvement Projects:				
Housing Fund	\$	\$	\$	\$
Capital Improvements Fund	31,230,930	-404,613	24,360,125	32,513,377
Art in Public Places Fund	119,000		92,820	20,000
Develop. Impact Fee Funds	5,926,110	343,014	4,622,366	890,580
Public Transit Fund	2,301,000		1,794,780	2,573,000
Wastewater Fund	8,587,120		6,697,954	6,079,700
Department total	\$ 48,164,160	\$ -61,599	\$ 37,568,045	\$ 42,076,657
Housing:				
General Fund	\$	\$	\$	\$ 42,573
Housing Fund	\$ 519,350	\$	\$ 367,443	\$ 454,006
Grants, Don. & Restr. Funds	772,120		133,098	275,000
Department total	\$ 1,291,470	\$	\$ 500,541	\$ 771,579
Public Transit:				
Public Transit Fund	\$ 2,545,920	\$ 21,600	\$ 2,418,624	\$ 2,928,361
Department total	\$ 2,545,920	\$ 21,600	\$ 2,418,624	\$ 2,928,361
Wastewater:				
Wastewater Fund	\$ 3,835,960		\$ 3,644,162	\$ 4,245,775
Department total	\$ 3,835,960	\$	\$ 3,644,162	\$ 4,245,775
Information Technology:				
Grants, Don. & Restr. Funds	\$ 10,000	\$	\$ 5,000	
Wastewater Fund	128,760		126,185	127,730
Information Technology Fund	2,418,966	5,970	2,370,587	2,968,139
Department total	\$ 2,557,726	\$ 5,970	\$ 2,501,771	\$ 3,095,869

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

*For indirect cost allocations, starting FY26 they were moved out of the operating budget lines and are now inter-fund transfers

City of Sedona
Full-time employees and personnel compensation
Fiscal year 2026

Fund	Full-time equivalent (FTE)	Employee salaries and hourly costs	Retirement costs	Healthcare costs	Other benefit costs	Total estimated personnel compensation
	2026	2026	2026	2026	2026	2026
General Fund	170	\$ 14,272,364	\$ 2,502,855	\$ 2,969,051	\$ 276,239	\$ 20,020,509
Special revenue funds						
Streets Fund	4	\$ 332,587	\$ 63,588	\$ 74,516	\$ 7,594	\$ 478,285
Housing Fund	2	158,239	31,261	25,862	343	215,705
Grants, Don. & Restr. Funds			74,900			74,900
Transportation Sales Tax Fund	1	88,616	17,652	19,419	1,410	127,097
Total special revenue funds	7	\$ 579,442	\$ 187,401	\$ 119,797	\$ 9,347	\$ 895,987
Enterprise funds						
Public Transit Fund	2	\$ 178,789	\$ 35,385	\$ 18,646	\$ 391	\$ 233,211
Wastewater Fund	17	1,508,168	292,261	319,784	39,123	2,159,336
Total enterprise funds	19	\$ 1,686,957	\$ 327,646	\$ 338,430	\$ 39,514	\$ 2,392,547
Internal service funds						
Information Technology Fund	6	\$ 688,963	\$ 137,098	\$ 102,371	\$ 1,503	\$ 929,935
Total internal service fund	6	\$ 688,963	\$ 137,098	\$ 102,371	\$ 1,503	\$ 929,935
Total all funds	202	\$ 17,227,726	\$ 3,155,000	\$ 3,529,649	\$ 326,603	\$ 24,238,978

SUMMARY OF CAPITAL PROJECTS

FY 2026 - FY 2035 Master Summary Project List by Major Program

Project Name	Priority	Community Plan Goal	Project #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035	Totals
ARTS AND CULTURE														
City Art Murals	DESIRABLE (OTHER YEAR)	CM	AC-03	\$20,000	\$144,170	\$50,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$494,170
INFORMATION TECHNOLOGY														
Citywide Business Software	IMPERATIVE (MUST-DO)	GG	IT-01	\$1,500,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000
MUNICIPAL COURT														
Court Remodel	DESIRABLE (OTHER YEAR)	GG	MC-02	\$70,000	\$70,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$140,000
OTHER PUBLIC WORKS														
Uptown Enhancements	IMPORTANT (COULD-DO)	CM	PW-01	\$0	\$0	\$645,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$645,000
Facilities Study	ESSENTIAL (SHOULD-DO)	ES	PW-04	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000
Real Estate/Land Acquisition	ESSENTIAL (SHOULD-DO)	LU	PW-05	\$1,300,000	\$2,000,000	\$2,000,000	\$2,000,000	\$10,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$27,300,000
City Hall Window and Door Replacement	IMPORTANT (COULD-DO)	ES	PW-06	\$497,500	\$596,000	\$596,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,689,500
Western Gateway Improvements	IMPORTANT (COULD-DO)	HG	PW-08	\$0	\$1,600,000	\$4,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,600,000
PW - Public Works Subtotal				\$1,872,500	\$4,196,000	\$7,241,000	\$2,000,000	\$10,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$35,309,500
PARKS AND RECREATION														
Concession Stand/Restrooms Building - Renovation and Redesign	IMPORTANT (COULD-DO)	CM	PR-01	\$30,000	\$350,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$380,000
Improvements at Ranger Station / Interior Restoration of House and	IMPORTANT (COULD-DO)	CM	PR-03B	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000
Improvements at Ranger Station - Plaza, Landscaping, and Gardens	IMPORTANT (COULD-DO)	CM	PR-03D	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ranger Station Park Shade Structure	IMPORTANT (COULD-DO)	CM	PR-03E	\$84,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$84,000
Sunset Park Improvements	ESSENTIAL (SHOULD-DO)	CM	PR-04	\$115,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115,000
Creekside Preservation/Walking Path	IMPORTANT (COULD-DO)	CM	PR-10	\$0	\$100,000	\$150,000	\$3,003,000	\$3,003,000	\$3,003,000	\$0	\$0	\$0	\$0	\$9,259,000
Sunset Park Playground Structure	IMPORTANT (COULD-DO)	CM	PR-11	\$150,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000
Multi-Use Field Lighting	ESSENTIAL (SHOULD-DO)	CM	PR-12	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000
Improvements to Posse Grounds Park	ESSENTIAL (SHOULD-DO)	CM	PR-13	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000
PR - Parks & Recreation Subtotal				\$1,679,000	\$800,000	\$150,000	\$3,003,000	\$3,003,000	\$3,003,000	\$0	\$0	\$0	\$0	\$11,638,000
POLICE														
Radio Infrastructure	IMPERATIVE (MUST-DO)	LG	PD-02	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,000
Body-Worn and Vehicle Camera Upgrade	IMPERATIVE (MUST-DO)	LG	PD-07	\$261,000	\$261,000	\$261,000	\$261,000	\$261,000	\$0	\$0	\$0	\$0	\$0	\$1,305,000
Police Station Remodel - Phase 2	ESSENTIAL (SHOULD-DO)	LG	PD-11	\$200,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,000
PD - Police Subtotal				\$1,661,000	\$1,261,000	\$261,000	\$261,000	\$261,000	\$0	\$0	\$0	\$0	\$0	\$3,705,000
PUBLIC TRANSIT														
Transit Maintenance/Operations Center	ESSENTIAL (SHOULD-DO)	CG	PT-01	\$1,438,000	\$8,900,000	\$15,400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,738,000
Transit RIDE Exchange	ESSENTIAL (SHOULD-DO)	CG	PT-02	\$0	\$0	\$0	\$1,715,000	\$1,715,000	\$0	\$0	\$0	\$0	\$0	\$3,430,000
Transit Bus Acquisition - Grant-Funded	ESSENTIAL (SHOULD-DO)	CG	PT-03	\$0	\$829,000	\$712,500	\$712,500	\$712,500	\$712,500	\$712,500	\$712,500	\$712,500	\$712,500	\$6,529,000
Bus Stop Improvements	ESSENTIAL (SHOULD-DO)	CG	PT-04	\$175,000	\$400,000	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$825,000
The Y Property Development	ESSENTIAL (SHOULD-DO)	CG	PT-04a	\$0	\$0	\$0	\$330,000	\$0	\$0	\$0	\$0	\$0	\$0	\$330,000
North SR 179 Park and Ride	ESSENTIAL (SHOULD-DO)	CG	PT-04b	\$960,000	\$675,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,635,000
West Sedona Intercept Lot	DESIRABLE (OTHER YEAR)	CG	PT-05	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$12,420,000	\$12,420,000	\$24,940,000
South SR 179 Park and Ride	ESSENTIAL (SHOULD-DO)	CG	PT-06	\$0	\$0	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000
Intersection Improvements - 7500 West SR 89A	ESSENTIAL (SHOULD-DO)	CG	PT-08	\$0	\$300,000	\$5,050,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,350,000
PT - Public Transit Subtotal				\$2,573,000	\$11,204,000	\$21,412,500	\$3,057,500	\$2,427,500	\$712,500	\$712,500	\$712,500	\$13,132,500	\$13,132,500	\$69,077,000

SUMMARY OF CAPITAL PROJECTS

FY 2026 - FY 2035 Master Summary Project List by Major Program

Project Name	Priority	Community Plan Goal	Project #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035	Totals
SEDONA IN MOTION														
Uptown Pedestrian Improvements	DESIRABLE (OTHER YEAR)	CG	SIM-02	\$0	\$0	\$6,250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,250,000
Uptown Parking Garage	IMPERATIVE (MUST-DO)	CG	SIM-03a	\$12,967,062	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,967,062
Uptown Residential Parking Improvements	ESSENTIAL (SHOULD-DO)	CG	SIM-03b	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
East Forest Road Improvements	ESSENTIAL (SHOULD-DO)	CG	SIM-03d	\$1,600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,600,000
Schnebly Hill Roundabout Expansion	DESIRABLE (OTHER YEAR)	CG	SIM-04a	\$0	\$5,447,990	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,447,990
SR 179 Lane Expansion from Schnebly Hill Roundabout to Y	DESIRABLE (OTHER YEAR)	CG	SIM-04b	\$0	\$111,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$111,000
Pedestrian Crossing at Oak Creek	IMPERATIVE (MUST-DO)	CG	SIM-04c	\$300,250	\$200,150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,400
SR 89A & SR 179 Roundabout Modernization	ESSENTIAL (SHOULD-DO)	CG	SIM-04d	\$0	\$0	\$450,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,400
Ranger/SR 179 Intersection Improvements	ESSENTIAL (SHOULD-DO)	CG	SIM-04e	\$0	\$97,500	\$1,010,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,107,500
Y Roundabout Adaptive Signals	IMPERATIVE (MUST-DO)	CG	SIM-04f	\$450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000
Portal Lane to Brewer Road Connection	IMPERATIVE (MUST-DO)	CG	SIM-05a	\$1,508,310	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,508,310
Ranger Road / Brewer Road RAB Intersection & Ranger Extension In	IMPERATIVE (MUST-DO)	CG	SIM-05d	\$2,490,485	\$6,226,213	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,716,698
Forest/Ranger/SR 89A Intersection Improvements	IMPERATIVE (MUST-DO)	CG	SIM-05e	\$0	\$4,635,950	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,635,950
Neighborhood Street Connections	DESIRABLE (OTHER YEAR)	CG	SIM-06	\$0	\$0	\$1,166,350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,166,350
West SR 89A Access Improvements and Adaptive Signal Control	DESIRABLE (OTHER YEAR)	CG	SIM-10	\$0	\$3,320,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,320,000
Traffic Calming and SUP - White Bear Rd to Pinon Dr	ESSENTIAL (SHOULD-DO)	CG	SIM-10a	\$250,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000
Future Shared-Use Pathways	IMPORTANT (COULD-DO)	CG	SIM-11-1	\$0	\$0	\$0	\$1,868,500	\$1,868,500	\$1,868,500	\$1,868,500	\$1,868,500	\$1,868,500	\$1,868,500	\$13,079,500
Cook's Hill (USFS)	IMPERATIVE (MUST-DO)	CG	SIM-11-3	\$10,000	\$150,000									
Rodeo Road to Dry Creek Road - Shared-Use Path	ESSENTIAL (SHOULD-DO)	CG	SIM-11a	\$0	\$200,000	\$400,000	\$600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,000
Schnebly Hill Shared Use Path	DESIRABLE (OTHER YEAR)	CG	SIM-11d	\$0	\$60,000	\$202,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$262,000
Bicycle Green Lanes	ESSENTIAL (SHOULD-DO)	CG	SIM-11f	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dry Creek Road Pathway, White Bear to Two Fences	ESSENTIAL (SHOULD-DO)	CG	SIM-11m	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500,000
Andante Shared-Use Path and Drainage Improvements	ESSENTIAL (SHOULD-DO)	CG	SIM-11n	\$3,024,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,024,600
Brewer Road Shared-Use Path	ESSENTIAL (SHOULD-DO)	CG	SIM-11p	\$0	\$1,702,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,702,000
Shelby II Shared-Use Path	IMPERATIVE (MUST-DO)	CG	SIM-11q	\$750,000	\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500,000
Rodeo Shared-Use Path	ESSENTIAL (SHOULD-DO)	CG	SIM-11r	\$0	\$70,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$570,000
Little Horse Shared-Use Path	IMPORTANT (COULD-DO)	CG	SIM-11s	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000
Coffee Pot Shared-Use Path	ESSENTIAL (SHOULD-DO)	CG	SIM-11t	\$407,500	\$1,212,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,620,000
Navoti II Shared Use Path	IMPORTANT (COULD-DO)	CG	SIM-11u	\$80,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$580,000
Navoti III & IV to Upper Red Rock Loop Rd Shared-Use Path	IMPORTANT (COULD-DO)	CG	SIM-11v	\$0	\$928,000	\$707,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,635,000
Tranquil-Madole Shared-Use Path	IMPORTANT (COULD-DO)	CG	SIM-11w	\$0	\$120,000	\$707,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$827,000
Zane Grey Shared-Use Path	IMPORTANT (COULD-DO)	CG	SIM-11x	\$0	\$75,000	\$606,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$681,000
Thunder Mountain II Shared-Use Path	IMPORTANT (COULD-DO)	CG	SIM-11y	\$0	\$0	\$100,000	\$808,000	\$0	\$0	\$0	\$0	\$0	\$0	\$908,000
Gun Fury Shared-Use Path	ESSENTIAL (SHOULD-DO)	CG	SIM-11z	\$0	\$100,000	\$714,070	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$814,070
Travel Information System	IMPORTANT (COULD-DO)	CG	SIM-12a	\$0	\$0	\$312,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$312,500
Alternate Route over Oak Creek	DESIRABLE (OTHER YEAR)	CG	SIM-13	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SIM - Sedona in Motion Subtotal				\$25,588,207	\$26,106,303	\$13,125,320	\$3,276,500	\$1,868,500	\$1,868,500	\$1,868,500	\$1,868,500	\$1,868,500	\$1,868,500	\$79,147,330

SUMMARY OF CAPITAL PROJECTS

FY 2026 - FY 2035 Master Summary Project List by Major Program

Project Name	Priority	Community Plan Goal	Project #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035	Totals
STORM DRAINAGE														
View Drive Area Drainage Improvements (Yavapai County)	IMPORTANT (COULD-DO)	ES	SD-04	\$0	\$150,000	\$1,461,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,611,500
Saddlerock Area Drainage Improvements (Yavapai County)	IMPORTANT (COULD-DO)	ES	SD-05	\$0	\$100,000	\$505,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$605,000
Juniper Hills Area Drainage Improvements (Coconino County)	IMPORTANT (COULD-DO)	ES	SD-07	\$0	\$70,000	\$404,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$474,000
Mystic Hills Lift Station Access Improvements (Coconino County)	ESSENTIAL (SHOULD-DO)	ES	SD-08	\$80,000	\$402,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$482,000
El Camino Rd Area Drainage	ESSENTIAL (SHOULD-DO)	ES	SD-13	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000
Yavapai County Misc. Flood Control Projects	ESSENTIAL (SHOULD-DO)	ES	SD-14	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$2,700,000
SD - Storm Drainage Subtotal				\$380,000	\$1,022,000	\$2,670,500	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$6,172,500
STREETS AND TRANSPORTATION														
Sanborn Drive/Thunder Mountain Road Overlay	ESSENTIAL (SHOULD-DO)	CG	ST-02	\$67,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$67,000
Back O' Beyond Road & Trailhead Safety Improvements	ESSENTIAL (SHOULD-DO)	CG	ST-07	\$0	\$120,000	\$3,003,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,123,000
Citywide Safety Analysis Corridor Studies	ESSENTIAL (SHOULD-DO)	CG	ST-11	\$0	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000
ST - Streets and Transportation Subtotal				\$67,000	\$370,000	\$3,003,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,440,000
SUSTAINABILITY														
Decarbonization Planning & Design	ESSENTIAL (SHOULD-DO)	ES	SUS-10	\$250,000	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000
Building Automation and Energy Efficiencies	ESSENTIAL (SHOULD-DO)	ES	SUS-11	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$400,000
Electrical Capacity Upgrades	ESSENTIAL (SHOULD-DO)	ES	SUS-12	\$306,250	\$1,118,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,425,000
EV Infrastructure	ESSENTIAL (SHOULD-DO)	ES	SUS-13	\$300,000	\$2,425,000	\$1,148,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,873,000
On-site Renewables - Solar PV	ESSENTIAL (SHOULD-DO)	ES	SUS-14	\$0	\$0	\$1,300,000	\$1,850,000	\$225,000	\$0	\$0	\$0	\$0	\$0	\$3,375,000
HVAC Electrification	ESSENTIAL (SHOULD-DO)	ES	SUS-15	\$0	\$800,000	\$600,000	\$0	\$2,250,000	\$0	\$0	\$0	\$0	\$0	\$3,650,000
Public EV Charging Stations	ESSENTIAL (SHOULD-DO)	ES	SUS-16	\$0	\$636,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$636,000
SUS - Sustainability Subtotal				\$856,250	\$5,079,750	\$3,298,000	\$1,950,000	\$2,575,000	\$0	\$0	\$0	\$0	\$0	\$13,759,000
Subtotal Non-Wastewater				\$36,266,957	\$50,753,223	\$51,211,320	\$13,888,000	\$20,475,000	\$7,924,000	\$4,921,000	\$4,921,000	\$17,341,000	\$17,341,000	\$225,042,500
WASTEWATER														
WW Collection System Improvements - Future Collections Projects	IMPORTANT (COULD-DO)	ES	WW-01E	\$0	\$0	\$40,000	\$400,000	\$41,200	\$412,000	\$42,436	\$424,360	\$43,709	\$437,090	\$1,840,795
Collections Pipe Rehabs	ESSENTIAL (SHOULD-DO)	ES	WW-01M	\$600,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100,000
Manhole Rehabs	IMPERATIVE (MUST-DO)	ES	WW-01N	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000
SCADA System Master Plan	IMPORTANT (COULD-DO)	ES	WW-04	\$0	\$310,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$310,000
WWRP Odor Control Upgrades	IMPORTANT (COULD-DO)	ES	WW-05	\$0	\$0	\$335,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$335,000
WWRP Recharge Wells	ESSENTIAL (SHOULD-DO)	ES	WW-06	\$0	\$971,820	\$4,621,780	\$4,650,000	\$0	\$0	\$10,950,000	\$0	\$0	\$0	\$21,193,600
WWRP Area 4 Irrigation Improvements	IMPORTANT (COULD-DO)	ES	WW-06A	\$0	\$1,800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800,000
WWRP Reservoir Liner Replacement	IMPORTANT (COULD-DO)	ES	WW-07	\$0	\$1,050,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,050,000
WWRP Drying Beds Replacement	IMPORTANT (COULD-DO)	ES	WW-08	\$200,000	\$2,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,400,000
WWRP Treatment Process Upgrades	ESSENTIAL (SHOULD-DO)	ES	WW-09	\$4,426,700	\$1,870,000	\$0	\$1,100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$7,396,700
Wastewater Master Plan Update	IMPORTANT (COULD-DO)	ES	WW-10	\$0	\$100,000	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$200,000
WWRP Paving	DESIRABLE (OTHER YEAR)	ES	WW-11	\$0	\$0	\$0	\$420,000	\$0	\$0	\$0	\$0	\$0	\$0	\$420,000
WWRP Area 4 Pump Station Valve Upgrade	ESSENTIAL (SHOULD-DO)	ES	WW-14	\$0	\$345,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$345,000
VACCON Storage Building	IMPERATIVE (MUST-DO)	ES	WW-15	\$350,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000
WWRP Secondary Clarifier Rehabilitation	IMPERATIVE (MUST-DO)	ES	WW-16	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$255,000	\$0	\$0	\$405,000
WWRP Laboratory Remodel	DESIRABLE (OTHER YEAR)	ES	WW-17	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000
WWRP Recharge Well Filter Backwash System	ESSENTIAL (SHOULD-DO)	ES	WW-18	\$153,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$153,000
WWRP PFAS Treatment	IMPORTANT (COULD-DO)	ES	WW-20	\$0	\$0	\$0	\$0	\$17,000,000	\$14,000,000	\$0	\$0	\$0	\$4,500,000	\$35,500,000
WW - Wastewater Subtotal				\$6,079,700	\$9,146,820	\$5,496,780	\$6,570,000	\$17,041,200	\$14,512,000	\$10,992,436	\$679,360	\$43,709	\$4,937,090	\$75,499,095
Total All Projects				\$42,346,657	\$59,900,043	\$56,708,100	\$20,458,000	\$37,516,200	\$22,436,000	\$15,913,436	\$5,600,360	\$17,384,709	\$22,278,090	\$300,541,595

SUMMARY OF CAPITAL PROJECTS

FY 2026 - FY 2035 Master Summary Project List by Major Program

Project Name	Priority	Community Plan Goal	Project #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035	Totals
Funding Sources Summary														
1% for Arts				\$89,645	\$315,473	\$207,820	\$69,500	\$61,500	\$61,500	\$58,500	\$58,500	\$58,500	\$58,500	\$1,039,438
Affordable Housing Reserves				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ARPA Funds				\$1,973,570	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,973,570
Bed Tax Allocation				\$0	\$0	\$450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000
Capital Reserves				\$13,851,170	\$18,597,375	\$14,873,500	\$6,431,000	\$7,056,000	\$4,220,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$73,029,045
Coconino County Flood Control				\$80,000	\$470,000	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$950,000
Court Restricted Revenues				\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80,000
Debt Financing				\$12,967,062	\$971,820	\$4,621,780	\$4,993,000	\$343,000	\$0	\$10,950,000	\$0	\$0	\$0	\$34,846,662
Development Impact Fees – Post 7/2014				\$890,580	\$208,225	\$746,430	\$780,000	\$780,000	\$780,000	\$0	\$0	\$0	\$0	\$4,185,235
Development Impact Fees – Pre 8/2014				\$0	\$150,000	\$240,000	\$120,000	\$0	\$0	\$0	\$0	\$0	\$0	\$510,000
Donations				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Reserve				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fairfield CFD				\$120,000	\$170,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$290,000
Grant				\$1,795,000	\$14,733,150	\$22,335,625	\$2,241,625	\$1,977,625	\$605,625	\$605,625	\$605,625	\$605,625	\$605,625	\$46,111,150
Outside Participation				\$0	\$0	\$1,250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,250,000
Paid Parking Revenue				\$0	\$0	\$595,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$595,000
Summit CFD				\$150,000	\$180,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$330,000
Transportation Sales Tax				\$5,983,500	\$6,510,000	\$3,276,875	\$3,602,875	\$1,956,875	\$1,956,875	\$1,956,875	\$1,956,875	\$1,956,875	\$1,956,875	\$31,114,500
Unidentified				\$0	\$8,829,000	\$5,936,070	\$0	\$8,000,000	\$0	\$0	\$0	\$12,420,000	\$12,420,000	\$47,605,070
Wastewater Revenues				\$4,106,130	\$8,175,000	\$875,000	\$1,920,000	\$17,041,200	\$14,512,000	\$42,436	\$679,360	\$43,709	\$4,937,090	\$52,331,925
Yavapai County Flood Control				\$300,000	\$550,000	\$900,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$3,850,000
Total Funding Sources				\$42,346,657	\$59,900,043	\$56,708,100	\$20,458,000	\$37,516,200	\$22,436,000	\$15,913,436	\$5,600,360	\$17,384,709	\$22,278,090	\$300,541,595
Project Funding Status Summary														
Carryover				\$31,229,125	\$42,103,893	\$49,877,200	\$12,345,500	\$11,878,700	\$2,724,500	\$11,704,936	\$1,386,860	\$13,176,209	\$13,569,590	\$189,996,513
New Appropriation				\$11,117,532	\$17,796,150	\$6,830,900	\$6,397,500	\$23,922,500	\$19,711,500	\$4,208,500	\$4,213,500	\$4,208,500	\$8,708,500	\$107,115,082
Unfunded				\$0	\$0	\$0	\$1,715,000	\$1,715,000	\$0	\$0	\$0	\$0	\$0	\$3,430,000
Total Funding Sources				\$42,346,657	\$59,900,043	\$56,708,100	\$20,458,000	\$37,516,200	\$22,436,000	\$15,913,436	\$5,600,360	\$17,384,709	\$22,278,090	\$300,541,595

City of Sedona
FY2026 Proposed Budget - Expenditures Summary
All Funds

Description	Op?	General Fund	Streets Fund	Housing Fund	Grants, Donations & Restricted Funds	Transportation Sales Tax Fund	Capital Improvement Fund	Development Impact Fees Funds	Art in Public Places Fund	Public Transit Fund	Wastewater Fund	Information Technology Fund	Total
<u>City Council and Staff Adjustments</u>													
Timeclocks (ADP) - per Chuck	Y											31,500	31,500
Grants and Donations Contingency (ADOH)	Y				(400,000)								(400,000)
Upfitting costs for totaled PD vehicle one-time	Y	36,000											36,000
Humane Society FY26 Budget 2.5% increase	Y	2,058											2,058
Remove postage amount in 5224-20	Y											(350)	(350)
Remove 1 of 2 PD CD CC for 7K - IT	Y											(7,000)	(7,000)
Remove 1 of 2 External Penetration Test - IT	Y											(12,280)	(12,280)
Remove Pool Vehicle GS 6925	Y	(9,900)											(9,900)
Remove duplicate budget of kitchen upgrades	Y	(6,800)											(6,800)
Remove duplicate budget of window replacements	Y	(10,400)											(10,400)
Remove Upfitting cost in 5320-77	Y	(2,400)											(2,400)
Remove cell phone 59-5320-38-6249	Y										(1,200)		(1,200)
Contingency Add - Humane Society Contract	Y	75,000											75,000
PW-06 Carryover amount							(2,500)						(2,500)
ST-02 Carryover (work wont begin in FY25)							67,000						67,000
SIM-10a Carryover (work wont begin in FY25)							50,000						50,000
SIM-11n Carryover (work wont begin in FY25)							520,000						520,000
AH-03 Affordable Housing Projects							2,000,000						2,000,000
AC-03 City Art Murals									20,000				20,000
PR-10 Creekside Preservation Path								(100,000)					(100,000)
PT-08 Intersection Improvements										(300,000)			(300,000)
SIM-04C Pedestrian Crossing Oak Creek							(200,250)						(200,250)
SIM-05d Ranger/Brew Rd RAB							(2,490,485)						(2,490,485)
SIM-11q Shelby II SUP							(750,000)						(750,000)
SIM-11s Little Hors SUP							150,000						150,000
SIM-11-3 Cook's Hill SUP							10,000						10,000
SUS-12 Electrical Capacity Upgrades							(306,250)						(306,250)
SUS-13 EV Infrastructure							(300,000)						(300,000)
DP #10 STR Code Enforcement Officer (SS)	Y	4,000										4,277	8,277
DP #10 STR Code Enforcement Officer (S&B)	Y	93,592											93,592
DP #11 Posse Grounds Park Shade Struct.	Y	90,000											90,000
DP #12 eCivis Grant Mngmt. Software	Y											34,300	34,300
DP #16 Convert TCA positions to two FTE (SS)	Y											8,554	8,554
DP #16 Convert TCA positions to two FTE (S&B)	Y	86,596											86,596
DP #28 Parttime Records Technician (SS)	Y	5,024										4,277	9,301
DP #28 Parttime Records Technician (S&B)	Y	29,059											29,059
DP #29 Five Patrol Officers (SS)	Y	742,095										35,200	777,295
DP #29 Five Patrol Officers (S&B)	Y	600,943											600,943
DP #29 Five Patrol Officers (75% adjustment)	Y	(150,236)											(150,236)
DP #30 Three Motor Officers (SS)	Y	501,468										19,975	521,443
DP #30 Three Motor Officers (S&B)	Y	386,314											386,314
DP #30 Three Motor Officers (75% adjustment)	Y	(90,141)											(90,141)
DP #31 Community Outreach Officer (SS)	Y	168,419										4,977	173,396
DP #31 Community Outreach Officer (S&B)	Y	120,189											120,189
DP #31 Community Outreach Officer (75% adjustment)	Y	(30,047)											(30,047)
DP #32 Emergency Management Coord. (SS)	Y	59,657										8,282	67,939
DP #32 Emergency Management Coord. (S&B)	Y	119,474											119,474
DP #34 Softball Field Upgrades	Y	28,600											28,600
DP #35 Hub Upgrades	Y	78,600											78,600
DP #36 Dead Tree Removal/Firewise	Y	35,000											35,000
DP #38 Fitness Equip. Sunset/Greyback Park	Y	21,300											21,300
DP #39 LDC Update	Y	300,000											300,000
DP #50 Implem. Plan for WG Master Plan	Y	175,000											175,000
DP #52 Full-time Court Security Officer (S&B)	Y	58,749											58,749
DP #53 Large Grants Program	Y	200,000											200,000
DP #54 Comm. Service Provider Contract	Y	86,850											86,850
DP #57 PW Vehicle Request	Y												
											78,972		78,972
Sub-Total Council Changes		\$ 3,804,063	\$ -	\$ -	\$ (400,000)	\$ -	\$ (1,252,485)	\$ (100,000)	\$ 20,000	\$ (300,000)	\$ 77,772	\$ 131,712	\$ 1,981,062

SUMMARY OF OVERALL BUDGET CHANGES

All Funds

	Operating Budget	CIP Budget	Totals
Comparison to FY 2025 Adopted			
FY 2025 Adopted Budget	\$57,891,596	\$48,207,060	\$106,098,656
<u>Significant Changes:</u>			
Decreases for Sedona in Motion related projects including shared-use paths		(6,476,503)	(\$6,476,503)
Decreases for wastewater operating and capital infrastructure needs	(\$578,182)	(2,157,420)	(\$2,735,602)
Increase for contingencies	\$2,543,150		\$2,543,150
Net decreases for Police Department PSPRS contributions	(\$4,954,767)		(\$4,954,767)
Decreases for Parks & Recreation capital infrastructure needs		(1,614,430)	(\$1,614,430)
Increases for Storm Drainage capital infrastructure needs		\$230,000	\$230,000
Increases for citywide business software		\$350,000	\$350,000
Increases for Public Transit related projects		272,000	\$272,000
Increases for Sustainability related projects		421,950	\$421,950
Increases for Police related projects		\$1,061,000	\$1,061,000
Increases for Other Public Works related projects		\$1,622,500	\$1,622,500
Increases for Affordable Housing contingency	2,000,000		
Increases in facilities maintenance costs	\$1,498,584		\$1,498,584
Increases in information technology costs	\$228,132		\$228,132
Increases for 1% Arts Transfers for new construction		\$51,480	\$51,480
Decreases for debt service payments on bonds compared to placeholder in prior year	(\$22,396)		(\$22,396)
Net increases in other CIP projects		\$109,020	\$109,020
Net increases in Decision Packages and other budget adjustments post city council work sessions	\$3,315,212		\$3,315,212
FY 2026 Proposed Budget	\$61,921,330	\$42,076,657	\$103,997,987
% Change	7%	-13%	-2%

FY 26 Tentative Budget Adoption

May 27, 2025



Presentation Overview

Topic Area	Slide	Topic Area	Slide
Budget Calendar	3	Salary Study	14-15
Tentative Budget	4	Fund Balance and Reserves	19-21
Overview of Economy and Budget Assumptions	5-7	Decision Packages	22-24
Budget by Funds/ Community Plan Goals	8-10	Capital Budget	28-39
Operating Budget Details	11-27	Potential to Pay-Off Debt (Council request)	41

FY 2025-26 Budget Calendar

Item	Date
Internal staff work on Budget	November 2024 – April 2025
City Council retreat	December 11-12, 2024
Citizens Budget Work Group (CBWG)	February/March 2025
Council Priority Settings	February 12, 2025
City Manager review with departments	March 2025
City Council work sessions	Apr 30-May 1, 2025
City Council adoption of Tentative Budget	 May 27, 2025
Board Adoption of Tentative CFD budget	May 27, 2025
City Council adoption of final budget	June 24, 2025
Board Adoption of Final CFD Budget	June 24, 2025



City Council Adoption of Tentative Budget

- The “Tentative Budget” sets the expenditure limit for the fiscal year (A.R.S. §142-17103)
- After the Tentative Budget is adopted the Budget may be decreased before final adoption, but it may not be increased
- Final Budget (adoption 6/24) must not exceed expenditure limit set by Tentative Budget (A.R.S. §142-17105)



Budgeting with Prudence during Uncertainty

- Shifting policy decisions are driving uncertainty in the markets, and impacting consumer confidence
- Impact of tariffs remains uncertain
- FY26 may see slower growth in revenues
 - To be prudent, revenues are budgeted to be flat or decrease (1.1% decrease from FY25)
- Total expenditure budget, inclusive of decision packages added, is **2.1% less than FY25**



Budgetary Assumptions

- Revenues are flat or decreasing
- The cost of the Salary Study, including COLA and merit increases, is included
- Benefit costs (insurance) increase of 4%
- Increasing utility costs
 - Water rate increase: 48% + \$93k to operating budget
 - Electric rate increase: 5% + \$17k to operating budget
- Regular replacement of tactical equipment for Police: \$176k
- Regular Police Fleet vehicle purchases (5 total): \$470k

NOTE: Vehicles are being purchased with cash rather than leased due to increased interest costs (higher APR)

Vehicle and Equipment Replacement – Details

- Vehicles and Police Tactical Equipment (bulletproof vests, etc.) require replacement on a regular schedule
 - Equipment Reserves act as sinking funds for replacement costs of these items
 - The replacement costs increase the budget, but funds are drawn from the reserve, rather than relying on revenue



FY 2026 Budget by Funds Summary (see exhibit A)

Amounts in Thousands

	General Fund	Special Revenue Funds	Capital Project Funds	Public Transit Fund	Waste-water Fund	IT Internal Service Fund	Totals
Fund Balances/Reserves							
Beginning Fund Balance	\$ 26,532	\$ 18,866	\$ 33,787	\$ 8,560	\$ 17,743	\$ 1,910	\$ 107,398
Revenues							
One-Time Revenues	28	420	1,777	720	1,073	-	4,325
Ongoing Revenues	45,934	7,611	756	640	7,397	221	62,818
Total Revenues	45,961	8,031	2,533	1,360	8,470	221	66,577
Expenditures and Transfers							
One-Time Expenditures (Capital)	-	-	(33,424)	(2,573)	(6,080)	-	(42,077)
One-Time Expenditures (Operating)	(1,908)	(532)	-	(20)	(577)	(154)	(3,190)
Ongoing Expenditures	(30,227)	(3,173)	-	(2,816)	(4,256)	(2,858)	(43,331)
Debt Service	(3,775)	(490)	(1,110)	(298)	(4,502)	(50)	(10,225)
Contingency	(1,675)	(3,400)	-	-	(100)	-	(5,175)
Total Expenditures	(37,585)	(7,595)	(34,534)	(5,707)	(15,515)	(3,062)	(103,998)
Interfund Transfers	(12,225)	(4,348)	9,921	2,069	1,116	3,468	-
Ending Fund Balance/Reserves							
Total Ending Fund Balance	\$ 22,684	\$ 14,954	\$ 11,707	\$ 6,282	\$ 11,814	\$ 2,537	\$ 69,977

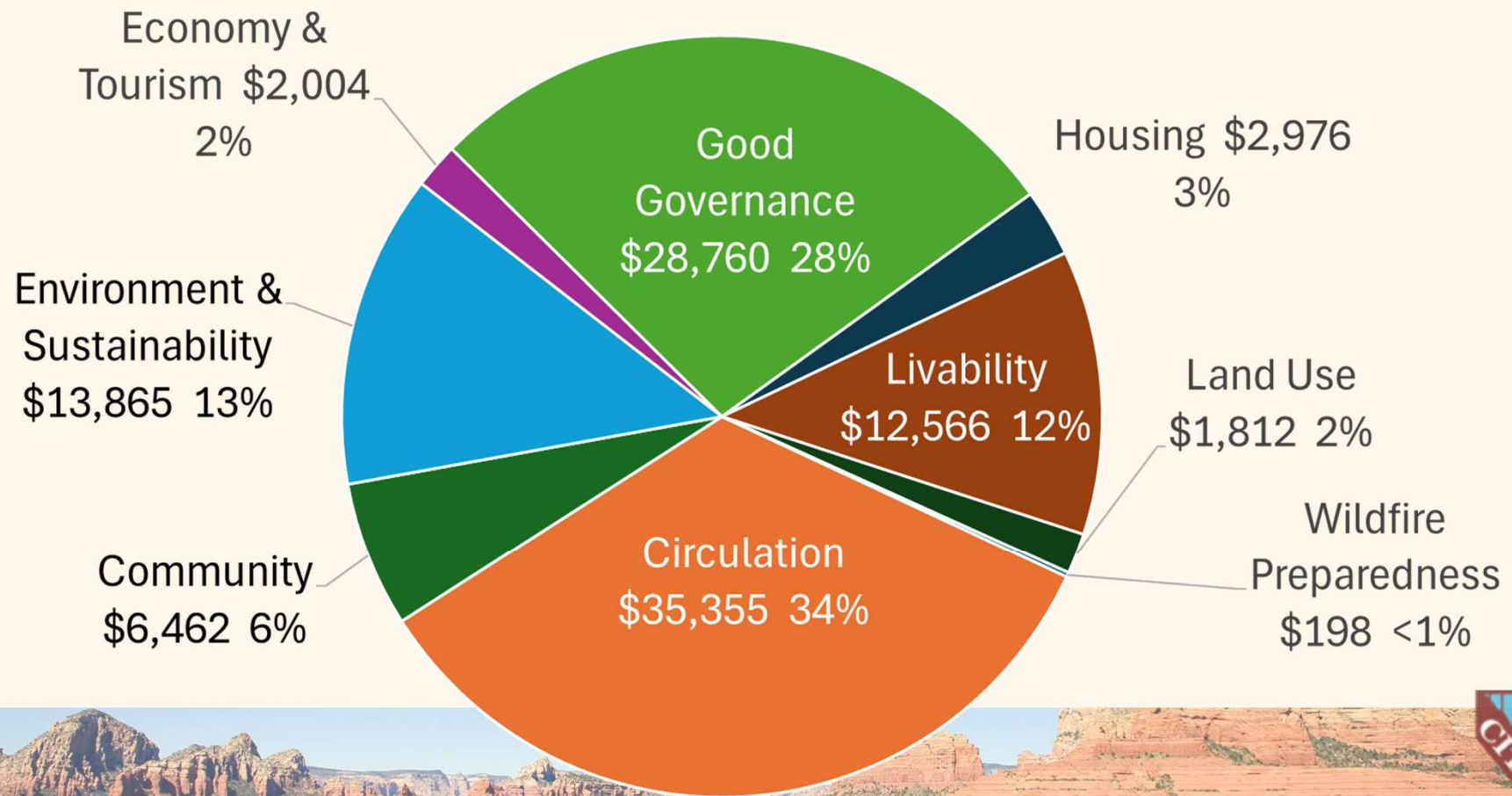
Budget by Community Plan Goal

Amounts in Thousands

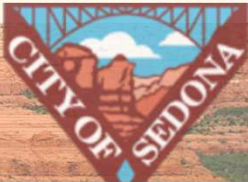
	General Fund	Special Revenue Funds	Capital Project Funds	Public Transit Fund	Waste-water Fund	IT Internal Fund	Totals	
Community Plan Goal								% of Budget
Circulation	\$1,607	\$2,568	\$25,655	\$5,597	\$0	\$6	\$35,432	34%
Good Governance	15,934	1,899	2,680	-	-	2,982	23,494	23%
Environment & Sustainability	1,569	155	1,809	-	15,515	5	19,054	18%
Livability	10,614	231	1,661	-	-	60	12,566	12%
Community	5,016	13	1,429	-	-	4	6,462	6%
Housing	247	2,729	-	-	-	-	2,976	3%
Economy & Tourism	1,888	-	-	110	-	6	2,004	2%
Land Use	512	-	1,300	-	-	-	1,812	2%
Wildfire Preparedness	197	-	-	-	-	1	198	<1%
Total Operating Budget	\$37,585	\$7,595	\$34,534	\$5,707	\$15,515	\$3,062	\$103,998	100%

Budget by Community Plan Goal

Amounts in Thousands



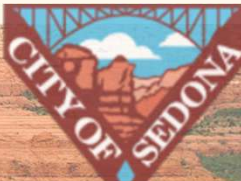
Operating Budget



Revenues: Governmental

Amounts in Thousands

Ongoing Revenues (excluding Wastewater)	FY 2025 Budget	FY 2026 Proposed	Increase/ (Decrease)	% Change
City Sales Taxes	\$ 33,187	\$ 33,187	\$ -	0%
Bed Taxes	9,261	9,261	-	0%
Franchise Fees	848	848	-	0%
State Shared Revenues	5,349	5,276	(73)	(1.4%)
Licenses & Permits	579	578	(2)	0%
Other Intergovernmental	5,267	5,190	(77)	(1.5%)
Charges for Service	1,097	1,009	(88)	(8.0%)
Fine & Forfeitures	407	398	(9)	(2.2%)
In-Lieu Fees	570	570	-	0%
Other Revenues	1,710	1,467	(243)	(14.2%)
Development Impact Fees	466	307	(159)	(34.1%)
Other Financing Sources	18	17	(1)	(5.6%)
Grand Totals	\$ 58,759	\$ 58,107	\$ (652)	(1.1%)



Revenues: Wastewater

Wastewater Revenues	FY 2025 Budget	FY 2026 Proposed	Increase/ (Decrease)	% Change
Charges for Service	\$ 6,250,000	\$ 6,250,000	\$-	0%
Fines & Forfeitures	37,900	37,300	(600)	(1.6%)
Other Revenues	469,900	469,800	(100)	(.02%)
Capacity Fees	1,717,000	1,717,000	-	0%
Grand Totals	\$ 8,474,800	\$ 8,470,200	\$ (700)	(.008%)

Revenues citywide are being held equal to the FY25 Budget or decreased to mitigate any potential negative economic impacts.

Governmental Revenue Details

- Revenues are forecast to be flat or decrease
 - Prudence - economic uncertainty
- Sales and Bed Tax budgeted flat over FY25 Budget
 - As of March 2025, revenues are exceeding FY25 Budget by 7%
- State revenues budgeted to decrease
- Development Impact Fees budgeted to decrease
- **Overall *decrease* of \$652k (1.1%)**

Salary Market Study – Purpose and Implementation

- Improve recruitment and retention, address “below market” jobs
 - City Manager recommendation
 - CBWG recommended “Best and Brightest” approach
- Adopt new range table placements for employees to align with market
- Provide in-range adjustments for those whose ranges move
- Average employee market adjustment from the study is 4.3%; Police market adjustment is 7%
 - COST: \$900k with full implementation, included in base budget, or \$685k with City Manager proposed phase-in at 7% max adjustment



Salary Market Study – Budget

- FY26 Base Budget included assumptions to cover costs of the study and merit increases for FY26
 - Assumptions:
 - 10% for general employees
 - 12% for Police
 - Total of \$1,307,000 included in base budget

NOTE: the Budget could be reduced by additional savings with phase-in of market adjustment.



Expenditures by Type

	FY 25 Budget	FY 26 Base Budget	Incr/(Decr)	% Incr/ (Dec)	Decision Packages	FY 26 Budget	% Incr/ (Decr)
Ongoing							
Personnel	\$ 21,121,860	\$ 22,763,155	\$1,641,295	7.8%	\$ 1,376,023	\$ 24,139,178	14.3%
Operations	19,968,860	18,476,532	(1,492,328)	(7.5%)	438,239	18,914,771	(5.3%)
Subtotal	\$ 41,090,720	\$ 41,239,687	148,967	0.4%	\$ 1,814,262	\$ 43,053,949	4.8%
One-Time							
Personnel	4,169,266	72,000	(4,097,266)	(98.3%)	27,800	99,800	(97.6%)
Operations	2,260,000	2,132,860	(127,140)	(5.6%)	1,234,257	3,367,117	49.0%
Subtotal	\$ 6,429,266	\$ 2,204,860	(4,224,406)	(65.7%)	\$ 1,262,057	\$ 3,466,917	(46.1%)
Debt Service	9,414,760	9,382,464	(32,296)	(0.3%)	843,000	10,225,464	8.6%
Contingencies	956,850	3,175,000	2,218,150	231.8%	2,000,000	5,175,000	440.8%
Total, operations	\$ 57,891,596	\$ 56,002,011	(1,889,585)	(3.3%)	\$ 3,919,319	61,921,330	7%
Capital Projects	48,332,060	42,006,657	(6,325,403)	(13.1%)	70,000	42,076,657	(12.9%)
TOTAL	\$ 106,223,656	\$ 98,008,668	(\$8,214,988)	(7.7%)	\$ 5,989,319	\$ 103,997,987	(2.1%)

Contingency Changes

Amounts in Thousands

FY25 contingencies were unusually low; annual total contingencies averaged \$3,310,732 from 2021-2025 (excluding \$20M for the land purchase in 2023)

Fiscal Year	Budgeted Contingencies
2021	\$ 2,044,440
2022	6,626,510
2023	23,519,000
2024	3,412,720

Contingency	FY25 Budget	FY26 Budget	Increase / (Decrease)
General Fund Operating	\$ 300,000	\$ 1,675,000	\$ 1,375,000
Wastewater Fund Operating	100,000	100,000	0
Housing (<i>Decision Package, FY26</i>)	50,990	2,000,000	1,949,010
Capital Projects, Land Acquisition (PW-04 in CIP)	0	1,300,000	1,300,000
Grants	500,000	1,400,000	900,000
Total	\$ 950,990	\$ 6,475,000	\$ 5,524,010

NOTE: contingencies are created for unexpected or unanticipated costs or initiatives. They are not related to specific contracts or projects, except in the case of contingencies for possible grants.



FY 2026 Inter-Fund Transfers

Amounts in Thousands

Transfers Out by Fund	Transfer In by Fund								
	General Fund	Streets	Housing	CIP	Art	Public Transit	Waste- water	IT Internal	Totals
General Fund	-	\$ 2,500	\$ 100	\$ 5,300	-	\$ 400	\$ 2,900	\$ 3,122	\$ 14,322
Streets	248	-	-	-	-	-	-	45	\$ 293
Housing	48	-	-	-	-	-	-	23	\$ 71
Transp. Sales	-	-	-	4,620	-	1,963	-	-	\$ 6,583
CIP	-	-	-	-	94	-	-	-	\$ 94
Public Transit	273	-	-	-	-	-	-	21	\$ 294
Wastewater	1,386	-	-	-	-	-	-	398	\$ 1,784
IT Internal	141	-	-	-	-	-	-	-	\$ 141
Totals	\$ 2,096	\$ 2,500	\$ 100	\$ 9,920	\$ 94	\$ 2,363	\$ 2,900	\$ 3,609	\$ 23,582

Reserves – Detail, all funds

Estimated Reserves, FY26

Operating Reserves, FY26 Base Budget	\$ 14,928,845
Capital Reserves	23,669,689
Equipment Replacement Reserves	7,530,859
WW Major Maintenance Reserve	674,975
Transit System Reserve	5,300,000
Housing Fund Reserves for loans, incentives	14,450,000
TOTAL Reserves, FY26	\$ 66,554,367

NOTE: Reserves are a portion of total fund balance, “reserved” by policy or for a specific purpose. Thus, the total fund balance (slide 8) is greater than the total reserves.

Comparison to Prior Years (Amounts in Millions)

All Funds	FY 2020 Budget	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed
Estimated July 1 Fund Balances	\$50.3	\$50.0	\$65.2	\$103.7	\$98.1	\$116.4	\$107.4
Estimated Revenues	45.1	40.5	55.9	70.6	66.6	69.9	66.6
Estimated Other Financing Sources	-	-	9.0	10.0	-	-	-
Less Estimated Policy Reserves:							
Operating Reserves	(8.1)	(7.6)	(8.2)	(9.3)	(10.6)	(12.5)	(14.6)
Debt Service Reserves	-	-	-	-	-	-	-
Capital Reserves	(13.1)	(11.6)	(10.6)	(19.4)	(22.1)	(28.4)	(23.67)
Equipment Replacement Reserves	(2.3)	(2.2)	(3.4)	(3.6)	(4.3)	(5.6)	(7.5)
Major Maintenance Reserve	(0.2)	(0.1)	(0.1)	(0.5)	(0.4)	(0.3)	(0.7)
Streets Rehab/Preservation Reserve	(0.1)	(0.1)	(0.3)	(0.3)	(0.3)	(0.3)	(0.3)
Future Transit System Implementation	-	-	-	-	(5.0)	(5.3)	(5.3)
Reserve for Loans	-	-	-	(7.3)	(20.3)	(22.2)	(14.5)
Total Resources Available	\$71.7	\$68.9	\$107.5	\$143.9	\$101.6	\$111.7	\$107.4
Budgeted Expenditures	(51.4)	(51.2)	(58.0)	(105.7)	(85.8)	(106.1)	(103.99)
Budgeted Other Financing Uses	-	-	(9.0)	-	-	-	-
Excess Resources Available	\$20.2	\$17.7	\$40.6	\$38.2	\$15.8	\$5.6	\$3.4
Total Estimated June 30 Fund Balances	\$44.0	\$39.3	\$63.2	\$78.5	\$78.9	\$80.2	\$69.9

General Fund Surpluses

Fiscal Year	Surplus (in millions)
2018	\$ 1.0
2019	\$ 2.3
2020	\$ 3.5
2021	\$12.2
2022	\$13.8
2023	\$10.8
2024	\$ 7.2
2025 est.	\$ 7.6
2026 bud.	\$ 0.2

Surplus – Amount by which revenues exceed expenditures and transfers out

Policy

- Eliminate shortfalls in other funds
- Reduction or avoidance of debt
- One-time capital needs
- Tax, fee, or rate stabilization

\$7.2M of remaining FY24 surplus allocated to capital reserves (in FY25 budget work sessions)

FY25 surplus to be allocated during FY27 budget process

Decision Packages Included – Positions

Department	Description	FTEs	One-Time Costs	Ongoing Costs	Total
City Clerk	Short-Term Rental Code Enf. Officer	1.0	\$ 7,155	\$ 94,714	\$ 101,869
Public Works	Convert TCA part-time to two full-time	0.8	5,710	89,440	95,150
Police	Part-time Records Technician	0.5	6,979	31,381	38,360
Police	Emergency Mgmt. Coordinator/Manager	1.0	66,017	121,396	187,413
Municipal Court	Full-time Court Security Officer	0.5	-	52,861	58,749
Police (sworn)	Community Outreach Officer	1.0	161,474	102,064	263,538
Police (sworn)	Three Motor/Traffic Officers	3.0	373,337	444,279	817,616
Police (sworn)	Five Patrol Officers	5.0	692,535	535,467	1,228,002
Total		12.8	\$ 1,313,207	\$ 1,471,602	\$ 2,790,697

NOTE: The **ongoing cost** of new positions is 53% of the total first year cost. This is due to the purchase of necessary technology, equipment, and/or vehicles for the positions.

The Patrol and Motor/Traffic officers' salary and benefits are funded at 75% of a full year for FY26, assuming hire dates after September 1, 2025.

Decision Packages Included – Operations

Department	Description	One-Time Costs	Ongoing Costs	Total
Parks & Recreation	Posse Grounds Park Shade Structures	\$ 90,000	-	\$ 90,000
Parks & Rec/PW	Hub Upgrades	78,600	-	78,600
Public Works	Dead Tree Removal Project for Firewise Effort	-	35,000	35,000
Comm. Dev.	LDC Update	300,000	-	300,000
Comm. Dev.	Implementation Plan for the Western Gateway	175,000	-	175,000
Public Works	Public Works FY26 Vehicle Request	78,972	-	78,972
Municipal Court	Courtroom Remodel	30,000	-	30,000
Municipal Court	Hall Security Remodel	40,000	-	40,000

Continued next slide

Decision Packages Included – Operations

Continued from previous

Department/Fund	Description	One-Time Costs	Ongoing Costs	Total
IT	IT Vehicle to Service Remote Locations	-	-	-
Parks & Recreation	Fitness Equip. for Sunset and Greyback Park	21,300	-	21,300
City Mgr. Office	Large Grants Program	-	200,000	200,000
City Mgr. Office	eCivis Grant Mgmt. Software Add-On	11,500	22,800	34,300
Parks & Recreation	Softball Field Upgrades - Posse Grounds Park	28,600	-	28,600
City Mgr. Office	CSP Contracts One-Time Increase	86,850	-	86,850
Housing	Housing and Other Initiatives Contingency	2,000,000	-	2,000,000
Total		\$ 2,940,822	\$ 257,800	\$ 3,198,622

Staffing over Time

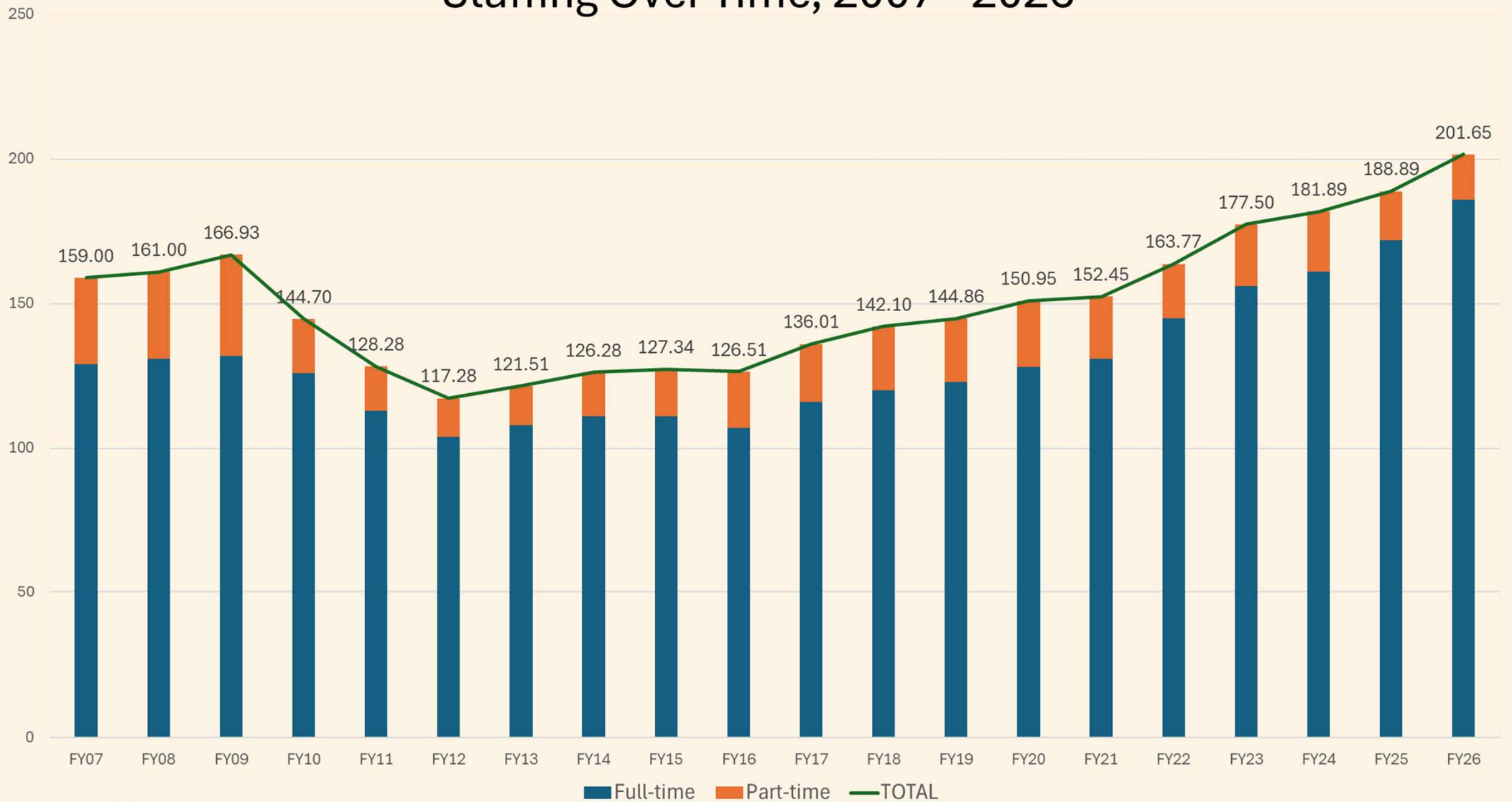
- Staffing cut from FY09-FY12 – Great Recession
 - Positions added when economy improved
- Reduction in use of part-time positions over time
 - 30 in FY07, 34.9 in FY09
 - 15.65 in the FY26 budget
 - ✓ Easier to recruit quality employees for full-time positions
 - ✓ Improved retention

FY18 to FY26:
42.5% of new FTEs directly addressed Council and Community Goals and Programs

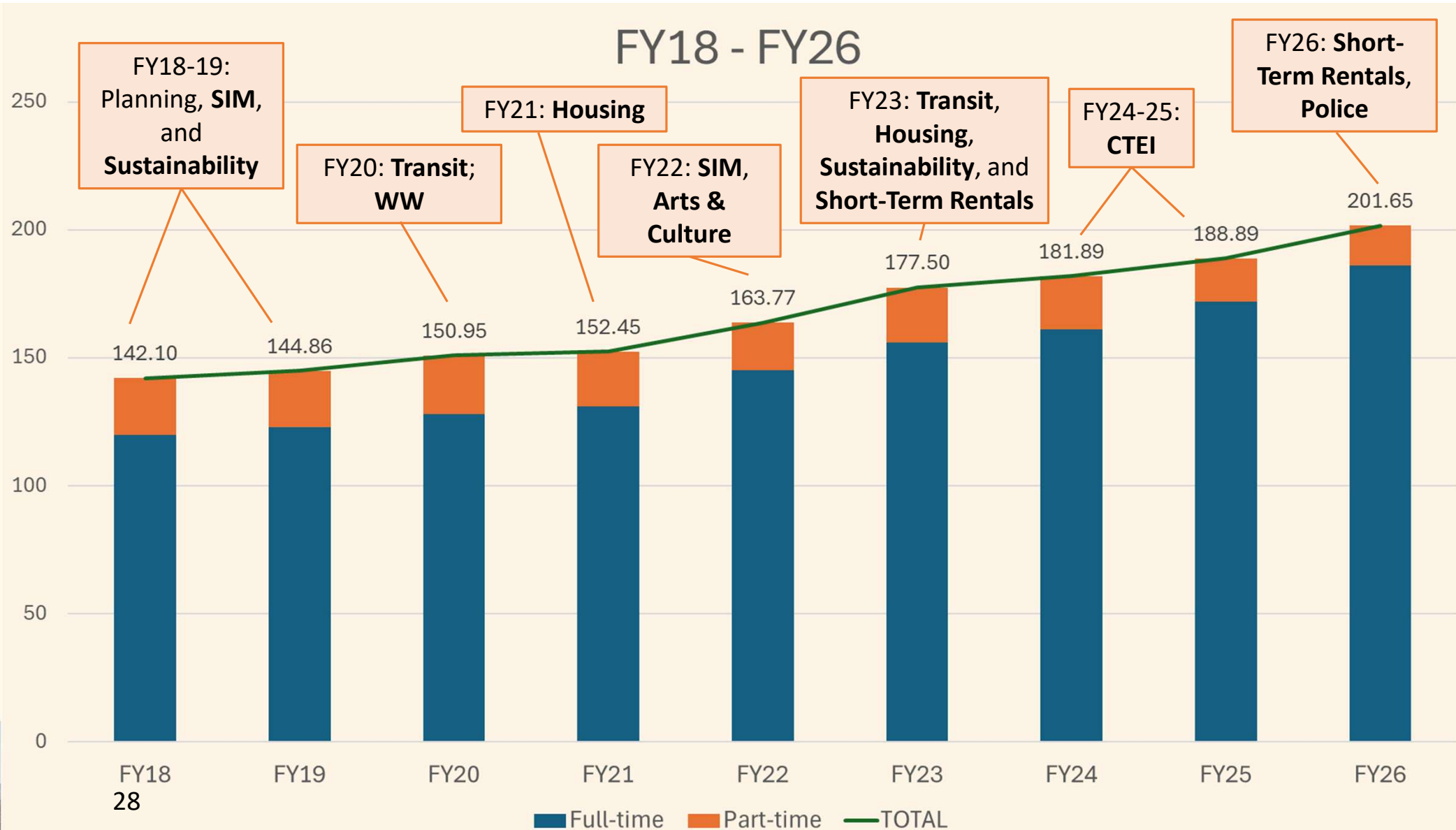
- STR program
- Housing
- Sustainability
- SIM
- Transit
- Comms, Tourism, Econ. Initiatives (CTEI)

NOTE: part-time positions are reported as Full-Time Equivalents (FTE). One FTE may be filled by multiple part-time employees

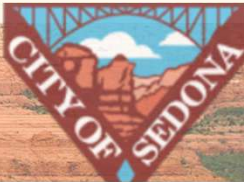
Staffing Over Time, 2007 - 2026



FY18 - FY26



Capital Improvement Budget



CIP Changes from Work Sessions to Tentative Adoption

CIP - Proposed at Council Work Sessions		\$ 45,979,142
Project	Name	INCREASES
SIM-11n	Andante Shared-Use Path and Drainage Imp.	520,000
SIM-11s	Little Horse Shared-Use Path	150,000
ST-02	Sanborn Drive/Thunder Mountain Road Overlay	67,000
SIM-10a	Traffic Calming and SUP - White Bear Rd. to Pinon Dr.	50,000
AC-03	City Art Murals	20,000
SIM-11-3	Cook's Hill (USFS)	10,000
		DECREASES
PW-06	City Hall Window and Door Replacement	(2,500)
PR-10	Creekside Preservation/Walking Path	(100,000)
SIM-04c	Pedestrian Crossing at Oak Creek	(200,250)
PT-08	Intersection Improvements - 7500 West SR 89A	(300,000)
SUS-13	EV Infrastructure	(300,000)
SUS-12	Electrical Capacity Upgrades	(306,250)
SIM-11q	Shelby II Shared-Use Path	(750,000)
SIM-05d	Ranger Road / Brewer Road RAB Intersection Imp.	(2,490,485)
CIP - Tentative Budget		\$ 42,346,657

Total: \$42,346,657
a **decrease** of
\$ (3,632,485) from
proposed and a **12.9%**
decrease over FY25

Total includes \$270,000 of
budgeted CFD projects

Total without CFD:
\$42,076,657

CIP Changes Year over Year

Amounts in Thousands

FY 2025 Budget	\$48,332	Police increase	1,061
Sedona in Motion decrease	(6,477)	Sustainability increase	422
Wastewater decrease	(2,157)	IT increase	350
Parks & Recreation decrease	(1,614)	Public Transit increase	272
Arts & Culture decrease	(99)	Storm Drainage increase	230
Public Works increase	1,620	Municipal Court increase	70
		Streets & Transportation	67
		FY 2026 Budget	\$42,077

12.9% reduction from FY25

Capital Improvements by Category

(including 1% Arts Transfers and CFD Funding)

Amounts in Thousands

Category	Carryover	New	FY 2026
SIM	\$ 21,331	\$ 4,257	\$ 25,588
Wastewater	4,413	1,667	6,080
Parks & Recreation	1,010	399	1,409
Public Transit	2,288	285	2,573
Information Technology	1,150	350	1,500
Police	275	1,386	1,661
Public Works	300	1,572	1,872

Continued next slide

NOTE: “Carryover” refers to budgets that have been established for projects that are ongoing and will be included or “carried over” to the next fiscal year budget.

Capital Improvements by Category

(includes 1% Arts Transfers and CFD Funding)

Amounts in Thousands

Continued from previous

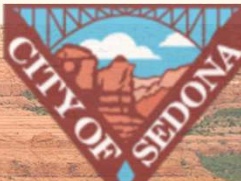
Category	Carryover	New	FY 2026
Storm Drainage	\$ 40	\$ 340	\$ 380
Arts & Culture	0	20	20
Sustainability	200	656	856
Streets & Transp.	0	67	67
Municipal Court	0	70	70
Total	\$ 31,007	\$ 13,069	\$ 42,077

Historical Capital Improvement Expenditures

Amounts in Millions

Fiscal Year	Budget	Actual	% of Budget	Land	Total less Land
2013	\$ 8.6	\$ 3.7	43%	\$ 0.9	\$ 2.8
2014	9.3	5.3	58%	0.7	4.6
2015	13.6	5.7	42%	0.0	5.7
2016	16.7	10.6	63%	0.9	9.7
2017	8.9	6.6	74%	0.0	6.6
2018	14.1	5.8	41%	0.0	5.8
2019	13.0	5.8	45%	0.0	5.8
2020	14.0	12.0	86%	0.0	12.0
2021	15.1	11.6	76%	3.1	8.5
2022	19.9	13.2	66%	2.6	10.6
2023	56.8	32.0	56%	22.1	9.9
2024	33.0	25.0	76%	1.9	23.1
2025 est.	\$ 48.3	\$ 35.0	72%	\$ 3.0	\$ 32.0
2026 Bud.	\$ 42.1				

Average
percent of
CIP Budget
spent: 61%



Capital Improvements by Funding Source

Amounts in Thousands

Funding Source	FY 2026 Budget
Capital Reserves	\$ 13,851,170
Debt Financing	12,967,062
Transportation Sales Tax	5,983,500
Wastewater Revenues	4,106,130
ARPA Funds (Wastewater)	1,973,570
Grants	1,795,000
Development Impact Fees	890,580
Yavapai County Flood Control	300,000
1% for Arts	89,645
County Flood Control	80,000
Court Restricted Revenues	40,000
Total	\$ 42,076,657

Capital Reserves come from the General Fund and are transferred to the Capital Project Funds annually as needed

“Debt Financing” refers to funds remaining from previously issued bonds

CIP FY26 – Priority 1: Imperative

Category	Project Name	Project #	FY2026
Info. Tech.	Citywide Business Software	IT-01	\$1,500,000
Municipal Court	Court Remodel	MC-02	\$70,000
Police	Radio Infrastructure	PD-02	\$1,200,000
Police	Body-Worn and Vehicle Camera Upgrade	PD-07	\$261,000
SIM	Uptown Parking Garage	SIM-03a	\$12,967,062
SIM	Pedestrian Crossing at Oak Creek	SIM-04c	\$300,250
SIM	Y Roundabout Adaptive Signals	SIM-04f	\$450,000
SIM	Portal Lane to Brewer Road Connection	SIM-05a	\$1,508,310
SIM	Ranger Road / Brewer Road RAB Improvements	SIM-05d	\$2,490,485
SIM	Cook's Hill (USFS)	SIM-11-3	\$10,000
SIM	Shelby II Shared-Use Path	SIM-11q	\$750,000
Wastewater	Manhole Rehabs	WW-01N	\$200,000
Wastewater	VACCON Storage Building	WW-15	\$350,000
Wastewater	WWRP Secondary Clarifier Rehabilitation	WW-16	\$150,000

\$22,207,107
Total Priority 1:
“Imperative”
 Projects that
 cannot be
 postponed;
 address Health and
 Safety

CIP FY26 – Priority 2: Essential

Category	Project Name	Project #	FY2026
Police	Police Station Remodel - Phase 2	PD-11	\$200,000
Parks	Sunset Park Improvements	PR-04	\$115,000
Parks	Multi-Use Field Lighting	PR-12	\$150,000
Parks	Improvements to Posse Grounds Park	PR-13	\$150,000
Transit	Transit Maintenance/Operations Center	PT-01	\$1,438,000
Transit	Bus Stop Improvements	PT-04	\$175,000
Transit	North SR 179 Park and Ride	PT-04b	\$960,000
Public Works	Facilities Study	PW-04	\$75,000
Public Works	Real Estate/Land Acquisition	PW-05	\$1,300,000
Storm Drainage	Mystic Hills Lift Station Access Improvements	SD-08	\$80,000
Storm Drainage	El Camino Rd Area Drainage	SD-13	\$300,000

Continued next slide

CIP FY26 – Priority 2: Essential

Category	Project Name	Project #	FY2026
SIM	Uptown Residential Parking Improvements	SIM-03b	\$100,000
SIM	East Forest Road Improvements	SIM-03d	\$1,600,000
SIM	Traffic Calming and SUP - White Bear Rd-Pinon Dr	SIM-10a	\$250,000
SIM	Dry Creek Road Pathway, White Bear-Two Fences	SIM-11m	\$1,500,000
SIM	Andante Shared-Use Path and Drainage	SIM-11n	\$3,024,600
SIM	Coffee Pot Shared-Use Path	SIM-11t	\$407,500
Streets	Sanborn Drive/Thunder Mountain Road Overlay	ST-02	\$67,000
Sustainability	Decarbonization Planning & Design	SUS-10	\$250,000
Sustainability	Electrical Capacity Upgrades	SUS-12	\$306,250
Sustainability	EV Infrastructure	SUS-13	\$300,000
Wastewater	Collections Pipe Rehabs	WW-01M	\$600,000
Wastewater	WWRP Treatment Process Upgrades	WW-09	\$4,426,700
Wastewater	WWRP Recharge Well Filter Backwash System	WW-18	\$153,000

Continued from previous

\$17,928,050
Total Priority 2:
“Essential”
 Clearly
 demonstrated needs,
 mitigate problems,
 or addresses Council
 and Community
 Goals.

CIP FY26 – Priority 3: Important

Category	Project Name	Project #	FY2026
Parks	Concession Stand/Restrooms Building	PR-01	\$30,000
Parks	Improvements at Ranger Station / Interior Restoration	PR-03B	\$1,000,000
Parks	Ranger Station Park Shade Structure	PR-03E	\$84,000
Parks	Sunset Park Playground Structure	PR-11	\$150,000
Public Works	City Hall Window and Door Replacement	PW-06	\$497,500
SIM	Little Horse Shared-Use Path	SIM-11s	\$150,000
SIM	Navoti II Shared Use Path	SIM-11u	\$80,000
Wastewater	WWRP Drying Beds Replacement	WW-08	\$200,000

\$2,191,500
Total Priority 3:
“Important”
 Projects that
 benefit the
 community, but
 delay is not
 detrimental.

CIP FY26 – Priority 4: Desirable

Category	Project Name	Project #	FY2026
Arts & Culture	City Art Murals	AC-03	\$20,000

\$20,000

Total Priority 4: “Desirable”

Projects that improve Quality of Life;
projects do not address health or safety and
are not part of critical infrastructure.

Council Request for More Information

Potential to pay off debt

Bonds

- Bonds may not be paid off before the call date
 - Significant penalties
- Bonded debt is low-interest and aligns costs with useful lives of assets
- *Not recommended*

NOTE: Any payoff of debt will reduce the surplus in FY25 and FY26.

Enterprise Leases

- Total outstanding, 25 leases: \$839k
- High interest rates (>6%) 19 leases: \$744k
 - Several newer leases have highest rates, up to 8.28%
 - Savings if 19 high-interest leases paid off: \$150k

Next Step – Final Budget Adoption June 24, 2025

Personnel Requests	Yes	\$ 1,572,651
	Tier 1	\$ 3,377,752
	Tier 2	\$ 1,038,916
	No	\$ -

Department	Description	Requested FTEs	Existing FTEs	One-Time Costs	Ongoing Costs	Total Request	Original Request	CM Recommendation	CBWG Recommendation	Council Decision
City Clerk	AUTO - 10 - Short-Term Rental Code Enforcement Officer	1.0	2.0	7,155	94,714	\$ 101,869	\$ 99,792	Yes	Not recommended	Yes
Parks & Recreation	AUTO - 11 - Posse Grounds Park Shade Structures			90,000	-	\$ 90,000	\$ 90,000	Yes	Recommended	Yes
Public Works	AUTO - 16 - Convert TCA positions to two Full-Time Positions	0.8	4.1	5,710	89,440	\$ 95,150	\$ 109,611	Yes	Not recommended	Yes
IT	AUTO - 18 - IT Vehicle to Service Remote Locations			-	-	\$ -	\$ 55,000	Yes	Recommended	Yes - Purchase in FY25
Municipal Court	AUTO - 24 - Courtroom Remodel			30,000	-	\$ 30,000	\$ 30,000	Yes	Recommended	Yes - in CIP
Municipal Court	AUTO - 25 - Hall Security Remodel			40,000	-	\$ 40,000	\$ 40,000	Yes	Recommended	Yes - in CIP
Police	AUTO - 28 - Parttime Records Technician	0.5	1.0	6,979	31,381	\$ 38,360	\$ 38,360	Yes	Recommended	Yes
Police	AUTO - 31 - Community Outreach Officer	1.0	0.0	161,474	102,064	\$ 263,538	\$ 290,400	Yes	Recommended	Yes - prorated 75%
Police	AUTO - 32 - Emergency Management Coordinator/Manager	1.0	0.0	66,017	121,396	\$ 187,413	\$ 186,847	Yes	Recommended	Yes
Parks & Rec/Public Works	AUTO - 35 - Hub Upgrades			78,600	-	\$ 78,600	\$ 78,600	Yes	Recommended	Yes
Public Works	AUTO - 36 - Dead Tree Removal Project for Firewise Effort			-	35,000	\$ 35,000	\$ 35,000	Yes	Recommended	Yes
Community Development	AUTO - 39 - LDC Update			300,000	-	\$ 300,000	\$ 300,000	Yes	Recommended	Yes
Community Development	AUTO - 50 - Implementation Plan for the Western Gateway Master Plan			175,000	-	\$ 175,000	\$ 175,000	Yes	Recommended	Yes
Municipal Court	AUTO - 52 - Full-time Court Security Officer	0.5	0.5	-	52,861	\$ 58,749	\$ 52,861	Yes	Recommended	Yes
Public Works	AUTO - 57 - Public Works FY26 Vehicle Request			78,972	-	\$ 78,972	\$ 78,972	Yes	Recommended	Yes
Municipal Court	AUTO - 20 - 2x Court Specialist	0.0	4.0	-	-	\$ -	\$ 186,510	Tier 2	Recommended	No
Police	AUTO - 30 - Three Motor/Traffic Officers	3.0	1.0	373,337	444,279	\$ 817,616	\$ 800,498	Tier 2	Recommended	Yes - prorated 75%
Parks & Recreation	AUTO - 38 - Fitness Equipment for Sunset and Greyback Park			21,300	-	\$ 21,300	\$ 21,300	Tier 2	Recommended	Yes
City Manager's Office	AUTO - 53 - Large Grants Program			-	200,000	\$ 200,000	\$ 200,000	Tier 2	Recommended	Yes
City Manager's Office	AUTO - 12 - eCivis Grant Management Software Add-On			11,500	22,800	\$ 34,300	\$ 34,300	Tier 1	Recommended	Yes
Police	AUTO - 29 - Five Patrol Officers	5.0	18.0	692,535	535,467	\$ 1,228,002	\$ 1,362,317	Tier 1	Recommended	Yes - prorated 75%
Parks & Recreation	AUTO - 34 - Softball Field Upgrades - Posse Grounds Park			28,600	-	\$ 28,600	\$ 28,600	Tier 1	Recommended	Yes
City Manager's Office	AUTO - 54 - Community Service Provider Contract One-Time Increase			86,850	-	\$ 86,850	\$ 86,730	Tier 1	Recommended	Yes
Housing	AUTO - 59 - Affordable Housing Contingency/DIF Contributions			2,000,000	-	\$ 2,000,000	\$ 3,095,000	Tier 1	Not recommended	Yes
Public Works/WW	AUTO - 15 - Utility Locate Specialist/Inspector in Training	0.0	0.0	-	-	\$ -	\$ 112,444	No	Recommended	No
Sustainability	AUTO - 48 - Procured Products and Waste Audit			-	-	\$ -	\$ 50,000	No	Not recommended	No
Police	AUTO - 55 - Sustainable Police Patrol Vehicles			-	-	\$ -	\$ 150,000	No	Recommended	No
Public Works	AUTO - 58 - Municipal Power Wash Cleaning			-	-	\$ -	\$ 50,000	No	Not recommended	No
Totals		12.8		\$ 4,254,029	\$ 1,729,402	\$ 5,989,319	\$ 7,838,142			

Current FTE Count as of FY25: 188.9
New FTE Count going into FY26: 201.6



FY 2025-2026 City Council Priorities Document

Wildfire Preparedness and Community Resilience.....	1
Circulation Goal (continued from FY25 priorities).....	4
Housing Goal	11
Environment and Sustainability Goal.....	16
Land Use Goal	20
Community Goal	22
Economy and Tourism Goal.....	23

Wildfire Preparedness and Community Resilience

Partner with Sedona Fire District on Firewise program

Project Summary: As wildfires are of a huge concern for the city and its business and residences, a collaboration between Community Development, Public Works, Sustainability and the Sedona Fire District is being created to educate the public on being Firewise, to actively engage HOAs and to create avenues to help supplement the costs of removing dead or dangerous trees. the third part of this endeavor would be to try to engage the Insurance industry to accept Firewise programs and maintenance as a means of lowering the fire risks for our city and to maintain insurance policies for our residents.

Timeline: This will likely be an on-going program that, if successful, is likely to grow in scope and time. As of FY 26, budgeted monies will be available for the use of a certified arborist to help determine or identify dead or dangerous trees and for the subsidies of the removal of same.

Updates: Discussions between the departments and educational programs for our residents have already begun. The team is hoping to have at least 6 employees gain Firewise Certification at the next available class in order to provide on-site inspections and advice to our residents and business owners.

Completed: Two Firewise workshops have been given at the Library.

Upgrade police radio communications system

Project Summary: The Sedona Police Department, in partnership with the Sedona Fire District, has contracted with Zetron Inc. to replace the current radio infrastructure and convert to a P25 digital radio system. This project includes increased equipment sites that will allow for enhanced and improved



FY 2025-2026 City Council Priorities Document

reception and coverage to not only meet the functional and operational needs of officers, but also greatly improve emergency response capabilities.

Timeline: City Council approved the linking agreement between the City and Zetron, Inc. on April 8th, 2025. Site buildouts and construction of equipment will begin July 1st, 2025. Estimated project completion date is within FY26 fiscal year with a projected cutover date of July 1st, 2026.

Updates: Project has not started yet; ongoing updates will be provided by project manager.

Completed:

Create dedicated emergency management coordinator position

Project Summary: The Sedona Police Department requested a full-time position be added under the department's current staff that would be dedicated to emergency management coordination. Some of the duties assigned to the position of Emergency Management Coordinator/Manager will be to act as the liaison between the city and both county emergency management departments, fire districts, forest service for coordinating efforts, provide community education through engagement efforts, and manage intergovernmental agreements and mutual aid contracts.

Timeline: Funding for this position was tentatively approved to start this upcoming fiscal year. Proactive recruitment efforts will begin effective July 1st, 2025. Projected timeline for filling the position is 45 days after selection of applicant, which includes pre-employment processes of interviews, background investigations, and onboarding.

Updates: Project has not started yet.

Completed:

Install Uptown emergency alert system in partnership with Coconino County

Project Summary: Over the course of the past two years, the Sedona Police Department has been working towards the implementation of an Emergency Siren System in Uptown Sedona in partnership with Coconino County Emergency Management (CCEM). CCEM was able to secure a federal (FEMA) grant in the amount of \$269,200 to fund the design, construction, administration, and associated costs for the first year of this project. Uptown Sedona has been identified as the ideal location to implement the siren program, as it generally has a higher concentration of tourists, who may not be alerted during an emergency situation through Nixle, Sedona's emergency notification system. It is estimated that the funding will cover four sirens, to be placed in optimal locations as determined by the selected vendor.



FY 2025-2026 City Council Priorities Document

Timeline: The grant has been awarded and the solicitation process for the project vendor is underway. Evaluations of proposals are anticipated to conclude by the end of May 2025. Once a vendor is selected and locations of the sirens are identified, required Environmental and Historical Preservation reviews (as required by FEMA) will commence. This process takes approximately 10-11 months to complete, at which time, installation of the sirens will begin.

Updates: Ongoing updates will be provided by the Chief of Police and (once formally approved and hired) the Emergency Management Coordinator (proactive recruitment for this position will begin July 1, 2025).

Completed:

Public outreach to increase individual awareness and preparedness

Project Summary: The City of Sedona has been continually committed to increasing awareness and education related to emergency preparedness in an effort to properly prepare and protect its citizens and visitors. One of the city's major accomplishments has been to create and implement the Sedona Evacuation and Re-Entry Plan – an all-hazards life and safety response plan, establishing city official and partner roles and responsibilities during evacuation and re-entry operations. This plan was recently translated to Spanish in an effort to extend its reach and educate more of our city's population. Additionally, we have requested that a full time Emergency Management Coordinator position be added to city staff. This position would be responsible for public outreach and education efforts related to emergency awareness. The Emergency Management Coordinator would also ensure that alert systems are current and properly functioning and would give presentations to the community to promote proactive approaches to personal preparedness. The city is also dedicated to producing and distributing Sedona-specific educational materials (brochures, handouts, swag, etc.) to localize and deepen our public engagement efforts related to emergency preparedness and awareness. One recent example of this distribution of materials was at the April 2025 Fire District's community meeting, which the City played a supportive role in.

Timeline: The Evacuation and Re-Entry Plan has been completed, and although awareness and preparedness efforts are ongoing, we anticipate efforts to intensify over the course of FY26 with the addition of the Emergency Management Coordinator position (proactive recruitment for this position will begin July 1, 2025).

Updates: Ongoing updates will be provided by the Chief of Police and (once formally approved and hired) the Emergency Management Coordinator (proactive recruitment for this position will begin July 1, 2025).



FY 2025-2026 City Council Priorities Document

Circulation Goal (continued from FY25 priorities)

Implement traffic mitigation improvements identified in the Sedona In Motion plan

Projects Summary:

SIM 1B Uptown -

The project is substantially complete. On March 22, the Council approved a change order to fund additional pavement rehabilitation, which was discovered during this project. Combs Construction schedule starts prework on June 5th and paving starts 9th as night work. The replacement of the cracked Shared Use Path was completed on May 7th including the animal footprint imprints. Traction traffic data continues to confirm that the zipper merge has maximized vehicle storage capacity removing conflicts at the Y roundabout.

Pending improvements are the following:

- Repair tension cracking in SUP panels – completed.
- Pavement prework June 5th.
- Mill and fill pavement June 9th.
- Replace concrete seat wall cap - concurrently.
- Install new interpretative panels. This was completed in collaboration with the Historical Preservation Commission, Heritage Museum, Public Works, Planning, Arts and Culture, and engineering staff. This meets City planning and ADA standards. It also includes Call of the Canyon Sculpture.

SIM 3A Uptown Parking Garage –

McCarthy Building Company has full control of the site and has ramped up efforts to complete underground structure features. The Underground final wall grouting, shear walls, column footings, and subgrade features (elevator shaft, stormwater sump, etc.) are being constructed. The access ramp has been removed which allows additional space for multiple activities to proceed simultaneously. The project schedule has been simplified with only one contractor working in a confined area. The latest is the completion date of April 2026.

SIM 3D East Forest Road Improvements

The design is 30% which includes public outreach for input and support. Upon gathering information on right-of-way alignment, property corners, drainage, and utility locations, we are now moving into the



FY 2025-2026 City Council Priorities Document

design phase of the roadway with a shared-use path running alongside the roadway. The schedule is the design starting in February with the final design package to be ready in October. The construction bid and award are to follow. Breaking ground construction in January 2026 should take three to four months. Emphasis will be to allow free flow traffic during Spring Break.

SIM 4C Pedestrian Crossing at Oak Creek –

The major portion of the construction was completed for Labor Day, 2024. Median barriers and crosswalk improvements are currently being outsourced to the former ADOT Project Manager to complete the design and receive ADOT Encroachment Permit approval. The timeline will be design and approval complete by mid-summer. The construction will be bid and work to begin late summer and into fall.

SIM 4E Ranger / SR179 Intersection Improvements – Design funding for FY27.

SIM 4F ‘Y’ Roundabout Adaptive Signals –

This is a relatively low cost with a high impact to relieve congestion in keeping the roundabout in a free flow condition by creating gaps and preventing vehicles from stopping. The final report memo is complete summarizing the five metering test results during holiday peak visitation keeping traffic flowing and demonstrating measurable travel time improvements. An encroachment permit is submitted to ADOT that includes this report memo for approval to proceed with design and construction in FY26. An important finding is that metering traffic must occur before traffic saturation of the roundabout to be effective and efficient. The timeline is to be designed and installed in FY26.

SIM 5A Portal Lane to Brewer Road Connection –

The design is nearly completed with construction funded for FY 26. This to reduce traffic congestion along SR179 by directing vehicles from the Tlaquepaque parking lot to exit out to Brewer Road for West Sedona or Uptown destinations. A concept exhibit of a single-lane bridge over Soldiers Wash is the best alternative selection with concurrence from the Tlaquepaque partners to increase parking and traffic flow efficiencies. Two concept revisions have been shared with a third currently in process in ongoing discussions with property owners. They are in the concept phase of improving their parking lots that will incorporate control access features. The city’s project will be completed independently and before the property owner’s parking lot improvements are implemented in FY26

SIM 5B Forest Road Connection –



FY 2025-2026 City Council Priorities Document

Forest Road is open! The ribbon-cutting ceremony was held on Monday, May 12. Final acceptance list items are being completed causing temporary traffic control. Once final completion is accepted the city will take complete responsibility. These final items are the replacement of flat work such as concrete curbs and gutters, sidewalks, and driveways that are not acceptable (cracking, settling, outside designed tolerances).

SIM-5D Ranger/Brewer & SIM-5E Forest/Ranger/SR89a Intersections with Ranger Extension

These projects are described as closely related to imperative or must-do projects. They will improve connectivity around the Y Roundabout. This interconnectivity between projects with Forest Road Connection (SIM-5B) completion and under construction Parking Garage (SIM-3A) to park once in how these Shared Use Paths (yellow) will enhance multimodal (peds/bikes) throughout the merchant areas. It also highlights the ideal location for the Transit Hub location. Both designs are 100% complete, which increases construction grant award opportunities (shovel-ready) that have been submitted for both projects. This allows value engineering for alternative analysis and potential economics-to-scale benefits to interchange the construction footprint, construction sequencing, or phasing to leverage grant funding. Most importantly, maximizing connectivity opportunities if only one project is funded. The schedule of remaining items is value engineering for cost reduction and constructability with right of way (ROW) and temporary construction easement (TCE) land acquisition agreements for positive outcomes realized by the city and adjacent landowners. Construction to begin when grant funding becomes available.

SIM-6 Neighborhood Connections –

Residents were invited to take an online budget survey by February 23 that asked the following under the Transportation and Public Safety heading. The results of this survey are opposed to 56%. PWs are considering the feasibility of a couple of connections at the request and approval of neighborhoods to demonstrate the benefits and low impact on quality-of-life concerns. None scheduled at this time.

SIM 10A SUP SR89A from Pinon to Dry Creek and SUP Dry Creek from SR*(A to White Bear – Design underway with ADOT liaison.

SIM-10A SUP on Dry Creek from White Bear Rd to Pinon Dr.

SIM-11m Dry Creek SUP from Gringo to White Bear – Construction Contract before Council on May 27th.

SIM – 11n Andante SUP – Notice to Proceed on June 23rd to start construction.

SIM-11p Brewer Rd SUP – Design being completed with ADOT Grant. We have applied for a TIA Grant for construction which has a 5.7% match.

SIM – 11q Shelby II SUP – Design near completion, going through the ADOT process

SIM-11s Little Horse SUP – Out for bid to construct.

SIM- 11t Coffee Pot SUP – In Design. Applied for RAISE Grant



FY 2025-2026 City Council Priorities Document

SIM – 11u Navoti State Land – In design.

Public transit system enhancements

1st priority is Micro transit and Shuttle expansions

These transit services are a key part of Sedona’s broader strategy to manage tourism impacts, reduce carbon emissions, and improve quality of life of its residents. Without continued investment, Sedona risks worsening congestion and environmental degradation.

Project Title: Sedona Shuttle Trailhead Transit Service

Project Summary: The Sedona Area Transit Implementation Plan outlined a seven-year strategy to improve mobility, reduce traffic congestion, and protect natural resources. The city launched the Sedona Shuttle Trailhead Shuttle Program in March 2022 as the first phase of its public transit system.

The Trailhead Shuttle operates from three park-and-ride lots and serves five popular trailheads: Cathedral Rock, Little Horse, Soldier’s Pass, Dry Creek and Mescal. Service runs Thursday–Sunday, 7:00 a.m.–5:30 p.m., with daily operations during peak holidays. By March 2025, the program surpassed 1 million rides, significantly reducing illegal parking and congestion at trailheads.

Timeline: Staff collaborates closely with the Sedona Transit Advisory Committee (STAC) and the U.S. Forest Service (USFS) to monitor the performance and effectiveness of the Trailhead Shuttle program. Monthly meetings are held with both the Trailhead Shuttle Parking and Trails Planning Committee—including USFS representatives—to review trailhead access, parking conditions, operational challenges, and opportunities for route efficiency and service enhancements. Additionally, STAC meetings focus on transit performance metrics, community and hospitality partner outreach strategies, and public engagement to ensure the system continues to meet the evolving needs of both residents and visitors.

Updates:

5/2025 - As of April 30, 2025, the Sedona Shuttle system has recorded **1,069,712** passenger boardings since its launch on March 24, 2022.

Completed:

Project Title: Sedona Shuttle Connect On-Demand Microtransit Service

Project Summary: To further address traffic and accessibility gaps, the city launched Sedona Shuttle Connect in August 2024—an on-demand, app-based transit service offering shared rides within a defined service area including West Sedona, Uptown, Tlaquepaque area and the Hillside area. Initially



FY 2025-2026 City Council Priorities Document

operating Thursday–Sunday, 6:00 a.m.–5:30 p.m., the service expanded to daily operations and extended hours to 8:30 p.m. during spring break when the community experiences high visitation.

Microtransit has filled a critical transportation gap for both visitors and residents, offering convenient, car-free mobility and reducing vehicle miles traveled.

Timeline: Staff continue to actively monitor and fine-tune the service to ensure it meets the mobility needs of both residents and visitors. Ongoing evaluation includes analysis of key performance metrics such as ridership trends, wait times, and service coverage. The Sedona Transit Advisory Committee (STAC) plays a central role in this process, with regular meetings dedicated to reviewing system performance, gathering community and hospitality partner feedback, and refining outreach and engagement strategies to maximize service effectiveness and public awareness

Updates:

5/2025 - As of Sunday, April 27, 2025, the Sedona Shuttle Connect on-demand service has been in operation for 174 days since its launch on August 22, 2024. During that time, the service has completed 6,330 trips and transported a total of 11,673 passengers. While the service returned to its regular Thursday–Sunday schedule following the spring break period, the extended evening hours will continue through June to support ongoing marketing and outreach efforts aimed at increasing awareness and ridership.

Completed:

2nd priority is Review and Refresh of Transit Implementation Plan

The Sedona Area Transit Implementation Plan outlined a seven-year strategy to enhance mobility, reduce traffic congestion, and protect the region's natural resources. As part of this phased approach, the city launched the Sedona Shuttle Trailhead Shuttle Program in March 2022, followed by the introduction of a microtransit on-demand service in August 2024.

Recognizing that community needs, travel patterns, and demand continue to evolve, the implementation plan is intended to remain flexible. Ongoing evaluation of each phase—including service performance, community partnerships, and user demand—will inform future decisions and adjustments to ensure the transit system remains responsive, efficient, and aligned with Sedona's broader mobility and sustainability goals.

Project Title: Uptown Circulator Study

Project Summary: This study will evaluate the feasibility of a future fixed-route circulator shuttle connecting the new parking garage with key visitor destinations, including Uptown, Tlaquepaque, and the Hillside shopping center. The study will also review existing transit services to identify opportunities for improved connectivity and system integration. The overall goal is to promote a seamless "park once"



FY 2025-2026 City Council Priorities Document

experience—enabling visitors and residents to easily access major activity centers without the need to drive between them.

Timeline: Tentative Completion Spring FY 2026

Updates: normal ongoing project updates

Completed:

Project Title: Transit Maintenance & Operations Facility

Project Summary: The city is currently in the design phase for a proposed Transit Operations and Maintenance Facility, which will be constructed based on available grant funding. This facility is an important component of the City's long-term transit strategy and essential to supporting a safe, efficient, and sustainable low to zero-emission transit fleet.

Timeline: Tentative Completion August 2026

Updates: normal ongoing project updates

Completed:

Focus on building neighborhood connections as part of multi-modal improvements

SIM-6 Neighborhood Connections –

Residents were invited to take an online budget survey by February 23 that asked the following under the Transportation and Public Safety heading. The results of this survey are opposed to 56%. PWs are considering the feasibility of a couple of connections at the request and approval of neighborhoods to demonstrate the benefits and low impact on quality-of-life concerns. None scheduled at this time.

Implement parking management plans and enforcement strategies

Project Summary: Parking and Management System (including garage), Resident Permit Parking, Employee Parking, Parking Fee Structure and Parking Consolidation,

Timeline: Study on-going through calendar year 2025 with implementation through fiscal year 2026.



FY 2025-2026 City Council Priorities Document

Updates: Athena Partners Strategy Group (consultant) started; study ongoing

Completed:

Continue police traffic safety, enforcement, congestion management activities

Project Summary: Over the course of the past decade, the city has experienced a significant increase in tourism, and a subsequent increase in traffic. The convergence of traffic at the intersection of SR89 and SR179 has caused significant congestion at the Y roundabout and has been the cause of much dismay. The Sedona Police Department continues to address traffic safety and enforcement, while working closely with the Public Works Department to manage congestion at key points within the city. Public Works has requested and been tentatively approved for the implementation of adaptive signals at the Y roundabout, which will help alleviate some of the congestion concerns and need for personnel to be present for traffic control on busy weekends. The police department has also requested and been tentatively approved for the addition of three motor officers (a sergeant, officer, and commercial vehicle inspector), who will form a dedicated motor unit to enhance traffic safety, educate the community on safe driving behavior, and provide traffic enforcement city-wide.

Timeline: Active recruitment for the three motor officers will commence in the first quarter of FY26, and the background process will take approximately 45 days to complete once candidates are selected. The Police Department will continue to assist the Public Works department by conducting traffic control details at the Y intersection during high-tourist times until the adaptive signals can be procured and installed.

Updates: Updates will be provided, as required.

Completed:



FY 2025-2026 City Council Priorities Document

Housing Goal

First Priority

Complete construction of already approved projects to create housing units with rents affordable for residents with up to 120% of average median income.

Project Summary: The **Villas on Shelby** is a 30-unit multifamily housing development located at 2250 Shelby Drive. The project includes a mix of one- and three-bedroom units serving households earning up to 60% of the Area Median Income (AMI). The development utilizes 4% Low-Income Housing Tax Credits (LIHTC) along with tax-exempt bond financing. The project is supported by a long-term ground lease with the City, a \$2.25 million loan from the City, \$5 million in funding from the Arizona Department of Housing (ADOH), and additional private funding sources.

Timeline: April 28, 2025- City Council approved ground lease. May 9, 2025- Financial closing completed. June 2025- Groundbreaking ceremony (date to be confirmed). June 2026 (Projected)-Construction completion. July-August 2026- Lease-up period to begin. Fall 2026- Grand Opening event planned.

Updates: Groundbreaking ceremony (June 2025 date to be confirmed).

Completed: Council approved long-term ground lease. Financial closing, including City loan, ADOH funding, and private investment. Construction is ongoing.

Project Summary: **Jackson Bennet Landing**, 2411 West State Route 89A is a proposed 30-unit multifamily housing development located on City-owned land. The project includes a mix of one-, two-, and three-bedroom units, intended to serve households earning up to 60% of the Area Median Income (AMI). If awarded funding, the development will utilize 9% Low-Income Housing Tax Credits (LIHTC) through the Arizona Department of Housing (ADOH). City Council selected HS Developers to submit 9% LIHTC application to ADOH for a 30-unit multifamily housing development. Application was submitted to ADOH on April 1, 2025. Awards to be announced June 2, 2025.

Timeline: March 11, 2025- Council selected HS Developers to advance a 30-unit proposal for 9% LIHTC submission. April 1, 2025-LIHTC application submitted to ADOH. June 2, 2025 (Expected) ADOH to announce 9% LIHTC award decisions. PENDING: Plan design, review, approvals and permitting (following award). Financial closing and construction timeline to be confirmed post-award.

Updates:

Completed: Developer selection by City Council. LIHTC application submission to ADOH. PENDING: LIHTC award notification from ADOH (expected June 2, 2025). PENDING: Plan design, review, approvals



FY 2025-2026 City Council Priorities Document

and permitting (following award). Financial closing and construction timeline to be confirmed post-award.

Project Summary: The **Sunset Lofts** at 220 Drive is a proposed 46-unit multifamily housing development located on City-owned land. The project was originally envisioned to serve households earning up to 120% of the Area Median Income (AMI), with a mix of one- and two-bedroom units. However, the final composition of income levels and unit types may evolve based on future developer proposals, funding strategies, and community input.

Originally proposed by a private multifamily housing developer, the project faced significant financial challenges due to rising construction costs. As a result, the developer requested additional city funding beyond what was originally anticipated. When the developer failed to meet required building deadlines, the land and architectural plans reverted to the City under the terms of the development agreement.

Timeline: 2022- Initial proposal submitted by a private multifamily developer. Early 2023- Project planning and review advanced. Late 2023- Rising construction costs created a funding gap; developer requested additional city support. Early 2024-Developer failed to meet key building deadlines; development rights reverted to City. Spring 2024 – City regained control, including architectural plans. November 2024- City issued a Request for Proposals (RFP) to identify a new development partner. July 2025 (Expected) Review Committee to finalize recommendation for a new development team. Summer 2025 (Expected)- City Council review and potential approval of new development partner based on RFP results. Fall 2025-Early 2026 (Expected)-Anticipated predevelopment activities including design updates, community engagement, and financial planning. Spring/Summer 2026 (tentative)- Planning & Zoning recommendations and City Council Final Approvals. Late 2026 (Tentative)- Target for construction start.

Updates:

Completed:

Project Summary: **Goodrow Housing** at 60 Goodrow Lane is a proposed 54-unit multifamily development that aims to provide a mix of housing options, with 27 units designated for households earning up to 120% of the Area Median Income (AMI), thereby supporting the city's workforce housing objectives. The remaining units are planned as market-rate rentals. This is a privately initiated project, currently under plan review.

Timeline:

Updates: September 2024- Initial project submittal received by City staff. January 2025- Second submittal provided for staff review. Planning Department deadline for resubmission has passed. Project currently paused pending resubmission of plans.

Completed:



FY 2025-2026 City Council Priorities Document

Project Summary: **The Village at Saddlerock Crossing – Workforce Housing** is a mixed-use development located at 82 Saddlerock Circle in West Sedona. The project includes a 100-room hotel and 46 workforce housing units. These residential units are deed-restricted for a minimum of 50 years—or as long as the hotel operates—and are intended to serve households earning between 80% and 120% of the Area Median Income (AMI). The housing component comprises 24 studio units, 22 one-bedroom units.

Timeline: February 6, 2024- Planning and Zoning recommended approval of the project. March 26, 2024- City Council deferred decision to allow for additional public outreach and plan revisions. September 24, 2024- City Council approved the zone change and development agreement. 2025 (anticipated)- Building permit application and review process. Deadline for building permit is September 2026. 2026 (estimated) Construction phase for workforce housing units.

Updates:

Completed: Approval of zone change and development agreement by City Council. Finalization of deed restrictions for workforce housing units.

Complete Homelessness Strategic Plan

Project Summary: The City contracted with a consultant in May 2024 to complete a Homelessness Needs and Services Assessment. This assessment identified key gaps in services and highlighted the need for improved coordination across jurisdictions in the Verde Valley. In response, the City is now expanding the project scope to include regional resource mapping and stakeholder engagement—critical next steps in shaping a data-driven, regionally coordinated plan to address homelessness.

The issue of homelessness in Sedona and the surrounding area is rooted in a regional housing shortage and a fragmented system of services. A coordinated, cross-jurisdictional strategy is essential to aligning housing, health, and social services, reducing duplication, and improving outcomes for vulnerable residents. This work also supports Policy 5.5 of the Community Plan, which calls for increased affordable housing options for the workforce and unhoused populations.

Timeline: March 2024- City issued RFP for Homelessness Needs Assessment and Strategic Plan to Address Homelessness. May 2024- Contract awarded to consultant. November 2024- Draft findings presented to Council; staff was directed to pursue a regional strategy and return to Council with stakeholder participation. January 2025- Council work session held with ADOH, Yavapai County, and other regional stakeholders. Staff was directed to pursue resource mapping in support of regional strategy. May 2025- Contract extension approved to complete resource mapping and community engagement.

Updates: Consultant resource mapping work is ongoing. Community engagement meetings: dates TBD

Completed:



FY 2025-2026 City Council Priorities Document

Continue legislative advocacy efforts for increased local control of short-term rental properties

Project Summary: Council has contracted with Policy Development Group for legislative advocacy.

Timeline: Ongoing

Updates: Once a Deputy City Manager is hired in early FY2026, responsibility for intergovernmental relations will transition from City Attorney's office back to City Manager's office.

Completed:

Second Priority

Increased code enforcement of short-term rental properties

Project Summary: Expand the short-term rental citation process to include non-compliance for sex offender screenings, neighbor notifications, permit numbers on listings, hotline response compliance, advertising of weddings or events, and compliance with ADU requirements for short-term rentals as per the ADU ordinance which took effect in December 2024.

Timeline: Council approved amendments to short-term rental code to include citations for advertising events including weddings on March 25, 2025. The Council approved a decision package to add a Short-Term Rental Code Officer position to the program for FY26. Anticipated completion of the hiring of a Code Officer is July 31, 2025. Expansion of citation process is expected to commence in August 2025.

Updates: normal ongoing project updates

Completed:

Third Priority

Regional housing collaboration to address long term challenges

Project Summary: The City is actively engaging in regional housing collaboration to address long-term housing challenges that extend beyond jurisdictional boundaries. This initiative recognizes that the lack of affordable and workforce housing is a regional issue requiring coordinated solutions. Efforts focus on



FY 2025-2026 City Council Priorities Document

strengthening partnerships with neighboring jurisdictions, counties, housing nonprofits, and state agencies to pursue shared strategies, funding opportunities, and infrastructure planning.

Key goals of the regional housing collaboration include identifying and pursuing regional funding opportunities such as those offered by ADOH, HUD, and other regional grant programs; aligning housing needs assessments and data across jurisdictions to support joint planning efforts; supporting regional capacity building through shared technical expertise and potential staffing; exploring collaborative land-use and zoning strategies to unlock housing development sites; and advocating for state-level policies and funding that are responsive to rural and regional housing needs.

Timeline: 2024–2025 – Continued participation in quarterly Verde Valley Regional Housing Coordination meetings. March 2025 – Joint discussions initiated on potential regional funding opportunities and shared goals

Updates: Ongoing coordination with regional partners on housing data, project tracking, and legislative advocacy

Completed: Established standing collaboration with regional housing partners. Participated in multi-jurisdictional homelessness and affordable/workforce housing planning sessions.

Creation of employee housing program

Project Summary: The City is developing a targeted Employee Housing Program in collaboration with Human Resources and Housing to support employee recruitment and retention. This initiative explores opportunities to partner with local housing developments to secure preferred pricing, early reservation access, and reduced rent offerings for City staff. The program may also integrate the Down Payment Assistance Program to help employees achieve longer-term housing stability.

Timeline: June 2025-Initial discussion and planning meetings between Human Resources, Housing, and potential housing partners (negotiations led by Housing staff). July-August 2024- Formal agreements anticipated with participating housing developments.

Updates: Coordination meeting scheduled with Human Resources and Housing to define scope and next steps. Discussions underway with private rental and homeownership developers regarding potential partnerships.

Completed:



FY 2025-2026 City Council Priorities Document

Environment and Sustainability Goal

First Priority

Develop Water Resource Resilience and Wastewater Treatment/Reuse policy

Project Title: Ripple Effect – Water Conservation Program for Businesses

Project Summary: Development of a water conservation program for businesses to conserve water as an expansion of the Ripple Effect efforts with Arizona Water Company, Big Park Water Company, and Yavapai County.

Timeline: Anticipated Launch in Fall of 2025

Updates: Initial video shoot for restaurant water conservation conducted in Spring of 2025.

Completed:

Project Title: WWRP Facility Plan

Project Summary: Evaluation of treatment plant capacity, PFAS removal, reclaimed water delivery and Advanced Water Purification.

Timeline: Anticipated completion in June 2025

Updates: Initial findings were presented to City Council in January 2025. The final draft of the WWRP Facility Plan is anticipated to be complete in June 2025 and will be presented to City Council in August 2025. Staff will be looking for direction on developing long-term water policy regarding the use of wastewater effluent.

Completed:

Second Priority

Continue efforts to reduce carbon emissions by 50% by 2030 (Sustainability)

Project Title: Decarbonization Roadmap Planning and Design



FY 2025-2026 City Council Priorities Document

Project Summary: Planning and design would target building efficiency, electrical capacity upgrades, EV infrastructure, onsite renewables, and HVAC electrification based on the decarbonization roadmap.

Timeline: Consultant Procurement Summer of 2025. Anticipated completion in Spring 2026.

Updates: Ongoing – Developing RFP. Received Arizona EECBG Award from Governor’s Office of Resiliency.

Completed:

Project Title: EV Charging Infrastructure

Project Summary: Installation of Level 2 EV charging stations at municipal properties to meet municipal charging needs.

Timeline: Anticipated start in Fall of 2025 with installations targeted in the 2nd half of FY26.

Updates: Initial phase of fleet chargers being installed at Contractors Road and City Hall. 2nd phase not yet started, contingent on Decarbonization Planning and Design.

Project Title: Electrical Capacity Upgrades

Project Summary: Electrical panel and infrastructure upgrades to handle increased electricity demand from the municipal electric vehicle fleet.

Timeline: Anticipated start in Fall of 2025 with installations targeted in the 2nd half of FY26.

Updates: Not yet started, contingent on Decarbonization Planning and Design.

Completed:

Project Title: Home Energy Retrofit Project

Project Summary: Provides home energy audits and funding for building efficiency improvements for low-income households through a partnership with CozyHome LLC.

Timeline: 5th Round Launch in October 2025

Updates: Ongoing Program, 3 residences currently on waitlist.

Completed:



FY 2025-2026 City Council Priorities Document

Third Priority

Implement heat mitigation and adaptation projects (Sustainability/Comms)

Project Title: Heat Messaging Campaign

Project Summary: Develop and distribute heat messaging awareness with community organizations and businesses.

Timeline: First Round of Messaging Anticipated to Launch in Summer of 2025

Updates: Messaging being developed with the Tourism Department and external stakeholders.

Completed:

Project Title: Cool Pavement Pilot Project

Project Summary: Pilot project on municipal parking lot to apply cool pavement coating for evaluation in future Public Works projects.

Timeline: Application in Spring 2025, Monitoring in Summer 2025, Assessment in Fall 2025

Updates: Currently going through procurement for product.

Completed:

Project Title: Green Infrastructure Opportunity Assessments

Project Summary: Assessment of municipal locations for additional green infrastructure (i.e. tree plantings, green canopies).

Timeline: Summer of 2025

Updates: Site visits and objectives in development. AmeriCorps team member facilitating project.

Completed:

Create invasive species reduction program (PW/Sustainability)

Project Title: Invasive Species Management and Monitoring



FY 2025-2026 City Council Priorities Document

Project Summary: Assessment and mapping of municipal properties for priority invasive species. Identifying preferred mitigation controls and community programming options for residential spaces.

Timeline: Mapping and monitoring pilot through Summer 2025. Goal to launch additional community and educational programming options in first half of 2026.

Updates: Oak Creek Watershed Council currently mapping pilot properties. Sustainability staff developing educational invasive species management cards. Applying for AZ Department of Forestry and Fire Management Grant in Spring 2025.

Completed:

Fourth Priority

Identify renewable energy projects that could be built at community scale (Sustainability)

Project Title: Virtual Power Purchase Agreement (VPPA) Exploration

Project Summary: Participation in initiative facilitated by Northern Arizona University in the evaluation and possible procurement of a renewable energy project to meet participating party's energy needs and climate goals. Lessons learned would be applied to exploration of a similar project at community-scale.

Timeline: IGA in Spring 2025. RFP Launch by NAU in Summer 2025. Possible Agreement in Fall 2025.

Updates: NAU Drafting IGA for Consideration

Completed:



FY 2025-2026 City Council Priorities Document

Land Use Goal

First Priority

Update Land Development Code

Project Summary: Consultant-led, full-scale update of the Land Development Code that would look at fully aligning the LDC with the Community Plan and will look at areas that include (affordable) Housing, Sustainability and Signage.

Timeline: If the decision package for this priority is approved by Council, we plan to issue the RFP for the consultant within the month of July, 2025.

Updates: None to date.

Completed:

Revise Development Incentives Guidelines for Affordable Housing (DIGAH) policy

Project Summary: As part of the LDC update, the DIGAH will be revised to provide for better use and understanding of the document and to provide incentives to better allow for and attract affordable housing.

Timeline: If the decision package for this priority is approved by Council, we plan to issue the RFP for the consultant within the month of July, 2025.

Updates: None to date.

Completed:

Adopt Western Gateway Master Plan and create implementation strategy

Project Summary: Consultant-led process to create a Master Plan for the 41 acre Western Gateway property in Phase I. In Phase II, we will then contract with a consultant to create an Implementation Plan that will provide the City with the direction on how to best develop the Western Gateway property in accordance with the Master Plan. Documents can be found at plansedona.com



FY 2025-2026 City Council Priorities Document

Timeline: The next step of Phase I is to bring the updated Master Plan back to Planning and Zoning for a second Work Session May 20, 2025. The anticipated completion is late August or September of 2025.

Updates: Second Work Session with Planning and Zoning scheduled for May 20, 2025. Anticipating completion by September 2025.

Completed: Multiple public workshops/forums and surveys, and one Work Session with Planning and Zoning.

Second Priority

Complete Uptown CFA plan

Project Summary: This will be a full update of the CFA process and documents that were started several years ago as many of the objectives have changed, and many large CIP projects have been done that are now relevant to an update. Additionally, the new/current Community Plan enlarged the area of the Uptown CFA to include the Tlaquepaque corridor along SR 179 as well as the Hart of Sedona area. This newly expanded area was not a part of the original CFA scope. Due to the need for direction in Uptown, it is proposed to Phase the CFA so that Phase I would be the traditional Uptown area, and Phase II would be the expanded CFA area. The CFA will address, in part, the vision, streetscape design, traffic flow, parking, walkability and design standards.

Timeline: Commencement of Phase I is expected to be in late 2025, although parts of the analysis may start earlier such as the streetscape analysis and working with P.W. on the parking concerns. Timelines are based upon a fully staffed Planning team.

Updates: normal ongoing project updates

Completed:

Third Priority

Begin 89A/West Sedona Corridor plan

Project Summary: It is desired to provide a review of properties within the West Sedona SR 89A commercial corridor to determine and survey properties ripe for redevelopment and for housing.



FY 2025-2026 City Council Priorities Document

Timeline: The property survey is anticipated to commence in early 2026 and be completed within 30 to 45 days. Timelines are based upon a fully staffed Planning team or the acceptance of the project by a known temporary employee. (Already budgeted.)

Updates: normal ongoing project updates

Completed:

Community Goal

Create a Large Grants program for Arts & Culture organizations/events

Project Summary: Establish a new large grant program for large arts/culture organizations and remove those applicants from the small grants process.

Timeline: First year of grant process will be FY2026

Updates: The City Manager met with the chair of the small grants committee May 15, 2025 to develop grant application and award criteria for the large grants process. Council has agreed to funding the first year of the program at \$200,000, pending FY2026 budget adoption in June 2025. The criteria and application process will be presented to Council in July 2025 for approval.

Completed:

Complete Ranger Station Park Upgrades

Project Summary: Improvements/Renovation of House & Barn

Timeline: Divided into 2 separate permits. Barn design at 90%, addressing final comments from Community Development. House design at 75%.

Updates: Budget of \$1M will be utilized on the barn first and will start the house with remaining funds. Restroom is currently not funded, continue with porta johns.

Completed: Barn Spring FY26. House Winter FY27.

Project Summary: Shade Structures



FY 2025-2026 City Council Priorities Document

Timeline: Fall FY26

Updates: Design and permits needed.

Completed:

Economy and Tourism Goal

Implement Tourism Strategic Plan strategies

Project Summary: City Council and the Tourism Advisory Board approved a 2-year [Sedona Tourism Plan](#) in Summer 2024.

Timeline: Ongoing until mid-2026.

Updates:

- Launching destination marketing summer campaign on May 15
- Received results for Winter 2024 campaign with ROI of 67:1
- Always on educational messaging and paid search campaign are ongoing when winter or summer marketing isn't running
- Visitor Center contract renewed for FY 26, Digital kiosks contract is being negotiated with goal of having them here by end of June
- Have begun matching data sets up of traffic and occupancy to be more predictive with traffic events
- Completed Stay Inspired branding effort, working to order promotional materials for media and travel trade professionals
- Continue to fund local economic development partners like VVREO, Econa and Local First
- Contracted with Dean Runyan to do more analysis on the economic benefit of tourism. This number will be coming forward in June
- Transparency Hub on city website is in draft form. Will be completed by end of June
- Hired a data consultant to help with STR data to remove commercial properties from the scraped occupancy and performance data we receive
- Are interviewing candidates for the Destination Development Coordinator, will onboard in June
- Tourism Manager went to multiple tourism conferences this year including GCOT, NTA, Travel Classics West and a media and sales mission to the UK and France. Will be attending upcoming IPW in June.

Completed:



FY 2025-2026 City Council Priorities Document

Work with broadband provider selected by State to implement BEAD fiber-to-the-home in Sedona

Project Summary: The State (Arizona Commerce Authority) will submit their final proposal for BEAD funding to the National Telecommunications and Information Administration (NTIA). The final proposal will include their Internet Service Provider (ISP or broadband provider) selection for specific project areas. Once approved, the City will work with the selected ISP to implement fiber-to-the-home in Sedona. The City is currently on hold until selection has been approved.

Timeline: The State plans to submit their final proposal to the National Telecommunications and Information Administration (NTIA) for approval by October 30, 2025. Their final proposal will include their ISP recommendations.

The Arizona State Broadband Office intends to complete its deployment by 2030

Updates: The timeline for final proposal to the NTIA has shifted from August 2025 to 30 October 2025. It may shift again.

Completed: On January 28th, 2025, Sedona's City Council approved a resolution awarding the Fiber Optic Network Partnership - Request For Information (RFI) to Allo Communications to endorse them as Sedona's preferred Internet Service Provider (ISP) for the purpose of increasing their chances at being picked by the State of Arizona for Broadband Equity and Access Deployment (BEAD) funding to install broadband in city limits in the coming years.

Rather than directly contracting with a firm to begin broadband implementation using city funds, it is in the City's best interest to formally endorse the top evaluated firm so that they are better positioned for the State's application process for BEAD funding, considering the state allocates points to applicants who have secured support from communities where they are applying to utilize the funds.

The federally funded BEAD Program grants monies to bring fiberoptic internet service to the home. Arizona was allotted \$993 million through this program. Thanks to efforts from the city, a majority of Sedona is eligible for BEAD funding, making it attainable to build out the fiberoptic network that would otherwise be cost-prohibitive in a rural area.



**CITY COUNCIL
AGENDA BILL**

**AB 3218
May 27, 2025
Regular Business**

Agenda Item: 8b

Proposed Action & Subject: Discussion/possible action regarding approval of Master Services Agreements for on-call professional services for various disciplines.

Department Public Works/Kurtis Harris, Finance/Ian Coubrough,
Wastewater/Roxanne Holland

Time to Present 10 Minutes

Total Time for Item 25 Minutes

Other Council Meetings NA

Exhibits A. Master Services Agreement
B. List of Respondents & Evaluation Scores

Finance Approval	Reviewed 05/12/25 BGW	Expenditure Required \$ TBD Amount Budgeted <u>FY25</u> \$ <u>FY26</u> \$ <u>Account No.</u>
City Attorney Approval	Reviewed 5/13/25 KWC	
City Manager's Recommendation	Recommend approval ABS 5/14/25	

SUMMARY STATEMENT

Staff are requesting approval of Master Services Agreements (MSAs) with the highest evaluated respondents following the issuance of RFQ No. 25-06 On-Call Professional Architectural & Engineering Services. Each MSA will be valid for a term of three years and shall not exceed \$1,000,000 in aggregate, per category, and no individual project shall be awarded under the Master Services Agreement for an amount greater than \$300,000. The RFQ and MSA specify the contract is for services on an as-needed basis and it is not a commitment for the City to order any specific number of services or any services.

Background: These contracts replace the previous informal, ongoing, RFQ process for consultants. The MSAs will be used for work on various projects within each discipline/category for use by all City departments but will mostly be used by the Public Works and Wastewater departments. The City will select awarded firms from each category's pool of vendors for projects which fall within the scope of the MSA. Should the City need professional A&E services for projects which exceed the per project allowance of these MSAs, they will be procured individually, in line with best practices.

Procurement Method: On December 30th, 2024, City staff issued a Request for Qualifications (RFQ) for qualified consultants to provide professional services for projects on an as-needed basis. Upon receipt of submitted Statements of Qualifications (SOQs), a selection panel was assembled comprised of staff from the Public Works and Wastewater Departments. Submittals were received from the consultants listed in Exhibit B.

The submittals were reviewed and scored with the following criteria and weighting to determine the most qualified firm for the project in accordance with ARS § 34-604:

CRITERIA	WEIGHT
Project Team	40%
Similar Project Experience and Client Satisfaction	40%
Team Service and Innovation	20%

The final scoring and ranking of SOQs by the selection committee are included in Exhibit C.

After identifying finalists, cost proposals from the shortlisted respondents were requested and reviewed. Negotiations began in March of 2025, and concluded at the end of April 2025. Staff are recommending awards to the following firms in each respective category-

Category 1 – Wastewater & Pipeline Facilities	Category 4 – Mechanical & Electrical Engineering
Carollo Engineers, Inc.	Canfield Engineering & Integration, LLC
Conсор North America, Inc.	Carollo Engineers, Inc.
Entellus, Inc.	Kimley-Horn and Associates, Inc.
Pacific Advanced Civil Engineering, Inc. (PACE)	Quantum Integrated Solutions, Inc.
Coe & Van Loo Consultants, Inc.	Van Boerum & Frank Associates, Inc. (VBFA)
Category 2 – Architecture	
Gabor Lorant Architects Inc.	Category 5 – Structural Engineering
GLHN Architects & Engineers, Inc.	Advanced Structural Engineering, Inc.
GH2 Architects, LLC	Kimley-Horn and Associates, Inc.
James R. Childers, Architect, Inc. (Childers Architect)	
LAST Architects LLC	

Category 3 – General Civil Engineering	Category 6 – Quality Assurance/Control & Materials Testing
Huitt-Zollars, Inc.	Ninyo & Moore Geotechnical and Environmental Sciences - Consultants
JE Fuller/Hydrology and Geomorphology, Inc.	Quality Testing, L.L.C.
Civiltech Engineering, Inc.	Speedie & Associates, LLC
Ardurra Group, Inc.	Western Technologies, Inc.
Entellus, Inc.	
Kimley-Horn and Associates, Inc.	

Budget: The MSAs are for services on an as-needed basis. Individual projects will be funded through the City's Capital Improvement Plan, department operational budgets, and other sources subject to the signature authorities identified in the city procurement policy.

Climate Action Plan/Sustainability Consistent: ☐Yes - ☐No - ☒Not Applicable

Board/Commission Recommendation: ☐Applicable - ☒Not Applicable

Alternative(s): Council may reject award of the MSAs and provide staff direction on alternative methods to efficiently source professional services providers for various CIP projects.

MOTION

I move to: approve award of the Master Services Agreements for RFQ No. 25-06, On-Call Professional Services, to the firms identified in Agenda Bill 3218, subject to approval of the written contract by the City Attorney's Office.

**MASTER SERVICES AGREEMENT
(ON-CALL PROFESSIONAL ENGINEERING & ARCHITECTURAL SERVICES)
FOR
THE CITY OF SEDONA**

This Master Services Agreement ("MSA") is made and entered into on this ____ day of _____, 20 ____ ("Effective Date"), by and between the City of Sedona, an Arizona municipal corporation ("CITY") and **Click here to enter text** ("CONSULTANT").

RECITALS

- A. CITY intends to undertake projects for the benefit of the public and with public funds that require professional architectural and engineering services on an on-call as-needed basis for the following categories: Wastewater Pipelines & Facilities; Architecture; General Civil Engineering; Mechanical Engineering and/or Electrical Engineering; and Structural Engineering.
- B. CITY issued RFQ No. 25-06RFQ, which is incorporated by reference and available upon request to CITY, to retain these professional architectural and engineering services and desires to enter into a Master Services Agreement with each selected firm for a period of up to 3 years.
- C. CONSULTANT, being a selected firm approved by the Sedona City Council to provide **(enter category)** services, desires to provide CITY with professional services consistent with the Statements of Qualifications, **Exhibit A**, and the rate sheet, **Exhibit B**, submitted by CONSULTANT in response to RFQ No. 25-06RFQ.
- D. CITY and CONSULTANT desire to memorialize their agreement with this document.

AGREEMENT

The parties agree as follows:

1. SCOPE OF WORK FOR EACH PURCHASE ORDER.

- A. Scope of Work. At the CITY'S request, the CONSULTANT will prepare a Scope of Work for individual projects identified by the City, which shall include: a description of the project ("Project"); subconsultant information if applicable; reimbursable expenses if applicable; a project schedule; a not-to-exceed cost estimate consistent with the hourly rate sheet attached as Exhibit B; and CONSULTANT's Certificates of Insurance and endorsements as required in Section 8 of this MSA. The City will issue a Purchase Order ("P.O.") in connection with each Scope of Work approved by the City for each Project.

The services identified in each Scope of Work shall include any and all services reasonably contemplated, normally included, and necessary to complete the Project in a professional manner with due diligence and in a timely manner, including working closely with the CITY and its designated employees. CONSULTANT shall perform the

services required by, and as outlined in each P.O. to the satisfaction of the City, exercising that degree of care, skill, diligence and judgment ordinarily exercised, under similar circumstances, by reputable members of its profession in the same locality at the time the services are provided.

- B. P.O. Change Orders. Any changes to the Scope of Work specified in the P.O., or changes that increase or decrease the compensation amount, or modify the schedule shall require a P.O. Change Order issued by the CITY. No such change, including any additional compensation, shall be effective or paid unless authorized by P.O. Change Order. If CONSULTANT proceeds without such written authorization, CONSULTANT shall be deemed to have waived any claims of unjust enrichment, *quantum meruit* or implied contract.
- C. Inspection; Acceptance. All work and services performed by CONSULTANT will be subject to inspection and acceptance by the CITY at reasonable times during CONSULTANT's performance pursuant to each Scope of Work included in a P.O.. If requested by the CITY, CONSULTANT will provide the CITY with record drawings at the completion of each Scope of Work in such form and detail as the CITY may require.
- D. Time. Time is of the essence for all P.O.s issued under this MSA. CONSULTANT shall complete all P.O.s timely, efficiently and in accordance with any schedule in the P.O..
- E. Corrections. CONSULTANT shall promptly provide, at no additional cost to the CITY, any and all corrections, modifications, additional documents, or other items that may be necessary to correct any errors and/or omissions in the work, services, documents, designs, specification, and/or drawings by CONSULTANT.
- F. Key Personnel. CONSULTANT shall utilize the key personnel, if any, listed in each Scope of Work. CONSULTANT shall not change key personnel, not utilize the listed key personnel, or utilize any other key personnel without the prior written approval of the CITY. Any substituted personnel shall have the same or higher qualifications as the personnel being replaced.

2. **COMPENSATION; BILLING.**

- A. Maximum Compensation. The maximum compensation paid to CONSULTANT under this MSA shall not exceed \$1,000,000 in aggregate over the term of this MSA and the maximum compensation for each P.O., including P.O. Change Orders, shall not exceed \$300,000.
- B. Compensation per P.O. CITY agrees to pay CONSULTANT compensation for services in accordance with the not-to-exceed amount for each Scope of Work included in a P.O., including any P.O. Change Orders. Billing and payment shall be as set forth in this MSA.
- C. Fees. The fees for CONSULTANT are based on the hourly rates, Exhibit B, submitted by CONSULTANT in response to RFQ No. 25-06RFQ. These rates will be in effect for the duration of this MSA and P.O.s issued thereunder.

- D. Payment. Unless otherwise agreed to by the CITY in writing, CONSULTANT will submit monthly invoices to the CITY for outstanding P.O.s. Invoices shall identify this MSA, the P.O. number, and the Project being invoiced. No more than one Project shall be included on each invoice. CITY will process and remit payment within thirty (30) days and payment will be delinquent only thirty (30) days after the date received by CITY.

Each invoice shall set forth a general description of the work performed, in accordance with the Scope of Work, for the hours billed. Payment may be subject to or conditioned upon CITY'S receipt of unconditional waivers and releases on final payment from all subconsultants. If a dispute over payment arises, and during all claims resolution proceedings, CONSULTANT shall continue to render services in a timely manner. Payment by the CITY does not constitute acceptance by the CITY of the services or CONSULTANT's performance, nor does payment constitute a waiver of any rights or claims by the CITY.

- E. Expenses. Any fee required by any governmental agency in order for CONSULTANT to accomplish a task in a Scope of Work shall be provided by CITY and is not included in the hourly fee. No reimbursable expenses or costs of any kind shall be paid by the CITY unless expressly approved by the CITY in writing before they are incurred. Any approved reimbursable expenses will be paid at the actual cost without any markup and will be paid only after they are incurred.
- F. Taxes. CONSULTANT shall be solely responsible for any and all tax obligations which may result out of the CONSULTANT's performance of any Scope of Work included or referenced in a P.O. issued pursuant to this MSA. The CITY shall have no obligation to pay any amounts for taxes, of any type, incurred by the CONSULTANT.

3. **TERM; TERMINATION.**

- A. Term. This MSA is for a three-year term from the Effective Date. CONSULTANT will provide services under this MSA for specific Projects with a P.O. issued no later than the final day of the MSA term.
- B. Termination for Convenience. This MSA is for the convenience of the CITY and may be immediately terminated without cause after receipt by the CONSULTANT of written notice by the CITY.
- C. Termination for Cause. CITY may terminate this Agreement for cause if CONSULTANT fails to cure any breach of this Agreement within the time frame specified by CITY, which shall be no less than seven (7) days, from receipt of a written notice from CITY specifying the breach and the requirements necessary to cure the breach.
- D. Payment Upon Termination for Convenience or for Cause. Upon termination, CONSULTANT shall deliver to the CITY all documents and other work products prepared by CONSULTANT in relation to the P.O.s issued under this MSA prior to CITY paying CONSULTANT for all work previously authorized and performed prior to the date of termination. If, however, CONSULTANT has substantially or materially

breached the standards and terms of this Agreement, CITY shall have any remedy or right of set-off available at law and equity. No other payments, including any payment for lost profit or business opportunity, and no penalty or termination charge shall be owed by CITY to CONSULTANT in the event of termination upon notice.

- E. Extension for Procurement Purposes. Upon expiration of the Term of this MSA, at the CITY'S discretion, this MSA may be extended for a maximum of up to six (6) months to allow for the CITY to complete its procurement processes to award new Master Service Agreements for on-call professional architectural and engineering services. There are no automatic renewals of this MSA.
 - F. Appropriation of Funds. Every payment obligation of the CITY under this MSA is conditioned upon the availability of funds appropriated or allocated for payment of such obligation. If funds are not allocated and available for the continuance of this MSA, this MSA may be terminated by the CITY at the end of the period for which funds are available. No liability shall accrue to the CITY in the event this provision is exercised, and CITY shall not be obligated or liable for any future payments or for any damages resulting from termination under this provision.
- 4. **AMENDMENTS.** Any changes to this MSA require a written Amendment signed by both parties. If CONSULTANT proceeds without such written amendment, CONSULTANT shall be deemed to have waived any claims of unjust enrichment, quantum meruit or implied contract.
 - 5. **OWNERSHIP OF DOCUMENTS.** All documents, including, but not limited to, correspondence, estimates, notes, recommendations, analyses, reports, data and studies that are prepared in the performance of P.O.s issued under this MSA are to be, and shall remain, the property of CITY and are to be delivered to CITY before the final payment is made to the CONSULTANT. CONSULTANT hereby grants to the CITY an irrevocable, exclusive, royalty-free perpetual license to reproduce and use any and all data, documents (including electronic documents and files), designs, drawings and specifications prepared or furnished by CONSULTANT pursuant to this MSA. Any modifications made by the CITY to any of the CONSULTANT'S documents, or any use, partial use or reuse of the documents without written authorization or adaptation by the CONSULTANT will be at the CITY'S sole risk and without liability to the CONSULTANT.
 - 6. **PROFESSIONAL RESPONSIBILITY.** CONSULTANT hereby warrants that it is qualified to assume the responsibilities and render the services described herein and has all requisite corporate authority and professional licenses, certifications, and registrations in good standing, required by law. CONSULTANT warrants that the services rendered will conform to the requirements of this MSA and to the professional standards in the field. The CITY has no obligation to provide CONSULTANT any business registrations, licenses, certifications, tools, equipment or material required to perform any services under this MSA.
 - 7. **INDEMNIFICATION.** To the fullest extent permitted by law, CONSULTANT will indemnify, defend and hold harmless CITY, and each council member, officers, boards, commissions, officials, employee or agent thereof (collectively the CITY and any such person being herein called an "Indemnified Party"), for, from and against any and all losses,

claims, damages, liabilities, costs and expenses (including, but not limited to, reasonable attorneys' fees, court costs and the costs of appellate proceedings) to which any such Indemnified Party may become subject, under any theory of liability whatsoever ("Claims") to the extent that such Claims (or actions in respect thereof) relate to, arise out of, or are caused by, or in connection with the negligent acts or omissions, recklessness or intentional misconduct of CONSULTANT, its officers, employees, agents or any tier of subcontractor in connection with CONSULTANT'S work or services in the performance of this MSA and any P.O.(s) and P.O. Change Order(s) issued pursuant to this MSA. In consideration of the award of this MSA, CONSULTANT agrees to waive all rights of subrogation against the Indemnified Party for losses arising from the work or services performed by CONSULTANT for the CITY. The amount and type of insurance coverage requirements set forth below will in no way be construed as limiting the scope of the indemnity in this Section.

8. **INSURANCE.**

A. General:

1. The CONSULTANT agrees to procure and maintain in force during the term of any P.O.s issued under this MSA, at its own cost, the following policies and coverages unless otherwise agreed to by CITY in writing. CONSULTANT shall submit to CITY for review and approval before any work is performed, certificates from the CONSULTANT's insurance carriers indicating the presence of required coverages and limits of liability, waivers of subrogation, and certificate(s) of Additional Insured.

2. Worker's Compensation Insurance:

Coverage A: Statutory benefits as required by the Labor Code of the State of Arizona.

Coverage B: Employer's Liability

Bodily Injury by accident	\$1,000,000 each accident
Bodily Injury by disease	\$1,000,000 policy limit
Bodily Injury by disease	\$1,000,000 each employee

3. Commercial General or Business Liability Insurance with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000.00) each occurrence and TWO MILLION DOLLARS (\$2,000,000.00) general aggregate.
4. Automobile Liability Insurance with minimum combined single limits for bodily injury and property damage of not less than ONE MILLION DOLLARS (\$1,000,000.00) for any one occurrence, with respect to each of the CONSULTANT'S owned, hired or non-owned automobiles assigned to or used in performance of the services. Certificate to reflect coverage for "Any Auto, All Owned, Scheduled, Hired or Non-Owned."
5. Professional Liability coverage with minimum limits of ONE MILLION DOLLARS (\$1,000,000.00) each claim and TWO MILLION DOLLARS (\$2,000,000.00) general aggregate. If approved by CITY, evidence of qualified self-insured status may be substituted for one or more of the foregoing insurance coverages. Coverage must have no exclusion for design-build projects.

- B. CONSULTANT shall procure and maintain the minimum insurance coverages listed herein. Such coverages shall be procured and maintained with forms and insurers acceptable to CITY, acceptance of which shall not be unreasonably withheld. All coverages shall be continuously maintained to cover all liability, claims, demands and other obligations assumed by the CONSULTANT pursuant this MSA. In the case of any claims made to the policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
 - C. All policies must be written by insurance companies whose rating, in the most recent AM Best's Rating Guide, is not less than A- VII or higher, unless CONSULTANT obtains prior written approval of CITY.
 - D. The Certificate(s) of Insurance shall identify this MSA and shall provide that the coverages afforded under the policies shall not be canceled, terminated or limits reduced without providing at least thirty (30) days prior written notice to CITY. The completed Certificate(s) of Insurance shall attached to each Scope of Work requested by City pursuant to this MSA.
 - E. Failure on the part of CONSULTANT to procure or maintain policies providing the required coverages, conditions and minimum limits for the duration of each P.O. issued by the CITY under this MSA shall constitute a Material Breach of Contract upon which CITY may immediately terminate this MSA or, at its discretion, CITY may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by CITY shall be repaid by the CONSULTANT to CITY upon demand, or CITY may offset the cost of the premiums against any monies due to CONSULTANT from CITY.
 - F. CITY reserves the right to request and receive a certified copy of any policy and any pertinent endorsement thereto. CONSULTANT agrees to execute any and all documents necessary to allow CITY access to any and all insurance policies and endorsements pertaining to a particular P.O..
 - G. All policies shall provide primary coverage and waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to any person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay for the insurance premium directly or indirectly and whether or not the person or entity had an insurable interest in the property damaged.
 - H. The following policies shall include Additional Insured endorsements: Automobile Liability Insurance and Commercial General Liability.
 - I. CITY reserves the right to require higher limits of liability coverage if, in the CITY's opinion, operations or services create higher than normal hazards.
9. **NON-ASSIGNABILITY.** Neither this MSA, nor any of the rights or obligations of the parties hereto, shall be assigned by either party without the written consent of the other.

10. **VENUE; JURISDICTION; JURY TRIAL WAIVER.** This MSA shall be governed by the laws of the State of Arizona, and any legal action concerning the provisions hereof shall be brought in the County of Yavapai, State of Arizona. Both parties hereby waive any right to a jury trial which they may otherwise have in the event of litigation arising out of this MSA or the subject matter thereof and consent to a trial to the court.

11. **INDEPENDENT CONTRACTOR.** CONSULTANT is an independent contractor. Notwithstanding any provision appearing in this MSA, and any exhibits, all personnel assigned by CONSULTANT to perform work under the terms of this MSA shall be, and remain at all times, employees or agents of CONSULTANT for all purposes. The CITY does not have the authority to supervise or control the actual work of CONSULTANT, its employees or subcontractors. CONSULTANT shall make no representation that it is the employee of CITY for any purpose.

12. **COMPLIANCE WITH FEDERAL, STATE, AND LOCAL LAWS.**

A. In the performance of this MSA and P.O.s issued hereunder, CONSULTANT and any subcontractors/ subconsultants shall abide by and conform to any and all applicable federal, state and local laws, ordinances, rules and regulations. Each and every provision of applicable law and any clause required by law to be in the Agreement will be read and enforced as though it were included. Any subsequent changes in applicable laws, ordinances, rules or regulations that necessitate additional work shall constitute a change in the Scope of Work and CONSULTANT may request a P.O. Change Order to any existing P.O.(s).

B. **NON-DISCRIMINATION.** CONSULTANT, its agents, employees, contractors and subcontractors/subconsultants shall not discriminate in any employment policy or practice. "Discrimination" means to exclude individuals from an opportunity or participation in any activity or to accord different or unequal treatment in the context of a similar situation to similarly situated individuals because of race, color, gender, gender identity, sexual orientation, religion, national origin or ancestry, marital status, familial status, age, disability, or Veteran status. (Ordinance 2015-10) (2015).

C. **LEGAL WORKER REQUIREMENTS.** The CITY is prohibited by A.R.S. § 41-4401 from awarding a contract to any Contractor who fails, or whose subcontractors fail, to comply with A.R.S. § 23-214(A). Therefore, CONSULTANT agrees that:

- i. CONSULTANT and each subcontractor/subconsultant it uses warrants their compliance with all federal immigration laws and regulations that relate to their employees and their compliance with A.R.S. § 23-214, subsection A.
- ii. A breach of a warranty under paragraph i will be deemed a material breach of the Agreement and is subject to penalties up to and including termination of the Agreement.
- iii. The CITY retains the legal right to inspect the papers of any CONSULTANT or subcontractor/subconsultant employee who works on the Agreement to ensure that CONSULTANT or any subcontractor/subconsultant is complying with the warranty under paragraph i.

D. **NO BOYCOTT OF ISRAEL OR USE OF FORCED LABOR OF ETHNIC UYGHURS IN PEOPLES REPUBLIC OF CHINA.** As applicable, CONSULTANT

certifies and agrees it is not currently engaged in and for the duration of the MSA will not engage in a boycott of Israel, as that term is defined in A.R.S. §35-393 and will not use forced labor or goods or services produced by forced labor of ethnic Uyghurs in the People's Republic of China (PRC) or any contractors, subcontractors/subconsultants or suppliers that use forced labor or goods or services produced by forced labor of ethnic Uyghurs in the PRC as provided by A.R.S. §35-394.

13. **DISPUTE RESOLUTION.** The parties agree in good faith to attempt to resolve amicably, without litigation, any dispute arising out of or relating to this MSA. In the event that any dispute cannot be resolved through direct discussions, the parties agree to endeavor to settle the dispute by mediation. Either party may make a written demand for mediation, upon which demand the matter shall be submitted to a mediation firm mutually selected by the parties. The mediator shall hear the matter and provide an informal opinion and advise within twenty (20) days following written demand for mediation. Said informal opinion and advice shall not be binding on the parties, but shall be intended to help resolve the dispute. The mediator's fee shall be shared equally by the parties. If the dispute has not been resolved, the matter may then be submitted to the judicial system.
14. **DELAYS.** CONSULTANT shall not be responsible for delays which are due to causes beyond CONSULTANT'S reasonable control. In case of any such delay, any deadline established as part of a Scope of Work shall be extended accordingly.
15. **REMEDIES UPON BREACH.** If any party to this MSA materially breaches the terms of the MSA, the non-breaching party may exercise any and all remedies available to them under Arizona law, including, without limitation, if applicable, bringing a lawsuit for monetary damages or specific performance. The parties agree that in the event of litigation arising from this agreement, neither party shall be entitled to an award of attorney fees, either pursuant to contract, pursuant to A.R.S. § 12-341.01 (A) AND (B), or pursuant to any other state or federal statute, court rule, case law, or common law.
16. **CONFLICT OF INTEREST.** From the date of this MSA through the termination of its service to CITY, CONSULTANT shall not accept, negotiate or enter into any contract or agreements for services with any other party that may create a substantial interest, or the appearance of a substantial interest in conflict with the timely performance of the work or ultimate outcome of this MSA and/or adversely impact the quality of the work under this MSA without the express approval of the City Manager and the City Attorney. Whether such approval is granted shall be in the sole discretion of the City Manager and the City Attorney. The parties hereto acknowledge that this MSA is subject to cancellation pursuant to the provisions of A.R.S. § 38-511.
17. **NOTICE.** Any notice or communication between CONSULTANT and CITY that may be required, or that may be given, under the terms of this MSA shall be in writing, and shall be deemed to have been sufficiently given when directly presented or sent pre-paid, first-class United States Mail, addressed as follows:

CITY: City of Sedona
Attn: City Manager

102 Roadrunner Drive
Sedona, AZ 86336

CONSULTANT:

EXHIBITS. The following exhibits, are a part of this MSA and incorporated by this reference:

Exhibit A CONSULTANTS Statements of Qualifications
Exhibit B CONSULTANTS Rate Sheet

18. **ORDER OF PRECEDENCE.** In the event of conflicting terms, the following order of precedence applies:

1. Amendment(s) to this MSA with the most recent taking precedent over prior Amendments
2. This MSA
3. P.O. Change Order(s), with the most recent taking precedent over prior PO Change Orders
4. P.O.
5. Scope of Work, including any attachments or exhibits
6. RFQ No. 25-06RFQ
7. CONSULTANT's Submittal in response to RFQ No. 25-06RFQ, Exhibits A and B

19. **PUBLIC RECORDS.** Notwithstanding any provisions of this MSA regarding confidentiality, trade secrets, proprietary information, or protected rights, CONSULTANT acknowledges that all documents provided to the CITY may be subject to disclosure by the Arizona public records law under A.R.S. 39-121 and related provisions.

20. **USE OF CITY SEAL/LOGO.** CONSULTANT shall not use, or allow another entity to use, the CITY seal/logo for the purpose of advertising or promoting the sale of any article of merchandise within this state or for promoting any other commercial purpose. CONSULTANT is authorized to use CITY's name on a list of client names.

21. **NO WAIVER.** Delays in enforcement or the waiver of any one (1) or more defaults or breaches of this MSA by CITY shall not constitute a waiver of any of the other terms or obligations of this MSA.

22. **ENTIRE AGREEMENT.** This MSA, together with the attached exhibits, is the entire agreement between CONSULTANT and CITY, superseding all prior oral or written communications. None of the provisions of this MSA may be amended, modified or changed except by written amendment executed by both parties. This MSA will be construed and interpreted according to its plain meaning, and no presumption will be deemed to apply in favor of or against the party drafting the MSA. In the event any term or provision of this MSA is held to be illegal or in conflict with any law of the United States or Arizona or any local law, the validity of the remaining provisions shall not be affected, and this MSA shall be construed and enforced as if it did not contain the particular term or provision.

CITY OF SEDONA, ARIZONA

City Manager

ATTEST:

JoAnne Cook, City Clerk

APPROVED AS TO LEGAL FORM:

Kurt W. Christianson, City Attorney

CONSULTANT FIRM NAME

By:_____

Title:_____

I hereby affirm that I am authorized to enter
into and sign this MSA on behalf of
CONSULTANT



25-06RFQ Category 1 - On-Call Wastewater & Pipeline Facilities Scoring Summary

Active Submissions

	Total	Project Team	Similar Project Experience and Client Satisfaction	Team Service & Innovation
Supplier	/ 100 pts	/ 40 pts	/ 40 pts	/ 20 pts
Carollo Engineers	87.2	35.8	36	15.4
Consor	82.4	33.6	33.4	15.4
Entellus	81	32	34.2	14.8
PACE	79.8	32.6	34	13.2
Coe & Van Loo LLC	77.2	32.2	32.4	12.6
Ardurra	76.8	31.4	32.8	12.6



Burgess & Niple	76.2	30.8	31.6	13.8
Sunrise Engineering	74.4	30.2	32.4	11.8
CEC	72.6	30.6	28.8	13.2
Kimley Horn	70.6	29.2	29.8	11.6
Colliers Engineering & Design	67.8	27.4	27	13.4
CIVIL DESIGN & ENGINEERING, INC.	62.6	26.2	26.2	10.2
Alisto	46	17.6	20.2	8.2



25-06RFQ Category 2 - On-Call Architecture Scoring Summary

Active Submissions

	Total	Project Team	Similar Project Experience and Client Satisfaction	Team Service & Innovation
Supplier	/ 100 pts	/ 40 pts	/ 40 pts	/ 20 pts
Gabor Lorant	81.5	32.83	34.33	14.33
GLHN Architects & Engineers	78.83	34	31.67	13.17
GH2 Architects	76.17	32.67	29.67	13.83
Childers Architects	74.33	31.67	29	13.67
LAST Architects	71.17	25.83	30.83	14.5
C&S Engineers	66.67	27.5	27.5	11.67



4Line Studio	64.67	25	28.5	11.17
Kimley Horn	61.5	25.67	25.17	10.67
Wilson & Company	61	28.67	21.5	10.83
Architects Alaska	59.83	25.33	22.67	11.83
CD&E	57.5	24.33	22.83	10.33



25-06RFQ Category 3 - On-Call General Civil

Scoring Summary

Active Submissions

	Total	Project Team	Similar Project Experience and Client Satisfaction	Team Service & Innovation
Supplier	/ 100 pts	/ 40 pts	/ 40 pts	/ 20 pts
Huitt Zollars	88	36.67	35.5	15.83
JE Fuller	81.67	33.33	33.17	15.17
Civiltech	78.33	32.67	31.33	14.33
Ardurra	77.5	32.33	31	14.17
Entellus	75.83	30.83	31.17	13.83
Kimley Horn	75.67	30.83	30	14.83
Burgess & Niple	73.67	30.67	29.17	13.83
Coe & Van Loo LLC	70.67	29.67	29.17	11.83
EPS Group	68.83	29.83	28	11
Fehr Peers	67	26.33	26.67	14
Colliers Engineering	64.5	27.33	24.83	12.33
Sunrise Engineering	63	25.33	25.17	12.5



CDE	60.17	24	24.67	11.5
CEC	59.67	27.17	21.5	11
GLHN	47.5	20.5	17.17	9.833
CMT	41.83	18	14.67	9.167
Civil Solutions Engineering & Management	40.17	16.67	16	7.5
Alisto	37.67	13.83	15.5	8.333



25-06RFQ Category 4 - On-Call Mechanical & Electrical Engineering Scoring Summary

Active Submissions

	Total	Project Team	Similar Project Experience and Client Satisfaction	Team Service & Innovation
Supplier	/ 100 pts	/ 40 pts	/ 40 pts	/ 20 pts
VBFA	83	34.5	34	14.5
Canfield Engineering	75.5	31.25	31.25	13
Quantum	72	29.25	29.5	13.25
Carollo Engineers	70.75	29.5	29.5	11.75
Kimley Horn	70.75	30	29	11.75
GLHN	66.25	27.75	25.75	12.75
PACE	60	24	24.5	11.5



Civiltech	55.75	24.25	22	9.5
Alisto	45	17.5	18.25	9.25



25-06RFQ Category 5 - On-Call Structural Engineering Scoring Summary

Active Submissions

	Total	Project Team	Similar Project Experience and Client Satisfaction	Team Service & Innovation
Supplier	/ 100 pts	/ 40 pts	/ 40 pts	/ 20 pts
Advanced Structural Engineering	80.5	33.17	32.33	15
Kimley Horn	74.83	31.33	30	13.5
CEC	63.17	26.17	25	12



25-06RFQ Category 6 - On-Call QA/QC & Materials Testing Scoring Summary

Active Submissions

	Total	Project Team	Similar Project Experience and Client Satisfaction	Team Service & Innovation
Supplier	/ 100 pts	/ 40 pts	/ 40 pts	/ 20 pts
QT	84.17	34.83	34.17	15.17
Ninyo Moore	77.67	32.33	31.83	13.5
Speedie & Associates	77.67	33.33	32.17	12.17
GMT	77.17	31.5	31.83	13.83
Western Technologies	76.17	32.5	30.33	13.33
CEC	57.5	23.17	22.83	11.5

Non-Responsive



**CITY COUNCIL
AGENDA BILL**

**AB 3220
May 27, 2025
Regular Business**

Agenda Item: 8c

Proposed Action & Subject: Discussion/possible action regarding construction Change Order #15 for the Forest Road Connection Project to support additional work associated with the excavation and soil nailing (slope/cut stabilization) work on the Uptown Parking Garage in the amount of \$382,123.

Department PW/Engineering- Robert Welch

Time to Present 10 min

Total Time for Item 15 min

Other Council Meetings October 22, 2019; September 14, 2021; February 22, 2022; April 26, 2022; June 28, 2022; August 09, 2022; July 9, 2024; November 12, 2024; and March 11, 2025

Exhibits Change Order #15 with Fann Contracting, Inc

Finance Approval	Reviewed 5/12/25 BGW	
City Attorney Approval	Reviewed 5/13/25 KWC	Expenditure Required
		\$ 382,123
		Amount Budgeted
City Manager's Recommendation	Recommend approval. ABS 5/20/25	Account No.\$ 13,893,610 (Description) 22-5320-89-68A FY25 Uptown Parking Garage (SIM-3A)

SUMMARY STATEMENT

Background:

Staff is requesting approval of Construction Change Order #15 with Fann Contracting, Inc (FCI) in the amount of \$382,123 (see attached Exhibit A). The change order provides for additional costs associated with added shotcrete placement for the Slope/Cut Stabilization (Soil Nailing) work on the Uptown Parking Garage.

During excavation of the parking garage site the underlying geology of the rock mass was found to contain numerous horizontal and vertical bedding planes (fracture planes) resulting in unexpected overbreak along the perimeter of the excavation and vertical plane of the soil nail wall system for the parking garage structure. While pre-split was performed along the perimeter

of the wall plane prior to production to minimize breakout, the results varied greatly. Some portions of the pre-split performed well while others, primarily along the naturally fragmented or fractured zones, performed poorly. Additional shotcrete placement was necessary to build back or in-fill those vertical wall planes where excessive breakout occurred.

As a result of the excavation conditions and prior to shotcrete work the construction team (inclusive of city staff, the Architect, CMAR, Civil Site Engineer, Fann/Adams Contracting, Soil Nail Wall Engineer, and Geotechnical representatives) met in a series of meetings to collaborate on the breakout conditions of the excavation and its impact on the project. These meetings were hastily conducted concurrent with the ongoing excavation to avoid delays of the work. The meetings included analysis of cost and identification/evaluation of alternatives with respect to cost and schedule. It was subsequently concluded that the current soil nailing approach for development of perimeter walls remained the best approach from the basis of both cost and schedule.

The additional shotcrete work was conducted on a Time and Material basis with oversight by inspection staff to confirm labor time and material quantities. The following Figure 1 is a summary of the costs:



6725 Generation Lane
Prescott, AZ 86301
Phone 928.778.0170
www.fanncontracting.com
ROC-071520-A ROC-078800-B1

ITEMIZED BREAKDOWN

DESCRIPTION	EA	QTY	UM	UNIT COST	TOTAL COST	M/U	TAX	BOND	TOTAL
Reconciliation of CO#9 Parking Garage Addition - REV1									
Shotcrete Soil Nail Wall (T&M shotcrete > 320 CY)									
Adams T&M CO - January /Early Februar	1		1 T&M	\$ 116,465.10	\$ 116,465.10	\$ 17,469.77	\$ 9,054.00	\$ 1,429.89	\$ 144,418.75
Adams T&M CO - February	1		1 T&M	\$ 85,958.38	\$ 85,958.38	\$ 12,893.76	\$ 6,682.40	\$ 1,055.35	\$ 106,589.89
Adams T&M CO - March/April	1		1 T&M	\$ 102,343.01	\$ 102,343.01	\$ 15,351.45	\$ 7,956.15	\$ 1,256.51	\$ 126,907.11
SUBTOTAL									\$ 377,915.75
Shotcrete Soil Nail Wall (T&M shotcrete > 320 CY)									
Adams CO - Shotcrete Wall (Permanent Face Engineering) *Scope under City's Building Contractor	1		1 LS	\$ 3,392.50	\$ 3,392.50	\$ 508.88	\$ 263.73	\$ 41.65	\$ 4,206.76
SUBTOTAL									\$ 4,206.76
*Pass-Through Payment Only									

FIGURE 1

Budget

The contract with FCI is originally for the Forest Road Connection Project. Change orders, including this proposed change order, account for excavation work at the Uptown Parking Grage site. The cost for this work is within the Uptown Parking Garage Project contingency

amount so the overall projects cost, for the Forest Road Connection Project and the Uptown Parking Garage Project, does not increase if this amendment is approved. The overall Uptown Parking Garage Project cost remains at approximately \$26.0M and the overall Forest Road Connection Project cost remains at approximately \$17.6M.

A final project close out change order is in process of being negotiated for the Forest Road Connection Project. Due to the reduction in scope of some project line items, staff's current projection is for the final change order to be deductive, which would reduce the increase of the proposed change order and return funds to the project contingency.

Climate Action Plan/Sustainability Consistent: ☒Yes - ☐No - ☐Not Applicable

Sedona in Motion (SIM) strategies included in these projects aim to remove vehicles from our roadways, reduce congestion, and reduce vehicle emissions. This is consistent with the goals of the Climate Action Plan.

Board/Commission Recommendation: ☐Applicable - ☒Not Applicable

Alternative(s):

Council could not approve the change Order which would preclude payment for the work to the contractor, or require staff to seek out, as best possible, cost offsets elsewhere in the construction of the project.

MOTION

I move to: approve Change Order #15, with Fann Contracting, Inc in the amount of \$382,123.



City of Sedona Public Works Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 204-7111 Fax: (928) 282-5348

To: Anette Spickard, City Manager

From: Robert J. Welch PE, Associate Engineer

Thru: Kurt Harris, PE, Director of Public Works / City Engineer

Thru: Andy Dickey, PE Deputy City Manager

Date: May 7, 2025

Re: Forest Road Connection Project: Contract Change Order #15

I am presenting Change Order #15 to you for signature; it results in a change to the contract amount, and does not increase the contract time.

This change order provides an additional cost increase for additional materials and work necessary to address the rock overbreak that occurred during the excavation of the Uptown Parking Garage. Additional shotcrete and soil nail anchorage depth were used to build the areas where the rock broke too far back.

No additional time is associated with this Change Order.

This change order results in an increase in the contract value of **\$382,122.51** Overall, the new contract value is **62.2%** over the original contract value.

Change Order	Value in Dollars	Value in Days	Cumulative CCO Dollars	Cumulative CCO Days	New Contract Value	New Contract Days
					\$10,683,253.00	482
1	-\$18,200.00	0	-\$18,200.00	0	\$10,665,053.00	482
2	\$131,426.80	46	\$113,226.80	46	\$10,796,479.80	528
3	\$893,252.96	503	\$1,006,479.76	549	\$11,689,732.76	1031
4	\$0.00	5	\$1,006,479.76	554	\$11,689,732.76	1036
5	\$0.00	6	\$1,006,479.76	560	\$11,689,732.76	1042
6	\$19,798.82	2	\$1,026,278.58	562	\$11,709,531.58	1044
7	\$12,050.40	2	\$1,038,328.98	564	\$11,721,581.98	1046
8	-\$28,486.01	20	\$1,009,842.97	584	\$11,693,095.97	1066
9	\$3,777,950.00	0	\$4,787,792.97	584	\$15,471,045.97	1066
10	\$0.00	2	\$4,787,792.97	586	\$15,471,045.97	1068
11	\$1,474,526.52	0	\$6,262,319.49	586	\$16,945,572.49	1068
12	\$0.00	8.5	\$6,262,319.49	594.5	\$16,945,572.49	1076.5
13	\$0.00	5	\$6,262,319.49	599.5	\$16,945,572.49	1081.5
14	-\$303,704.30	8	\$5,958,615.19	607.5	\$16,641,868.19	1089.5
15	\$382,122.51	0	\$6,340,737.70	607.5	\$17,023,990.70	1089.5

Approved

Disapproved

Anette Spickard, City Manager

Date

Attachment(s):

Exhibit A, Fann Contracting Itemized Breakdown (T&M)



City of Sedona Public Works Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 204-7111 Fax: (928) 282-5348

Public Works Department Change Order #15

This change order is not effective unless signed by the City Manager of the City of Sedona or their properly designated representative.
Section 47 of the Contract General Conditions shall apply.

THIS CHANGE ORDER CONSTITUTES FULL, FINAL AND COMPLETE COMPENSATION TO THE CONTRACTOR FOR ALL COSTS, EXPENSES, OVERHEAD, PROFIT, AND ANY DAMAGES OF EVERY KIND THAT THE CONTRACTOR MAY INCUR IN CONNECTION WITH THE WORK DESCRIBED IN THIS CHANGE ORDER, INCLUDING ANY IMPACT ON THE DESCRIBED WORK OR ON ANY OTHER WORK UNDER THE CONTRACT, ANY CHANGES IN THE SEQUENCES OF ANY WORK, ANY DELAY TO ANY WORK, ANY DISRUPTION OF ANY WORK, ANY RESCHEDULING OF ANY WORK, AND ANY OTHER EFFECT ON ANY OF THE WORK UNDER THIS CONTRACT. BY THE EXECUTION OF THIS CHANGE ORDER, THE CONTRACTOR ACCEPTS THE CONTRACT PRICE CHANGE AND THE CONTRACT COMPLETION DATE CHANGE, IF ANY, AND EXPRESSLY WAIVES ANY CLAIMS FOR ANY ADDITIONAL COMPENSATION, DAMAGES OR TIME EXTENSIONS, IN CONNECTION WITH THE DESCRIBED WORK.

CHANGE ORDER NUMBER: 15 **DATE:** 5/7/25
PROJECT: Forest Road Connection Improvements
CONTRACTOR NAME: Fann Contracting, Inc.
REASON FOR CHANGE: Increase to the contract amount for additional labor and materials for the soil nail walls in the parking garage.

Plan Sheet #'s affected by this change: N/A
Specification Sections upon which Change Order is based: GC 9, 38, 47, 49
Change requested by (check one): _____ City _____ Contractor ☒ Both
Contract time adjustment: _____ 0 _____ Calendar Days
This contract change order

☒ increases the maximum estimated contract compensation per GC Section 47 contract adjustment as follows:
_____ decreases the maximum estimated contract compensation per GC Section 47 contract adjustment as follows:

\$0.00	+ \$0.00	+ \$382,122.51	+ \$0.00	= \$382,122.51
Method A	+ Method B	+ Method C	+ Method D	= Total Cost Adjustment

Contract Compensation:		Contract Time:	
Original Contract Amount	\$10,683,253.00	Original Contract Time (days)	482
This Change Order	\$382,122.51	This Change Order (days)	0
All Previous Change Orders	\$6,262,319.49	All Previous Change Orders (days)	599.5
Total Maximum Compensation	\$17,327,695.00	Total Maximum Contract Time (days)	1081.5

CONTRACTOR ACCEPTANCE

BY: _____

DATE: _____

CITY OF SEDONA - CITY MANAGER APPROVAL

BY: _____

DATE: _____

CITY OF SEDONA - CITY ATTORNEY APPROVED

BY: _____

DATE: _____

CITY OF SEDONA - CITY CLERK ATTEST

BY: _____

DATE: _____

Attachment(s):

Exhibit A, Fann Contracting Itemized Breakdown (T&M)



6725 Generation Lane
 Prescott, AZ 86301
 Phone 928.778.0170
 www.fanncontracting.com
 ROC-071520-A ROC-078800-B1

EXHIBIT A

ITEMIZED BREAKDOWN

DESCRIPTION	EA	QTY	UM	UNIT COST	TOTAL COST	M/U	TAX	BOND	TOTAL
<u>Reconciliation of CO#9 Parking Garage Addition - REV1</u>									
Shotcrete Soil Nail Wall (T&M shotcrete > 320 CY)									
Adams T&M CO - January /Early Februar	1	1	T&M	\$ 116,465.10	\$ 116,465.10	\$ 17,469.77	\$ 9,054.00	\$ 1,429.89	\$ 144,418.75
Adams T&M CO - February	1	1	T&M	\$ 85,958.38	\$ 85,958.38	\$ 12,893.76	\$ 6,682.40	\$ 1,055.35	\$ 106,589.89
Adams T&M CO - March/April	1	1	T&M	\$ 102,343.01	\$ 102,343.01	\$ 15,351.45	\$ 7,956.15	\$ 1,256.51	\$ 126,907.11
SUBTOTAL									\$ 377,915.75
Shotcrete Soil Nail Wall (T&M shotcrete > 320 CY)									
Adams CO - Shotcrete Wall (Permanent Face Engineering) *Scope under City's Building Contractor	1	1	LS	\$ 3,392.50	\$ 3,392.50	\$ 508.88	\$ 263.73	\$ 41.65	\$ 4,206.76
SUBTOTAL									\$ 4,206.76
*Pass-Through Payment Only									



**CITY COUNCIL
AGENDA BILL**

**AB 3217
May 27, 2025
Regular Business**

Agenda Item: 8d

Proposed Action & Subject: Discussion/possible direction regarding approval of an Ordinance amending Sedona City Code Title 6 (Animals), by adopting a new Chapter 6.20 (Wild or Exotic Animal Display or Performance). (First Public Meeting)

Department	Police Department/ Chief Foley
Time to Present	15 Minutes
Total Time for Item	30 Minutes
Other Council Meetings	N/A
Exhibits:	A. Ordinance B. 2025 Amendments to Sedona City Code Title 6 Animals

Finance Approval	Reviewed 05/12/25 BGW	
City Attorney Approval	Reviewed 5/13/25 KWC	Expenditure Required
		\$ 0
City Manager's Recommendation	Provide feedback to staff for any changes to bring back to the second public meeting. ABS 5/14/25	Amount Budgeted
		\$
		Account No. (Description)
SUMMARY STATEMENT		

Background:

The City of Sedona has experienced a growing number of incidents involving the unsupervised or inappropriate public display of wild and exotic animals, particularly in high-traffic pedestrian areas such as Uptown. These displays have raised significant concerns related to public safety, sanitation, and animal welfare.

The Sedona Police Department receives continual complaints from both visitors and business owners regarding these activities. The presence of large reptiles and other exotic animals, often positioned on sidewalks or pedestrian pathways, has created frequent obstructions and forced passersby to walk around or step over animals or their leashes. This not only disrupts the public right-of-way but also introduces serious public health and safety risks, especially for children and individuals with mobility limitations.

The conditions observed in these displays have frequently resulted in unsanitary environments. In some cases, it has been unclear how or where waste from animals—both

solid and liquid—was being managed. These circumstances present clear risks for disease transmission and degradation of public spaces.

Moreover, the exploitation of wild and exotic animals in these public displays has led to incidents of neglect and abuse. In one significant case, the improper care of animals used in unsanctioned displays led to a felony animal cruelty arrest, the seizure of numerous animals, and the discovery of multiple deceased animals, with others in such poor condition that they were ultimately euthanized for humane reasons. This incident highlighted the inability of some individuals to adequately provide for the complex care needs of wild or exotic animals when used in public exhibition settings.

Despite repeated verbal warnings and citations under existing city ordinances such as Sedona City Code 12.05.160(A) (Encroachment on Public Right-of-Way), violations have continued, underscoring the need for stronger, more targeted regulation.

In response, the City has enacted Ordinance Chapter 6.20, which prohibits the display or performance of wild or exotic animals within Sedona city limits unless under clearly defined exceptions—such as with permission of the property owner and with a USDA-licensed exhibitors or entities permitted by the Arizona Game and Fish Department for educational purposes. This ordinance prioritizes the safety of the public, ensures humane treatment of animals, and establishes clear authority for enforcement actions when violations occur.

The City's proposed ordinance is based on the A.R.S. § 17-102 definition of "wildlife" and the following State regulation which already prohibits display or exhibits of wildlife:

R12-4-402. Live Wildlife: Unlawful Acts

A. A person shall not perform any of the following activities with live wildlife unless authorized by a federal license or permit, this Chapter, or A.R.S. Title 3, Chapter 16:

1. Import any live wildlife into the state;
2. Export any live wildlife from the state;
3. Conduct any of the following activities with live wildlife within the state:
 - a. Display,
 - b. Exhibit,
 - ...
 - ...

Police officers and authorized officials are empowered under this ordinance to issue warnings, citations, and when necessary, confiscate animals that are being used in violation. Enforcement provisions also place responsibility on violators for any costs incurred related to the care, transport, or boarding of seized animals.

In summary, Ordinance Chapter 6.20 addresses a persistent and documented issue that affects the health, safety, and quality of life of Sedona's residents, visitors, and the animals themselves. It reflects the City's commitment to maintaining safe public spaces and upholding ethical standards for animal welfare.

Per SCC Section 2.25.040, two public meetings are required to adopt this ordinance as it consists of new ordinance sections.

Climate Action Plan/Sustainability Consistent: ☐ Yes - ☐ No – X Not Applicable

Board/Commission Recommendation: ☐ Applicable – X Not Applicable

Alternative(s): Council could not adopt the proposed ordinance

MOTION

I move to: For discussion and direction only. (First Public Meeting)

ORDINANCE NO. 2025-__

**AN ORDINANCE OF THE CITY OF SEDONA, ARIZONA, DECLARING THE DOCUMENT TITLED
"2025 AMENDMENTS TO SEDONA CITY CODE TITLE 6 ANIMALS" AS A PUBLIC RECORD,
ADOPTING THE SAME BY REFERENCE, AND AMENDING THE SEDONA CITY CODE AS SET
FORTH THEREIN; PROVIDING FOR PENALTIES, SEVERABILITY, AND REPEAL OF
CONFLICTING ORDINANCES; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City Council finds it necessary to protect the public health and safety against hazards that wild and exotic animals pose to society including possible physical harm to residents and potential disease transmission to people or other animals, and to control hazards to the physical and mental health of the public;

WHEREAS, the City Council finds it necessary to protect to protect wild and exotic animals from cruel and inhumane treatment by prohibiting the display and preventing the exploitation of wild or exotic animals through performances for public entertainment or amusement, as these animals are made to spend excessive time in cramped, barren cages deprived of the ability to engage in their natural behaviors, and subjected to temperature and elevation changes when being transported; and

WHEREAS, the City Council is aware of an incident in city limits leading to the death of eight (8) wild animals and others with scale rot, respiratory issues, mite infestations and organ damage due to starvation among wildlife that were used in display, performance, and/or kept in unsanitary conditions leading to an animal cruelty conviction; and

WHEREAS, the City deems it necessary to adopt certain amendments to Sedona City Code Title 6 Animals in the best interests of the health and safety of the public.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SEDONA, ARIZONA, as follows:

Section 1. Adoption. That certain document titled the 2025 Amendments to Sedona City Code Title 6 Animals ("SCC Title 6 Animals Amendment"), of which one paper copy and one electronic copy are maintained, in compliance with A.R.S. § 44-701, on file in the office of the City Clerk as required by A.R.S. § 9-802, and available for public use and inspection during normal business hours, is hereby declared to be a public record and said copies thereof are hereby ordered to remain on file with the City Clerk. SCC Title 6 Animals Amendment is hereby amended as set forth Exhibit A, which is hereby referred to, adopted, and made a part hereof as if fully set forth herein.

Section 2. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance or any part of the SCC Title 6 Animals Amendment adopted herein is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 3. Repeal. All other Code provisions, ordinances, parts of ordinances in conflict with the provisions of this ordinance, are hereby repealed to the extent of such conflict as of the effective date hereof.

Section 4. Penalties.

- A. Upon a first violation of this ordinance, an officer shall issue a written warning.
- B. If there is a violation of this ordinance and the person has previously been issued a warning, the new violation is a civil offense punishable by a fine not to exceed \$2,500.00, plus any other penalties, assessments or surcharges authorized by law. Each and every wild and/or exotic animal on display or performance and each day a display or performance occurs shall constitute a separate offense.
- C. If there is a violation of this ordinance and the person has previously been convicted of violating this ordinance, the new violation is a class 1 misdemeanor, plus any other penalties, assessments or

surcharges authorized by law.

- D. The remedies in this ordinance are cumulative and the city may proceed under one or more such remedies.
- E. The amount of the permit fee and any penalty imposed by the provisions of this ordinance shall be deemed a debt to the city. An action may be commenced in the name of the city in any court of competent jurisdiction for the amount of any delinquent penalties.

Section 5. Effective Date. The effective date of this Ordinance shall be 30 days following adoption by the City Council.

PASSED AND ADOPTED by the Mayor and Council of the City of Sedona, Arizona, this _____ day of _____, 2025.

Scott M. Jablow, Mayor

ATTEST:

JoAnne Cook, CMC, City Clerk

APPROVED AS TO FORM:

Kurt W. Christianson, City Attorney

Chapter 6.20

WILD OR EXOTIC ANIMAL DISPLAY OR PERFORMANCE

Sections:

- 6.20.010 Purpose and intent.**
- 6.20.020 Definitions.**
- 6.20.030 Display or performance prohibited.**
- 6.20.040 Exceptions.**
- 6.20.050 Enforcement.**
- 6.20.060 Penalties**

6.20.010 Purpose and intent.

The purpose and intent of this chapter is to protect the public against the hazards that wild and exotic animals used in displays and performances pose to society and to protect wild and exotic animals from exploitation, unlawful, cruel, and inhumane treatment.

6.20.020 Definitions.

In this chapter, the following words and terms shall be deemed to mean and be construed as follows:

“Display” means to exhibit, show, hold, or use for photographs with members of the public of wild or exotic animals for the benefit of a live audience.

“Performance” means any act, circus, ride, trade show, carnival, parade, race, or similar undertaking in which wild or exotic animals are required to perform tricks, fight, or participate as accompaniments in performances for the entertainment, amusement or benefit of a live audience.

“Person” means any individual, partnership, firm, joint stock company, corporation, joint venture, association, trust, estate, or any other legal entity.

“Wild or exotic animal” means all mammals, birds and the nests or eggs thereof, reptiles, amphibians, mollusks, crustaceans and fish normally found in a state of nature anywhere in the world, including the offspring from two different wild animal species or genera. Wild or exotic animal does not include domestic livestock, including cattle, sheep, goats and horses, or domesticated dogs or cats.

6.20.030 Display or performance prohibited.

No person may display or sponsor a display or allow the performance of any wild or exotic animal within the Sedona city limits.

6.20.040 Exceptions.

This chapter does not apply to a display or performance that occurs on property with the permission of the property owner so long as the display or performance is done by:

- A. A person licensed by the United States Department of Agriculture pursuant to the Animal Welfare Act, as amended, as an exhibitor of wild or exotic animals, including a licensed wild animal park, zoo, circus, or similar exhibitor license; or
- B. A person licensed by the Arizona Game and Fish Department or Commission to display wild or exotic animals for educational purposes, including a wildlife holding license or a zoo license.

6.20.050 Enforcement.

- A. An animal control officer, city code enforcement officer, city community service officer, or any AZPOST certified peace officer may issue a written warning or citation for a violation of this chapter.
- B. Any such wild or exotic animal being used for display or performance in violation of this chapter may be confiscated by an animal control officer, city community service officer, city code enforcement officer, or any AZPOST certified peace officer. The confiscating agency may

make a reasonable effort to find suitable placement for the wild or exotic animal or at the agency's discretion, the animal may be euthanized. The person issued a written warning or citation for a violation of this chapter is responsible for cost of care of the wild or exotic animal, including but not limited to the cost of feeding, boarding, veterinary care, transportation, and routine husbandry.

6.20.060 Penalties.

- A. Upon a first violation of this chapter, an officer shall issue a written warning.
- B. If there is a violation of this chapter and the person has previously been issued a warning, the new violation is a civil offense punishable by a fine not to exceed \$2,500.00, plus any other penalties, assessments or surcharges authorized by law. Each and every wild and/or exotic animal on display or performance and each day a display or performance occurs shall constitute a separate offense.
- C. If there is a violation of this chapter and the person has previously been convicted of violating this chapter, the new violation is a class 1 misdemeanor, plus any other penalties, assessments or surcharges authorized by law.



CITY COUNCIL AGENDA BILL

AB 3188
May 27, 2025
Regular Business

Agenda Item: 8e

Proposed Action & Subject: Discussion/possible direction/action regarding proposed State legislation, short-term rental legislation, lobbying efforts, and State budget and their potential impact on the City of Sedona.

Department	City Attorney/ Kurt Christianson
Time to Present	15 Minutes
Total Time for Item	30 Minutes
Other Council Meetings	February 11, 2025; February 25, 2025; March 11, 2025; March 25, 2025; April 8, 2025; April 22, 2025, May13, 2025
Exhibits	None

Finance Approval	Reviewed 5/12/25 BGW	Expenditure Required \$ N/A
City Attorney Approval	Reviewed 5/12/25 KWC	
City Manager's Recommendation	Reviewed 5/12/25 ABS	Amount Budgeted \$ N/A Account No. N/A (Description)

SUMMARY STATEMENT

Background: During the course of the State Legislative Session, many bills are introduced that have a potential impact on the City of Sedona. The League of Arizona Cities and Towns, the City's legislative advocate and City staff routinely monitor bills of interest as they progress through the legislative process.

This item is scheduled to provide a summary update on relevant bills and the proposed State budget, to answer questions that the City Council may have regarding any individual bill or the budget, and to consider the need for the City Council to take a formal position in support or opposition of any particular bill.

Climate Action Plan/Sustainability Consistent: ☐ Yes - ☐ No - ☒ Not Applicable

Board/Commission Recommendation: ☐ Applicable - ☒ Not Applicable

Alternative(s): None

MOTION

I move to: For presentation and direction purposes only.



CITY COUNCIL AGENDA BILL

AB 3066
May 27, 2025
Regular Business

Agenda Item: 8f

Proposed Action & Subject: Discussion/possible action regarding future meeting/agenda items.

Department City Manager

Time to Present 2 Minutes

Total Time for Item 5 Minutes

Other Council Meetings Included in City Council regular meeting agenda packets as of May 14, 2024

Exhibits A. Future Agenda Items

Finance Approval	Reviewed 05/12/25 BGW	
City Attorney Approval	Reviewed 5/13/25 KWC	Expenditure Required
		\$ N/A
City Manager's Recommendation	Reviewed 5/13/25 ABS	Amount Budgeted
		\$ N/A
		Account No. N/A (Description)

SUMMARY STATEMENT

Background: Council requested a document showing future agenda items be added to the Council packet going forward. Attached as Exh. A is the Future Agenda Items document for review and discussion, and possible direction purposes.

Climate Action Plan/Sustainability Consistent: ☐ Yes - ☐ No - ☒ Not Applicable

Board/Commission Recommendation: ☐ Applicable - ☒ Not Applicable

Alternative(s): None

MOTION

I move to: For presentation and direction only.

Date	Day	Time	Type	Topic	Agenda Section	Requestor	Total Time
6/10/2025	Tuesday	4:30 p.m.	Regular Meeting				
				AB 3222 Discussion / possible action regarding a Resolution approving a Development Agreement with Dutchman's Cove, LLC and Axys Capital Total Return Fund, LLC regarding the canopy walk on the proposed Ambiente Creekside property.	Regular	Christianson	30 min
				AB 3223 Discussion/possible action regarding adoption of an Ordinance amending Sedona City Code Chapter 3.10 Claims and Demands Against the City (Frist Public Meeting).	Regular	Christianson	30 min
				AB 3223 Discussion/possible action regarding adoption of an Ordinance amending Sedona City Code Chapter 3.10 Purchasing (Frist Public Meeting).	Regular	Christianson	60 min
				AB 3188 Discussion/possible direction/action regarding proposed State legislation, short-term rental legislation, lobbying efforts, and State budget and their potential impact on the City of Sedona.	Regular	Christianson	20 min
				AB 3066 Discussion/possible action regarding future meeting items.	Regular	Spickard	5 min
6/11/2025	Wednesday	3:00 p.m.	Special Meeting				
				AB 3214 Presentation/discussion regarding the Sustainability Department's programming efforts.	Special	Beck	2 hours
6/24/2025	Tuesday	2:00 p.m.		Discussion and consideration of the judicial mid-year evaluation and other terms of employment of City Magistrate Paul Schlegel including expectations and goal setting and discussion with the City Attorney for legal advice. This matter is brought in executive session pursuant to A.R.S. § 38-431.03(A)(1&3).	Exec Session	Council	1 hour
6/24/2025	Tuesday	3:00 p.m.		Resolution adopting the Community Facilities District Budget for Fiscal Year 2025-26.	Special	Whitehorn	15 min
6/24/2025	Tuesday	4:00 p.m.	Special Meeting				

				AB 3156 Public hearing/discussion/possible action regarding approval of a Resolution adopting the City of Sedona's Budget for Fiscal Year 2025-26.	Special	Whitehorn	30 min
6/24/2025	Tuesday	4:00 p.m.	Regular Meeting				
				AB 3128 Approval of a purchase agreement for APN 401-64-006A,490 E. Sedona Vista Drive in an amount of \$70,000.	Consent	Harris	NA
				AB 3111 Discussion/possible action regarding approval of a construction contract with XXXXXXXX for the construction of the Shared-Use Pathway on Dry Creek from Gringo Road to White Bear Road, in the amount of \$XXXXXXX	Regular	Phillips	15 min
				AB 3066 Discussion/possible action regarding future meeting items.	Regular	Spickard	5 min
6/25/2025	Wednesday	3:00 p.m.	Special Meeting				
				AB 3225 Presentation/discussion/possible direction regarding the transit program update and services, including: ridership, grant funding, the Sedona Transit Implementation Plan, and capital planning efforts including the proposed Transit Operations and Maintenance Facility	Regular	Wagner/Dickey	120 min
7/8/2025	Tuesday	4:30 p.m.	Regular Meeting				
				AB 3207 Discussion/possible action regarding approval of the Small Grant Review Committee recommendations for the fiscal year 2026 small grants program in the amount of \$350,000.	Regular	Turk	30 min
				AB 3133 Discussion/possible action regarding approval of PT-04B SR179 Park and Ride Construction Contract in the amount of \$XXXXXXX.	Regular	Hall	30 min
				AB 3066 Discussion/possible action regarding future meeting items.	Regular	Spickard	5 min
7/9/2025	Wednesday	3:00 p.m.	Special Meeting				

				AB 3172 Discussion/possible direction regarding the WWRP Facility Plan on PFAS treatment, and possible options for reclaimed water delivery and Advanced Water Purification.	Special	Holland	120 min
8/12/2025	Tuesday	4:30 p.m.	Regular Meeting				
				AB 3187 Discussion/possible action regarding approval of a contract for software purchase, with xxxxxxx, in the amount of \$xxxxx.	Regular	Dickey	30 min
				AB 3066 Discussion/possible action regarding future meeting items.	Regular	Spickard	5 min
8/13/2025	Wednesday	3:00 p.m.	Special Meeting				
				AB 3206 Discussion/possible direction regarding the Draft Western Gateway Master Plan.	Special	Meyer	120 min
8/26/2025	Tuesday	4:30 p.m.	Regular Meeting				
				AB 3066 Discussion/possible action regarding future meeting items.	Regular	Spickard	5 min
8/27/2025	Wednesday	2:00 p.m.	Special Meeting	AB 3135 Discussion/possible action regarding the Sedona in Motion transportation program.	Special	Harris	120 min
9/9/2025	Tuesday	4:30 p.m.	Regular Meeting				
9/10/2025	Wednesday	3:00 p.m.	Special Meeting				
9/23/2025	Tuesday	4:30 p.m.	Regular Meeting				
				AB 3151 Discussion/possible action regarding approval of a construction contract with XXXXXXXXXXXXXXXX, for the Improvements at Ranger Station / Interior Restoration of House and Barn Project, in the amount of \$XXXXXXXX.	Regular	Phillips	30 min