

AGENDA



4:30 P.M.

CITY COUNCIL MEETING

TUESDAY, AUGUST 11, 2026

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 and translation services 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

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

2. ROLL CALL/MOMENT OF ART

3. CONSENT ITEMS - APPROVE

LINK TO DOCUMENT =

- a. Minutes - July 14, 2026 City Council Special Meeting - Executive Session.
- b. Minutes - July 14, 2026 City Council Regular Meeting.
- c. Approval of Child Support Awareness Month Proclamation, August, 2026.
- d. AB 3373 Approval of recommendation regarding a new Series 12 Restaurant, Liquor License for NICK'S ON THE WESTSIDE, located at 2920 W HWY 89A, Sedona, AZ (Job/Application #404123).
- e. AB 3374 Approval of the Federal Transit Administration Title VI Implementation Plan.
- f. AB 3366 Approval of Amendment No. 3 to the Questica Budget Software SaaS Agreement with Euna Solutions, Inc. (formerly Questica LTD) to add Budget Pro Reimplementation services for realignment to the City's new general ledger structure and Tyler ERP system interfaces, in an amount not-to-exceed \$50,000, for a new contract in an amount not-to-exceed \$414,225.67 over the next 5 years.

4. APPOINTMENTS - None

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

6. EXECUTIVE SESSION REPORT

7. 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.)

8. PROCLAMATIONS, RECOGNITIONS & AWARDS

- a. Child Support Awareness Month Proclamation, August, 2026.
- b. Recognition of Sedona Hoellerer.

9. REGULAR BUSINESS

- a. **Discussion/possible action** regarding items pulled off "3. Consent Items".
- b. AB 3367 **Discussion/possible direction** regarding the wastewater rate study.
- c. AB 3369 **Discussion/possible action** regarding approval of a Settlement Agreement with McCarthy Building Companies, Inc., to pay for additional construction services related to the Uptown Sedona Parking Garage Project.
- d. AB 3066 **Discussion/possible action** regarding future meeting/agenda items.

City Council Meeting Agenda Continued on Page 2

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, AUGUST 11, 2026

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

10. 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:

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

11. ADJOURNMENT

Posted: 08/05/2026

By: DJ

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
Sedona City Hall, Council Chambers
102 Roadrunner Drive, Sedona, Arizona
Tuesday, July 14, 2026, 3:00 p.m.**

1. Call to Order

Mayor Ploog called the meeting to order at 2:59 p.m.

2. Roll Call

Council Present: Mayor Holli Ploog, Vice Mayor Brian Fultz, Councilor Melissa Dunn, Councilor Pete Furman, Councilor Kathy Kinsella, Councilor Derek Pfaff and Councilor Charlotte Hosseini.

Staff Present: City Manager Anette Spickard, Deputy City Manager Andy Dickey, City Attorney Kurt Christianson, Assistant City Attorney Monique Coady, Presiding Magistrate Judge Richard Speer and Deputy City Clerk Marcy Garner.

3. Executive Session

Motion: Councilor Kinsella moved to go into Executive Session at 3:00 p.m. Seconded by Councilor Dunn. Motion carried with seven (7) in favor (Ploog, Fultz, Dunn, Furman, Kinsella, Pfaff and Hosseini) and zero (0) opposed.

Marcy Garner gave the admonition.

- a. Discussion and consultation regarding personnel matters, specifically to discuss Magistrate Judge Richard Speer's performance goals and annual evaluation. This matter is brought in executive session pursuant to A.R.S. 38-431.03(A)(1).
- b. Discussion and consultation with the City Attorney for legal advice and to consider the City's position and instruct its attorneys regarding contemplated litigation and settlement discussions conducted in order to avoid litigation regarding the Forest Road Connection Project and the Uptown Parking Garage Project. This matter is brought in executive session pursuant to A.R.S. § 38-431.03(A)(3) & (A)(4).
- c. Return to open session. Discussion/possible action regarding executive session items.

Reconvened in open session at 4:28 p.m.

No action taken.

4. Adjournment

Mayor Ploog adjourned the meeting at 4:29 p.m. with no objection.

I certify that the above are the true and correct actions of the Special City Council Meeting held on July 14, 2026.

Marcy Garner, CMC Deputy City Clerk

Date

Action Minutes
Regular City Council Meeting
City Council Chambers, Sedona City Hall,
102 Roadrunner Drive, Sedona, Arizona
Tuesday, July 14, 2026, 4:30 p.m.

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

Mayor Ploog called the meeting to order at 4:30 p.m.

Council Present: Mayor Holli Ploog, Vice Mayor Brian Fultz, Councilor Melissa Dunn, Councilor Pete Furman, Councilor Kathy Kinsella, Councilor Derek Pfaff and Councilor Charlotte Hosseini.

Staff Present: City Manager Anette Spickard, Deputy City Manager Andy Dickey, Deputy, City Manager Barbara Whitehorn, City Attorney Kurt Christianson, Assistant City Attorney Monique Coady, Deputy City Manager Lauren Browne, Director of Financial Services Jordan Corneliusen, Police Chief Stephanie Foley, Public Relations Analyst Kegn Hall, Police Commander Heather Penner, Tourism Manager Andrew Grossmann, Director of Wastewater Roxanne Holland, Transportation Services Analyst Kristie Turk, Communications and Public Affairs Manager Julie Graham, Transit Administrator Guillermo Gonzalez and Deputy City Clerk Marcy Garner.

2. Roll Call

The roll call was conducted by Marcy Garner.

3. Consent Items

- a. **Minutes - June 17, 2026 City Council Special Meeting - Executive Session.**
- b. **Minutes - June 23, 2026 City Council Special Meeting - Executive Session.**
- c. **Minutes - June 23, 2026 City Council Special Meeting.**
- d. **Minutes - June 23, 2026 City Council Regular Meeting.**
- e. **AB 3358 Approval of recommendation for a Liquor License application for a Permanent Extension of Premises/Patio Permit for L'Auberge De Sedona, located at 301 L'Auberge Lane, Sedona, AZ, 86336.**
- f. **AB 3361 Approval of a contract with Tourism Economics to continue the City's license to utilize the Symphony Intelligence Platform for up to three fiscal years, with a total cost not-to-exceed \$200,000.**
- g. **AB 3364 Approval of an Interim City Attorney Employment Agreement with Monique Coady.**
- h. **AB 3365 Approval of service contracts with the Humane Society of Sedona, Sedona Community Center, Sedona Historical Society, Sedona Public Library, Sedona Recycles, and Verde Valley Caregivers Coalition for fiscal years 2027, 2028, and 2029.**

Motion: Councilor Furman moved to approve consent items 3a-3h. Seconded by

Councilor Pfaff. Vote: 6-0 Motion passed with six (6) in favor (Ploog, Fultz, Dunn, Furman, Hosseini, Pfaff) and zero (0) opposed.

Councilor Kinsella was absent from to dais during the vote.

4. Appointments - None.

5. Summary of Current Events by Mayor/Councilors/City Manager & Council Assignments

City Manager Anette Spickard introduced the City's new Communications and Public Affairs Manager Julie Graham.

Deputy City Manager Andy Dickey introduced Transportation Services Manager Guillermo Gonzalez.

Mayor Ploog recognized that this would be City Attorney Kurt Christianson's final City Council meeting. She thanked him for his nearly six years of dedicated service to the City of Sedona and presented him with a gift on behalf of the City Council in appreciation.

Kurt Christianson thanked the Mayor and City Council, stating that it had been the honor of his career to serve the City of Sedona for nearly six years.

6. Executive Session Report

Kurt Christianson advised that there was nothing to report.

7. Public Forum

Opened to the public at 4:36 p.m.

Tim Perry, Sedona, spoke about concerns with the city's math.

Brought back to City Council at 4:39 p.m.

8. Proclamations, Recognitions & Awards - None.

9. Regular Business

a. Discussion/possible action regarding items pulled off "3. Consent Items"

None.

b. AB 3359 Discussion/possible action regarding procedures for designating official City objects; and approval of a Resolution or Proclamation designating Anna's Hummingbird as Sedona's official bird.

Presentation by Executive Director of the International Hummingbird Society Alice Madar.

Questions and comments from City Council.

Opened to the public 4:54 p.m.

Tim Perry, Sedona, spoke in opposition to this item.

The following people spoke in support of this item. Richard Armstrong, Sedona, Beth Kingsley Hawkins, Sedona, Anne Emerson, Sedona.

Brought back to City Council at 5:01 p.m.

Comments from City Council.

Motion: Councilor Dunn moved to approve Resolution 2026-10, designating the Anna's Hummingbird as the official bird of Sedona. Seconded by Councilor Pfaff. Vote: 7-0 Motion passed with seven (7) in favor (Ploog, Fultz, Dunn, Furman, Kinsella, Pfaff and Hosseini) and zero (0) opposed.

Council unanimously directed staff to return with a proposed process to be incorporated into the Council's Rules of Procedure for future official designation requests.

- c. AB 3328 Discussion/possible action regarding approval of the Grant Review Committee recommendations for the fiscal year 2027 Small Grant Program in the amount of \$350,000 and the Arts and Culture Grant Program in the amount of \$200,000.**

Presentation by Kristie Turk and Vice Chair of the Small Grants Committee James Carpenter.

Questions and comments from City Council.

Opened to the public at 5:23 p.m.

Tim Perry, Sedona, spoke in opposition to this item.

Brought back to City Council at 5:26 p.m.

Comments from City Council.

Motion: Councilor Kinsella moved to approve the Grant Review Committee's Fiscal Year 2027 funding recommendations for the Small Grants Program, as itemized in Exhibit A, for a total of \$350,000. Seconded by Councilor Dunn. Vote: 7-0 Motion passed with seven (7) in favor (Ploog, Fultz, Dunn, Furman, Kinsella, Pfaff and Hosseini) and zero (0) opposed.

Motion: Councilor Kinsella moved to approve the Grant Review Committee's Fiscal Year 2027 funding recommendations for the Arts and Culture Organizations Grant Program, as itemized in Exhibit B, for a total of \$200,000. Seconded by Councilor Dunn. Vote: 7-0 Motion passed with seven (7) in favor (Ploog, Fultz, Dunn, Furman, Kinsella, Pfaff and Hosseini) and zero (0) opposed.

- d. AB 3346 THIS ITEM AND PUBLIC HEARING IS RESCHEDULED FOR THE AUGUST 25, 2026 CITY COUNCIL MEETING: Public hearing/discussion/possible action regarding approval of an Ordinance updating the City of Sedona's Consolidated Fee Schedule for Uptown parking fees and discussion/possible action regarding approval of an Ordinance amending Sedona City Code Chapter 10.20 Parking.**

This item is rescheduled for the August 25, 2026 City Council Meeting.

Break at 5:30 p.m. Reconvened at 5:44 p.m.

- e. AB 3362 Discussion/possible action regarding approval of a tourism industry performance monitoring framework and associated thresholds for**

use by the City Manager to have the procurement authority to authorize up to \$150,000 in General Fund contingency funds earmarked for tourism per fiscal year to increase the paid advertising spend for destination marketing campaigns conducted by the Tourism Program.

Presentation by Tourism Manager Andrew Grossmann and Deputy City Manager Lauren Browne.

Questions and comments from City Council.

Opened to the public for the first part of the presentation at 6:22 p.m.

Tim Perry, Sedona, spoke in opposition to this item.

The following people spoke in support of this item. Lonnie Lillie, Sedona, Jesse Alexander, Flagstaff, Cheryl Barron, Sedona, Bob Pifke, Sedona, Dave Swartwout, Sedona, Julie Richard, Cornville.

Robert Koster, Sedona, started to speak on a topic unrelated to this agenda item and then left.

Brought back to City Council at 6:40 p.m.

Questions and Comments from City Council.

Opened to the public for the second part of the presentation at 7:19 p.m.

The following spoke in support of this item.

Jessie Alexander, Flagstaff, Al Comello, Sedona, Lonnie Lillie, Sedona, Cherly Barron, Sedona.

Brought back to City Council at 7:29 p.m.

Comments from City Council.

Motion: Councilor Kinsella moved to approve the tourism industry monitoring framework and associated performance thresholds that allow the City Manager the procurement authority to authorize up to \$150,000 in General Fund contingency funds earmarked for tourism per fiscal year to increase the paid advertising spend for destination marketing campaigns conducted by the Tourism Program and further moved to authorize a procurement authority up to \$50,000 of the \$150,000 in situations of crisis management. Seconded by Vice Mayor Fultz. Vote: 7-0 Motion passed with seven (7) in favor (Ploog, Fultz, Dunn, Furman, Kinsella, Pfaff and Hosseini) and zero (0) opposed.

Break at 7:37 p.m. Reconvened at 7:57 p.m.

f. AB 3356 Discussion/possible action regarding the strategy for the 2027 and 2028 legislative sessions.

Presentation by Deputy City Manager Lauren Browne.

Questions and comments from City Council.

Opened to the public 8:05 p.m.

Skip Daum, Sedona, spoke regarding capping Short-term rentals.

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

Comments from City Council.

Council unanimously directed staff to wait until after the outcome of League of Cities and Towns meeting to determine next steps.

g. AB 3066 Discussion/possible action regarding future meeting/agenda items.

City Manager Anette Spickard reminded City Council and staff that there is a special meeting on August 4, 2026, at 12:30 regarding a Resolution approving the canvass of the City's Primary Election to be held on July 21, 2026. Mayor Ploog reminded Council and staff that there is no special meeting tomorrow, July 15, 2026.

10. 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.

11. Adjournment

Mayor Ploog adjourned the meeting at 8:09 p.m. without objection.

I certify that the above are the true and correct actions of the Regular City Council Meeting held on July 14, 2026.

Marcy Garner, CMC, Deputy City Clerk

Date

Office of the Mayor



**Proclamation
Child Support Awareness Month
August, 2026**

WHEREAS, the City of Sedona joins the Nation in recognizing August as Child Support Awareness Month, and reaffirms its commitment to strengthening Arizona's families by providing child support services to improve the economic stability and well-being of children; and

WHEREAS, the State of Arizona will always be committed advocates for our children, whose safety and security remains top of mind; and

WHEREAS, a child who receives emotional and financial support is more likely to feel safe and secure and is better equipped with the courage to be their very best in life; and

WHEREAS, the Department of Economic Security Division of Child Support Services (DCSS), is robustly committed to putting Arizona's children first and to humbly serving Arizonans with excellence, respect, integrity and kindness, as well as being an overall champion for economic growth and opportunity; and

WHEREAS, DCSS strongly advocates for parenting responsibilities because parents and children benefit when both are engaged with their child at every stage, regardless of marital status; and

WHEREAS, DCSS recognizes the commitment of legal guardians who accept responsibilities of children in the absence of parents; and

WHEREAS, strengthening individuals and families with an emphasis on fiscal responsibility promotes the safety and well-being of children, provides stability, improves the lives of children, and provides opportunities for families to be able to enhance their children's future; and

WHEREAS, Child Support Awareness Month values parents' involvement in their children's lives and who make regular child support payments to safeguard their children's future.

NOW, THEREFORE, I, HOLLI PLOOG, MAYOR OF THE CITY OF SEDONA, ARIZONA, ON BEHALF OF THE SEDONA CITY COUNCIL, do hereby proclaim August, 2026 as Child Support Awareness Month. Issued this 11th day of August, 2026.

Holli Ploog, Mayor

ATTEST:

JoAnne Cook, CMC, City Clerk



City of Sedona Proclamation Request Form

Full Name of Contact Person	Nicole Olvera
Contact Phone Number	480-438-8741
Contact Mailing Address	AZ Dept of Economic Security, Division of Child Support Services 1455 S. Alveron Way, Tucson, AZ 85711
Contact Email Address	nicoleolvera@azdes.gov
Group, Organization, Activity or Event Being Recognized (Please make sure you provide complete and current information about the group or event)	
Website Address (if applicable)	
Name of the sponsor(s) of the Proclamation (3 Council members or the City Manager)	Ploog, Kinsella, Hosseini
What is the proclaimed day, days, week or month? (e.g. 10/11/12, October 11-17, 2012, October 2012)	August 2026
Would you like to attend a Council meeting for formal presentation of the Proclamation or would you like to pick it up?	☒ Presentation at Meeting ☐ Pick up Proclamation
If you would like the Proclamation presented at a Council meeting, please provide the full name and contact information (phone number and email address) of the party who will accept it on behalf of the group.	Wendy Kasprzyk-Roberts, MA Outreach Specialist Division of Child Support Services Department of Economic Security

Provide information about the organization/event including a mission statement, founding date, location and achievements.

Governor Hobbs has proclaimed August as Child Support Awareness Month (Proclamation attached). I am seeking your help, and community assistance, in promoting Child Support Awareness Month throughout the month of August. The Department of Economic Security (DES), Division of Child Support Services (DCSS) is kindly asking for you to issue a Proclamation in support of Child Support Awareness Month.

Please explain why this Proclamation and any events accompanying it are important to the Community and are consistent with the City's vision statement and Community Plan goals. What is the clear reason for the Proclamation and why are you requesting this honor? What activities/events are planned around this Proclamation and how do you plan to promote this to the community?

As stated in the Proclamation, "the Department of Economic Security Division of Child Support Services, is robustly committed to putting Arizona's children first and to humbly serving Arizonans with excellence, respect, integrity and kindness, as well as being an overall champion for economic growth and opportunity."

Your partnering efforts are a valuable resource to us as we engage with parents, caretakers, and children throughout the state of Arizona.

I encourage you to post the Proclamation in your offices and public areas, share it with the people you serve, feature it in your newsletters, and send it to your list serves. Please encourage your contacts to contact me if they have questions and/or planned events at which the Proclamation can be endorsed and/or DES Child Support Services can participate. This year, DCSS is making an effort to attend more in-person proclamation ceremonies. Please let us know when the proclamation is scheduled to be issued so we can send a representative to attend.

Please include a draft of the proposed Proclamation with this request, preferably a Word file in electronic format.



CITY COUNCIL AGENDA BILL

AB 3373
August 11, 2025
Consent Items

Agenda Item: 3d

Proposed Action & Subject: Approval of recommendation regarding a new Series 12 Restaurant, Liquor License for NICK'S ON THE WESTSIDE, located at 2920 W HWY 89A, Sedona, AZ (Job/Application #404123).

Department	City Clerk/ JoAnne Cook and Marcy Garner
Time to Present	N/A
Total Time for Item	N/A
Other Council Meetings	N/A
Exhibits	Liquor license application is available to view in the City Clerk's Department.

Finance Approval	Reviewed 7/28/26 BGW Reviewed 7/29/26 JMC	
City Attorney Approval	Reviewed 7/30/26 MKC	Expenditure Required
		\$ 0
City Manager's Recommendation	Recommend approval ABS 7/29/26	Amount Budgeted
		\$ 0
		Account No. (Description)

SUMMARY STATEMENT

Background: State liquor laws require Sedona's City Council to forward a recommendation to the Arizona Department of Liquor Licenses & Control for approval or denial of applications for liquor licenses.

The City has received an application for a new Series 12 Restaurant Liquor License for NICK'S ON THE WESTSIDE, located at 2920 W HWY 89A, Sedona, AZ (Job/Application #404123). The liquor license application is available for review and inspection in the City Clerk's office or by email.

A Series 12 Liquor License is a non-transferable, on-sale retail privileges liquor license that allows the holder of a restaurant license to sell and serve all types of spirituous liquor solely for consumption on the premises of an establishment which derives at least forty percent (40%) of its gross revenue from the sale of food. Failure to meet the 40% food requirement may result in revocation of the license.

Community Development, Finance, the City Clerk's Office, the Sedona Police Department (SPD), and Sedona Fire District (SFD) have conducted a review of the application. No objections regarding its approval were noted.

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

Board/Commission Recommendation: ☐Applicable - ☒Not Applicable

Alternative(s): Recommend denial of a new Series 12 Restaurant Liquor License for NICK'S ON THE WESTSIDE, located at 2920 W HWY 89A, Sedona, AZ (Job/Application #404123). Reasons for a recommendation of denial would need to be specified.

MOTION

I move to: recommend approval of a new Series 12 Restaurant Liquor License for NICK'S ON THE WESTSIDE, located at 2920 W HWY 89A, Sedona, AZ (Job/Application #404123).



CITY COUNCIL AGENDA BILL

AB 3374
August 11, 2026
Consent Items

Agenda Item: 3e

Proposed Action & Subject: Approval of the Federal Transit Administration Title VI Implementation Plan.

Department	Transportation Services/Human Resources Russ Martin
Time to Present	N/A
Total Time for Item	
Other Council Meetings	June 26, 2018; April 10, 2019; October 23, 2019; March 11, 2020; July 14, 2020; Sept 8, 2020; Sept 13, 2022; Jan 28, 2025
Exhibits	A. City of Sedona 2026 FTA Title VI Implementation Plan

Finance Approval	Reviewed 7/28/26 BGW Reviewed 7/29/26 JMC	
City Attorney Approval	Reviewed 7/30/26 MKC	Expenditure Required
		\$ N/A
City Manager's Recommendation	Recommend approval ABS 7/29/26	Amount Budgeted
		\$ N/A
		Account No. (Description)

SUMMARY STATEMENT

Background: The City of Sedona has been a recipient of Federal Transit Administration (FTA) 5311 Formula Grant funds for rural areas since October 1, 2020. As with the previous grant awards passage of a regularly updated plan is required. This plan has been updated with more current operations.

Title VI Requirements:

As a condition of accepting FTA awards, the city must obtain City Council approval for the attached FTA Title VI Implementation Plan. The plan must be updated and approved by council prior to the beginning of each new cycle. On January 28, 2025, council approved the last version of this plan, which has now been updated for the next grant funding cycle.

This plan has been reviewed and approved by ADOT's Office of Civil Rights and only requires council to approve and accept the plan to allow access to the grant funds. The city's Title VI implementation plan shall be periodically updated and returned to council for subsequent approval(s) as required.

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

The city's Climate Action Plan (CAP) cites as the second largest source of CO₂ emissions in Sedona the use of fossil fuels in vehicles and other motorized equipment. A mode shift to public transit reduces the number of passenger vehicle miles traveled, which results in the displacement of CO₂ emissions. One of the specific CAP strategies is to improve and increase transit ridership. Related strategies include a sustained commitment for a transition to electric and other low-carbon fuels and a shift to alternative modes of transportation such as ride sharing, public transit, biking, and walking.

Board/Commission Recommendation: ☐ Applicable - ☒ Not Applicable

Alternative(s): NA

MOTION

I move to: approve and accept the updated FTA Title VI Implementation Plan required to receive FTA funds.

Title VI Implementation Plan

Rural Public Transit Program FFY2026 Funding Cycle

The City of Sedona 2026



Title VI Contact: Russ Martin - ADA Coordinator

Title VI Contact Phone: (928) 203-5189,

Title VI Contact Email: humanresources@sedonaaz.gov

Address: 102 Roadrunner Drive, Sedona, AZ 86336

Web Address: www.sedonashuttle.com

Para Información en Español: Victor Estrada, Right-of-Way Supervisor, (928) 204-7800.

Title VI Plan Table of Contents

Title VI Implementation Plan Cover Page.....	1
Table of Contents.....	2
Executive Summary.....	3
Non-Discrimination Notice to the Public.....	5
Non-Discrimination ADA/Title VI Complaint Procedures.....	7
Discrimination ADA/Title VI Complaint Form.....	9
Discrimination ADA/Title VI Investigations, Complaints, and Lawsuits.....	12
Public Participation Plan.....	13
Limited English Proficiency Plan.....	14
Non-elected Committees Membership Table.....	21
Monitoring for Subrecipient Title VI Compliance.....	22
Title VI Equity Analysis.....	23
Fixed Route Transit Provider Analysis.....	25
Board Approval for the Title VI Plan.....	30

Executive Summary

The City of Sedona ("City") is a municipality in Arizona that was incorporated in 1988, has a current population of approximately 9,800, and has over 3.4 million visitors annually. 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.

The City currently has both a fixed route and a demand response transit system in place. The fixed route is our Trailhead Shuttle system, which has stops along a number of Sedona's most popular trailheads. The demand response is our Sedona Shuttle Connect service, which was launched in August of 2024. FY26 5311 funds shall be used for administration, operating, and capital purposes in connection with the demand response service. Additionally, the City has conducted a study regarding a proposed Circulator route. This study was funded through FY24 5311 grant planning funds. While the Circulator is not in service, recommendations will be made soon.

This Title VI implementation plan represents certification by the City that the policies and procedures listed in this plan will be fully developed, implemented, and updated as part of the administrative processes. The City acknowledges that audits and inspections by the ADOT Civil Rights Office (CRO) will be conducted to verify the City's compliance with the Title VI Plan that will be fully developed and updated during implementation.

The demand response system is only the first phase of the City's planned transit system. The [Sedona Area Transit-Implementation Plan](#) was published in January of 2020 and contemplates the development of three core fixed-route bus lines serving the City of Sedona and the Village of Oak Creek (Unincorporated Yavapai County) as well as trailhead shuttles. The three core routes will converge at a transit or mobility hub for transfers and connect with the existing Verde Shuttle and Cottonwood Area Transit (CAT) systems.

Additionally, the Verde Valley Caregivers, a local nonprofit providing transportation services to the elderly and disabled communities, has been involved in the planning process to identify opportunities for synergy with their services and the future ADA paratransit component of Sedona's evolving transit system.

Further, local employers through coordination with the Sedona Chamber of Commerce, the Lodging Council, and other business sectors have also been involved in the planning stages and have expressed an interest in supporting the transit system financially and otherwise in the interest of improving their employee's transportation options. Given the high cost of housing in Sedona the majority of the local workforce live elsewhere and need to commute from outside the City.

Throughout the implementation process, the City will collaborate with other organizations to support their transportation needs, including transportation for the elderly, disabled, and disadvantaged communities.

What type of program fund(s) did you apply for?

- ☐ 5310
- ☒ 5311
- ☐ Other (please explain) _____

Type of Funding Requests? (Check all that apply)

- ☒ Vehicle Funds
- ☒ Operating Funds
- ☒ Other (please explain) Administrative Funds

Is your agency receiving direct funds from FTA?

- ☐ If yes, please attach a copy of your FTA letter of approval of Title VI Plan.
- ☒ No

Non-Discrimination Notice to the Public

Notifying the Public of Rights Under Title VI and ADA The City of Sedona

The City of Sedona operates its programs and services without regard to gender, religion, age, sexual orientation or race, color, national origin, and disability in accordance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 (ADA). Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City of Sedona.

For more information on the City of Sedona's civil rights program, and the procedures to file a complaint, contact ADA Coordinator, (928) 203-5189, email humanresources@sedonaaz.gov or visit our administrative office at 102 Roadrunner Drive, Sedona, AZ 86336. For more information, visit www.sedonashuttle.com.

Complaints may be filed directly with the Arizona Department of Transportation (ADOT) Civil Rights Office. ATTN: Title VI Program Coordinator 1801 W. Jefferson St. Ste 101 MD154A, Phoenix, AZ 85007 or with the Federal Transit Administration (FTA). ATTN: Title VI Program Coordinator, 1200 New Jersey Ave., SE Washington DC 20590.

If information is needed in another language, contact (928) 203-5189. *Para información en Español llame: Victor Estrada, Right-of-Way Supervisor, (928) 204-7800.

Non-Discrimination Notice to the Public - Spanish

Aviso Público Sobre los Derechos Bajo el Título VI Y ADA The City of Sedona

The City of Sedona (y sus subcontratistas, si cualquiera) asegura cumplir con el Título VI de la Ley de los Derechos Civiles de 1964, Sección 504 de la Ley de Rehabilitación de 1973 y La Ley de ciudadanos Americanos con Discapacidades de 1990 (ADA). El nivel y la calidad de servicios de transporte serán proveídos sin consideración a su raza, color, país de origen, o discapacidad.

Para obtener más información sobre el programa de Derechos Civiles de City of Sedona, y los procedimientos para presentar una queja, contacte Oficial de Cumplimiento del Título VI / ADA (928) 203-5189, (TTY N/A); o visite nuestra oficina administrativa en 102 Roadrunner Drive, Sedona, AZ 86336. Para obtener más información, visite www.sedonashuttle.com.

Una queja puede ser presentada con la oficina de Derechos Civiles del Departamento de Transporte de Arizona (ADOT). Atención: Title VI Program Manager, 1801 W. Jefferson St. Ste 101 MD154A, Phoenix, AZ 85007 o con la Administración Federal de Transporte (FTA). Atención: Title VI Coordinator, 1200 New Jersey Ave., SE Washington DC 20590

Non-Discrimination ADA/Title VI Complaint Procedures

These procedures provide guidance for all complaints filed under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 (ADA) as they relate to any program or activity that is administered by the City of Sedona including consultants, contractors and vendors. Intimidation or retaliation as a result of a complaint is prohibited by law. In addition to these procedures, complainants reserve the right to file a formal complaint with other state or federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to resolve complaints at the lowest possible level.

- (1) Any person who believes he and/or she has been discriminated against on the basis of race, color, national origin, and disability in accordance with Title VI may file a discrimination complaint by completing and submitting the agency's Title VI Complaint Form.
- (2) Formal complaints must be filed within 180 calendar days of the last date of the alleged act of discrimination or the date when the alleged discrimination became known to the complainant(s), or where there has been a continuing course of conduct, the date on which the conduct was discontinued or the latest instance of the conduct.
- (3) Complaints must be in writing and signed by the complainant(s) and must include the complainant(s) name, address, and phone number. The ADA/Title VI contact person will assist the complainant with documenting the issues if necessary.
- (4) Allegations received by email will be acknowledged and processed, once the identity of the complainant(s) and the intent to proceed with the complaint have been established. The complainant is required to mail a signed original copy or email transmittal for the complaint to be processed.
- (5) Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign and return for processing.
- (6) Once submitted, the City will review the complaint form to determine jurisdiction. All complaints will receive an acknowledgement letter informing her/him whether the complaint will be investigated by the City or submitted to the state or federal authority for guidance.
- (7) The City will notify the ADOT Civil Rights Office of all discrimination complaints within 72 hours via telephone at 602-712-8946 or email at civilrightsoffice@azdot.gov.
- (8) The City has 30 business days to investigate the complaint. If more information is needed to resolve the case, the authority may contact the complainant. The complainant has 30 business days from the date of the letter to send requested information to the investigator assigned to the case. If the

investigator is not contacted by the complainant or does not receive the additional information within 30 business days, the authority can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.

- (9) After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a discrimination violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur.
- (10) A copy of either the closure letter or LOF must also be submitted to ADOT within 72 hours of that decision. Letters may be submitted by hardcopy or email.
- (11) A complainant dissatisfied with the City's decision may file a complaint with the Arizona Department of Transportation (ADOT) or the Federal Transit Administration (FTA) offices of Civil Rights: ADOT: ATTN ADA/Title VI Program Coordinator 1801 W. Jefferson St. Ste 101 MD154A, Phoenix, AZ 85007 Title VI Program Coordinator, East Building, 5th Floor-TCR 1200 New Jersey Ave., SE Washington DC, 20590.
- (12) A copy of these procedures will be posted online at: www.sedonashuttle.com.

If information is needed in another language, contact (928) 203-5189. *Para información en Español llame: Victor Estrada, Right-of-Way Supervisor, (928) 204-7800.

Discrimination ADA/Title VI Complaint Form

Section I:		
Name:		
Address:		
Telephone (Home):	Telephone (Work):	
Electronic Mail Address:		
Accessible Format Requirements?	☐ Large Print	☐ Audio Tape
	☐ TDD	☐ Other
Section II:		
Are you filing this complaint on your own behalf?	☐ Yes*	☐ No
<i>*If you answered "yes" to this question, go to Section III.</i>		
If not, please supply the name and relationship of the person for whom you are complaining.		
Please explain why you have filed for a third party:		
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.	☐ Yes	☐ No
Section III:		
I believe the discrimination I experienced was based on (check all that apply):		
☐ Race ☐ Color ☐ National Origin ☐ Disability		
Date of Alleged Discrimination (Month, Day, Year): _____		
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.		
_____ _____ _____		
Section VI:		
Have you previously filed a Discrimination Complaint with this agency?	☐ Yes	☐ No

If yes, please provide any reference information regarding your previous complaint.

Section V:

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

☐ Yes ☐ No

If yes, check all that apply:

☐ Federal Agency: _____

☐ Federal Court: _____ ☐ State Agency: _____

☐ State Court: _____ ☐ Local Agency: _____

Please provide information about a contact person at the agency/court where the complaint was filed.

Name:

Title:

Agency:

Address:

Telephone:

Section VI:

Name of agency complaint is against:

Name of person complaint is against:

Title:

Location:

Telephone number:

You may attach any written materials or other information that you think is relevant to your complaint. Your signature and date are required below:

Signature

Date

Please submit this form in person at the address below, email, or mail this form to:

The City of Sedona

Russ Martin - ADA Coordinator

102 Roadrunner Drive, Sedona, AZ 86336

(928) 203-5189,

humanresources@sedonaaz.gov

A copy of this form will be posted online at www.sedonashuttle.com.

Discrimination ADA/Title VI

Formulario de reclamación de discriminación

La Sección I:		
El Nombre:		
La Dirección:		
Teléfono (casa):	Teléfono (trabajo):	
Email:		
Requisitos de formato accesible?	☐ Impresión	☐ Cinta de audio
	☐ TDD	☐ Otro
La Sección II:		
Está presentando esta queja en su propio nombre?	☐ Sí*	☐ No
<i>*Si contestó "sí" a esta pregunta, vaya a la sección III.</i>		
Si no, por favor suministre el nombre y la relación de la persona para la cual usted se está quejand		
Por favor explique por qué ha presentado una tercera parte:		
Por favor confirme que usted ha obtenido el permiso de la parte agraviada de si usted está presentando en nombre de una tercera persona	☐ Si	☐ No
La Sección III:		
Creo que la discriminación que experimenté se basó en (marque todos los que apliquen):		
☐ Raza ☐ Color ☐ Origen Nacional ☐ Discapacidad		
Fecha de presunta discriminación (mes, día, año): Explique lo más claramente posible lo que pasó y por qué cree que fue discriminado. Describir a todas las personas que participaron. Incluya el nombre y la información de contacto de la persona (s) que discrimina contra usted (si se conoce), así como los nombres y la información de contacto de los testigos. Si necesita más espacio, por favor use la parte posterior de este formulario.		
La Sección VI:		
Ha presentado anteriormente una queja por discriminación con esta agencia?	☐ Si	☐ No
En caso afirmativo, proporcione cualquier información de referencia con respecto a su queja anterior.		
La Sección V:		

Discrimination ADA/Title VI

Investigations, Complaints, and Lawsuits

If no investigations, lawsuits, or complaints were filed select the option below.

X The City of Sedona has not had any ADA nor Title VI Discrimination complaints, investigations, or lawsuits in 2025/2026.

Complainant	Date (Month, Day, Year)	Basis of Complaint (Race, Color, National Origin or Disability)	Summary of Allegation	Status	Action(s) Taken	Final Findings?
Investigations						
1)						
2)						
Lawsuits						
1)						
2)						
Complaints						
1)						
2)						

Public Participation Plan

The City of Sedona's commitment to public participation is demonstrated in the process undertaken for the development of the City's transit implementation plan. Broad and rigorous community input was sought through a variety of methods. A survey questionnaire and focus groups were used to obtain feedback from residents and employers. Visitor intercept interviews were conducted, and three community meetings were held.

The City will continue to engage the public in its planning and decision-making processes, as well as its marketing and outreach activities. The public will be invited to participate in the process through public meetings or surveys.

As a recipient of federal financial assistance, the City of Sedona intends to evaluate and include the community outreach efforts and activities below that are deemed most impactful for our community to engage minority and Limited English Proficient populations during the Title VI Implementation Plan process.

- ☒ Creation and distribution of agency brochures
- ☒ Creation and placement of public announcements through newspapers, fliers, or radio
- ☒ Post the Nondiscrimination Public Notices to the following locations:
 - ☒ Within transportation vehicles
 - ☒ Pick up and drop off stations
 - ☒ Lobby of agency
- ☒ Partner with other local agencies to advertise services provided
- ☒ Establish and maintain a Transit Advisory Committee with representation across multiple key sectors within the City's transit jurisdiction, to include, disadvantaged and minority communities
- ☒ Host public information meetings and or hearings
- ☒ Add public interactive content to the agency's webpage for the public (social media, to communicate schedule changes or activities)
- ☒ Update agency documents/publications to make them more user-friendly (comment forms or agency brochures)

Additionally, the City has put public transit notices and updates in both English and Spanish as shown in the example below:

Horarios modificados de Sedona Shuttle

Debido a precauciones adicionales durante las operaciones de mitigación del incendio Pocket Fire y para proteger la seguridad de los bomberos y los pasajeros del transporte, las siguientes rutas de Sedona Trailhead Shuttle no estarán operando sus rutas habituales hasta nuevo aviso:

- Ruta 11 Dry Creek Vista/Mescal
- Ruta 14 Soldier Pass

Sin embargo, puede estacionarse en los Park & Ride de West 89A o Posse Grounds para tomar el servicio hacia los senderos de Cathedral Rock y Little Horse.

La Ruta 15 Cathedral Rock / Little Horse y el servicio Sedona Shuttle Connect están operando sus horarios habituales de jueves a domingo, de la siguiente manera:

- **Sedona Shuttle Connect:** bajo demanda de 6:30 a.m. a 8:30 p.m.
- **Sedona Shuttle Trailhead Ruta 15:** aproximadamente de 7:00 a.m. a 5:30 p.m.

Cómo mantenerse seguro en los senderos durante el calor del verano



El paisaje de Sedona es tan hermoso e invitante que es fácil olvidar que estar preparado y mantenerse seguro en los senderos es esencial durante su visita. En verano, las temperaturas diurnas que superan los 100 °F (40 °C), la elevación cercana a los 5,000 pies sobre el nivel del mar (1,500 metros) y la baja humedad relativa (<20 %) pueden combinarse para crear condiciones peligrosas incluso para los excursionistas más experimentados.

Aquí hay algunos consejos para aventurarse de forma segura en las rocas rojas:

- Lleve suficiente agua y electrolitos. Cuando su agua esté a la mitad, es momento de regresar al inicio del sendero.
- Empaque y consuma bocadillos hidratantes como frutas y verduras frescas. Hidrátese bien antes y después de cada aventura para una recuperación completa.
- En temperaturas más frías, lleve varias capas de ropa para regular su temperatura corporal. Evite pisar roca arenisca cubierta de hielo o agua. El "slickrock", como su nombre lo indica, es muy resbaladizo.
- En temperaturas altas, lleve un sombrero de ala ancha, gafas de sol y una sudadera refrescante. Comience antes del amanecer y salga de los senderos antes de las 10 a.m., o camine por la noche cuando el sol sea menos intenso. Descansar bajo los árboles puede ayudar a regular su temperatura corporal.
- Consejo profesional: lleve una linterna frontal por si se queda fuera después del anochecer. La luz de su teléfono celular no es suficiente.
- Ponga su teléfono en modo avión para conservar la batería.
- Asegúrese de tener zapatos o botas adecuadas para el terreno, con suelas y cordones en buen estado.
- Consulte con el Servicio Forestal sobre restricciones de incendios, permisos y condiciones de los senderos. Mantenerse en los senderos designados reducirá la probabilidad de perderse y protegerá el entorno sensible. También puede encontrar las restricciones y pautas vigentes sobre incendios en la página de gestión de emergencias de la Ciudad.

Presentamos a Guillermo Gonzalez



La Ciudad de Sedona da la bienvenida a Guillermo González como el nuevo Gerente de Servicios de Transporte, tras un proceso de reclutamiento a nivel nacional. González comenzó su nuevo cargo el 8 de Junio de 2026 y supervisa los programas de tránsito, estacionamiento y transporte multimodal de la Ciudad, incluyendo la coordinación de operaciones, la administración de contratos, las alianzas regionales, la gestión de subvenciones y las iniciativas estratégicas de movilidad.

González aporta más de 10 años de experiencia progresiva en liderazgo de transporte público, habiendo ocupado más recientemente el cargo de Gerente de Contratos de Servicios de Paratransito para la Ciudad de Phoenix. En ese puesto, gestionó contratos de servicio multimillonarios, supervisó la administración y el cumplimiento de subvenciones, coordinó alianzas regionales de movilidad y apoyó la planificación de transporte a largo plazo.

Antes de unirse a la Ciudad de Phoenix, González ocupó puestos de liderazgo en Valley Metro y la Comisión de Transporte del Condado Imperial, donde gestionó programas de movilidad, servicios de ADA y paratransito, iniciativas de difusión pública y programas de desempeño operativo. Su experiencia incluye la supervisión de programas de subvenciones federales, la implementación de tecnología, la gestión de contratos y la coordinación con partes interesadas regionales y comunitarias.

González cuenta con una licenciatura en Administración Pública de la Universidad Estatal de San Diego (San Diego State University).

"Estoy entusiasmado por la oportunidad de unirme a la Ciudad de Sedona y contribuir al desarrollo continuo de su sistema de transporte. Sedona ha adoptado un enfoque innovador en materia de movilidad, tránsito y gestión de estacionamiento, y espero trabajar con la comunidad, los socios regionales y el personal de la ciudad para seguir construyendo soluciones de transporte seguras, confiables y sostenibles tanto para residentes como para visitantes", declaró González.

"La experiencia de Guillermo en operaciones de tránsito, coordinación regional, gestión de contratos y participación pública será un gran activo mientras seguimos avanzando en las iniciativas de transporte y movilidad de Sedona", declaró la Subgerente Municipal, Andy Dickey.

¿Tiene preguntas sobre Sedona Shuttle?

Visite SedonaShuttle.com y consulte la página de preguntas frecuentes (FAQ). Hemos incluido respuestas a las muchas preguntas que recibimos sobre el uso de Sedona Shuttle Connect y las rutas de senderos.

- Hay un video instructivo sobre cómo usar la aplicación TransLoc para solicitar y pagar viajes de Sedona Shuttle Connect.
- Hay horarios completos para nuestras rutas de senderos.

Mientras esté en SedonaShuttle.com, también puede visitar la página de Mapas y Consejos de Senderismo para ver las docenas de senderos a los que puede llegar usando Sedona Shuttle.

DESCARGUE LA APLICACIÓN HOY



La aplicación TransLoc le permite:

- Solicitar, pagar y rastrear viajes en Sedona Shuttle Connect.
- Ver exactamente dónde están los autobuses de las rutas de senderos y cuándo llegarán a usted.

Descargue la aplicación App Store | Google Play

Visite SedonaShuttle.com

City of Sedona • sedonaaz.gov • 102 Roadrunner Drive • Sedona, AZ 86336

[Change your eNotification preference.](#)

[Unsubscribe from all City of Sedona eNotifications.](#)

Language Access Plan (LAP)

The City has developed the following Language Access Plan (LAP) to help identify reasonable steps to provide language assistance for LAP persons seeking meaningful access to City of Sedona services as required by Executive Order 13166. A Language Access Plan (LAP) person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English.

This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training to staff, notification to LAP persons that assistance is available, and information for future plan updates. In developing the plan while determining the City's extent of obligation to provide LAP services, the City will undertake a U.S. Department of Transportation four-factor LAP analysis which will consider the following:

- 1) The number or proportion of LAP persons eligible in the City's service area who may be served or likely to encounter by the City's programs, activities, or services;

Sedona City , Arizona Estimates	Total	Percent
Population 5 years and over	9,561	
Speak only English	7,363	77.0%
Speak a language other than English	2,198	23.0%
SPEAK A LANGUAGE OTHER THAN ENGLISH		
Spanish	1,716	17.9%
5 to 17 years old	413	4.3%
18 to 64 years old	1,207	12.6%
65 years old and over	96	1.0%
Other Indo-European languages	392	4.1%
5 to 17 years old	35	0.4%
18 to 64 years old	257	2.7%
65 years old and over	100	1.0%
Asian and Pacific Island languages	70	0.7%
5 to 17 years old	0	0.0%
18 to 64 years old	69	0.7%
65 years old and over	1	0.0%
Other languages	20	0.2%
5 to 17 years old	0	0.0%

18 to 64 years old	0	0.0%
65 years old and over	20	0.2%
CITIZENS 18 YEARS AND OVER		
All citizens 18 years old and over	7,349	
Speak only English	6,745	91.8%
Speak a language other than English	604	8.2%
Spanish	289	3.9%
Other languages	315	4.30%

Source: U.S. Census Bureau, Vintage year 2024

2) The frequency with which LAP individuals come in contact with the City's services;

The City's staff with over 350,000 boardings has not formalized a way to estimate how many of these are LAP individuals especially given the worldwide attraction of Sedona, and the number of languages visitors represent. However, In formal correspondence we have only had a few in Spanish to date, the remaining have been in English.

3) The nature and importance of the program, activities or services provided by the City to the LAP population.

As an agency that will provide public transportation for Sedona, the City will participate in public community outreach and strive to meet the needs of its client base to make sure that all segments of the population, including LAP persons, have the opportunity to be provided public transit.

The City will have an organized advisory council that will offer suggestions and/or observations about transit service.

Transit-related information will be available in Spanish and posted on all buses. This information will include fares, policies, schedules, and courtesy rules.

Denial or delay of access to services or information provided by the City would not have life-threatening implications for a LAP individual. It is also believed that denial or delay of access to services or information provided by the City of Sedona would not have serious implications on an LAP individual, in comparison to services such as health, emergency transportation, water, sewer, fire protection, police protection and other emergency services provided by other local governments or organizations.

4) The resources available to the City and overall costs to provide LAP assistance. These resources are at no additional cost to the City.

The City has four Spanish speaking full-time employees who can be called upon to provide LAP assistance as needed. Additionally, the City will engage [LanguageLine](#)™ should LAP assistance be required for languages other than Spanish.

The City will provide a statement in Spanish and for additional languages specific to the LAP community make up that will be included in all public outreach notices. Every effort will be made to provide vital information to LAP individuals in the language requested.

Safe Harbor Provision for written translations

The City will comply with the Safe Harbor Provision. With respect to Title VI information, the following will be made available in Spanish upon approval CRO approval:

- (1) Non-Discrimination Notice
- (2) Discrimination Complaint Procedures
- (3) Discrimination Complaint Form

In addition, we intend to plan our marketing efforts (including using translated materials) in a manner that reaches each LAP group. Vital documents will include the following:

- (1) Notices of free language assistance for persons with LAP
- (2) Notice of Non-Discrimination and Reasonable Accommodation
- (3) Outreach Materials
- (4) Bus Schedules
- (5) Route Changes
- (6) Public Hearings

1) The City provides language assistance services through the below methods:

- ☒ Staff is provided a list of what written and oral language assistance products and methods the agency has implemented and how agency staff can obtain those services.
- ☒ Instructions are provided to customer service staff, and other Sedona Shuttle staff, who regularly take phone calls from the general public on how to respond to an LAP caller.
- ☒ Instructions are provided to customer service staff and others who regularly respond to written communication from the public on how to respond to written communication from an LAP person.
- ☒ Instructions are provided to vehicle operators, station managers, and others who regularly interact with the public on how to respond to an LAP customer.
- ☐ Use of "I Speak" cards.
- ☒ Bilingual or multilingual versions of:
 - ☒ "How to ride" brochures
 - ☒ System maps and timetables
 - ☒ Safety and security announcements
 - ☒ Service change announcements

2) The City has a process to ensure the competency of interpreters and translation service through the following methods:

The City will ask the interpreter or translator to demonstrate that he or she can communicate or translate information accurately in both English and the other language. The City will train the interpreter or translator in specialized terms and concepts associated with the agency's policies and activities. The City will instruct the interpreter or translator that he or she should not deviate into a role as counselor, legal advisor, or any other role aside from interpreting or translator. The City will ask the interpreter or translator to attest that

he or she does not have a conflict of interest on the issues that they would be providing interpretation services.

3) The City's notice to LAP persons about the availability of language assistance through the following methods:

- ☒ Posting signs in intake areas and other points of entry
- ☒ Statements in outreach documents that language services are available from the agency.
- ☒ Working with community-based organizations and other stakeholders to inform LAP individuals of the Recipients' services, including the availability of language assistance services.
- ☒ Announcements at community meetings.
- ☒ Information tables at local events.
- ☒ Signs and handouts available in vehicles and at stations.
- ☒ Announcements in vehicles and at stations.
- ☒ Agency websites.
- ☒ Customer service lines.

4) The City monitors, evaluates, and updates the LAP plan through the following process:

The City will monitor the LAP plan by conducting an annual Four-Factor analysis, establishing a process to obtain feedback from internal staff and members of the public and conducting internal evaluations to determine whether the language assistance measures are working for staff. The City will make changes to the language assistance plan based on feedback received. The City may take into account the cost of proposed changes and the resources available to them. Depending on the evaluation, the City may choose to disseminate more widely those language assistance measures that are particularly effective or modify or eliminate those measures that have not been effective. The City will consider new language assistance needs when expanding transit service into areas with high concentrations of LAP persons will consider modifying their implementation plan to provide language assistance measures to areas not previously served by the agency.

5) The City trains employees to know their obligations to provide meaningful access to information and services for LAP persons and all employees in public contact positions will be properly trained to work effectively with in-person and telephone interpreters. The City will implement processes for training of staff through the following procedures:

The City will identify staff that are likely to come into contact with LAP persons as well as management staff that have frequent contact with LAP persons in order to target training to the appropriate staff. The City will identify existing staff training opportunities, as it may be cost-effective to integrate training on their responsibilities to LAP persons with into agency training that occurs on an ongoing basis. The City will include this training as part of the orientation for new employees. Existing employees, especially managers and those who work with the public may periodically take part in retraining or new training sessions to keep up to date on their responsibilities to LAP persons. The City will implement LAP training to be provided for agency staff. The City staff training for LAP to include:

- A summary of the City's responsibilities under the DOT LAP Guidance;
- A summary of the City's language assistance plan;

- A summary of the number and proportion of LAP persons in the City's service area, the frequency of contact between the LAP population and the agency's programs and activities, and the importance of the programs and activities to the population;
- A description of the type of language assistance that the agency is currently providing and instructions on how agency staff can access these products and services; and
- A description of the City's cultural sensitivity policies and practices.

The City's LAP documents are located on the sedonashuttle.com website and include:

- Non-Discrimination ADA/Title VI Public Notice in Spanish
- Discrimination ADA/Title VI Complaint Form in Spanish
- ADA Reasonable Modification Policy in Spanish
- Non-Discrimination ADA/Title VI Complaint Procedures in Spanish
- Discrimination Complaint Form ADA/Title VI in Spanish

The following pages include the current LAP notices:



CITY OF SEDONA – SEDONA SHUTTLE
Non-Discrimination ADA/Title VI Complaint Procedures
Procedimientos de Quejas de ADA/Título VI de no Discriminación

1) Cualquier persona que crea que ha sido discriminada por motivos de raza, color, origen nacional o discapacidad puede presentar una queja por discriminación completando y presentando el formulario de queja ADA / Título VI de la ciudad (disponible para descargar en Sedonaaz.gov o SedonaShuttle.com), o puede presentar una queja ante:

Oficial de Cumplimiento del Título VI/ADA Ciudad de Sedona 102 Correcaminos Drive, Sedona, Arizona 86336, 928.203.5189, humanresources@sedonaaz.gov.

2) Las denuncias formales deben presentarse dentro de los 180 días naturales siguientes a la última fecha de la supuesta acto de discriminación o la fecha en que la supuesta discriminación fue conocida por el denunciante(s), o cuando ha habido un curso continuo de conducta, la fecha en que la conducta fue descontinuada o la última instancia de la conducta.

3) Las quejas por escrito deben estar firmadas por el(los) denunciante(s) y deben incluir la denunciante(s) nombre, dirección y número de teléfono. El Oficial de Cumplimiento de ADA/Título VI de la ciudad ayudará al reclamante a documentar los problemas si es necesario. Acusaciones recibidas por correo postal o electrónico serán reconocidos y procesados, una vez que la identidad del (de los) denunciante(s) y se ha establecido la intención de proceder con la denuncia.

4) Las quejas verbales recibidas por teléfono se reducirán a escrito y se entregarán al reclamante para su confirmación o revisión antes de su procesamiento. Un formulario de queja de ADA/Título VI se enviará al denunciante para que lo complete, firme y devuelva para su procesamiento.

Estos procedimientos brindan orientación para todas las quejas presentadas bajo el Título VI de la Ley de Derechos Civiles de 1964, la Sección 504 de la Ley de Rehabilitación de 1973 y la Ley de Estadounidenses con Discapacidades de 1990 (ADA) en lo que se refiere a cualquier programa o actividad administrada por la Ciudad de Sedona incluidos consultores, contratistas y proveedores. Intimidación o represalia como resultado de una denuncia está prohibida por la ley.

Además de estos procedimientos, los denunciantes se reservan el derecho de presentar una denuncia formal ante otras agencias estatales o federales o buscar un abogado privado para quejas que aleguen discriminación. Se hará todo lo posible para resolver las quejas al nivel más bajo posible.

5) Una vez presentado, la Ciudad de Sedona revisará el formulario de queja para determinar la jurisdicción. Todas las quejas recibirán una carta de acuse de recibo informándole si la queja será investigado por la ciudad de Sedona o presentado a la autoridad estatal o federal para guía.

La Ciudad de Sedona notificará a la Oficina de Derechos Civiles de ADOT de TODAS las quejas de Discriminación dentro de las 72 horas por teléfono al 602-712-8946; o envíe un correo electrónico a civilrightsoffice@azdot.gov. La ciudad de Sedona tiene 30 días hábiles para investigar la denuncia. Si hay más información necesarios para resolver el caso, la Autoridad podrá ponerse en contacto con el denunciante. el denunciante tiene 30 días hábiles a partir de la fecha de la carta para enviar la información solicitada al investigador asignado al caso. Si el investigador no es contactado por el denunciante o no recibe la información adicional dentro de los 30 días hábiles, la Autoridad puede cerrar administrativamente el caso. Un caso puede cerrarse administrativamente también si el el demandante ya no desea continuar con su caso.

Después de que el investigador revise la denuncia, enviará una de dos cartas al denunciante: una carta de cierre o una carta de conclusión (LOF). Una carta de cierre resume la alegaciones y establece que no hubo una violación de Discriminación y que el caso se estar cerrado. Una LOF resume las denuncias y las entrevistas sobre el presunto incidente, y explica si alguna acción disciplinaria, capacitación adicional del personal miembro u otra acción ocurrirá.

También se debe enviar una copia de la carta de cierre o LOF a ADOT dentro de las 72 horas de esa decisión Las cartas pueden enviarse en papel o por correo electrónico.

6) Un denunciante que no esté satisfecho con la decisión de la Ciudad de Sedona también puede presentar una queja con el Departamento de Transporte de Arizona (ADOT) o el Tránsito Federal Oficinas de la Administración (FTA) de Derechos Civiles: ADOT: ATTN ADA/Coordinador del Programa Título VI 1801 W. Jefferson St. Ste 101 MD154A, Phoenix, AZ 85007 FTA: Atención Programa Título VI Coordinador, Edificio Este, 5 Piso-TCR 1200 New Jersey Ave., SE Washington DC 20590

Si necesita información en otro idioma, comuníquese al (928) 203-5199. *Para información en Español llame: Víctor Estrada, Especialista en Derecho de Vía, (928) 204-7800

Non-elected Committees

Membership Table

Subrecipients who select the membership of transit-related, non-elected planning boards, advisory councils, or committees must provide a table depicting the membership of those organizations broken down by race. Subrecipients also must include a description of the efforts made to encourage participation of minorities on these boards, councils, and committees.

The City does currently have a Transit Advisory Committee (TAC) there membership is as follows:

Steve Segner, Business Sector,
Mark TenBroek, Citizen of Sedona,
David K. O'Donnell, Citizen of Sedona,
Lars Romig, Citizen/ Verde Valley Cyclist Coalition,
Kent Ellsworth Verde Valley Care Givers,
Marianne Luczak, Citizen of Sedona

City of Sedona	White, Alone	Hispanic or Latino	African American	Asian American	American Indian
Population (9,778, July 2024)	71.3%	21%	1.7%	2%	1.4%
Technical Advisory Committee	100.0%				

*Source: Census Bureau Estimates

The TAC shall meet monthly and is intended to have representation across multiple key sectors within the City's jurisdiction, to include, disadvantaged and minority communities. The founding bylaws for the new TAC committee can be found on the City's transit website at:

https://sedonashuttle.com/wp-content/uploads/2022/06/TAC-ByLaws_dv.pdf

All TAC agendas and minutes are posted online at SedonaShuttle.com. On a quarterly basis, the City shall send the agenda and minutes to ADOT's Multimodal Planning Division, FTA Section 5311 Grant Program Coordinator. Additionally, an updated table listing the committee members and their affiliations and race shall be submitted to ADOT each quarter.

Monitoring for Subrecipient Title VI Compliance

Describe how you monitor your subrecipients. This can be through site visits, submissions of Title VI Plans annually, or training and surveys.

The City does not monitor subrecipients for Title VI compliance.

Title VI Equity Analysis

A subrecipient planning to acquire land to construct certain types of facilities must not discriminate on the basis of gender, religion, age, sexual orientation or race, color, national origin, and disability in accordance with Title VI, against persons who may, as a result of the construction, be displaced from their homes or businesses. "Facilities" in this context does not include transit stations or bus shelters, but instead refers to storage facilities, maintenance facilities, and operation centers.

There are many steps involved in the planning process prior to the actual construction of a facility. It is during these planning phases that attention needs to be paid to equity and non-discrimination through equity analysis. The Title VI Equity Analysis must be done before the selection of the preferred site.

Note: Even if facility construction is financed with non-FTA funds, if the subrecipient organization receives any FTA dollars, it must comply with this requirement.

A. Introduction

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Per 49 CFR 21.9(b)(3), recipients may not select the site or location of facilities with the purpose or effect of excluding persons from, denying the benefits of, or subjecting them to discrimination on the basis of race, color, or national origin. Additionally, the location of projects requiring land acquisition and the displacement of persons from their residences and business may not be determined on the basis of race, color, or national origin.

This document is an analysis of the City's planned Transit Maintenance and Operations Facility. Construction and proposed completion is contingent on available grant funding and award of funds. City will apply for funding in future years.)

B. Background

The City is currently in the design stages of a Transit Maintenance and Operations Facility (M&O) to be built in West Sedona. 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.

A design contract in the amount of \$1.8 million was awarded to Kimley-Horn in January 2025, with the project officially kicking off in March 2025. The project is expected to take approximately 16 months to complete.

Funding & Site:

- \$720,000 FTA Section 5339 Bus & Bus Facilities Grant (via ADOT)
- \$180,000 local match
- Facility will be constructed on City-owned land adjacent to the Wastewater Treatment Plant.
- Construction will be contingent on securing federal or state funding; no commitment of local construction funding is proposed at this stage.

What's next:

- May 2026: Final design, grant pursuit for construction, and preparation for facility build out.

C. Analysis

For facilities covered by this provision, recipients are required to:

- 1) Complete a Title VI equity analysis during the planning state with regard to where an agency is located to ensure the location is selected without regard to race, color, or national origin, and engage in outreach to persons potentially impacted by siting of facilities. The Title VI equity analysis must compare the equity impacts of various siting alternatives, and the analysis must occur before the selection of the preferred site.
- 2) Give attention to other facilities with similar impacts in the area to determine if any cumulative adverse impacts might result. Analysis should be done at the Census tract or block group level where appropriate to ensure proper analysis of localized impacts.
- 3) Provide substantial legitimate justification for locating an agency in a location that will result in a disparate impact on the basis of race, color, or national origin, and show that there are no alternative locations that would have a less disparate impact on the basis of race, color, or national origin. In order to show that both tests have been met, the recipient must consider and analyze alternatives to determine whether those alternatives would have less of a disparate impact on the basis of race, color, or national origin, and then implement the least discriminatory alternative.

Fixed Route Transit Provider Analysis

City of Sedona – Title VI Program
Section 5311 Rural Transit Program

I. Applicability

This section applies to fixed-route transit service operated or proposed to be operated using Federal Transit Administration (FTA) Section 5311 funding.

The City of Sedona currently proposes the following fixed-route service under Section 5311:

Proposed Sedona Uptown Circulator

Other seasonal shuttle services operated by the City are not funded under Section 5311 and are not included in this analysis.

II. Fixed Route Service Description

The Proposed Uptown Circulator will:

- Operate on a repetitive, fixed schedule
- Serve designated stops
- Be open to the general public
- Provide mobility access to employment, commercial districts, public facilities, and activity centers
- Utilize 100% ADA-accessible vehicles

The service is designed to support rural public transportation needs by improving circulation, employment access, and mobility within the Uptown core.

III. Service Standards

In accordance with FTA Circular 4702.1B, the City has adopted the following service standards.

A. Vehicle Load

Vehicle load is defined as the ratio of passengers to total available seats.

<u>Time Period</u>	<u>Standard</u>
Peak	85–100% of seated capacity
Off-Peak	60–75% of seated capacity

Vehicle size and deployment are determined based on ridership demand and operational safety, not demographic characteristics.

B. Vehicle Headway

Headway is defined as the time interval between vehicles traveling in the same direction.

<u>Time Period</u>	<u>Standard</u>
Peak	10–15 minutes
Off-Peak	15–20 minutes

Headways are established based on demand, congestion conditions, and funding availability.

C. On-Time Performance

On-time performance is defined as departure from a scheduled timepoint:

- No more than 1 minute early
- No more than 5 minutes late

Performance Standard:

- At least 85% of trips shall meet the on-time performance standard.

D. Service Availability

Service availability is determined based on:

- Community mobility needs
- Employment access
- Safety
- Operational feasibility
- Ridership demand

Route alignments are not designed or modified based on race, color, national origin, gender, religion, age, sexual orientation, or other protected characteristics.

IV. Service Policies

A. Transit Amenities

Transit amenities may include:

- Bus stop signage
- Route maps and schedules
- ADA-accessible boarding areas
- Wayfinding signage
- Real-time information (as funding allows)

Amenities are distributed based on:

- Ridership volume

- ADA accessibility requirements
- Safety considerations
- Available right-of-way

Amenities are not distributed based on protected demographic characteristics.

B. Vehicle Assignment

Vehicles are assigned based on:

- Passenger demand
- Route design and geometry
- Maintenance rotation
- Operational efficiency

All vehicles are ADA accessible. Preventive maintenance is performed uniformly across the fleet.

The City does not assign older vehicles to specific routes based on the demographic composition of the service area.

V. Major Service Change Policy

A Major Service Change is defined as:

- Elimination of a route
- A reduction or increase of 25% or more in service hours
- A change in span of service of 25% or greater
- A fare increase

Prior to implementing a Major Service Change, the City will:

- Conduct a Title VI equity analysis
- Evaluate potential disparate impact
- Evaluate disproportionate burden
- Conduct public outreach
- Present findings prior to implementation

VI. Disparate Impact Policy

A disparate impact occurs when a neutral policy disproportionately affects minority populations.

The City defines disparate impact as:

- An adverse effect on minority populations that is 20% greater than the effect on non-minority populations.

If identified, the City will:

- Evaluate alternatives
- Document legitimate nondiscriminatory justifications
- Determine whether a less discriminatory alternative exists

VII. Disproportionate Burden Policy

A disproportionate burden occurs when a neutral policy disproportionately affects low-income populations.

The City defines disproportionate burden as:

- An adverse effect on low-income populations that is 20% greater than the impact on non-low-income populations.

If identified, the City will:

- Evaluate alternatives
- Mitigate impacts where feasible
- Document justification

VIII. Compliance Statement

The City of Sedona will operate fixed-route transit services funded under Section 5311 in full compliance with:

- Title VI of the Civil Rights Act of 1964
- FTA Circular 4702.1B
- Section 5311 program requirements

Service standards and policies are applied in a nondiscriminatory manner.

Board Approval for the Title VI Plan

The City currently has both a locally funded fixed route and a ADA general public demand response transit system in place. The locally funded fixed route is our Trailhead Shuttle system, which has stops along a number of Sedona's park and ride lots. The ADA demand response service is our Sedona Shuttle Connect service, which was launched in August of 2024. FY26 5311 funds shall be used for administration, operating, and capital purposes in connection with the ADA general public demand response service.

Additionally, the City has conducted a study regarding a proposed Circulator route. This study was funded through FY24 5311 grant planning funds. While the Circulator is not in service, recommendations will be made soon and the City is proposing to implement this general public service as a fixed-route with complementary ADA paratransit service.

This Title VI Implementation Plan will be fully updated concurrently during the application phase of the FY26 5311 grant. Once completed and conditional CRO approval is obtained, the City shall obtain approval for the Title VI Plan from Sedona City Council.



**CITY COUNCIL
AGENDA BILL**

**AB 3366
August 11, 2026
Consent Items**

Agenda Item: 3f

Proposed Action & Subject: Approval of Amendment No. 3 to the Questica Budget Software SaaS Agreement with Euna Solutions, Inc. (formerly Questica LTD) to add Budget Pro Reimplementation services for realignment to the City's new general ledger structure and Tyler ERP system interfaces, in an amount not-to-exceed \$50,000, for a new contract in an amount not-to-exceed \$414,225.67 over the next 5 years.

Department	Financial Services / Sterling West & Ian Coubrough
Time to Present	NA
Total Time for Item	NA
Other Council Meetings	August 13, 2024 – AB 3103; May 26, 2026 – AB 3343
Exhibits	A. Amendment No. 3

Finance Approval	Reviewed 7/28/26 BGW Reviewed 7/29/26 JMC	
City Attorney Approval	Reviewed 7/30/26 MKC	Expenditure Required
		\$ 50,000 (not-to-exceed)
City Manager's Recommendation	Recommend approval ABS 7/29/26	Amount Budgeted
		\$ 50,000
		Account No. 22-5224-89-6875 (Description)

SUMMARY STATEMENT

Background:

In June 27, 2024, the City of Sedona entered into a Linking Agreement with Questica LTD (a Euna Solutions brand) linking to the January 1, 2023 Equalis Group Cooperative Purchasing Agreement (COG-2139C, Cloud Solutions) for Questica Budget Software SaaS, for a total not-to-exceed amount of \$98,444 through June 30, 2025.

On August 13, 2024, the Sedona City Council approved AB 3103, which (1) authorized Amendment/Change Order #1 to add Capital Module and Budget Book Studio implementation services, increasing the Year 1 agreement amount by \$15,050 for a total not-to-exceed of \$113,494; and (2) authorized the City Manager to renew the Agreement for up to four (4) additional one-year terms at their discretion (Years 2 through 5).

Pursuant to the renewal authority granted by Council in AB 3103, the City Manager authorized the Year 2 renewal (June 7, 2025 – June 6, 2026) in the amount of \$58,594, bringing the

cumulative agreement total to \$172,088. On May 26, 2026, City Council approved AB 3343 (Amendment No. 2), authorizing an extension of the agreement term through June 2029 (Years 3–5) at annual subscription amounts of \$62,162.37, \$64,027.24, and \$65,948.06 respectively, for a cumulative not-to-exceed of \$364,225.67.

Current Request: The City is currently implementing a new Tyler ERP system, which requires a corresponding realignment of the Questica Budget Pro environment. Specifically, the new ERP's general ledger (GL) structure and chart of accounts differ from those currently mapped in Questica, and new data interfaces must be established to exchange actuals and other financial data between Questica and Tyler. Euna Solutions has provided a quote (Exhibit B) for Budget Pro Reimplementation services to address this need.

The proposed scope of work encompasses an estimated 200 hours of professional services at \$250/hour, billed monthly on a time-and-materials basis (net 30), for an estimated total of \$50,000. The work includes: standard re-configuration of Operating, Capital, and Salary modules (90hrs); standard data import for Operating, Capital, and Salary data (45hrs); custom integrations to import Operating and Capital Actuals from Tyler (40hrs); custom report adjustments for Capital Project Detail (15hrs); and custom Ad Hoc Views/Smart Reports (10hrs). Performance Measures data importing will be handled by City staff. The estimate may be higher or lower upon completion, as it is billed on actual time incurred.

This amendment adds the Reimplementation services as a one-time, not-to-exceed \$50,000 engagement to the existing Agreement. All subscription term dates and annual SaaS fees established under Amendment No. 2 remain unchanged. The expenditure will be charged to Account No. 22-5224-89-6875 (ERP System Replacement), for which \$1,500,000 has been budgeted in the current fiscal year.

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

Board/Commission Recommendation: ☐ Applicable - ☒ Not Applicable

Alternative(s): City staff could defer reimplementation until after Tyler go-live, though this would likely result in extended periods of manual data reconciliation between the two systems and increased staff burden during the ERP transition. Staff recommends approval of Amendment No. 3 as presented.

MOTION

I move to: authorize the City Manager to execute Contract Amendment #3 to the agreement with Euna Solutions, Inc. for Questica Budget Software SaaS to add an amount not to exceed \$50,000 to the agreement to fund the reimplementation services needed for ERP implementation, for a new total not-to-exceed agreement amount of \$414,225.67.

**CITY OF SEDONA
CONTRACT AMENDMENT #3**

This Amendment to the Agreement by and between the City of Sedona, an Arizona municipal corporation (“City”) and Euna Solutions, Inc. (formerly Questica LTD) (“Contractor/Consultant”) is made and entered into on this _____ (“Effective Date”).

RECITALS

A. WHEREAS, City and Euna Solutions, Inc. previously entered into a Linking Agreement (the “Agreement”) in connection with Questica Budget Software SaaS (the “Project”) on or about June 27, 2024, linking to the Equalis Group Cooperative Purchasing Agreement (COG-2139C) for a not-to-exceed amount of \$98,444; subsequently amended by Amendment/Change Order #1 (AB 3103, August 13, 2024) to add Capital Module and Budget Book Studio implementation services; renewed for Year 2 (June 7, 2025 – June 6, 2026) in the amount of \$58,594; and further amended by Amendment No. 2 (AB 3343, May 26, 2026) to extend the term through June 2029 and establish annual subscription amounts for Years 3–5, for a cumulative not-to-exceed amount of \$364,225.67; and

B. WHEREAS, City and Euna Solutions, Inc. now desire to amend the Agreement to add Budget Pro Reimplementation services necessary to realign the Questica Budget Pro environment to the City’s new Tyler ERP general ledger structure and establish data interfaces between Questica and Tyler.

AMENDMENT

The parties agree to amend the Agreement as follows:

Section 1. Addition of Reimplementation Services. The Agreement is hereby amended to add the following one-time professional services engagement:

Euna Solutions, Inc. shall provide Budget Pro Reimplementation services to realign the City’s Questica Budget Pro environment to the new Tyler ERP general ledger structure and establish the required data interfaces, as further described in the Scope of Work attached hereto as Exhibit B (Euna Solutions Reimplementation Quote). The estimated scope totals 200 hours of professional services at an hourly rate of \$250, for an estimated not-to-exceed amount of \$50,000.

Services shall be billed on a time-and-materials basis monthly as time is incurred, net 30, and the final cost may be higher or lower than the estimate upon completion. The scope of work includes:

- (a) Standard Re-Configuration of Operating, Capital, and Salary modules (est. 90 hours);
- (b) Standard Data Import for Operating, Capital, and Salary data (est. 45 hours);
- (c) Custom Integrations to import Operating Actuals and Capital Actuals from Tyler ERP (est. 40 hours);
- (d) Custom Report Adjustments for Capital Project Detail (est. 15 hours); and
- (e) Custom Ad Hoc Views/Smart Reports (est. 10 hours). Performance Measures data

importing shall be handled by City staff. Section 2.

No Other Changes. All other subscription terms, annual SaaS fees, renewal provisions, and conditions of the Agreement as amended through Amendment No. 2 shall remain in full force and effect. The cumulative not-to-exceed amount of the Agreement, inclusive of this Amendment, shall not exceed \$414,225.67.

ALL OTHER PRICES, TERMS AND CONDITIONS OF THE AGREEMENT REMAIN THE SAME.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date and year set forth above.

CITY OF SEDONA, ARIZONA

EUNA SOLUTIONS, INC.

Anette Spickard, City Manager

By: _____

Printed Name: _____

ATTEST:

Title: _____

I hereby affirm that I am authorized to enter into and sign this Agreement on behalf of Contractor/Consultant.

APPROVED AS TO LEGAL FORM:

ORDER OVERVIEW

Expiry Date: 31 January, 2026

Rep Name: Mack Unyi

Rep Email: mackenzie.unyi@eunasolutions.com

102 Roadrunner Dr

Sedona Arizona 86336-3710

United States

Subscription Term (# Years): 1

Currency: USD

ORDER DETAILS AND PRICING

Year 1

One-Time Services		
Solution	Name	Quantity
Budget Pro	Reimplementation	1.0
	Sub-Total	\$50,000.00

Customer Signature: _____

Name: _____

Title: _____

Acceptance Date: _____

Terms and Conditions

Unless otherwise stipulated in Order Notes and Terms of Payment, the Customer hereby agrees to order the products and/or services outlined above at the prices indicated, and acknowledges it has read, understands and agrees to be bound by the terms and conditions detailed at www.eunasolutions.com/eula/ (the "Agreement").

All remittance advice and invoice inquiries can be directed to billing@eunasolutions.com. Please feel free to contact us if you have any questions.

Thank you for your business.

Order Notes and Terms of Payment

Order Notes:

- This is an estimate of the cost of services which may, on completion, be higher or lower than the estimate
- Applicable taxes extra

Terms of Payment:

Services

- Time and materials will be billed monthly as time is incurred (net 30) at an hourly rate of **\$250**

Scope of Work

Total – 200 hours

Standard Re-Configuration – 90

- o Operating
- o Capital
- o Salaries

Standard Data Import – 45

- o Operating
- o Capital
- o Salaries

Unusual Data Importing – they will handle this

- o Performance Measures

Custom Integrations – 40

- o Import Operating Actuals
- o Import Capital Actuals

Custom Report Adjustments – 15

- o Capital Project Detail

Custom Ad Hoc Views / Smart Reports – 10



**CITY COUNCIL
AGENDA BILL**

**AB 3367
August 11, 2026
Regular Business**

Agenda Item: 9b

Proposed Action & Subject: Discussion/possible direction regarding the wastewater rate study.

Department Public Works/Roxanne Holland

Time to Present 10 minutes

Total Time for Item 30 minutes

Other Council Meetings N/A

Exhibits None

Finance Approval	Reviewed 7/28/26 BGW Reviewed 7/29/26 JMC	
City Attorney Approval	Reviewed 7/30/2026 MKC	Expenditure Required
		\$
City Manager's Recommendation	Reviewed 08/03/2026	Amount Budgeted
		\$
		Account No. (Description)

SUMMARY STATEMENT

Background: The adopted budget for Fiscal Year 2027 (FY27) includes funding to complete a wastewater rate study. The Wastewater Rate Study will evaluate monthly sewer charges, capacity fees, and all other associated fees related to the wastewater utility to develop alternative rate options for all types of users. The study is necessary to develop a rate structure that supports the operational needs of the wastewater system, supports planned improvements to the system, and reduces or eliminates the General Fund subsidy to achieve the goal of moving towards a financially self-supporting Wastewater Enterprise Fund. The last wastewater rate study was performed in 2018.

In April 2026, a Request for Proposals was issued to solicit firms interested in performing the Wastewater Rate Study. Five proposals were received and evaluated by a team consisting of financial services and wastewater staff. The proposing firms included Black & Veatch Management Consulting, LLC, Precision Consulting Firm, LLC, Raftelis Financial Consultants, Inc., The Shpigler Group, and Willdan Financial Services. Willdan Financial Services received the highest scoring, and negotiations on scope of work were conducted resulting in award of a Professional Services Contract in the amount of \$71,520. The amount of the contract did not warrant approval from City Council, based on the city's procurement policy. The scope of work includes:

1. Data Evaluation, Validation, and Initial Staff Planning Workshop:
Deliverables include documentation of data received and pro-forma results of a baseline financial planning scenario and financial forecast model.
2. Development of Optimized Financial Management Plan:
Deliverables include documentation of the results of a decision support workshop, a calibrated customized financial model, and customized reports in the financial model.
3. Cost of Service Analysis and Rate Design:
Deliverables include cost-of-service allocation tables and summaries, benchmarking comparisons to other agencies of similar population, draft report, and presentation and resource materials for a rate design workshop.
4. Reports, Presentations, and Public Information and Educational Assistance:
Deliverables include presentations for public meetings, executive summary report, financial model, comparison of rates and fees to comparable communities, and a Final Comprehensive Utility Rate Study report.

Willdan will present regular updates on the progress of the financial model and findings at up to three (3) City Council meetings, and present public information communications at up to four (4) stakeholder meetings. Staff may conduct additional public outreach and meetings.

The preliminary schedule proposed by Willdan identifies that final deliverables will be completed in February 2027. A more detailed schedule, with anticipated dates of stakeholder meetings and public hearings will be developed in Task 1 as part of the staff planning workshop.

A project kickoff meeting was held on July 13, 2026, where the initial data request and scope of work were discussed with the project team. Staff has provided the requested data, and Willdan is currently evaluating the data in preparation of the initial staff planning workshop. It is anticipated that the next update to City Council will occur in 3-4 months, or November/December 2026.

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

Board/Commission Recommendation: ☐Applicable - ☒Not Applicable

Alternative(s): N/A

MOTION

I move to: for discussion and possible direction only.



CITY COUNCIL AGENDA BILL

AB 3369
August 11, 2026
Regular Business

Agenda Item: 9c

Proposed Action & Subject: Discussion/possible action regarding approval of a Settlement Agreement with McCarthy Building Companies, Inc., to pay for additional construction services related to the Uptown Sedona Parking Garage Project.

Department	Public Works Roxanne Holland/ City Attorney's Office Kurt Christianson & Monique Coady
Time to Present	5 min
Total Time for Item	30 min
Other Council Meetings	NA
Exhibits	Exhibit A – McCarthy Settlement Agreement

Finance Approval	Reviewed 8/5/26 JMC		
City Attorney Approval	Reviewed 8/5/26 KWC		
City Manager's Recommendation	Recommend approval ABS 07/29/26		
		Expenditure Required	
		\$	1,200,000
		Amount Budgeted	
		\$	0.00
		Account No. (Description)	22-5320-89-68A4

SUMMARY STATEMENT

Background:

On June 25, 2024, the City of Sedona and McCarthy Building Companies, Inc. entered into a Construction Services Contract to construct a 270-space parking garage. McCarthy's construction work was not expected to start until December 2024. Additionally, the City contracted with Fann Contracting, Inc., through an amendment to its construction services contract, to provide for the excavation of the parking garage site in a time "no longer than 18 weeks."

Fann Contracting failed to complete the garage excavation timely and over-excavated the parking garage site by 3'-5'. The delay and over-excavation lead to the following costs to McCarthy and damage to the City:

1.	PCO 13 Time and General Condition Impacts from Fann Delay	\$747,868.55
2.	PCO 68 Time and Material removal of excess spoils left by Fann	\$ 48,848.68
3.	PCO 70 Time and Material for site safety measures for falling objects	\$ 10,317.02

4.	PCO 73 Form and pour slurry in SW quadrant	\$ 18,143.44
5.	PCO 77 Footings excavation and slurry	\$ 89,355.35
6.	PCO78 Remaining garage interior footings excavation, backfill, & slurry	\$101,852.39
7.	PCO 98 Additional survey costs re: excavation, backfill, shotcrete	\$ 33,723.61
8.	PCO 102 Time and Material removal of backfill material left by Fann	
	\$183,052.32	
		<u>TOTAL: \$1,233,161.36</u>

McCarthy and City staff have tentatively agreed to settle, subject to City Council approval, these costs arising out of Fann's over-excavation and delay in the amount of \$1,200,000.

Settlement Agreement

The proposed settlement is attached as Exhibit A.

The major terms of the settlement agreement include, the City and McCarthy agree to increase the GMP by \$1,200,000, a mutual release, and McCarthy agrees to cooperate with the City in the litigation with Fann.

The settlement payment will be recorded within the SIM-03A project. While sufficient Series 24 bond proceeds remain available to fund the settlement, the project does not currently have sufficient budget authority in FY27 to cover the full amount. A budget transfer will be processed, if necessary, to provide the required expenditure authority. There is no impact on the overall FY27 budget.

Recovery from Fann Contracting

The City has retained \$867,000, 5% of the contract value, from its contract with Fann Contracting to offset the City's \$1.2 million delay and over-excavation costs. Additionally, the City incurred \$55,000 in redesign costs from Gabor Lorant Architects for the costs of the redesign due to the over-excavation and other costs related to Fann incorrectly installing electrical conduit (\$10,000 to acquire new easement), temporary power costs, among others. Fann disputes the delay and over-excavation costs and filed a complaint against the City on July 17, 2026 claiming \$1,402,512 in damages plus 12% interest per annum, or roughly \$1,570,000.

The City has twice requested indemnification per the Fann contract indemnification provisions, but Fann disputes its requirement to indemnify.

Fann has not yet served the City a copy of its complaint and so, no Answer or Counterclaims are due from the City.

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

Board/Commission Recommendation: ☐ Applicable - ☒ Not Applicable

Alternative(s): Not approve the settlement and prepare for likely litigation.

MOTION

I move to: approve the Settlement Agreement with McCarthy Building Companies, Inc., in the amount of \$1,200,000 subject to approval of the Agreement by the City Attorney's Office.

SETTLEMENT AGREEMENT

This Settlement Agreement (“Agreement”) is entered into by and between the City of Sedona, an Arizona municipal corporation (“Sedona”) and McCarthy Building Companies, Inc., a Missouri corporation (“MCC”). Collectively, Sedona and MCC are referred to as “the Parties” and individually as “Party”.

RECITALS:

A. On or about July 3, 2024, and after an open public solicitation was conducted in accordance with ARS § 34-602 *et seq.*, Sedona and MCC entered into a Construction Manager at Risk (“CMAR”) contract with a guaranteed maximum price (“GMP”) for the construction of the SIM-3A Uptown Sedona Parking Garage project (“the Project”) on Forest Road, Sedona, Arizona.

B. The lowest level of the Project was designed to be below grade. Sedona direct-hired contractor Fann Contracting, Inc. (“Excavator”) to excavate, prepare the subgrade and perform soil nailing as a predecessor activity to MCC’s work. Excavator promised to complete its work within 18 weeks or by December 5, 2024, and Sedona and MCC relied on those promises. Excavator was unable to complete its work as promised. Excavator also over-excavated 3-5 feet deeper than required by the Project design, which resulted in further delays and additional haul-off of materials. Ultimately, Excavator did not complete its work until May 15, 2025, which delayed MCC and delayed the Project by five to six months. As a result of Excavator’s delays, MCC incurred additional costs (such as standby and material/labor price escalation costs), and submitted a change order request seeking over \$1 million (“the Delay Claim”).

C. After MCC took control of the Project, the Parties encountered additional issues including, but not limited to, changes in scope, ripple effects caused by Excavator’s Delay, such as excess backfill haul-off and temporary power costs, extra slurry costs from Excavator’s over-excavation requiring redesign of the Project’s structural columns, and various concrete, fire/water line changes, the installation of the steel fascia viewing deck feature, and provision of permanent water, and related delays, among other things (“the Disputed Items”).

D. The Parties engaged mediator Robert Roos, an experienced Arizona construction litigator, to mediate and resolve the Delay Claim and the Disputed Items. On multiple dates, the Parties met, exchanged data and negotiated a resolution to this dispute, which were memorialized in a short Rule 80(a) agreement (“the Rule 80 Agreement”).

The Parties have agreed on more comprehensive settlement terms, the terms and conditions set forth herein.

COVENANTS:

In consideration of the mutual promises and covenants set forth herein and

for good and valuable consideration, receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Adjustment of the GMP:** The GMP shall be increased by \$1,200,000 as follows:

a. PCO 013	\$ 747,868.00	(Delay Claim)
b. PCO 068	\$ 48,848.00	(Removal Fann Mtls)
c. PCO 070	\$ 10,317.00	(Safety measures)
d. PCO 073	\$ 18,143.00	(Xtra slurry-Fann)
e. PCO 077	\$ 89,355.00	(Xtra slurry-Fann)
f. PCO 078	\$ 101,852.00	(Xtra slurry-Fann)
g. PCO 098	\$ 33,723.00	(add'l surveying-Fann)
h. PCO 102	\$ 183,052.00	(add'l spoils removal)
i. Owner Contingency	\$ (33,158.00)	
TOTAL	\$1,200,000.00	

The total adjusted GMP shall now be \$18,779,020.03 ("Adjusted GMP").

2. **Final Payment Up to the Adjusted GMP:** Within ten (10) business days after approval by the City Council, Sedona shall pay to MCC the sum of One Million Two Hundred Thousand Dollars (\$1,200,000). Upon City Council approval, Sedona's obligations to make such payment shall be absolute and unconditional and shall not be subject to setoff, backcharge, withholding, defense, or further approval of any kind.
3. **Approval by City Council:** Sedona shall present this Agreement for City Council approval at the August monthly meeting. City Council approval of this Agreement is a condition precedent to its validity and enforceability.
4. **Steel Fascia Repairs:** If, as of the Effective Date, the steel fascia viewing deck work described in this Section has not already been completed, MCC shall perform the limited work necessary to raise approximately sixty (60) linear feet of the steel fascia viewing deck solely to achieve the applicable Code clearance requirements, in substantial accordance with the work plan titled "July 29, 2026 –Work Plan Updates," attached hereto as **Exhibit 1**. Upon MCC's performance of the work described in this Section and Exhibit 1, such work shall be deemed fully performed, complete, and accepted for purposes of this Agreement, subject only to any warranty obligations expressly preserved by Section 5.
5. **Mutual Release of Claims:** Subject to the terms and conditions of this Agreement, and effective only upon MCC's receipt of the payment described in Section 2 the Parties mutually release, acquit, and forever discharge each other and their present, future and former officers, directors, shareholders, servants, agents, sureties, heirs, representatives, successors, employees and assigns from any and all outstanding claims, expenses, losses, demands, actions, liens or suits of whatsoever kind or nature that were alleged or could have been alleged and were known or could have with reasonable diligence been known arising out of: (a) the Project; (b) the Delay Claim; or (c) the

Disputed Items. This Agreement does not release potential future warranty work or claims for latent defects at the Project, obligations under this Agreement, or claims arising from breach of this Agreement. Sedona acknowledges and agrees that, except only for MCC's obligations expressly preserved in this Agreement, including any remaining work under Section 4 if applicable and any expressly preserved warranty obligations, MCC has otherwise fully performed and satisfied its obligations under the Contract and the Project, including any final completion notifications and other closeout and close-out documentation required under the Contract.

6. **Acknowledgment and Representations.** Each party to this Agreement represents and warrants and acknowledges: (i) it has been given the opportunity to obtain advice of counsel on the negotiation, execution, and delivery of this Agreement and any other instrument or document entered into in connection herewith; (ii) no one has made any representation, warranty, covenant, or undertaking to them, him, her, or it in connection with the rights and obligations of them pursuant to this Agreement; (iii) there are no representations, warranties, covenants, undertakings, or agreements except as expressly set forth herein; (iv) subject to approval by the City Council, the person executing this Agreement has the authority to do so on behalf of that Party.

7. **Fees and Costs:** Under the terms of this Agreement, the Parties agree to bear their own costs and attorneys' fees incurred.

8. **Enforcement of Agreement:** If any party files suit or takes other action to enforce any term or provision of the Agreement, then the prevailing party in such action shall be entitled to recover its reasonable attorneys' fees and costs as awarded by the Court.

9. **Effective Date:** The effective date of this Agreement shall be when it is executed by the Parties.

10. **Entire Agreement:** The Parties agree this Agreement is the entire agreement between them with respect to the matters addressed herein. This Agreement supersedes and replaces any prior agreement between the Parties. The Parties hereto, nor their respective counsel, shall be deemed the drafters of this Agreement for purposes of construing the provisions thereof. The language in all parts of this Agreement shall in all cases be construed according to its fair meaning, not strictly for or against any of the Parties hereto.

11. **Counterparts:** This Agreement may be executed in counterparts, each of which will be deemed an original and all of which combined shall constitute the same instrument. Electronic or copied signatures shall be construed as original signatures.

12. **Modification:** The terms of this Agreement may only be modified through a subsequent written agreement signed by all Parties.

13. **Governing Law:** This Agreement shall be governed by the laws of the State of Arizona.

14. **Cooperation:** The Parties agree to cooperate and take reasonable actions to facilitate the intent of this Agreement and to cooperate with the other in the defense or prosecution of any litigation or proceeding already instituted or which may be instituted hereafter relating to or arising out of the Project, including, but is not limited to, MCC supporting Sedona's efforts to obtain compensation from Excavator for, among other things, the PCOs listed in Section 1 of this Agreement. The party requesting such cooperation shall pay the cooperating party's out-of-pocket costs, such as outside legal fees, but shall not be responsible to reimburse for salaried employee time, overhead and profit, home office overhead, etc. Upon reasonable notice, each Party and its Employees agree to meet with and provide to the other Party and its affiliates, attorneys, representatives, or agents all information and knowledge its Employees have relating to the subject matter of any such proceeding including but not limited to, serving as a witness or consultant and producing documents and information relevant to the case or helpful to the other Party. Notwithstanding the foregoing, MCC shall not be required to incur unreimbursed costs, waive privilege, work-product protection, or any other applicable protection, admit liability, execute any affidavit, declaration, verification, or other statement that MCC does not believe to be accurate, provide expert opinion testimony, or take any position materially adverse to its interests.

WHEREFORE, the undersigned have read the foregoing Agreement and fully understanding it and agreeing to its terms hereby execute this Agreement and make it effective on the date of the last signature hereto.

**MCCARTHY BUILDING
COMPANIES, INC.**

By _____

Its _____

Date _____

CITY OF SEDONA

By: _____
Holli Ploog
Mayor

Date: _____

ATTEST:

JoAnne Cook
City Clerk

APPROVED AS TO FORM:

Kurt W. Christianson
City Attorney

EXHIBIT 1



CITY COUNCIL AGENDA BILL

AB 3066
August 11, 2026
Regular Business

Agenda Item: 9d

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 08/03/2026 BGW Reviewed 07/29/2026 JMC	
City Attorney Approval	Reviewed 7/29/2026 MKC	Expenditure Required \$ N/A
City Manager's Recommendation	Reviewed 08/03/2026	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	Estimated Total Time
PENDING ITEMS							
7/28/2026	Tuesday	4:30		CITY COUNCIL RECESS NO MEETING			
7/29/2026	Wednesday	4:30		CITY COUNCIL RECESS NO MEETING			
8/4/2026	Tuesday	12:30					
				AB 3367 Discussion/possible action regarding a Resolution approving the canvass of the City's Primary Election held on July 21, 2026.	Special	Cook/Garner	30 min
8/11/2026	Tuesday	3:30					
				TBD	Executive Session	Christianson	
8/11/2026	Tuesday	4:30					
				AB 3374 Approval of the Federal Transit Administration Title VI Implementation Plan.	Consent Items	Martin	NA
				AB 3373 Approval of recommendation regarding a new Series 12 Restaurant, Liquor License for NICK'S ON THE WESTSIDE, located at 2920 W HWY 89A, Sedona, AZ (Job/Application # 404123).	Consent Items	Cook/Garner	NA
				Approval of Child Support Awareness Month Proclamation, August, 2026.	Consent Items	Council	NA
				Child Support Awareness Month Proclamation, August 2026.	Proclamations	Council	5 min.
				AB 3366 Discussion/Possible action regarding the addition of professional services to the contract, related to the ongoing ERP implementation, to reconfigure the budget system with the newly developed chart of accounts and to ensure data flows through from the new Tyler ERP system to the Euna/Questica budget system.	Regular	Coubrough/West	30 min
				AB 3367 Update regarding the Wastewater Rate Study	Regular	Holland	45 min

				AB 3369 Discussion/possible action on approval of a Settlement Agreement with McCarthy Building Companies, Inc.	Regular	Christianson/ Coady	10 Min
8/12/2026	Wednesday	1:30					
				Discussion and consultation regarding personnel matters, specifically to discuss the recruitment for employment, and/or appointment of a person to fill the City Attorney position and for legal advice with the City Attorney. This matter is brought in executive session pursuant to A.R.S. 38-431.03(A)(1&3).	Executive Session	Christianson	2 hours
8/12/2026	Wednesday	3:30					
8/25/2026	Tuesday	3:30					
				TBD	Executive Session	Christianson	
8/25/2026	Tuesday	4:30					
				AB 3371 Approval of a Resolution authorizing the Mayor to sign the Development Agreement with the 115 Schnebly, LLC for the four local worker studio housing units at the Oak Creek Heritage Lodge project pursuant to its Conditions of Approval (PZ23-00004).	Consent Items	Christianson/ Coady	NA
				AB 3379 Approval of Goods and Services contract for Norwood Equipment Inc. in the amount, not to exceed \$245,405.59 to purchase the Multihog CV 350 street sweeper.	Consent Items	Farhat/Holland	NA
				AB 3357 Discussion/possible action regarding the appointment individuals to serve in the capacity of hearing officer for the City of Sedona on an as-needed basis.	Regular	Allender	15 min

				AB 3355 Discussion/possible action on the recommendations for the remaining Uptown Parking Strategy items: Parking Optimization, Employee Parking Strategy, and Residential Permit Parking Program.	Regular	Gonzalez	60 min
				AB 3346 Public hearing/discussion/possible action regarding approval of an Ordinance updating the City of Sedona's Consolidated Fee Schedule for Uptown parking fees and discussion/possible action regarding approval of an Ordinance amending Sedona City Code Chapter 10.20 Parking.	Regular	Gonzalez	60 min
				AB 3370 Discussion/possible action on approval of a Memorandum of Understanding with Arizona Water Company and the Sedona Fire District regarding water connection improvements related to the Uptown Station (garage).	Regular	Dickey	30 min
8/26/2026	Wednesday	4:30					
				AB 3377 Status update on the decarbonization planning and design project with Alternative Energy Systems Consulting.	Special	Beck	45 min
				AB 2378 Discussion/possible action/direction regarding a general update on the Sedona In Motion (SIM) transportation program.	Special	Holland	3 hours
8/27/2026	Thursday	3:00		Discussion and consultation regarding personnel matters, specifically to discuss the recruitment for employment, and/or appointment of a person to fill the City Attorney position and for legal advice with the City Attorney. This matter is brought in executive session pursuant to A.R.S. 38-431.03(A)(1&3).	Executive Session	Christianson	2 hours
9/8/2026	Tuesday	3:00					
				TBD	Executive Session	Coady	
9/8/2026	Tuesday	4:30					
				Ovarian Cancer Survivor Awareness Month, September , 2026	Consent	Cook/Garner	NA

				AB 3372 Public hearing/discussion/possible action regarding a request for a Time Extension to extend the expiration date for the Village at Saddlerock Crossing (100 unit hotel and 46 housing units). The property is located at 1259 W State Route 89A (APN 408-26-004D). Case Number: PZ26-00004 (TE); Original Application: PZ19-00005 (ZC, DEV) Owner/Applicant: Baney Corporation (Curt Baney, Travis Hansen)	Regular	Meyer	5 min
				AB 3380 Discussion/possible action to adopt the City of Sedona Balanced Housing Strategy.	Regular	Allender	90 min
				AB 3349 Discussion/possible action for approval of a city Ordinance regarding amending city code with the proposed building code updates as part of SCC Article 15 (2024 I-Codes and the 2023 National Electrical Code).	Regular	Mertes	45 min
				AB 3382 Discussion/possible direction regarding a tourism update including the results of the summer 2026 marketing campaign, the winter 2026/2027 campaign plan, the year-round high-net worth individual marketing	Regular	Grossmann	75 min
				AB 3383 Discussion/possible action regarding approval of an Intergovernmental Agreement with the Sedona-Oak Creek Unified School District for maintenance of certain sports fields and certain security enhancements at the high school.	Regular	Coady	45 min
9/9/2026	Wednesday	4:00	**Off-Site**	Community Conversation, Fire Safe Sedona: Table topics - Zones/Alerts, Go Bag/Preparedness, Fire Safe landscaping, Fire Safe home hardening, feedback on Pocket Fire communications/management, native fire-resistant plants. (Chance, Chief, Steve, Roxanne, Christian, Sarah Estrada, Julie, Sedona Fire)	Special	Council	2 hours
9/22/2026	Tuesday	3:00					
				TBD	Executive Session	Coady	
9/22/2026	Tuesday	4:30					

				AB 3378 Approval of the Home Energy Retrofit Project Renewal Agreement with CozyHome LLC for up to \$90,000.	Consent	Beck	N/A
					Regular		
9/23/2026	Wednesday	4:30					
				AB 3375 Discussion/possible action regarding the Operations and Maintenance Facility.	Special	Gonzalez/Turck	2 hours
10/13/2026	Tuesday	3:00					
				TBD	Executive Session	Coady	
10/13/2026	Tuesday	4:30					
					Consent		
					Regular		
10/14/2026	Wednesday	4:30					
				AB 3381 Discussion/presentation of an emergency response tabletop exercise to familiarize city council, department heads, and partners, on their roles within the Incident Command System during emergency operations.	Special	Wnuck	2 hours
10/27/2026	Tuesday	3:00					
				TBD	Executive Session	Coady	
10/27/2026	Tuesday	4:30					
					Consent		
				AB 3339 Presentation by USFS Red Rock Ranger District, Red Rock Trail Fund, Verde Valley Cyclists Coalition and Friends of the Forest regarding Sedona area trail system projects and partnerships	Regular	Spickard	90 min
10/28/2026	Wednesday	4:30					
				AB 3376 Discussion/possible action regarding implementation of the Uptown Circulator Study.	Special	Gonzalez/Turck	2 hours
11/10/2026	Tuesday	3:00					

				TBD	Executive Session	Coady	
11/10/2026	Tuesday	4:30					
					Consent		
					Regular		
11/12/2026	Thursday	4:30	HOL Wed				
11/24/2026	Tuesday	3:00					
				TBD	Executive Session	Coady	
11/24/2026	Tuesday	4:30					
					Consent		
				Community Police Academy, certificate presentation.	Recognition	Penner	10 min
				Citizen Academy participants, certificate presentation.	Recognition	Hall	10 min
				AB 3368 Public Hearing/discussion/possible action regarding adoption of an Ordinance updating the City of Sedona's Consolidated Fee Schedule.	Regular	West/Nash	60 min
11/25/2026	Wednesday	4:30		No Work Session HOL			
12/8/2026	Tuesday	3:00					
				TBD	Executive Session	Coady	
12/8/2026	Tuesday	4:30					
					Consent		
					Regular		
12/9/2026	Wednesday	4:30					