

Request for City Council Action

Title:	Agreement for Services Between the City of Page and the John Wesley Powell Memorial Museum for Visitor Center Operations.		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input checked="" type="checkbox"/> Unfinished Business <input type="checkbox"/> New Business <input type="checkbox"/> Other _____	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	Community Development	Supporting Documents:	Agreement for Services
Prepared By:	City Manager	Presented By:	City Manager
Reviewed By:	City Manager	Approved By:	City Manager
Proposed Action:	Motion to approve updated Agreement for Services between the City of Page and the John Wesley Powell Memorial Museum for Visitor Center operations.		

BACKGROUND: The Powell Museum & Visitor Center acts as the “face” of tourism with their knowledgeable employees and volunteers who provide helpful information, regional brochures and even trip planning for tourists. These services greatly assist the City’s tourism efforts. The attached Agreement for Services outlines specific expectations from both parties to continue the partnership.

At the City Council Meeting on May 13, 2015, the City Council amended to the Agreement for Services with the John Wesley Powell Memorial Museum for Visitor Center Operations to extend the hours on Saturdays, from 8a.m. -1 p.m. to 8 a.m. – 5 p.m between May 15 to September 15.

Staff met with Museum Director after the May 13 meeting, and agreed to change to the Visitor Center hours to reduce the hours from 25 hours to 20 hours per week November 1 – February 28; and increase the hours from 58 hours to 64 hours per week from May 15 – September 15. However, at the City Council Meeting on May 27, Director Wright informed the City Council that the Museum Board did not approved the changes brought forward.

City Council asked staff to meet with the Director and bring back a new proposal. On June 17, City staff met with Director Wright and members of the Board who propose a change in hours due to financial constraints (see below). This is a reduction of more than 300 hours from the initial agreement brought forth at the May 13, 2015 City Council meeting.

Nov. 1 – Feb. 28	The Visitor Center will be open a minimum of 20 hours per week (10 a.m. – 2 p.m.) Museum closed a maximum of 10 days for holidays and maintenance.
March 1 – May 15	The Visitor Center will be open a minimum of 25 hours per week. During this period, the Visitor Center’s hours expand to approximately 35 hours per week. Beginning in April the museum will be open on Saturdays.
May 15 – Oct. 31	The Visitor Center will be open a minimum of 42.5 hours per week; Hours of operation: 9 a.m.– 4:30 p.m. Monday through Friday; Saturdays from 8 a.m.-2 p.m.

BUDGET IMPACT: Proposed \$45,000 for FY16 to operate the Visitor Center.

MOTION: Motion to approve updated Agreement for Services between the City of Page and the John Wesley Powell Memorial Museum for Visitor Center operations and authorizes the City Manager to execute the contract.

**AGREEMENT FOR SERVICES BETWEEN THE CITY OF PAGE &
THE JOHN WESLEY POWELL MEMORIAL MUSEUM**

This Agreement, made by and between the City of Page, AZ a Municipal Corporation (hereafter the "City") and the John Wesley Powell Memorial Museum, Historical and Archaeological Society, a non-profit corporation, (hereafter the "Museum").

The purpose of this Agreement is to establish a framework and understanding for communications and reference between the City and the Museum concerning the continued operation of a visitor information services at the Museum (the "Visitor Center").

WHEREAS, the City has a need for a Visitor Center to provide the visiting public a destination location at which they can receive accurate up to date information concerning area attractions, recreational opportunities, business services, special events and other information related to the City and the local area; and

WHEREAS, the City does not currently possess a facility that lends itself to such Visitor Center type activities; and

WHEREAS, the City is not currently interested in developing or operating a Visitor Center; and

WHEREAS, the Museum has been engaged in providing local area information to the visiting public since 1969; and

WHEREAS, the Museum facility is in the heart of the business district, and has been designed to accommodate visitors seeking information services such as would be provided by a Visitor Center; and

WHEREAS, the Museum has experienced and knowledgeable staff members trained to provide accurate and detailed visitor information as well as creative vacation planning; and

WHEREAS, the Museum has a nationally and internationally recognized name and location which is published in hundreds of travel articles, brochures, and guidebooks;

NOW THEREFORE, the Museum and the City enter into this Agreement for the purpose of further promoting and providing visitor information services at an established and designated Visitor Center and do hereby agree as follows:

1. The City and the Museum agree to an initial term not to exceed one year, which will start on July 1, 2015 and terminate on June 30, 2016 in conjunction with the City's annual fiscal cycle.
2. The Museum and/or the City shall give notice, no less than three (3) months prior to the expiration of this Agreement, should either party desire to terminate or modify the Agreement.

In order to meet the obligations defined by the City, the Museum agrees to establish a formal Visitor Center and provide public visitor information services, for which the City will pay an annual payment stipend through the City of Page's Tourism Board. The amount of the annual stipend will be \$45,000 and paid accordingly:

Date	Amount
July 2015	\$15,000
October 2015	\$7,500
January 2016	\$7,500
April 2016	\$15,000

3. Any requests by the City for extended hours of service at the Visitor Center will be negotiated annually during the budget formulation process. The City agrees to budget and pay costs associated with any request on their part for expanded hours and/or additional days of Visitor Center accessibility. Hours of operation* are:

Nov. 1 – Feb. 28	The Visitor Center will be open a minimum of 20 hours per week (10 a.m. – 2 p.m.) Museum closed a maximum of 10 days for holidays and maintenance.
March 1 – May 15	The Visitor Center will be open a minimum of 25 hours per week. During this period, the Visitor Center's hours expand to approximately 35 hours per week. Beginning in April the museum will be open on Saturdays.
May 15 – Oct. 31	The Visitor Center will be open a minimum of 42.5 hours per week; Hours of operation: 9 a.m.– 4:30 p.m. Monday through Friday; Saturdays from 8 a.m.-2 p.m.

Please note*: Dates of operation approximate and dependent on visitation and museum income. The Museum will extend hours as finances permit.

4. The Museum agrees to provide quarterly reports to the City concerning actual visitation to the Museum, and as much information concerning the demographics and points of origin of the visitors as can be compiled without intrusion or disruption of the Museum's information services.
5. When enabled and operating, the Museum will provide information concerning social media inquiries made to the Museum and Visitor Center.
6. The Museum agrees to reproduce, procure and stock for free distribution brochures, maps, pamphlets, and magazines that promote and advertise the features and attributes of the City and local community.
7. The Museum agrees to prepare and package requests for media mail services and compile a report of all media materials distributed.
8. The Museum agrees to provide to the City with information media materials for use and distribution at City sponsored or Tourism supported events. Additional information and media distribution services such as information packet preparation for distribution at conventions, travel shows, festivals, or other one-time type events will be provided at a cost of \$20 per hundred. Requests by the City for mass mailings will be factored into the Visitor Center staff availability and when acceptable, prepared at a cost of \$25 per hundred. Copy and printing services provided by the Museum at the request of the City will be at of cost of \$.05 per single sided copy and \$.07 per double sided copy. The City agrees to pay all costs associated with shipping of visitor information responses and bulk media materials.
9. The Museum agrees to meet periodically with the City's Tourism Executive Director for the purposes of discussing observable trends in visitation, and Visitor Center operations.
10. The Museum agrees to acknowledge the City as a major sponsor of the Visitor Center component of the Museum's business.
11. The City agrees to endorse the Museum as the "official" Visitor Center for the City of Page.
12. Any additional services not identified herein will be billed directly to the City.
13. The City acknowledges that the Museum has multiple missions and is not solely operated for the convenience of the City.
14. The City understands that additional services provided by the Museum to the City, such as archival and collection services, and Museum exhibits concerning the history of the City, are not a part of this Agreement or the annual negotiated stipend.

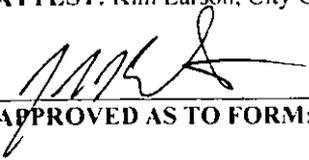
This Agreement is entered into on the ____ day of _____, 2015 and approved by the below listed representatives of the City and the Museum.

J. Crystal Prentice, City Manager

Billie Wright, Museum Director

ATTEST: Kim Larson, City Clerk

Viki Wainwright, Museum President



APPROVED AS TO FORM: City Attorney



Request for City Council Action

Title:	Resolution 1145-15, adopting the Preliminary Budget & Setting Public Hearing date for FY 2015/2016 Budget for July 15, 2015		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input checked="" type="checkbox"/> New Business <input type="checkbox"/> Other	Action:	<input type="checkbox"/> Motion <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	City Manager	Supporting Documents:	Resolution 1145-15 / Schedules A - G
Prepared By:	Kim Larson	Presented By:	City Manager
Reviewed By:	City Manager	Approved By:	
Proposed Action:	Move to introduce Resolution 1145-15 by title only Move to adopt Resolution 1145-15 Move to set a Public Hearing date for the Fiscal Year 2015-2016 Budget for July 15, 2015		

BACKGROUND:

Arizona State Law requires that on or before the third Monday in July of each fiscal year, the City Council must adopt a preliminary budget. Once this preliminary budget has been adopted, the expenditures may not be increased upon final adoption, however, they may be decreased. With the adoption of the preliminary budget, the City Council has set its maximum "limits" of expenditures, but these limits may be reduced upon final adoption. Upon adoption of the preliminary budget a public hearing must be set.

Once the preliminary budget has been adopted, Schedule A must be published once a week for at least two consecutive weeks following the adoption. The preliminary budget must be fully itemized in conformance with forms supplied by the Auditor General and entered upon the City Council meeting minutes.

BUDGET IMPACT: None

STAFF RECOMMENDATION:

I move to introduce Resolution 1145-15 by title only

I move to adopt Resolution 1145-15

I move to set a Public Hearing date for the Fiscal Year 2015-2016 Budget for July 15, 2015

RESOLUTION NO. 1145-15

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA, ADOPTING A PRELIMINARY BUDGET FOR THE FISCAL YEAR 2015-2016.

WHEREAS, in accordance with the provisions of Title 42 Chapter 17, Articles 1-5, Arizona Revised Statutes (A.R.S.), the City Council is required to adopt a preliminary budget for the City of Page, on or before the third Monday of July, 2015, establishing the different amounts required to meet the public expenses for the ensuing year, also an estimate of receipts from sources other than direct taxation, and the amount to be raised by taxation upon real and personal property within the City of Page; and

WHEREAS, in accordance with said chapter of said title, the City Council has made an estimate of the different amounts as required by said section of said code and further the City Council has determined that no amount is necessary to be raised by taxation upon real and personal property within the City of Page; and

WHEREAS, certain projects and programs overlap budget years, and the Finance Director is directed to adjust budgets between years to reflect the overlap as verified by the external City Auditors; and

WHEREAS, the enterprise funds use depreciation expense rather than principle for budget purposes and the Finance Director is directed to make adjustments to reflect budgets on a non-cash basis as verified by the external City Auditors.

NOW, THEREFORE, BE IT RESOLVED BY the Mayor and City Council of the City of Page, Arizona, that the said estimates as shown on attached Schedule A are hereby adopted as the preliminary budget of the City of Page for the fiscal year 2015-2016.

PASSED AND ADOPTED BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA this _____ day of _____, 2015, by the following vote:

Ayes _____
Nays _____
Abstentions _____
Absent _____

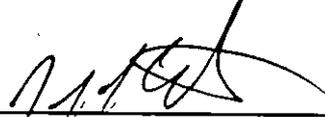
CITY OF PAGE

By _____
Mayor

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

City of Page
Summary Schedule of Estimated Revenues and Expenditures/Expenses
 Fiscal Year 2016

Fiscal Year	S c h	FUNDS							Total All Funds
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	
2015	E	10,596,388	2,918,315	2,390,750	2,922,150	158,700	14,074,128		33,060,431
2015	E	8,843,796	1,882,269	1,384,329	1,227,877	141,832	12,707,665		26,187,769
2016		6,804,760	2,522,275	1,072,670	275,664		20,146,924		31,101,661
2016	B								0
2016	B								0
2016	C	12,620,525	1,635,934	110,050	1,168,800	84,600	12,829,229		28,449,138
2016	D	0	0	0	0	0	0	0	0
2016	D	0	0	0	0	0	0	0	0
2016	D	25,000	415,387	2,699,213	1,776,397	0	0	0	4,915,997
2016	D	3,553,454	1,005,887	0	0	15,000	341,656		4,915,997
2016									
2016									
2016									
2016		15,896,831	3,567,709	3,881,933	3,220,861	348,968	32,634,497		59,550,799
2016	E	10,425,469	1,289,072	1,391,250	2,793,901	49,000	14,839,453	0	30,788,145

EXPENDITURE LIMITATION COMPARISON

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

	2015	2016
	\$ 33,060,431	\$ 30,788,145
	33,060,431	30,788,145
	8,367,823	6,946,779
	\$ 24,692,608	\$ 23,841,366
	\$ 30,709,606	\$ 32,089,071

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

* Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.

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

*** Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

City of Page
Tax Levy and Tax Rate Information
Fiscal Year 2016

	2015	2016
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ _____	\$ _____
2. Amount received from primary property taxation in the current year in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ _____	\$ _____
B. Secondary property taxes	\$ _____	\$ _____
C. Total property tax levy amounts	\$ _____	\$ _____
4. Property taxes collected*		
A. Primary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total primary property taxes	\$ _____	
B. Secondary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ _____	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	_____	_____
(2) Secondary property tax rate	_____	_____
(3) Total city/town tax rate	_____	_____
B. Special assessment district tax rates		
Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating _____ special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town.		

* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.

**City of Page
Revenues Other Than Property Taxes
Fiscal Year 2016**

SOURCE OF REVENUES	ESTIMATED REVENUES 2015	ACTUAL REVENUES* 2015	ESTIMATED REVENUES 2016
GENERAL FUND			
Local taxes			
City Sales Tax	\$ 6,800,000	\$ 8,751,451	\$ 8,000,000
Licenses and permits			
Franchise Fees	257,000	242,278	272,000
License & Permits	93,750	137,687	156,250
Intergovernmental			
State Sales Tax	654,827	672,543	692,328
Vehicle License Tax	310,390	308,053	324,489
State Shared Revenue	877,243	877,293	872,538
Miscellaneous County Revenue	329,051	323,051	521,500
Charges for services			
City Services	240,467	183,950	261,420
Property Leases	56,000	49,420	58,500
Rescue Services	677,000	743,616	677,000
Fines and forfeits			
Court Fines	323,000	287,976	323,000
Library Services	24,000	27,372	25,000
Interest on investments			
Interest	5,000	5,792	5,000
Miscellaneous			
Miscellaneous Revenue	25,000	19,500	25,000
Land Sales	250,000	357,700	406,500
Total General Fund	\$ 10,922,728	\$ 12,987,681	\$ 12,620,525

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

**City of Page
Revenues Other Than Property Taxes
Fiscal Year 2016**

SOURCE OF REVENUES	ESTIMATED REVENUES 2015	ACTUAL REVENUES* 2015	ESTIMATED REVENUES 2016
SPECIAL REVENUE FUNDS			
Highway User	\$ 756,957	\$ 746,753	\$ 777,199
Substance Abuse	7,000	5,811	7,000
Miscellaneous Grants	373,000	95,197	292,500
Miscellaneous Donations	22,150	18,868	25,300
JCEF Fund	7,035		7,035
Balloon Regatta	29,600		
Community Development		2,038	
Airport	498,850	515,929	526,900
Airport Events	7,000		
Total Special Revenue Funds	\$ 1,701,592	\$ 1,384,596	1,635,934

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

City of Page
Revenues Other Than Property Taxes
Fiscal Year 2016

<u>SOURCE OF REVENUES</u>	<u>ESTIMATED REVENUES 2015</u>	<u>ACTUAL REVENUES* 2015</u>	<u>ESTIMATED REVENUES 2016</u>
DEBT SERVICE FUNDS			
Debt Service	\$ 100,050	\$ 109,544	\$ 110,050
Total Debt Service Funds	\$ 100,050	\$ 109,544	\$ 110,050
CAPITAL PROJECTS FUNDS			
Airport Improvements	\$ 2,922,150	\$ 1,056,399	\$ 1,168,800
Total Capital Projects Funds	\$ 2,922,150	\$ 1,056,399	\$ 1,168,800

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

City of Page
Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2016

FUND	OTHER FINANCING 2016		INTERFUND TRANSFERS 2016	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
General Fund:	\$	\$	\$ 25,000	\$ 3,148,454
\$573,397 - to Capital				
\$400,000 - to Community Development				
\$2,162,557 - to Debt Service				
\$12,500 - to Miscellaneous Grants				
\$25,000 - from Miscellaneous Grants				
Land Fund:				
\$405,000 - to Capital				405,000
Total General Fund	\$	\$	\$ 25,000	\$ 3,553,454
SPECIAL REVENUE FUNDS				
Miscellaneous Grants Fund:	\$	\$	\$ 12,500	\$ 25,000
\$25,000 - to General				
\$12,500 - from General				
Highway User Fund:	\$	\$	\$	\$ 619,000
\$619,000 - to Capital				
Community Development Fund	\$	\$	\$ 402,887	\$ 100,000
\$100,000 - to Capital				
\$400,000 - from General				
\$2,887 - from Airport Events				
Airport Fund:	\$	\$	\$	\$ 259,000
\$64,000 - to Capital				
\$195,000 - to Debt Service				
Airport Events Fund:	\$	\$	\$	\$ 2,887
\$2,887 - to Community Development				
Total Special Revenue Funds	\$	\$	\$ 415,387	\$ 1,005,887
DEBT SERVICE FUNDS				
Debt Service Fund:	\$	\$	\$ 2,699,213	\$
\$195,000 - from Airport				
\$2,162,557 - from General				
\$144,000 - from Refuse				
\$197,656 - from Sewer				
Total Debt Service Funds	\$	\$	\$ 2,699,213	\$
CAPITAL PROJECTS FUNDS				
Capital Projects Fund:	\$	\$	\$ 1,776,397	\$
\$64,000 - from Airport				
\$573,397 from General				
\$619,000 - from Highway User				
\$405,000 - from Land				
\$15,000 - from Perpetual Care				
\$100,000 - from Community Development				
Total Capital Projects Funds	\$	\$	\$ 1,776,397	\$
PERMANENT FUNDS				
Perpetual Care Fund:	\$	\$	\$	\$ 15,000
\$15,000 - to Capital				
Total Permanent Funds	\$	\$	\$	\$ 15,000
ENTERPRISE FUNDS				
Refuse:	\$	\$	\$	\$ 144,000
\$144,000 - to Debt Service				
Sewer:	\$	\$	\$	\$ 197,656
\$197,656 - to Debt Service				
Total Enterprise Funds	\$	\$	\$	\$ 341,656
GRAND TOTAL SCHEDULE D	\$	\$	\$ 4,915,997	\$ 4,915,997

**City of Page
Expenditures/Expenses by Fund
Fiscal Year 2016**

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2015	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2015	ACTUAL EXPENDITURES/ EXPENSES* 2015	BUDGETED EXPENDITURES/ EXPENSES 2016
GENERAL FUND				
General Government	\$ 3,493,557	\$ (137,729)	\$ 2,722,809	\$ 3,459,038
City Council	83,503		90,251	77,303
Police Department	2,853,024	61,760	2,495,269	2,874,019
Fire Department	1,848,792	35,190	1,826,656	1,778,541
City Services	1,278,067	15,829	687,628	834,516
Public Works	946,626	17,769	932,947	1,361,452
Golf Course	100,000		88,236	40,600
Total General Fund	\$ 10,603,569	\$ (7,181)	\$ 8,843,796	\$ 10,425,469
SPECIAL REVENUE FUNDS				
Highway User Revenue	\$ 1,527,612	\$ 7,181	\$ 1,030,081	\$ 204,400
Substance Abuse	12,000		8,560	25,000
Airport/Airport Events	341,150		352,573	198,612
Community Development (Tourism)	569,600		362,690	469,395
Grants/Donations	430,772		121,115	361,665
JCEF	30,000		7,250	30,000
Total Special Revenue Funds	\$ 2,911,134	\$ 7,181	\$ 1,882,269	\$ 1,289,072
DEBT SERVICE FUNDS				
Debt Service	\$ 2,390,750		\$ 1,384,329	\$ 1,391,250
Total Debt Service Funds	\$ 2,390,750		\$ 1,384,329	\$ 1,391,250
CAPITAL PROJECTS FUNDS				
Capital Projects/Equipment	\$ 2,922,150		\$ 1,227,877	\$ 2,793,901
Total Capital Projects Funds	\$ 2,922,150		\$ 1,227,877	\$ 2,793,901
PERMANENT FUNDS				
Fire Pension	\$ 62,700		\$ 58,747	\$ 22,700
Cemetery	96,000		83,085	26,300
Total Permanent Funds	\$ 158,700		\$ 141,832	\$ 49,000
ENTERPRISE FUNDS				
Electric/Water/Sewer/Refuse	\$ 14,074,128		\$ 12,707,665	\$ 14,839,453
Total Enterprise Funds	\$ 14,074,128		\$ 12,707,665	\$ 14,839,453
INTERNAL SERVICE FUNDS				
	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$ 33,060,431	\$	\$ 26,187,769	\$ 30,788,145

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

**City of Page
Expenditures/Expenses by Department
Fiscal Year 2016**

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED	ACTUAL EXPENDITURES/ EXPENSES*	BUDGETED EXPENDITURES/ EXPENSES
	2015	2015	2015	2016
GENERAL FUND				
City Administration	\$ 438,352	\$ (168,245)	\$ 294,402	\$ 223,180
City Council	83,503		90,251	77,303
City Clerk	127,964	803	141,032	154,437
City Attorney	175,940	789	194,927	177,329
Community Services Admin.				87,371
Community Services-Comm Ctr	86,406	2,296	81,421	89,209
Community Services-Library	536,313	12,024	457,781	450,156
Community Services-Recreation	181,128	1,509	148,426	207,778
General Services	1,743,486	1,830	780,178	1,011,900
Police Dept. Administration				240,356
Police Dept.-Patrol	1,950,684	44,536	1,906,821	1,873,730
Police Dept.-Investigations	335,166	1,683	395,993	307,267
Police Dept.-Communications	454,040	12,457	119,614	452,666
Police Dept.-Comm. Resource	113,134	3,084	72,842	
Fire Department	1,848,792	35,190	1,826,656	1,778,542
Human Resource/Risk Mgt	325,408	1,854	252,534	575,458
Finance	330,779	10,495	335,205	363,195
Magistrate	394,448	5,458	329,897	384,711
Information Technology	351,628	7,148	312,173	304,761
Community Dev-Planning & Zoning	2,600		2,575	112,411
Community Dev-Bldg & Code Comp	77,172	2,141	79,884	151,656
Engineering	41,000		40,007	
Public Works Administration				507,197
Public Works-Central Garage	306,670	3,736	259,746	310,050
Public Works-Building Maint.	322,346	6,887	349,255	255,078
Public Works-Park Maintenance	276,610	7,146	283,939	289,128
Golf Course Maintenance	100,000		88,236	40,600
Department Total	\$ 10,603,569	\$ (7,181)	\$ 8,843,796	\$ 10,425,469
HIGHWAY USER REVENUE FUND				
Highway User Revenue	\$ 1,527,612	\$ 7,181	\$ 1,030,081	\$ 204,400
Department Total	\$ 1,527,612	\$ 7,181	\$ 1,030,081	\$ 204,400
SUBSTANCE ABUSE FUND				
Substance Abuse	\$ 12,000	\$	\$ 8,560	\$ 25,000
Department Total	\$ 12,000	\$	\$ 8,560	\$ 25,000
DEBT SERVICE FUND				
Debt Service	\$ 2,390,750	\$	\$ 1,384,329	\$ 1,391,250
Department Total	\$ 2,390,750	\$	\$ 1,384,329	\$ 1,391,250
MISCELLANEOUS GRANTS				
Miscellaneous Grants	\$ 371,865	\$	\$ 87,734	\$ 308,865
Department Total	\$ 371,865	\$	\$ 87,734	\$ 308,865
LIBRARY GRANTS FUND				
Library Grants	\$ 5,607	\$	\$ 13,356	\$
Department Total	\$ 5,607	\$	\$ 13,356	\$

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

**City of Page
Expenditures/Expenses by Department
Fiscal Year 2016**

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2015	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2015	ACTUAL EXPENDITURES/ EXPENSES* 2015	BUDGETED EXPENDITURES/ EXPENSES 2016
JCEF FUND				
JCEF Expenses	\$ 30,000	\$	\$ 7,250	\$ 30,000
Department Total	\$ 30,000	\$	\$ 7,250	\$ 30,000
DONATION FUND				
Donation Account Expenses	\$ 53,300	\$	\$ 20,025	\$ 52,800
Department Total	\$ 53,300	\$	\$ 20,025	\$ 52,800
CAPITAL PROJECTS FUND				
Federal Grants	\$ 2,922,150	\$ (64,459)	\$ 1,163,418	\$ 1,198,800
Capital Projects/Equipment		64,459	64,459	1,595,101
Department Total	\$ 2,922,150	\$	\$ 1,227,877	\$ 2,793,901
BALLOON REGATTA FUND				
Balloon Regatta Expenses	\$ 29,600	\$	\$ 58,793	\$
Department Total	\$ 29,600	\$	\$ 58,793	\$
COMMUNITY DEVELOPMENT FUND				
Formerly Tourism Promotion	\$ 540,000	\$	\$ 303,897	\$ 469,395
Department Total	\$ 540,000	\$	\$ 303,897	\$ 469,395
AIRPORT FUND				
Airport	334,150	\$	\$ 352,573	\$ 198,612
Department Total	\$ 334,150	\$	\$ 352,573	\$ 198,612
AIRPORT EVENTS				
Airport Events	\$ 7,000	\$	\$	\$
Department Total	\$ 7,000	\$	\$	\$
CEMETERY FUND				
Cemetery	\$ 96,000	\$	\$ 83,085	\$ 26,300
Department Total	\$ 96,000	\$	\$ 83,085	\$ 26,300
FIRE PENSION FUND				
Volunteer Fire Pension	\$ 62,700	\$	\$ 58,747	\$ 22,700
Department Total	\$ 62,700	\$	\$ 58,747	\$ 22,700
PAGE ELECTRIC UTILITY FUND				
Electric	10,032,000	\$	\$ 8,963,922	\$ 10,908,859
Department Total	\$ 10,032,000	\$	\$ 8,963,922	\$ 10,908,859
PAGE WATER UTILITY FUND				
Water	\$ 1,963,706	\$	\$ 1,760,300	\$ 1,807,862
Department Total	\$ 1,963,706	\$	\$ 1,760,300	\$ 1,807,862

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

**City of Page
Expenditures/Expenses by Department
Fiscal Year 2016**

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2015	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2015	ACTUAL EXPENDITURES/ EXPENSES* 2015	BUDGETED EXPENDITURES/ EXPENSES 2016
PAGE SEWER UTILITY FUND				
Sewer	\$ 1,435,896	\$	\$ 1,348,420	\$ 1,480,206
Department Total	\$ 1,435,896	\$	\$ 1,348,420	\$ 1,480,206
PAGE REFUSE UTILITY FUND				
Refuse	\$ 642,526	\$	\$ 635,023	\$ 642,526
Department Total	\$ 642,526	\$	\$ 635,023	\$ 642,526

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

**City of Page
Full-Time Employees and Personnel Compensation
Fiscal Year 2016**

FUND	Full-Time Equivalent (FTE) 2016	Employee Salaries and Hourly Costs 2016	Retirement Costs 2016	Healthcare Costs 2016	Other Benefit Costs 2016	Total Estimated Personnel Compensation 2016
GENERAL FUND	91	\$ 5,047,556	\$ 826,261	\$ 990,030	\$ 548,761	\$ 7,412,608
SPECIAL REVENUE FUNDS						
Community Development	2	\$ 147,500	\$ 16,918	\$ 33,160	\$ 11,867	\$ 209,445
Airport	1	43,246	4,725	6,110	4,931	59,012
Total Special Revenue Funds	3	\$ 190,746	\$ 21,643	\$ 39,270	\$ 16,798	\$ 268,457
DEBT SERVICE FUNDS						
		\$	\$	\$	\$	\$
Total Debt Service Funds		\$	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS						
		\$	\$	\$	\$	\$
Total Capital Projects Funds		\$	\$	\$	\$	\$
PERMANENT FUNDS						
		\$	\$	\$	\$	\$
Total Permanent Funds		\$	\$	\$	\$	\$
ENTERPRISE FUNDS						
Electric	19	\$ 1,313,000	\$ 150,000	\$ 189,000	\$ 153,000	\$ 1,805,000
Water	9	371,016	42,555	92,000	44,891	550,462
Sewer	10	414,731	47,570	92,000	42,005	596,306
Total Enterprise Funds	38	\$ 2,098,747	\$ 240,125	\$ 373,000	\$ 239,896	\$ 2,951,768
INTERNAL SERVICE FUND						
		\$	\$	\$	\$	\$
Total Internal Service Fund		\$	\$	\$	\$	\$
TOTAL ALL FUNDS	132	\$ 7,337,049	\$ 1,088,029	\$ 1,402,300	\$ 805,455	\$ 10,632,833



Request for City Council Action

Title:	Resolution 1148-15 Amending the City of Page Investment Policy		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input checked="" type="checkbox"/> New Business <input type="checkbox"/> Other	Action:	<input type="checkbox"/> Motion <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	Finance Department	Supporting Documents:	Resolution 1148-15 City of Page Investment Policy
Prepared By:	Finance Director	Presented By:	Finance Director
Reviewed By:	City Manager	Approved By:	City Manager
Proposed Action:	Adoption of Resolution 1148-15 Amending the City of Page Investment Policy.		

BACKGROUND: On June 10, 2015, the City Council held a workshop and was presented with suggested revisions to the existing Investment Policy that would bring the policy into compliance with today's investment practices.

Being the last record on file was May 11, 1995 when the Investment Policy was adopted by City Council, it was the consensus at the workshop to bring the revised policy before the City Council for formal approval.

STAFF RECOMMENDATION:

- I move to introduce Resolution 1148-15 by title only
- I move to adopt Resolution 1148-15

RESOLUTION NO. 1148-15

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA, AMENDING THE CITY OF PAGE INVESTMENT POLICY.

WHEREAS, the City of Page has for year deposited public monies in Local Government Investment Pool Accounts (LGIP), managed by the State of Arizona, with which to manage the City's general fund and enterprise fund operations; and

WHEREAS, on May 11, 1995, the Mayor and Common Council established by motion a written investment policy providing for the objectives and authority for the management of the City's funds; and

WHEREAS, the Mayor and Common Council desire to update the City's investment policy and establish the policy by resolution.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Page, amending the City of Page Investment Policy as follows:

1. POLICY: It is the policy of the City of Page to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all applicable state and local statutes governing the investment of public funds.

2. SCOPE: This investment policy applies to all financial assets and funds held by the City of Page. These funds are accounted for in the City of Page, Arizona, Comprehensive Annual Financial Report and include:

2.1 Funds:

2.1.1 General Funds

2.1.2 Special Revenue Funds

2.1.3 Capital Project Funds

2.1.4 Enterprises Funds

2.1.5 Trust and Agency Funds

2.1.6 Any new funds created by the City, unless specifically exempted

3. Objectives: The primary objective, in priority order, of the City of Page investment activities shall be:

3.1 Safety : Safety of principal is the foremost objective of the City of Page. Investments of the City shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in the portfolio composition.

3.2 Liquidity: The City of Page investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements which might be reasonable anticipated.

3.3 Yield: The City of Page investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and

economic cycles, taking into account the City's very strict risk constraints and the cash flow characteristics of the portfolio.

4. Delegation of Authority:

4.1 The Finance Director is designated as Investment Officer of the City and is responsible for investment decisions and activities, under the direction of the City Manager.

4.2 The Finance Director shall develop and maintain administrative procedures for the operation of the investment program, consistent with these policies. Procedures should include reference to safekeeping, wire transfer agreements, collateral/deposit agreements and banking service contracts.

4.3 The City Clerk is hereby designated the Deputy Investment Officer.

4.4 No officer may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Director and approved by the City Manager.

4.5 The Finance Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

5. Prudence: The standard of prudence to be used by the Investment Officer shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio.

5.1 The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported in a timely manner and that appropriate action is taken to control adverse developments.

6. Internal Controls: All written administrative and internal controls will be reviewed annually with the independent auditor. The controls shall be designed to prevent loss of public funds due to fraud, employee error, misrepresentation by third parties, unanticipated market changes or imprudent actions of employees of the City of Page.

7. Authorized and Suitable Investments: The Investment Officer and his deputies may invest in:

7.1 Obligations of the United States Government, its agencies and instrumentalities;

7.2 Fully insured or collateralized certificates of deposit and other evidence of deposit at banks and savings and loan associations;

7.3 Money market funds whose portfolios consist of the foregoing; and

7.4 The State of Arizona's Local Government Investment Pool.

8. Authorized Financial Dealers and Institutions: The City shall use local dealers and institutions which are authorized to provide investments services. Banks and savings and loans shall provide their most recent Consolidated Report of Condition ("call" report) at the request of the City.

9. Portfolio Diversification and Maturities:

9.1 It is the policy of the City to diversify its investment portfolio by using allowable, authorized and suitable investments.

9.2 The Investment Officer will insure that all investment maturities will be matched to cash flow requirements.

9.3 To control risks of liquidity, all investments must mature within 5 years.

10. Safekeeping and Collateralization:

10.1 All security transactions; entered into by the City shall be conducted on a delivery versus payment basis (DVP).

10.2 All securities shall be held by a third-party custodian designated by the investment officer. The third party custodian shall issue a safekeeping receipt to the City listing the specific instrument, rate, maturity, and other pertinent information.

10.3 Collateralization will be required on Certificates of Deposit which are not FDIC insured.

10.4 In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102 percent of market value of principal and accrued interest.

11. Performance Evaluation:

11.1 The Investment Officer shall submit monthly reports to the City Manager and City Council containing sufficient information to permit an informed outside reader to evaluate the performance of the investment program.

11.2 The Investment Officer shall include a market price, on the monthly report, of all U.S. Treasury investments.

12. Investment Policy Adoption: The City's investment policy shall be approved by the City Council. The policy shall be reviewed on an annual basis by the City Manager and any significant modifications thereto must be approved by the City Council.

PASSED AND ADOPTED BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA this ____ day of _____, 2015, by the following vote:

Ayes _____
Nays _____
Abstentions _____
Absent _____

CITY OF PAGE

By _____
Mayor

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY



Request for City Council Action

Title:	Ordinance 622-15 Adoption of a New Chapter 15 of the Code of the City of Page Entitled "Chapter 15 – Boards, Commissions and Authorities"		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input checked="" type="checkbox"/> New Business <input type="checkbox"/> Other	Action:	<input type="checkbox"/> Motion <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance
Originating Department:	Administration	Supporting Documents:	Ordinance 622-15; Chapter 15 – Boards, Commissions and Authorities
Prepared By:	City Manager	Presented By:	City Manager
Reviewed By:	City Manager / City Attorney	Approved By:	City Manager
Proposed Action:	Adoption of Ordinance 622-15 establishing a new Chapter 15 – Boards, Commissions and Authorities.		

BACKGROUND: In an effort to establish consistency between the City’s Advisory Boards and Commissions, staff drafted a new Chapter in the City Code. The new language provides the same general provisions for each board and commission, including establishment, cooperation of City Officials, members, ineligibility, appointment and terms of members, remuneration and lobby efforts. The new chapter also references City Authorities.

At the April 8, 2015, City Council Work Session, the City Council discussed proposed changes to the City Code and directed changes to the document and directed staff to seek input from the Advisory Boards and Commission members. The Advisory Boards and Commissions had the opportunity to review and provide input; suggested changes were minor and have been included in the Ordinance.

BUDGET IMPACT: N/A

ALTERNATIVES CONSIDERED: N/A

STAFF RECOMMENDATION:

- I move to introduce Ordinance 622-15 by title only
- I move to pass Ordinance 622-15 to its second reading

ORDINANCE NO. 622-15

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA, REPEALING CHAPTER 2, ARTICLES 6, 8, 10, 11, 12, 13, 14 AND CHAPTER 14, ARTICLE 11 OF THE CODE OF THE CITY OF PAGE AND ADOPTING "CHAPTER 15 - BOARDS, COMMISSIONS AND AUTHORITIES" BY REFERENCE AS CHAPTER 15 OF THE CODE OF THE CITY OF PAGE AND PROVIDING FOR SEVERABILITY AND THE EFFECTIVE DATE THEREOF.

WHEREAS, that certain document known as "Chapter 15 – Boards, Commissions and Authorities" was adopted as a public record by Resolution No. 1142-15, on June 24, 2015;

WHEREAS, the Mayor and Common Council, after consultation with staff, believe that amending the Code of the City of Page by repealing Chapter 2, Articles 6, 8, 10, 11, 12, 13, 14 and Chapter 14, Article 11 and adopting a new Chapter 15 would be in the best interest of the City of Page and would simplify the City Code and establish consistency throughout the City's Boards, Commissions and Authorities; and

WHEREAS, A.R.S. §9-802 allows a City to adopt a public record by Ordinance as a means to reduce publication costs while ensuring that the public gets fair notice and opportunity to review its operative provisions;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA, AS FOLLOWS:

Section 1: That Chapter 2, Articles 6, 8, 10, 11, 12, 13, 14 and Chapter 14, Article 11 of the Code of the City of Page, are hereby repealed in their entirety.

Section 2: Pursuant to Arizona Revised Statutes Section 9-802, that certain document known as "CHAPTER 15 – BOARDS, COMMISSIONS AND AUTHORITIES", Chapter 15 of the Code of the City of Page, three copies of which are on file in the office of the City Clerk of the City of Page, Arizona, which document was made a public record by Resolution No. 1142-15 of the City of

Page, Arizona, is hereby referred to, adopted and made a part hereof as if fully set out in this Ordinance.

Section 3: "Chapter 15 – Boards, Commissions and Authorities", which was made a public record by Resolution No. 1142-15 of the City of Page, Arizona, is hereby inserted in the Code of the City of Page as Chapter 15.

Section 4: If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 5: All ordinances or parts of ordinances adopted by the City of Page in conflict with the provisions of this Ordinance are hereby repealed, effective as of the day this Ordinance is effective.

Section 6: This Ordinance shall become effective thirty (30) days from the date of adoption by the Mayor and Common Council for the City of Page.

PASSED AND ADOPTED BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA this ___ day of _____, 2015, by the following vote:

Ayes _____
Nays _____
Abstentions _____
Absent _____

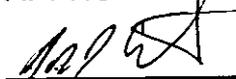
CITY OF PAGE

By _____
Mayor

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

CHAPTER 15 - BOARDS, COMMISSIONS AND AUTHORITIES

ARTICLE 15-1 GENERAL PROVISIONS

- Section 15-1-1 Boards and Commissions; Establishment, Appointments and Authority**
- Section 15-1-2 Cooperation of City Officials**
- Section 15-1-3 Membership**
- Section 15-1-4 Ineligibility**
- Section 15-1-5 Appointments and Terms of Membership**
- Section 15-1-6 Organization and Bylaws**
- Section 15-1-7 Remuneration**
- Section 15-1-8 Lobbying Efforts Consistent with City Policy**

ARTICLE 15-2 CITY ADVISORY BOARDS AND COMMISSIONS

- Section 15-2-1 Airport Advisory Board**
- Section 15-2-2 Community Center Advisory Board**
- Section 15-2-3 Lake Powell National Golf Course Advisory Board**
- Section 15-2-4 Library Advisory Board**
- Section 15-2-5 Parks and Recreation Advisory Board**
- Section 15-2-6 Planning and Zoning Commission**
- Section 15-2-7 Public Safety Personnel Retirement System Board**
- Section 15-2-8 Tourism Advisory Board**
- Section 15-2-9 Youth Advisory Commission**

ARTICLE 15-3 CITY AUTHORITIES

- Section 15-3-1 Substance Abuse Task Force**
- Section 15-3-2 Page Utility Enterprises**
- Section 15-3-3 Board of Adjustment**

ARTICLE 15-1 GENERAL PROVISIONS

Section 15-1-1 BOARDS AND COMMISSIONS; ESTABLISHMENT, APPOINTMENTS AND AUTHORITY

A. ESTABLISHMENT

- 1. Authority to Establish. The City Council establishes or continues the following boards and commissions to advise the Council with respect to municipal functions and activities and to investigate subjects of interest to the City.**

2. **How Established.** A board or commission may be established by a majority vote of the Council. An ordinance shall be adopted prescribing the purpose, duties, and composition of the board or commission.
3. **Applicability.** All boards and commissions established by the City Council shall be subject to the provisions of this Chapter, unless a specific requirement or condition is imposed by the City ordinance or State law.
4. **Purposes and Duties Generally.** All boards and commissions established by the Council shall be advisory to the Council and shall have the responsibility to:
 - a. Investigate matters within the scope of the particular board or commission or as specifically directed by the Council.
 - b. Advise the Council by communicating the viewpoint or advice of the board or commission.
 - c. At the direction of the Council, hold hearings, receive evidence, conduct investigations, and, on the basis of such hearings, evidence and investigations, make decisions and recommendations to the Council.
 - d. **Advisory Role.** A board or commission established by the Council shall not assume the role of an administrative or legislative body, except as otherwise provided for in City Code or Ordinances.

Section 15-1-2 COOPERATION OF CITY OFFICIALS

- A. All City officials, Department Managers, employees and appointees shall cooperate with the commissions established by the Council and render all reasonable assistance as directed by the City Manager.
- B. Each board and commission shall hold its regular meetings at times established and approved by the City Manager. The City Manager shall be an ex-officio member of all boards and commissions.

Section 15-1-3 MEMBERSHIP

- A. **Members.** Any person wishing to serve on a City board or commission must meet the following requirements:
 1. Age 18 or older on the date of appointment to the boards and commission, or age of 14 or older for the Youth Advisory Commission.

2. A citizen of the United States.

B. City Council Liaison. Each advisory board or commission shall have a City Council Liaison.

Section 15-1-4 INELIGIBILITY

A. The following persons are ineligible to serve on a City board or commission:

1. Anyone convicted of treason or a felon whose rights have not been restored.
2. Anyone under guardianship.
3. Anyone who is found by a court of law to be legally incompetent.
4. Full-time City employees; or part-time employees where there is an incompatibility of office.

Section 15-1-5 APPOINTMENTS AND TERMS OF MEMBERSHIP

A. Regular Members. Board and commission members shall be appointed at the first regular meeting of the Council in June of each year, by majority vote of the Council and shall serve terms of membership not to exceed three years per term. Each member is eligible to serve three consecutive three-year terms. Terms expire on June 30. Re-appointment will take place at term expiration. New appointees shall assume office on July 1.

B. Council Liaisons. Council Representatives shall be appointed at the first regular meeting of the Council in July of each year by the Mayor and shall serve a term of two years.

C. Resignation and Removal. Members shall serve without compensation and may resign voluntarily by letter or e-mail to the City Clerk or be removed by majority vote of the Council or pursuant to subsections 15-1-6 E.

D. Vacancies. Vacancies in membership shall be filled by majority vote of the Council for the balance of the unexpired term.

E. Term of Appointment to Fill Vacancy. A person appointed to fill a vacancy shall be eligible to serve two full terms in addition to the balance of the unexpired term.

F. Concurrent Membership. No person may serve concurrently on more than two boards or commissions.

- G. Staggered Terms.** Terms of membership shall be staggered so that no more than one-half of the terms on a board or commission expire in any particular year.

Section 15-1-6 ORGANIZATION AND BYLAWS

- A. Bylaws.** Each board or commission shall adopt and be governed by such bylaws as shall be necessary and desirable for the conduct of its activities. Bylaws shall be subject to review and approval by the Council.

- B. Chairperson.** Each board or commission annually shall elect from its members a chairperson and vice-chairperson to serve a term of one year. No person shall serve more than two consecutive one-year terms as chairperson of a particular board or commission.

- C. Meetings**

- 1. Regular Meetings.** All board and commission meetings are open meetings subject to the Arizona Open Meeting Law and shall be held at a fixed time, on a fixed date and in a fixed place as shall be determined by the board or commission. The City Clerk shall give notice of all board and commission meetings as required for meetings of public bodies.
- 2. Special Meetings.** Special meetings may be held if necessary. All meetings shall comply with the Arizona open meeting laws and shall be open to the public. The chairperson shall utilize Roberts Rules of Order to govern the conduct of the meetings insofar as practical.
- 3. Public Comment.** All board and commission meetings shall include scheduled time for public comment.
- 4. Meetings Conducted According to Bylaws.** All meetings shall be conducted according to the bylaws of the board or commission.

- D. Meeting Minutes.**

- 1. Official Record.** Approved minutes of board or commission proceedings shall be public record; the City shall retain a copy of the official minutes of each board or commission meeting in accordance with applicable state laws.
- 2. Distributed to City Council.** Official minutes of each board or commission meeting shall be distributed to the City Council.

E. Removal.

1. Any member of a board or commission established by the Council who fails to attend three consecutive regular meetings, or who fails to attend at least 75% of the scheduled meetings in any calendar year shall be deemed to have resigned as a member of the board or commission.
2. Extraordinary circumstances such as serious illness will be considered a waiver of these requirements.
3. Members may be removed, from any advisory board or commission, prior to the expiration of their term of office, by a majority vote of the City Council.

F. Vacancies. The successor to any member of a board or commission who has been removed pursuant to this section shall be appointed pursuant to section 15-1-5.

G. Quorum. A majority of the appointed members of the Advisory board or commission shall constitute a quorum for the transaction of business. An affirmative vote of the majority of a quorum in attendance at any meeting shall be necessary to transact business or carry any proposition.

H. Conflict of Interest. All members should be aware of the need to avoid any instance of conflict of interest and are governed by Arizona's conflict of interest laws.

I. Procedure. The board or commission's final action on any proposal shall be in the form of a recommendation of approval or disapproval directed to the City Council, except as otherwise provided for in City Code or Ordinances.

Section 15-1-7 REMUNERATION

All appointed board and commission members shall serve without remuneration, but may be reimbursed for out-of-pocket expenses incurred in performance of their duties when the expenses have been authorized before they are incurred.

Section 15-1-8 LOBBYING EFFORTS CONSISTENT WITH CITY POLICY

A. Lobbying efforts by any advisory board or commission member on legislative or political matters should contact the City Manager to check for consistency with City policy. In the event a position is taken that differs from that of the City's policy, an advisory board or commission cannot represent that position publicly or before another body, for example, the State Legislature or the County Board of Supervisors.

- B. An advisory board or commission member is free to communicate positions to the City Council on matters pertaining to the body's purpose and function.**
- C. A member of the advisory board or commission is not authorized to speak for the board or commission, unless the board has expressly authorized the member's communication.**
- D. An individual member is free to voice a position, oral or written, on any issue as long as it is made clear that the member is not speaking as a representative of the City, or as a member of an advisory board or commission.**

ARTICLE 15-2 CITY ADVISORY BOARDS AND COMMISSIONS

Section 15-2-1 AIRPORT ADVISORY BOARD

- A. Purpose. The Airport Advisory Board will act in an advisory and review capacity to the City Council regarding the operation and construction of the airport, and shall have the following responsibilities and duties:**
 - 1. To advise the Council in the establishment of the rules and regulations, consistent with state and federal aviation authority, as may be necessary or advisable for the operation and management of the municipal airport, the same to be confirmed by the Council before they are placed in effect;**
 - 2. To advise the Council in the establishment of building sites and to approve and recommend all proposed construction on the airport property and to request repair or removal of structures not maintained in accordance with regulations as to construction or location; and**
 - 3. To make other recommendations as may be necessary or advisable for the safe and efficient management, operation and maintenance of the municipal airport.**
- B. Membership. The Airport Advisory Board will consist of seven members, appointed pursuant to section 15-1-5.**

Section 15-2-2 COMMUNITY CENTER ADVISORY BOARD

- A. Purpose. The Community Center Advisory Board will act in an advisory and review capacity to the City Council regarding the operation, programming and fundraising activities of the community center.**

- B. Membership.** The Community Center Advisory Board will consist of five members, appointed pursuant to section 15-1-5.

Section 15-2-3 LAKE POWELL NATIONAL GOLF COURSE ADVISORY BOARD

- A. Purpose.** The Lake Powell National Golf Course Advisory Board will act in an advisory and review capacity to the City Council regarding the operation of the Lake Powell National Golf Course; including advising the Council on course planning and maintenance, event and activity possibilities, revenue sources, grant opportunities, industry innovations, marketing strategies, course fees, and community promotion. Recommendations should discuss estimated costs, funding sources, and the necessity and priority of the proposal.
- B. Membership.** The Community Board will consist of five members, appointed pursuant to section 15-1-5.

Section 15-2-4 LIBRARY ADVISORY BOARD

- A. Purpose.** Library Advisory Board will act in an advisory and review capacity to the City Council regarding the operation and programming of the Page Public Library.
- B. Membership.** The Library Advisory Board will consist of seven members, appointed pursuant to section 15-1-5.

Section 15-2-5 PARKS AND RECREATION ADVISORY BOARD

- A. Purpose.** The Parks and Recreation Advisory Board will act in an advisory and review capacity to the City Council regarding the operation, maintenance, improvement and activities of the parks and recreation facilities, and shall have the following responsibilities and duties:
- 1. To advise the Council in the establishment of the rules and regulations, consistent with state authority, as may be necessary or advisable for the operation and management of the park system, including playgrounds, recreational facilities, playing and sports fields, trails and programs for the City of Page, the same to be confirmed by the Council before they are placed in effect;**
 - 2. To advise the Council in the establishment of recreational facilities and recommend all proposed construction on park property and to request repair or removal of structures not maintained in accordance with regulations as to construction or location;**

3. To make other recommendations as may be necessary or advisable for the safe and efficient management, operation and maintenance of the City's parks, playgrounds, recreational facilities, playing and sports fields, trails and programs; and
 4. To promote public parks, trails, recreation programs and sporting or other recreational events for City of Page.
- B. Donation Fund.** The Advisory Board may solicit and receive donations, legacies, bequests, or devises for the establishment, maintenance or improvement of recreational facilities, trails and activities. Funds received by the Advisory Board, with a statement in substantially the following form, shall be maintained by the City of Page in accordance with State and City Ordinances:
- "I hereby donate/give the sum of \$_____ to be deposited into the donation fund with the City of Page on behalf of Parks and Recreation. I further direct that said funds be used for establishment, maintenance, or improvements of recreational facilities or activities only."
- Such funds shall be deposited with the City to the credit of the City Recreation Fund and may be withdrawn in the manner provided for the payment of money appropriated for the acquisition, improvement, operation and maintenance of playgrounds and other recreational facilities and activities.
- C. Membership.** The Parks and Recreation Board will consist of five members, appointed pursuant to section 15-1-5.

Section 15-2-6 PLANNING & ZONING COMMISSION

- A. Purpose.** Planning & Zoning Commission will assist in the preparation of a General Plan; assist in the preparation of development controls; review development proposals, proposed changes to ordinances and changes in development policies; hold public hearings and meetings; assist in preparation of a capital improvements program; make recommendations on proposed boundary changes; and make recommendations on a uniform schedule of fees for service.
- B. Fees.** The Planning and Zoning Commission shall be authorized to establish a uniform schedule of fees for service, with all receipts to be paid to the general fund of the City. Such fee schedule shall become effective upon approval by the Council.

- C. Membership. The Planning & Zoning Commission will consist of seven members, appointed pursuant to section 15-1-5.

Section 15-2-7 PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM BOARD

The City established a Public Safety Personnel Retirement System Board composed of five members pursuant to Arizona Statute § 38-847. The Board shall have the responsibilities and duties as set forth in A.R.S. § 38-847, as it may be amended from time to time.

Section 15-2-8 TOURISM ADVISORY BOARD

- A. Purpose. The Tourism Advisory Board will act in an advisory and review capacity to the City Council regarding the tourism industry, including master planning, budgeting, event and activity planning, marketing strategies and coordination.
- B. Membership. The Tourism Advisory Board will consist of seven members, appointed pursuant to section 15-1-5.

Section 15-2-9 YOUTH ADVISORY COMMISSION

- A. Purpose. The Youth Advisory Board shall represent the youth in Page, responsibilities include: assist and advise the Parks and Recreation Board on issues concerning youth in Page; present recommended improvements to the City Council of public projects and programs relating to youth; assist in planning and youth/ recreation activities and events.
- B. Membership. The Youth Advisory Board will consist of seven members, appointed pursuant to section 15-1-5. The members shall represent a cross section on ninth through twelfth grade students. All members must be actively enrolled in public or private high school in Page (including charter and home schools).

ARTICLE 15-3 CITY AUTHORITIES

Section 15-3-1 SUBSTANCE ABUSE TASK FORCE

A. Establishment and Meetings

The City of Page Substance Abuse Task Force is hereby established to foster the health and well being of the Citizens of the City of Page, Arizona by coordinating efforts to establish and strengthen programs to reduce and prevent substance abuse in the community.

The Task Force shall endeavor to meet regularly at least once per month to conduct business; convening a minimum of at least nine (9) meetings per year. The date, time, and place of the public meetings shall be determined by the Task Force. Special meetings may be held if necessary. The City Clerk shall give notice of all Task Force meetings as required for meetings of public bodies

- B. The chairperson shall utilize Robert's Rules of Order to govern the conduct of the meetings insofar as practical. A majority of the voting members of the Task Force shall constitute a quorum. The affirmative vote of a majority of the voting members present at a meeting shall be required for passage of any matter before the Task Force. The minutes of the meetings shall reflect the "ayes" and "nays" cast on a particular measure and shall reflect the vote of each member present. A member may abstain from voting only upon a declaration of a conflict of interest, in which case the member shall not vote on the issue presented. The Substance Abuse Task Force shall comply with the open meeting and public records laws of the State of Arizona.**

- C. Membership and Selection. The Substance Abuse Task Force shall consist of five (5) voting members, all of whom shall be appointed by Council. The term of office of each member shall be four (4) years, except that the term of a person appointed to fill a vacancy shall be for the unexpired term. Two (2) of the five (5) members shall be appointed to an initial term of two (2) years in order to stagger the terms of the Task Force members. A Council Member appointed by the Mayor may serve as Chair and Council Liaison with no voting privilege.**

- D. Chairperson. The Substance Abuse Task Force shall elect from its members a chairperson and vice-chairperson to serve a term of one year. No person shall serve more than two consecutive one-year terms as chairperson of a particular board or commission. Vacancies in any office shall be filled by election for the unexpired term.**

- E. Member Attendance at Meetings, Compensation, and Reimbursement. Unexcused failure of any member of the Substance Abuse Task Force to attend three (3) consecutive meetings, or seventy-five percent (75%) of the meetings of the Task Force in one year, shall be considered cause for removal from the Task Force. Removal shall occur by majority action of the Council. The Substance Abuse Task Force chairperson shall have authority to excuse absences; provided, however, that any Task Force**

member may request members to vote on the question of whether one or more absences should be excused.

Substance Abuse Task Force members shall not receive compensation for their services but shall be reimbursed for actual and necessary traveling and incidental expenses, when the expenses have been authorized by the Task Force before they are incurred. Expenses shall be approved and audited by the Task Force and paid in the same manner as other expenses.

F. Coordination with Volunteers. The Substance Abuse Task Force shall coordinate with a variety of sources in the community such as businesses, community based health care providers, neighborhood associations, parents, schools, youth, civic and faith-based organizations, and non-profit entities to create a pool of volunteers to assist the Task Force with the implementation of the Task Force's stated purpose and agenda.

G. Powers and Duties. The Substance Abuse Task Force shall:

1. Gather and evaluate information concerning existing and potential alcohol or drug issues in the community that affect the health and wellbeing of citizens.
2. Gather information concerning existing programs designed to effectuate community alcohol and drug abuse prevention in the community and using this information, create prevention programs based on the needs of the community.
3. Coordinate with other agencies, both public and private, in the assessment, development, and implementation of programs for alcohol and drug abuse education or prevention.
4. Utilize information gathered, set goals, perform tasks and disseminates information and make recommendations to the Mayor and City Council, the public, and law enforcement agencies operating within the City.
5. Submit a monthly report, which may be in the form of minutes of meetings or any other report the Task Force deems necessary, to the Mayor and City Council, of the activities, funding and other possible discussions or actions.
6. Investigate sources of funding and submit grant proposals.
7. Gather quarterly or yearly statistics from the Police, Fire, Hospital Emergency Room, on the numbers of Substance Abuse arrests, transports to hospital, treatment, and admits.

8. **Comply with the City's Procurement Policy. Funding of projects over \$10,000.00 shall be approved by Council.**

H. Substance Abuse Fund

1. **There is established a substance abuse fund consisting of monies collected pursuant to Section 15-3-1 H.**
2. **The City of Page Substance Abuse Task Force shall, as necessary, allocate monies received into the Fund to itself and local organizations for the purpose of education, creating prevention or treatment projects and programs, or enhancing existing projects and programs designed to prevent or treat substance abuse. The Task Force may adopt rules for said allocation.**
3. **The process of allocating funds to itself each year shall include submitting a budget to the City Manager on a date determined by the City Manager for the following fiscal year. The Task Force budget will dictate how the substance abuse funds may be spent for the following fiscal year.**

I. Assessments; Fund Deposits

1. **In addition to any other penalty assessment provided by law, there shall be levied a penalty assessment in an amount of ten percent (10%) on every fine, penalty and forfeiture imposed and collected by the Page Municipal Court for criminal offenses and any civil sanction imposed and collected for:**
 - a. **A civil traffic violation and fine, penalty or forfeiture for a violation of Title 4, ARS, Alcoholic Beverage; Title 13, Chapter 34, ARS, Drug Offenses;**
 - b. **Title 13, Chapter 34.1, ARS, Imitation Substance or Drug Offenses;**
 - c. **Title 28, Chapter 6, Article 5, ARS, Driving While Intoxicated (excluding reckless driving) and Ordinance No. 171, City of Page, offenses. If multiple offenses are involved, the penalty**

assessment shall be based upon the total civil sanction, fine, bail or bond for all offenses.

2. If a fine or civil sanction is suspended in whole or in part, the penalty assessment shall be reduced in proportion to the suspension.
3. If any deposit of bail or bond or deposit for an alleged traffic violation is to be made for a violation, the Municipal Court shall require a sufficient amount to include the assessment prescribed in this section for forfeited bail or bond or deposit. If bail or bond or deposit is forfeited, the amount of such assessment shall be transmitted by the clerk of the Court to the City Treasurer pursuant to subsection E. If bail or bond or deposit is returned, the assessment made pursuant to the article shall also be returned.
4. The Magistrate may waive all or any part of the penalty assessment the payment of which would work a hardship on the person convicted or adjudicated or on his immediate family.
5. After a determination by the Court of the amount due, the clerk of the Court shall transmit, on the last day of each month, the assessments collected pursuant to subsections A and B and an itemized statement of the fines, civil sanctions and assessments collected pursuant to Section 15-3-1 subsections H, 1 and 2 to the City Treasurer.

Section 15-3-2 PAGE UTILITY ENTERPRISES BOARD

In 1986, voters authorized the acquisition of the electric utility from Arizona Public Service (APS), a large Investor Owned Utility. In 2012, the City Council voted unanimously to merge the Water and Sewer Utilities with the Electric Utility to form Page Utility Enterprises (PUE). The Page Utility Enterprises Board shall have the responsibilities and duties as set forth in Article 2-8 in the City Code of Ordinances.

Section 15-3-3 BOARD OF ADJUSTMENT

The City established a Board of Adjustment, pursuant to Arizona Statute section 9-462.06. The Board of Adjustment shall have the responsibilities and duties as set forth in section 2 of the Planning and Zoning Ordinance.

Cross-reference:

Page Utility Enterprises Board City Code of Ordinances Article 2-8.

Board of Adjustment, Planning and Zoning Ordinance Section 2.



Request for City Council Action

Title:	Arizona State Forestry Division Cooperative Intergovernmental Agreement		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input checked="" type="checkbox"/> New Business <input type="checkbox"/> Other	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	Page Fire Department	Supporting Documents:	Intergovernmental Agreement
Prepared By:	Jeff Reed, Fire Chief	Presented By:	Crystal Prentice, City Manager
Reviewed By:		Approved By:	
Proposed Action:	Motion to accept the attached Arizona State Forestry Division Cooperative Intergovernmental Agreement between the Page Fire Department and the Arizona State Forestry Division		

BACKGROUND:

The Page Fire Department and the State Forestry Division have cooperatively entered in to an agreement to protect our forests and wild lands from fire for the past several years. The State Forestry Division provides training opportunities, funding for assistance and resources, among others, for wild land fire suppression and unplanned all-risk emergencies throughout the State of Arizona. The Page Fire Department agrees to provide manpower and firefighting equipment if by doing so it does not deplete the resources necessary to protect the lands within our service area at the request from the State.

Both parties agree that it is advantageous to protect the forest, wild lands, agricultural lands and rural structures within our State. This Agreement defines the roles and responsibilities of all parties during such emergent circumstances.

BUDGET IMPACT: None

ALTERNATIVES CONSIDERED: N/A

ADVISORY BOARD RECOMMENDATION: N/A

STAFF RECOMMENDATION:

I move to authorize the City Manager to execute all documents pertaining to the Cooperative Intergovernmental agreement between the Page Fire Department and the Arizona State Forestry Division.

**ARIZONA STATE FORESTRY DIVISION
COOPERATIVE INTERGOVERNMENTAL AGREEMENT**

This Cooperative Agreement ("Agreement") is made by and between Page Fire Department hereinafter referred to as the Cooperator, and the State Forester (collectively the "Parties"). This Agreement supersedes all previous Memorandums of Understanding and Cooperative Agreements and will become effective upon the final signature, and will continue (10) ten years from effective date, unless terminated by either party by (30) thirty days written notice to the other.

WITNESSETH:

WHEREAS the Cooperator wishes to enter into a Cooperative Agreement with the State Forester for the protection of its forests and wildlands as authorized under A.R.S. Sections 37-623(F), 9-220 (8) and 48-805(B)(16) and; the protection of forest, wild and agricultural lands, and rural structures as provided for within the Cooperative Forestry Assistance Act, 16 U.S.C. Section 2106; and

WHEREAS this is an Intergovernmental Agreement entered into pursuant to A.R.S. § 11-952; and

WHEREAS it is in the best interest of the State of Arizona to have wildland fires detected and suppressed quickly before they become large and more difficult to control; and

WHEREAS the Cooperator represents that it is a duly constituted fire department, fire district, or political subdivision of the State authorized to provide fire protection within the boundaries of the map attached hereto and by reference made a part hereof (Appendix A); and

WHEREAS the Cooperator may have a limited number of units of firefighting equipment that can be made available to the State Forester for fire suppression work; and

WHEREAS the Cooperator may have the capability to respond and suppress fires under the jurisdiction of the State Forester on a more timely and effective basis than any other assets or resources in the state; and

WHEREAS the Cooperator can more adequately carry out this function if additional equipment and technical assistance is available; and

WHEREAS the State Forester may have a limited number of units of firefighting equipment that can be made available to fire associations, fire districts, and incorporated fire departments involved in fire suppression; and

WHEREAS it has been determined to be advantageous to the State Forester in the proper discharge of his responsibilities to make certain equipment available to the Cooperator;

NOW THEREFORE, the parties to this Agreement do hereby agree as follows:

THE STATE FORESTER AGREES:

1. To make available organizational assistance, technical training and other expertise as available on his staff;
2. To provide State Forester's and other wildland fire training resources and funding when deemed available by the State Forester;
3. To provide State resources and resources under State agreement to the Cooperator for wildland fire suppression, pre-suppression, and for unplanned all-risk emergencies within the Cooperator's

boundary or service area when requested by the Cooperator and deemed available by the State Forester. Per A.R.S. 37-623.02.H, the State Forester may require reimbursement for cost incurred for these requested resources. The State Forester will determine as soon as practical after each request, the need for reimbursement. This determination will be based upon one or more of the following factors; the type of request, resources furnished, jurisdiction, land ownership, threat, state or federal emergency declaration status, and the actual costs of those resources to the State.;

4. To pay and reimburse the Cooperator, out of State Forestry allocated funding, for fire suppression activities, equipment and manpower at the rates established per the Cooperative Fire Rate Agreement (FM104) on file with the State Forester; provided, however, that payment shall be made only for such activities on lands outside the Cooperator's established boundaries or service area when requested by the State Forester;
5. That the Cooperator may refuse to furnish manpower and equipment when requested by the State Forester if by so doing it would reduce the Cooperator's resources to a level where he could no longer maintain an adequate level of fire protection on lands within his boundary or service area;
6. To make available such firefighting and training equipment as can be obtained and is suitable for the use of the Cooperator in fire management work and wildland fire training;
7. That title to all accessories, tools, equipment, sirens, etc., which the Cooperator adds or attaches to state equipment provided by the State Forester will remain the property of the Cooperator and the Cooperator shall remove same prior to returning same equipment to the State Forester;
8. To pay and reimburse the Cooperator, out of State Forestry allocated funding, for instructors conducting approved fire training instruction, at the State Forester's request and at the rate for instructors included in the Arizona State Forester's Emergency Pay Plan plus travel expenses, if applicable, at the approved state rates;
9. That no reimbursement for loss, damage or destruction of equipment due to ordinary wear and tear will be made;
10. To provide necessary forms as needed by the Cooperator in executing his responsibilities under this Agreement;
11. To the extent possible, to assist the Cooperator in ordering and obtaining fire training material and equipment through the federal supply system (GSA, NWCG, & NIFC);
12. That the Cooperator may purchase wildland firefighting equipment and supplies through the State Forester's procurement system.

THE COOPERATOR AGREES:

1. To respond to and engage in fire suppression actions on all wildland fires on State and Private lands within the Cooperator's boundary or service area as set forth in attached Appendix A at the Cooperator's expense;
2. To respond and engage in fire suppression and other activities upon lands under the jurisdiction of the State Forester located outside the Cooperator's boundary or service area as set forth in attached Appendix A at such time and with equipment and manpower available as requested by the State Forester;
3. To maintain and make available for use at the request of the State Forester manpower and equipment subject to the provisions of Cooperative Fire Rate Agreement (FM 104);
4. To accept direction and supervision by the State Forester or his duly authorized representatives while engaged in suppression or other activities at the State Forester's request;

5. To submit a State Forester's Arizona Individual Wildland Fire Report (Wild-RPT-1) within 15 days, for each wildland fire that the Cooperator responds to outside their jurisdiction, on which they are the incident commander;
6. To provide the State Forester with a summary report on all known wildland fires inside their jurisdiction on a calendar year basis by February 1st of each year;
7. That if the Cooperator agrees to provide approved wildland firefighting training courses at the State Forester's request, the courses will meet the standards set by the National Wildfire Coordinating Group for the Wildland and Prescribed Fire Qualification System;
8. To provide to the State Forester, for approved training courses, a summary report on courses provided, number of students trained, and number of fire departments represented on a calendar year on a quarterly basis;
9. To participate to the extent possible in fire prevention activities within their boundary or service area as requested by the State Forester;
10. To submit claims for reimbursement to the State Forester within thirty (30) days after release of its manpower and/or equipment in the manner and form prescribed by the State Forester;
11. To submit claims for reimbursement to the State Forester within thirty (30) days after completion of authorized training courses in the manner and form prescribed by the State Forester;
12. To maintain wildland fire training qualifications as set forth by the State Forester;
13. To accept and use equipment obtained from the State Forester pursuant to this agreement ("Assigned Equipment");
14. To maintain the Assigned Equipment in operable condition and state of readiness, and promptly report any loss or damage of such equipment to the State Forester;
15. To obtain prior approval for any planned alterations of the Assigned Equipment from the State Forester;
16. To provide adequate shelter from the weather elements for the Assigned Equipment;
17. Upon request, to promptly provide the State Forester with a report of the condition of Assigned Equipment;
18. That the Assigned Equipment may not be sold, transferred, loaned or otherwise disposed of, or traded, but must be returned to the State Forester unless part of the Firefighter Program (FFP) through the Department of Defense and US Forest Service and the agreement there of;
19. To maintain, and to require any sub-Cooperators operating under this Agreement to maintain, the following minimum insurance coverage.

Insurance Requirements for Any Contractors Used by a Party to the Intergovernmental Agreement:

The *insurance requirements* herein are minimum requirements and in no way limit the indemnity covenants contained in the Intergovernmental Agreement. The State of Arizona in no way warrants that the minimum limits contained herein are sufficient to protect the governmental entity or Contractor from liabilities that might arise out of the performance of the work under this Contract by the Contractor, his agents, representatives, employees or subcontractors, and Contractor and the governmental entity are free to purchase additional insurance.

A. **MINIMUM SCOPE AND LIMITS OF INSURANCE:** Contractor shall provide coverage with limits of liability not less than those stated below.

1. **Commercial General Liability – Occurrence Form**

Policy shall include bodily injury, property damage, personal and advertising injury and broad form contractual liability.

• General Aggregate	\$2,000,000
• Products – Completed Operations Aggregate	\$1,000,000
• Personal and Advertising Injury	\$1,000,000
• Damage to Rented Premises	\$ 50,000
• Each Occurrence	\$1,000,000

a. The policy shall be endorsed **(Blanket Endorsements are not acceptable)** to include the following additional insured language: **“The State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor.”** Such additional insured shall be covered to the full limits of liability purchased by the Contractor, even if those limits of liability are in excess of those required by this Contract.

b. Policy shall contain a waiver of subrogation endorsement **(Blanket Endorsements are not acceptable)** in favor of the **“State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees”** for losses arising from work performed by or on behalf of the Contractor.

2. **Business Automobile Liability**

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Contract.

• Combined Single Limit (CSL)	\$1,000,000
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a. The policy shall be endorsed **(Blanket Endorsements are not acceptable)** to include the following additional insured language: **“The State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor, involving automobiles owned, leased, hired or borrowed by the Contractor”.** Such additional insured shall be covered to the full limits of liability purchased by the Contractor, even if those limits of liability are in excess of those required by this Contract.

b. Policy shall contain a waiver of subrogation endorsement **(Blanket Endorsements are not acceptable)** in favor of the **“State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees”** for losses arising from work performed by or on behalf of the Contractor.

c. Policy shall contain a severability of interest provision.

3. **Worker's Compensation and Employers' Liability**

• Workers' Compensation	Statutory
• Employers' Liability	
Each Accident	\$1,000,000
Disease – Each Employee	\$1,000,000
Disease – Policy Limit	\$1,000,000

a. Policy shall contain a waiver of subrogation endorsement **(Blanket Endorsements are not acceptable)** in favor of the **“State of Arizona, its**

departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees" for losses arising from work performed by or on behalf of the Contractor.

- b. This requirement shall not apply to: Separately, EACH contractor or subcontractor exempt under A.R.S. § 23-901, AND when such contractor or subcontractor executes the appropriate waiver (Sole Proprietor/Independent Contractor) form.

B. ADDITIONAL INSURANCE REQUIREMENTS: The policies are to contain, or be endorsed (**Blanket Endorsements are not acceptable**) to contain, the following provisions:

1. The Contractor's policies shall stipulate that the insurance afforded the Contractor shall be primary insurance and that any insurance carried by the Department, its agents, officials, employees or the State of Arizona shall be excess and not contributory insurance, as provided by A.R.S § 41-621 (E).
2. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability. Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of its Contract with the other governmental entity(ies) party to the IGA.

C. NOTICE OF CANCELLATION: With the exception of (10) day notice of cancellation for non-payment of premium, any changes material to compliance with this contract in the insurance policies above shall require (30) days written notice to the State of Arizona. Such notice shall be sent directly to the Department and shall be sent by certified mail, return receipt requested.

D. ACCEPTABILITY OF INSURERS: Contractors insurance shall be placed with companies licensed in the State of Arizona. Insurers shall have an "A.M. Best" rating of not less than A- VII or duly authorized to transact Workers' Compensation insurance in the State of Arizona. The State of Arizona in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

E. VERIFICATION OF COVERAGE: Contractor shall furnish the State of Arizona with certificates of insurance (ACORD form or equivalent approved by the State of Arizona) as required by this Contract. The certificates for each insurance policy are to be signed by an authorized representative.

All certificates and endorsements (**Blanket Endorsements are not acceptable**) are to be received and approved by the State of Arizona before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.

All certificates required by this Contract shall be sent directly to the Department. The State of Arizona project/contract number and project description are to be noted on the certificate of insurance. The State of Arizona reserves the right to require complete, certified copies of all insurance policies required by this Contract at any time.

F. SUBCONTRACTORS: Contractor's certificate(s) shall include all subcontractors as insureds under its policies or Contractor shall furnish to the State of Arizona separate certificates for each subcontractor. All coverages for subcontractors shall be subject to the minimum requirements identified above.

G. APPROVAL: Any modification or variation from the *insurance requirements* in any Intergovernmental Agreement must have prior approval from the State of Arizona Department of Administration, Risk Management Division, whose decision shall be final. Such action will not require a formal contract amendment, but may be made by administrative action.

H. EXCEPTIONS: In the event the Contractor or sub-contractor(s) is/are a public entity, then the

Insurance Requirements shall not apply. Such public entity shall provide a Certificate of Self-Insurance. If the contractor or sub-contractor(s) is/are a State of Arizona agency, board, commission, or university then none of the above shall apply.

INDEMNIFICATION:

Each party (as "Indemnitor") agrees to defend, indemnify, and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such Claims which result in vicarious/derivative liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers.

In addition, Page Fire Department shall cause its contractor(s) and subcontractors, if any, to defend, indemnify, and hold harmless the State of Arizona, any jurisdiction or agency issuing any permits for any work arising out of this Agreement, and their respective directors, officers, officials, agents, and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Page Fire Department's contractor or any of the directors, officers, agents, or employees or subcontractors of such contractor. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by such contractor from and against any and all claims. It is agreed that such contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable.

IT IS MUTUALLY AGREED:

1. That every obligation of either Party under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation; if funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by either Party at the end of the period for which funds are available. No liability shall accrue to either Party in the event this provision is exercised, and neither Party shall be obligated or liable for any future payments for any damages as a result of termination under this paragraph.
2. That the Cooperator will be hired and reimbursed, for suppression or other activities, as set forth in the "Cooperative Fire Rate Agreement" (FM104) as agreed to and attached as exhibit "B". This Cooperative Fire Rate will be part of the master Agreement and attached at a later date and prior to hiring.
3. The equipment issued by the State Forester will be painted and identified and marked in a manner that will indicate the cooperation between the Cooperator and the State Forester, unless the equipment was acquired through the Firefighter Program and the title has been passed to the cooperator;
4. If the equipment is not used as provided by this agreement, the State Forester may remove said equipment upon written notification.
5. **Amendments:** This agreement may be modified only by a written amendment signed by both parties. However, if mutually agreed, the parties may enter into specific supplemental, written agreements, subject to appropriate approvals, to accomplish the goals of this agreement and to carry out its terms and conditions.
6. **Dispute Resolution:** In the event of a dispute, the parties agree to arbitrate the dispute to the extent required by A.R.S. Section 12-1518.

7. **Inspection and Audit of Records:** Pursuant to A.R.S. Sections 35-214 and -215, the Cooperator shall retain all books, accounts, reports, files and other records ("Records") relating to this agreement for a period of five years after completion of the contract. All records shall be subject to inspection and audit by the State Forester at all reasonable times. Upon request, the Cooperator shall produce the original of any and all such records at the offices of the State Forester.
8. **Cancellation for Conflict of Interest:** Pursuant to A.R.S. Section 38-511, the State may, within three years after its execution, cancel this contract, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the State is, at any time while the contract or any extension of the contract is in effect, an employee or agent of any other party to this contract in any capacity, or a consultant to any other party to this contract with respect to the subject matter of the contract. The cancellation shall be effective when written notice from the Governor is received by all other parties to the contract of the cancellation, unless the notice specifies a later time.
9. **Nondiscrimination:** The parties agree to comply with Arizona Governor's Executive Order 2009-09 - "Prohibition of Discrimination in Contracts Non-Discrimination in Employment by Government Cooperators and Subcontractors, Superseding Executive Order 99-4 and Amending Executive Order 75-5."
10. **Third-Party Antitrust Violations:** The Cooperator assigns to the State any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to the Cooperator toward fulfillment of this Agreement.
11. **Notices:** All notices required by this agreement shall be in writing delivered to the person and addresses specified below or to such other persons or addresses as either party may designate to the other party by written notice.

State Forester:

Office of the State Forester
Arizona State Forestry Division
1110 West Washington, Suite 100
Phoenix, AZ 85007
602-771-1400
602-771-1421 fax

Cooperator:

Page Fire Department
P. O. Box 1180
Page, AZ 86040
928-645-4345

12. **Immigration Compliance:** The parties agree to comply with A.R.S. §41-4401, the provisions of which are hereby incorporated by reference.

In WITNESS WHEREOF the parties by and through their duly qualified acting officials have hereunto set their hands.

COOPERATOR:

(Print Name)

Signature

Title

Witness

Witness

PAGE UTILITY ENTERPRISES

COUNCIL COMMUNICATION

MEETING DATE: June 24, 2015

DATE: June 11, 2015
TO: Honorable Mayor Bill Diak & Page City Council
FROM: Bryan Hill P.E., General Manager
SUBJECT: Award the Successful Bidder of #15-02-W Date Street & Gum Street Waterline Replacement

SUMMARY/RECOMMENDATIONS:

Page Utility Enterprises staff advertised for qualified contractors to bid on the Date Street and Gum Street Waterline Replacement project. The project's scope is to install a new water main along Date Street from the intersection of Date Street and Second Avenue to the intersection of Date Street and First Avenue and then along Gum Street to Elm Street. Also included in the project is the installation of two new fire hydrants and 22 new customer service laterals. It also includes two short sections of water main on Third Avenue and Fourth Avenue which will tie in all the 'new lines' and eliminate 'new line' to 'old line' connections. This project is derived from the same specification and using the same construction methods as the waterline replacement projects recently completed.

The bids were due on June 2, 2015 at 2:00 p.m. There were four companies attending the mandatory pre-bid meeting. There was only one bid submitted by Construction & Mining Services, Inc. from Cedar City, UT.

<u>Company</u>	<u>Base Bid</u>
Construction & Mining Services, Inc. (CMSI) Cedar City, UT	\$261,126.00

The bid was tabulated and compared to bids from the last project and there were only a couple of bid items that had a slight increase in unit cost. These unit prices would have still been the low bidder on the last project so even though this was the only bid, the amount is considered a very competitive bid.

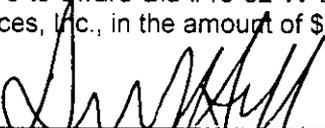
Contractors that were at the pre-bid meeting and other contractors that have done work for PUE in the past were contacted and asked why they did not bid this project. Some of them had other projects going or they had issues with bonding.

CMSI has successfully completed several cable replacement projects for the Electrical Utility, performed the most recent waterline replacement for the Water Utility, and has consistently demonstrated solid construction practices and never presented the utility with surprise change order requests. During the regularly scheduled monthly PUE Board meeting conducted on June 9, 2015, the Board reviewed staff's summary and recommendation. The Board voted unanimously to recommend that Page City Council award the above-mentioned Bid to Construction & Mining Services, Inc., in the amount of \$261,126.00.

ATTACHMENTS: Project Map

SUGGESTED MOTIONS:

I move to award Bid #15-02-W Date Street & Gum Street Waterline Replacement to Construction & Mining Services, Inc., in the amount of \$261,126.00.


Bryan Hill, P.E., General Manager





A R I Z O N A
THE CENTER OF CANYON COUNTY

Request for City Council Action

Title:	Page Airport Board Appointment		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input type="checkbox"/> New Business <input checked="" type="checkbox"/> Other Boards & Commissions	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	City Clerk	Supporting Documents:	Application Letter
Prepared By:	City Clerk Kim Larson	Presented By:	Mayor Diak
Reviewed By:		Approved By:	
Proposed Action:	Motion to appoint/reappoint _____ to the Page Airport Board for a term ending June 2018 Motion to appoint/reappoint _____ to the Page Airport Board for a term ending June 2018		

BACKGROUND:

There are two vacancies on the Page Airport Board. An application for the Page Airport Board has been received from Clifford Biggs and a letter to remain on the Board was received from LeRoy G. Wicklund.

BUDGET IMPACT:

N/A

ALTERNATIVES CONSIDERED:

N/A

ADVISORY BOARD RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

I move to appoint/reappoint _____ to the Page Airport Board with a term ending June 2018.

I move to appoint/reappoint _____ to the Page Airport Board with a term ending June 2018.



RECEIVED
 CITY OF PAGE
 CITY CLERK'S OFFICE
 15 APR 27 PM 12:41

**CITY OF PAGE
 BOARD
 APPOINTMENT APPLICATION**

Name: <i>CLIFFORD BIGGS</i>	Date: <i>4-27-2015</i>
Street Address: <i>295 N WAHNSUP</i>	P.O. Box <i>5282</i>
City: <i>PAGE</i>	State Zip: <i>AZ 86040</i>
Work Phone: <i>---</i>	Fax:
Home Phone: <i>702 845-3376 (C)</i>	E-Mail: <i>CNEBIGGS@YAHOO.COM</i>

Boards upon which you wish to serve: (You may apply for more than one Board. Please rate interest in each Board for which you wish to apply by indicating 1-12 with 1 being first choice.)

<input type="checkbox"/>	Airport Board	<input checked="" type="checkbox"/>	Page Community Center Board
<input type="checkbox"/>	Board of Adjustment	<input type="checkbox"/>	Planning and Zoning Commission
<input type="checkbox"/>	Golf Advisory Board	<input type="checkbox"/>	Public Safety Retirement Board-Police & Fire
<input type="checkbox"/>	Industrial Development Authority	<input type="checkbox"/>	Page Parks and Recreation Advisory Board
<input type="checkbox"/>	Library Board	<input type="checkbox"/>	Page Tourism Board
<input type="checkbox"/>	Municipal Property Corporation	<input type="checkbox"/>	Substance Abuse Task Force
<input type="checkbox"/>	Page Utility Enterprises Board	<input type="checkbox"/>	

Brief statement of your qualifications for and/or reasons for applying for these Boards.

<i>50+ YEARS OF AVIATION EXPERIENCE</i>
<i>PREVIOUS AIRPORT BOARD MEMBER</i>
<i>DESIRE TO HELP THIS AIRPORT KEEP MOVING FORWARD FOR THE COMMUNITY.</i>
Signature: <i>[Handwritten Signature]</i>

Questionnaire for Board Candidates

Name: CHIFFOLD BIGGS

Board(s) for which you are applying:

AIRPORT BOARD

1. Tell us about yourself (experience, knowledge, etc.) and why you are interested in serving on this Board.

50+ YEARS AVIATION EXPERIENCE FROM AIRLINES AND
CORPORATE JET CAPTAIN TO OWNING MY OWN AIRPLANE
THAT I HAVE KEPT AT KPFA FOR ALMOST 10 YEARS. I
HAVE PREVIOUSLY BEEN A MEMBER OF THIS BOARD AND
WISH TO SEE THIS AIRPORT KEEP MOVING FORWARD AS
AN ASSET TO THE COMMUNITY

2. What do you think the relationship should be between the City Council and this Board?

THIS BOARD SHOULD OPERATE AT THE PRESENCE OF THE
MAYOR AND CITY COUNCIL BUT BE RELIED UPON FOR
ADVICE AND COUNSEL ON ALL MATTERS PERTAINING TO
THE AIRPORT AND ITS OPERATION. ALL ASPECTS OF AIRPORT
GOVERNANCE SHALL BE OPEN TO COMMENTARY FROM THE
AIRPORT BOARD TO THE CITY COUNCIL.

3. What do you hope to accomplish by being on this Board and what innovations or ideas do you have that you think might help this Board become more customer oriented?

It's like to bring my half century of aviation experience to bear on the issues before the Board and City Council. As one who has written the current Airport Master Plan I see items that are needed now that were not included in the plan years ago. Our customers are both the

Cont from Above:

4. What positive and negative issues do you foresee if you are appointed to this Board?

Fly in Pilots and Passengers and the City Residents. The fly in customers "pay the bills" so to speak and the residents have to see value for the money spent on the Airport.

5. Tell us why we should be interested in appointing you to this Board?

I have been a member of this Board in the past so I am familiar with its functions. I have already proposed an alternative to spending thousands of dollars for a new "compass rose" and I may have away (may at this time) for the city to see no increase in Airport lighting

(If you need more space, please continue on the back of this form and refer to the question number.)

costs for possibly 2 decades and quite possibly see a net revenue return from overnight & long term Airport parking.

RE: Agenda Item

RECEIVED
CITY OF PAGE
CITY CLERK'S OFFICE
15 APR 30 PM 1:38



Thu 4/30/2015 10:12 AM

From: Wicklund LeRoy G
To: rcrowther@cityofpage.org
Cc: Kim Larson (klarson@cityofpage.org)



Kim & Robin

Letter of intent to continue service on the Planning and Zoning commission and the Airport Board for the City of Page Az.

I would like to continue serving on these two boards if accepted by the City Council. Thanks

LeRoy G. Wicklund

04/30/2015

From: Robin Crowther [mailto:rcrowther@cityofpage.org]
Sent: Wednesday, April 29, 2015 4:33 PM
To: Bill Justice; Bubba; Wicklund LeRoy G; R. B. Ward; Peterson Robert B (Rob); Rob Peterson; Scott Sadler
Subject: Agenda Item



SRP WARNING: THIS IS AN EXTERNAL EMAIL. THINK BEFORE YOU CLICK ON LINKS OR OPEN ATTACHMENTS

Attached is a proposed draft of an Ordinance the City Manager would like to take to Council for approval. Please review as it will be an item for discussion on May 19, 2015 meeting to give your input on it.

From City Manager:

AGENDA ITEM 6E - DISCUSSION AND POSSIBLE ACTION - REVIEW DRAFT ORDINANCE 644-15 ADOPTING OF A NEW CHAPTER 15 OF THE CODE OF THE CITY OF PAGE



Request for City Council Action

Title:	Page Board of Adjustment		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input type="checkbox"/> New Business <input checked="" type="checkbox"/> Other _Boards & Commissions	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	Clerk's Department	Supporting Documents:	
Prepared By:	City Clerk, Kim Larson	Presented By:	Mayor Diak
Reviewed By:	City Clerk, Kim Larson	Approved By:	City Clerk, Kim Larson
Proposed Action:	Motion to appoint/reappoint _____ to the Page Board of Adjustment		

BACKGROUND:

There are two vacancies on the Page Board of Adjustment. Currently there are no applications or letters to remain on the Board.

BUDGET IMPACT:

N/A

ALTERNATIVES CONSIDERED:

N/A

ADVISORY BOARD RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

I move to appoint/reappoint _____ to the Page Board of Adjustment with a term ending June 2018.

I move to appoint/reappoint _____ to the Page Board of Adjustment with a term ending June 2016.



Request for City Council Action

Title:	Page Community Center Board Appointment		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input type="checkbox"/> New Business <input checked="" type="checkbox"/> Other _Boards & Commissions	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	Clerk's Department	Supporting Documents:	Letter
Prepared By:	City Clerk, Kim Larson	Presented By:	Mayor Diak
Reviewed By:	City Clerk, Kim Larson	Approved By:	City Clerk, Kim Larson
Proposed Action:	Motion to appoint/reappoint _____ to the Page Community Center Board		

BACKGROUND:

There is one vacancy on the Page Community Center Board. A letter requesting to remain on the Board has been received from Francine Hoover.

BUDGET IMPACT:

N/A

ALTERNATIVES CONSIDERED:

N/A

ADVISORY BOARD RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

I move to appoint/reappoint _____ to the Page Community Center Board with a term ending June 2018.

Page Community Center Board term

CITY OF PAGE
CITY CLERK'S OFFICE



Sun 5/17/2015 8:02 AM

From: Ron & Francie Hoover

To: cityclerk@cityofpage.org

Cc: Dele Fischer, Dawn Duggins

15 MAY 19 AM 8:47

Kim L. Larson, CMC
City Clerk
City of Page
P. O. Box 1180 / 697 Vista Avenue
Page, AZ 86040

Dear Kim:

Please accept this email as my wish to continue serving on the Page Community Center Board past the expiration of my term on June 30, 2015.

Thank you.

Francine Hoover



A R I Z O N A
OFFICE OF THE CITY CLERK

Request for City Council Action

Title:	Lake Powell National Golf Advisory Board		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input type="checkbox"/> New Business <input checked="" type="checkbox"/> Other _Boards & Commissions	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	Clerk's Department	Supporting Documents:	
Prepared By:	City Clerk, Kim Larson	Presented By:	Mayor Diak
Reviewed By:	City Clerk, Kim Larson	Approved By:	City Clerk, Kim Larson
Proposed Action:	Motion to appoint/reappoint _____ to the Lake Powell National Golf Advisory Board		

BACKGROUND:

There is one vacancy on the Lake Powell National Golf Advisory Board. Currently there are no applications or letters to remain on the Board.

BUDGET IMPACT:

N/A

ALTERNATIVES CONSIDERED:

N/A

ADVISORY BOARD RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

I move to appoint/reappoint _____ to the Lake Powell National Golf Advisory Board with a term ending June 2018.



ARIZONA
THE CENTER OF CANTON COUNTY

Request for City Council Action

Title:	Planning & Zoning Commission Board Appointment		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input type="checkbox"/> New Business <input checked="" type="checkbox"/> Other Boards & Commissions	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	Clerk's Office	Supporting Documents:	Letters
Prepared By:	City Clerk, Kim Larson	Presented By:	Mayor Diak
Reviewed By:	City Clerk, Kim Larson	Approved By:	City Clerk, Kim Larson
Proposed Action:	Motion to appoint _____ to the Planning and Zoning Commission Board		

BACKGROUND: There are three vacancies on the Planning and Zoning Commission. A letter requesting to remain on the Commission was received from LeRoy G. Wicklund and Larry Thowe.

BUDGET IMPACT:
None

ALTERNATIVES CONSIDERED:
N/A

ADVISORY BOARD RECOMMENDATION:
N/A

STAFF RECOMMENDATION:
I move to appoint/reappoint _____ to the Planning and Zoning Commission with a term ending June 2018.

I move to appoint/reappoint _____ to the Planning and Zoning Commission with a term ending June 2018.

I move to appoint _____ to the Planning and Zoning Commission with a term ending June 2018.

RE: Agenda Item

CITY OF PAGE
CITY CLERK'S OFFICE
15 APR 30 PM 1:38



Thu 4/30/2015 10:12 AM

From: Wicklund LeRoy G

To: rcrowther@cityofpage.org

Cc: Kim Larson (klarson@cityofpage.org)

Kim & Robin

Letter of intent to continue service on the Planning and Zoning commission and the Airport Board for the City of Page Az.

I would like to continue serving on these two boards if accepted by the City Council. Thanks

LeRoy G. Wicklund

04/30/2015

From: Robin Crowther [mailto:rcrowther@cityofpage.org]

Sent: Wednesday, April 29, 2015 4:33 PM

To: Bill Justice; Bubba; Wicklund LeRoy G; R. B. Ward; Peterson Robert B (Rob); Rob Peterson; Scott Sadler

Subject: Agenda Item

SRP WARNING: THIS IS AN EXTERNAL EMAIL. THINK BEFORE YOU CLICK ON LINKS OR OPEN ATTACHMENTS

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From City Manager:

AGENDA ITEM 6E - DISCUSSION AND POSSIBLE ACTION - REVIEW DRAFT ORDINANCE 644-15 ADOPTING OF A NEW CHAPTER 15 OF THE CODE OF THE CITY OF PAGE

DOC HOLLIDAY

1851 - 1887

Gambler, gunfighter, dentist, John H. Holliday's reputation sent many men to their graves. Once saving Wyatt Earp's life in Tombstone City, Doc became one of Earp's close friends. He was in the 23 famous fight at the O.K. Corral. He died of tuberculosis at an early age in Colorado. (Credit: C. Chaffin)

POST CARD



Address

4.20.2015

yes ma'am
... be proud to re-up for
Pan 3
Shove

Jim Larson
City Clerk
P.O. Box 1180
Page, WA
86040-1180

Published by — Oklahoma Quality — P.O. Box 3459 — El Paso, Texas 79623

Old West Collectors Series

For more information, write:

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15 APR 23 AM 10:26



A R I Z O N A
THE CENTER OF CANYON COUNTRY

Request for City Council Action

Title:	Page Public Library Board Appointment		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input type="checkbox"/> New Business <input checked="" type="checkbox"/> Other Boards & Commissions	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	Clerk's Department	Supporting Documents:	Letter
Prepared By:	City Clerk, Kim Larson	Presented By:	Mayor Diak
Reviewed By:	City Clerk, Kim Larson	Approved By:	City Clerk, Kim Larson
Proposed Action:	Motion to appoint/reappoint _____ to the Page Public Library		

BACKGROUND:

There are three vacancies on the Page Public Library Board. A letter requesting to remain on the Board was received from Suzanne Cottrell.

BUDGET IMPACT:

N/A

ALTERNATIVES CONSIDERED:

N/A

ADVISORY BOARD RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

I move to appoint/reappoint _____ to the Page Public Library with a term ending June 2018.

I move to appoint/reappoint _____ to the Page Public Library with a term ending June 2018.

I move to appoint/reappoint _____ to the Page Public Library with a term ending June 2018.

City of Page
P.O. Box 1180
Page, Az. 86040

April 24,2015

I am very willing to remain on the Page Library Board for another term. I am very interested in the library programs and as the treasurer for the Friends of the Page Library am interested in the programs we help support.

Sincerely



Suzanne Cottrell

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CITY CLERK'S OFFICE

15 APR 27 PM 1:40



A R I Z O N A
THE CENTER OF CANTON COUNTRY

Request for City Council Action

Title:	Page Tourism Board		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input type="checkbox"/> New Business <input checked="" type="checkbox"/> Other _Boards & Commissions	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	Clerk's Department	Supporting Documents:	Letters
Prepared By:	City Clerk, Kim Larson	Presented By:	Mayor Diak
Reviewed By:	City Clerk, Kim Larson	Approved By:	City Clerk, Kim Larson
Proposed Action:	Motion to appoint/reappoint _____ to the Page Tourism Board		

BACKGROUND:

There are three vacancies on the Page Tourism Board. The City has received a letter from Dennis Hinchey and Ryan Zimmer stating that they are interested in remaining on the Board.

BUDGET IMPACT:

N/A

ALTERNATIVES CONSIDERED:

N/A

ADVISORY BOARD RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

I move to appoint/reappoint _____ to the Page Tourism Board with a term ending June 2018.

I move to appoint/reappoint _____ to the Page Tourism Board with a term ending June 2018.

I move to appoint/reappoint _____ to the Page Tourism Board with a term ending June 2016.

Tourism Board term

Fri 5/15/2015 11:11 AM

From: dennis hinchey

To: cityclerk@cityofpage.org

CITY OF PAGE
CITY CLERK'S OFFICE
15 MAY 19 AM 8:56



Kim;

I am responding to your letter dated April 20, 2015 regarding expiration of my term on the Tourism Board. I am formally requesting to continue serving on the Board for one more term.

Warmest regards,
Dennis Hinchey

Tourism Board

CITY CLERK'S OFFICE
15 MAY 29 PM 4:33



Fri 5/29/2015 12:57 PM
From: Zimmer, Ryan
To: cityclerk@cityofpage.org

Hey Kim,

I can't remember if I notified you that I would like to continue on the Tourism Board.

Let me know what I need to do to proceed.

Thanks,

Ryan

Ryan L. Zimmer | Aramark | Boat Tours Assistant Manager | Lake Powell Resorts and Marinas |
100 Lakeshore Drive, PO Box 1597, Page, AZ 86040
P: 928-645-1196 M: 602-509-1666 F: 928-645-1031

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PLEASE PRINT RESPONSIBLY



A R I Z O N A
THE CENTER OF ARIZONA CULTURE

Request for City Council Action

Title:	Page Substance Abuse Task Force		
Meeting Date:	June 24, 2015	Agenda Item Number:	
Agenda Section:	<input type="checkbox"/> Consent <input type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input type="checkbox"/> New Business <input checked="" type="checkbox"/> Other Boards & Commissions	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	Clerk's Department	Supporting Documents:	Letters
Prepared By:	City Clerk, Kim Larson	Presented By:	Mayor Diak
Reviewed By:	City Clerk, Kim Larson	Approved By:	City Clerk, Kim Larson
Proposed Action:	Motion to appoint/reappoint _____ to the Page Substance Abuse Task Force Motion to appoint/reappoint _____ to the Page Substance Abuse Task Force		

BACKGROUND:

There are two vacancies on the Substance Abuse Task Force. A letter requesting to remain on the Task Force was received from Cheri A. Zube and Regina Santelli.

BUDGET IMPACT:

N/A

ALTERNATIVES CONSIDERED:

N/A

ADVISORY BOARD RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

I move to appoint/reappoint _____ to the Page Substance Abuse Task Force with a term ending June 2019.

I move to appoint/reappoint _____ to the Page Substance Abuse Task Force with a term ending June 2019.

Expiration of term on SATF Board



Wed 4/29/2015 2:04 PM

From: Cherie Zube

To: cityclerk@cityofpage.org



Kim, I would like to continue to serve on the Substance Abuse Task Force Board after the expiration date of June 30th, 2015.

If you need anything else from me, please let me know.

Sincerely,

Cherie A. Zube

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15 APR 29 PM 4:41



Send Save as Draft Attach Files Link From Flags Close

From cityclerk@cityofpage.org Default Signature

To "Regina Santelli" <mlk11548@hotmail.com>

Cc Bcc

Subject RE: Substance Abuse Task Force term ending date June 30, 2015

More...

From: "Regina Santelli" <mlk11548@hotmail.com>

Sent: Thursday, June 11, 2015 4:46 PM

To: "cityclerk@mail.cityofpage.org" <cityclerk@mail.cityofpage.org>

Cc: "Cochran, Bunny" <bunny.cochran@encompass-az.org>, "Kennedy, Sue" <skennedy@cityofpage.org>

Subject: RE: Substance Abuse Task Force term ending date June 30, 2015

I would like to continue serving on the Page Substance Abuse Task Force following the current term that expires on June 30, 2015. Thank you, Regina Santelli, Ph.D.

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15 JUN 11 PM 5:22