



Request for City Council Action

Title:	Resolution #1155-16: Adopting City Council Priorities		
Meeting Date:	January 13, 2016	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:	Administration	Supporting Documents:	Resolution Strategic Priorities
Prepared By:	City Manager	Presented By:	City Manager
Reviewed By:	City Manager	Approved By:	City Manager
Proposed Action:	Motion to adopt Resolution #1155-16 Adopting City Council Priorities.		

BACKGROUND: The City Council held a work session to discuss City Council Priorities, and set goals and objectives. This plan communicates its priorities to City staff and the public. The City Council identified five priority areas with 24 specific objectives (see attached).

STAFF RECOMMENDATION:

- Move to introduce Resolution 1155-16 by title only.
- Move to adopt Resolution #1155-16 Adopting City Council Priorities.

RESOLUTION 1155-16

**A RESOLUTION OF THE MAYOR AND
COMMON COUNCIL OF THE CITY OF PAGE,
COCONINO COUNTY, ARIZONA, ADOPTING THE
2016/17 CITY COUNCIL PRIORITIES**

WHEREAS, the City of Page held an annual planning workshop to discuss City priorities, define goals and set objectives; and

WHEREAS, these goals and objectives publicly identify the priority focus of the City of Page's staff and resources, and enable the public to measure the City's success in accomplishing its major policy goals; and

WHEREAS, the strategic priorities for 2016/17 can be summarized into the follow categories: (1) Community Development, (2) Fiscal Stability, (3) High Performing Organization, (4) Improving Infrastructure, and (5) Quality of Life.

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

Section 1. The attached City Council Priorities are adopted.

Section 2. The City Manager is hereby authorized and directed to take all necessary actions to implement 2016/17 goals and objectives.

Section 3. A copy of this Resolution shall be distributed to all of the City's Advisory Boards and Commissions.

PASSED AND ADOPTED BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA this 13th day of JANUARY, 2016, by the following vote:

Ayes _____
Nays _____
Abstentions _____
Absent _____

CITY OF PAGE

By _____
Mayor

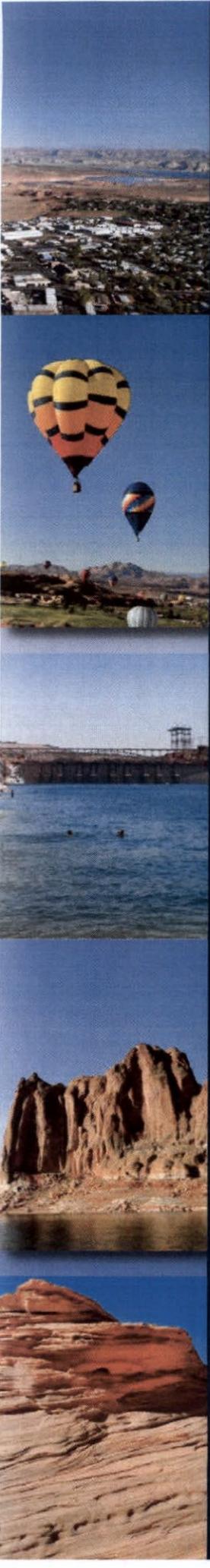
Resolution No. 1155-16
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ATTEST:

CITY CLERK

APPROVED AS TO FORM:

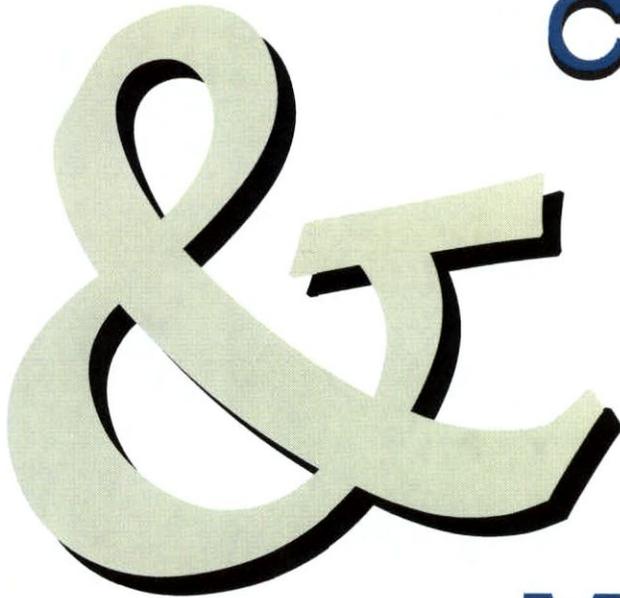
CITY ATTORNEY



CITY OF PAGE

*2016/17 City Council
Strategic Priorities*

CITY COUNCIL



William Diak, Mayor
John Kocjan, Vice Mayor
Michael Bryan, Councilmember
Scott Sadler, Councilmember
Levi Tappan, Councilmember
Dennis Warner, Councilmember

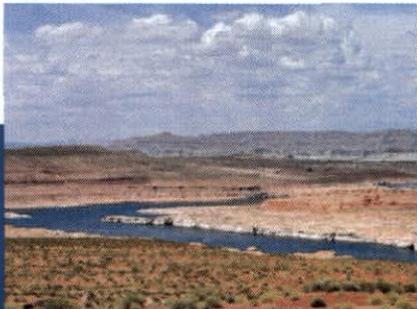
MANAGEMENT

APPOINTED OFFICERS

J. Crystal Dyches, City Manager
Joseph Estes, City Attorney
Bryan Hill, GM Page Utility Enterprises
Kim Larson, City Clerk
Rick Olson, City Magistrate

DEPARTMENT MANAGERS

Frank Balkcom, Sr., Chief of Police
Kim Johnson, Community Development Director
Cliff Linker, Public Works Manager
Jeff Reed, Fire Chief
Linda Watson, Finance Director
Debbie Winlock, Community Services Director



City of Page

MISSION

To provide municipal services that enhance the quality of life for our community.

VISION

The City of Page is a clean, financially responsible, diverse and vibrant community that respects the quality of its environment, fosters a sense of community and family, encourages a healthful, active lifestyle and supports a wide-range of business opportunities to promote a prosperous economy.

VALUES

We are accountable, transparent and fiscally responsible. We act with integrity, value customer service, and plan and act strategically.

CRITERIA

OBJECTIVE CRITERIA FOR DECISION MAKING

- Is it in the best interest of the community and stakeholders?
 - Does it align with our goals and mission?
 - Is it achievable and sustainable?
 - Is it financially viable?
 - Is it legal?
-
-

COMMUNITY

Development

A pleasant environment is a source of pride for its residents and an important component of the quality of life in an area. Community aesthetics take on an economic meaning, encouraging tourism and business recruitment. Community Development is a process by which local decision-makers and residents work together to leverage resources to increase business development and job opportunities; and attract capital to improve the physical, social and environmental conditions in the community.

Goal: Implement economic development processes that assist in the development of a strong local economy; protect neighborhoods from blighting and deteriorating conditions that have a negative impact on area property values; and encourage residents and business owner's efforts to maintain the physical environment through standards set in local ordinances.

HIGHEST PRIORITY

- | | |
|----------------------|---|
| Objective 1.1 | Update Nuisance and Zoning Codes, establish, equip, and staff the Code Enforcement Division, and implement a proactive code enforcement program. |
| Objective 1.2 | Develop a strategy for the development and maintenance of Block 17. |
| Objective 1.3 | Research incentives to encourage new home construction. |
| Objective 1.4 | Review and update existing Gateway standards, site plan design review requirements, and landscape and lighting standards in conjunction with the Zoning Code Update. |
| Objective 1.5 | Initiate a Master Streetscape Plan that will establish strategies and policies for streetscape development, criteria for technical feasibility and identify implementation costs associated with a streetscape enhancement program. |
| Objective 1.6 | Implement Park Master Plan recommendations related to the Amphitheater. |
| Objective 1.7 | Research incentives to encourage job creation and expand tax base. |
| Objective 1.8 | Begin review of the City's General Plan in preparation for 2019 update. |

IMPROVING

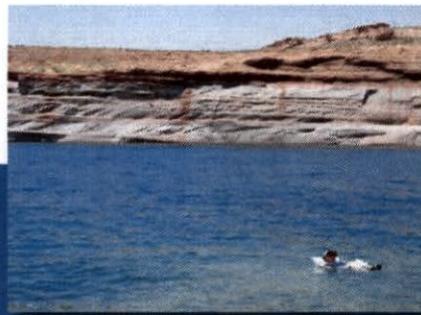
Infrastructure

The City Council is committed to maintaining and improving public infrastructure and City facilities to preserve both the physical character and livability of the community.

Goal: Maintain and improve critical City infrastructure, including streets, sidewalks, parks, trails and facilities to support economic growth and improve quality of life in Page.

HIGHEST PRIORITY

- Objective 2.1** Provide City Council with options for relocating central garage.
- Objective 2.2** Provide City Council with recommendations to address parking safety at Horseshoe Bend.
- Objective 2.3** Develop a plan to address deferred maintenance on City facilities and equipment.
- Objective 2.4** Draft a Pavement Management Program (PMP) for inclusion in the Capital Improvement Plan.
- Objective 2.5** Provide City Council with recommendations for adequate, fair, and equitable water and sewer rates.



FISCAL *Stability*

The City is committed to maintaining fiscal stability to ensure the delivery of high quality services. This requires an efficient, transparent financial system; accurate and reliable forecasting of revenues; control of expenses; and an expanded tax base.

Goal: Operate in a fiscally prudent manner, assuring the most efficient expenditure of public funds.

HIGHEST
PRIORITY

- Objective 3.1** Prepare annual update of the City's ten-year Capital Improvement Program to accommodate economic growth and development and maintain and extend the life of the City's infrastructure.
- Objective 3.2** Develop a long term financial plan to maintain financial accountability and sustainability.



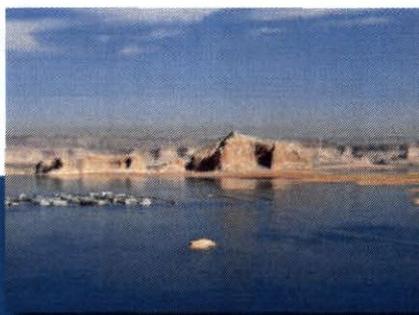
QUALITY OF *Life*

The City strives to enhance the overall quality of life for our residents and visitors by offering high quality recreation and leisure activities and improving parks, trails, streetscapes and open spaces in Page.

Goal: Maximize resources that enhance the quality of life for our residents and visitors.

HIGHEST
PRIORITY

- Objective 4.1** Provide and maintain quality parks, trails and open spaces, amenities, equipment, and programs to meet the leisure and recreational needs of those living, working, and visiting the community.
- Objective 4.2** Develop quality, organized recreation programming for youth and adult participants.
- Objective 4.3** Establish unique opportunities for volunteers to contribute to the City, while enriching programs and services through volunteer involvement and participation.
- Objective 4.4** Develop recognition program for business and community leaders.



HIGH PERFORMING

Organization

The City of Page strives to develop a high performing organization through continuous system and process improvements; the commitment to make time to do the “work of leadership”; and the encouragement of City employees to exercise their leadership and talents at every level of the organization.

Goal: To create an environment that supports engaged, high performing employees; enable the City to recruit, retain and compete for talent; and ensure retention of institutional knowledge.

HIGHEST
PRIORITY

Objective 5.1 Develop, implement and monitor employee performance measures.

Objective 5.2 Develop a Recruitment and Retention plan.

Objective 5.3 Update Public Safety policies and procedures.

Objective 5.4 Create a culture of safety which is based on a shared belief system where safety is integral in every part of our organization.

Objective 5.5 Research the benefits/cost of installing GPS on City and PUE Vehicles.





Request for City Council Action

Title:	Memo of Understanding between the Page Police Department and the Learning for Life Career Exploring Program for the creation of a Page Police Department, Police Explorer Program.		
Meeting Date:	January 16, 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 Police Department	Supporting Documents:	Annual Memorandum of Understanding and Supporting Documents.
Prepared By:	Chief of Police, F.Balkcom	Presented By:	Chief F. Balkcom Sr
Reviewed By:		Approved By:	
Proposed Action:	Motion to accept the Memo of Understanding between the Page Police Department and the Learning for Life Career Exploring Program for the creation of a Page Police Department, Police Explorer Program.		

BACKGROUND:

Presentation to City Council for approval of Memo of Understanding between the Page Police Department and the Learning for Life Career Exploring Program for the creation of a Page Police Department, Police Explorer Program. The Exploring for Life career education program is for young men and women who are at least 14 (and have completed the eighth grade) or 15 years of age, but not yet 21 years old. The Page Police Department will conduct additional training for Police Explorer's and utilize them to assist in low profile/ low risk police activities in support of Police Operations.

BUDGET IMPACT:

\$1,000.00 start up expenses.

ALTERNATIVES CONSIDERED:

N/A

ADVISORY BOARD RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

I move to accept the Memo of Understanding between the Page Police Department and the Learning for Life Career Exploring Program for the creation of a Page Police Department, Police Explorer Program.



Middle School Explorer Club

Explorer Post

Annual Memorandum of Understanding

_____ has read and understands the following conditions for participating in this program operated and maintained by Learning for Life, a District of Columbia nonprofit corporation ("Learning for Life"), and desires to enter into this agreement regarding participation in this program. The responsibilities of the organization include:

Middle School Explorer Clubs only:

- Screening and selecting at least two adults, including a sponsor and associate sponsor, to work directly with the Middle School Explorer Club participants.

Explorer Posts only:

- Screening and selecting at least four adults, including committee chairman, two committee members, and an advisor, who will work directly with the post officers.

Middle School Explorer Clubs and Explorer Posts:

- Ensuring that all participating adults complete the required Learning for Life Youth Protection training. The training is available at exploring.learningforlife.org.
- Providing adequate facilities for the participants to meet on a regular schedule with a time and place reserved.
- Participating in an initial program orientation session.
- Participating in at least one evaluation with Learning for Life representatives each year.

Note: Adults may serve in multiple posts and clubs.

This program is part of Learning for Life's education resource program. Learning for Life provides the support service necessary to help the participating organizations succeed in their use of the program.

These services include year-round training techniques and methods for selecting quality leaders; program resources; and primary general liability insurance to cover the participating organization, its board of directors and/or trustees, and its officers and employees in their official and individual capacities against personal liability judgments arising from official Learning for Life activities.

This Annual Memorandum of Understanding shall remain in effect through the registration expiration of the post or club. Either organization may discontinue the program at any time upon written notice to the other organization.

Date: _____

Signature of organization head or designee

Signature of Learning for Life representative

(Print name)

(Print name)

Explorer Club

For Sixth-, Seventh-, and Eighth-Graders

The Explorer Club Learning for Life career education program is for young men and women who have completed the fifth grade and are at least 10 years old but have not completed the eighth grade and are not yet 15 years old. For those individuals who are 15 years old or older, please review the guidelines/website for joining Exploring Posts.

The Explorer Club's purpose is to provide experiences to help young people learn about different careers.



The Exploring Learning for Life career education program is for young men and women who are at least 14 (and have completed the eighth grade) or 15 years of age, but not yet 21 years old.

Exploring's purpose is to provide experiences to help young people mature and become responsible and caring adults. Explorers are ready to explore the meaning of interdependence in their personal relationships.

NEW POST/CLUB APPLICATION

Exploring is based on a unique and dynamic relationship between youth and the organizations in their communities. Local community organizations initiate a specific Explorer post or club by matching their people and program resources to the interests of young people in the community. The result is a program of activities that helps youth pursue their special interests, grow, and develop.

Explorer posts/clubs can specialize in a variety of career skills. Exploring programs are based upon five areas of emphasis: career opportunities, life skills, citizenship, character education, and leadership experience.





Vision Statement

To provide positive and meaningful real-world career experiences and leadership development opportunities for all teenagers and young adults in their chosen field of interest.

Organization Certification/ Special Interest Codes

The executive officer of the participating organization, by signature, approves the post or club application. Each Explorer post or club must list the correct special interest code (see code list on the next two pages). The executive officer must also approve all participating adults by signing their individual applications.

Unit Liability Insurance Fee

Posts and clubs are required to pay an annual Unit Liability Insurance Fee of \$40. This cost shall be submitted with the application and will help defray the expenses for the general liability insurance program. These fees will raise approximately 25 percent of the funds required to maintain insurance coverage for all participating organizations and leaders.

Adult Leadership: Post

Each post is required to have one committee chairman, two committee members, and an Advisor. All adults must be 21 years of age or older.

Adult Leadership: Club

Each club is required to have one sponsor and one associate sponsor. All adults must be 21 years of age.

Your local LFL office, through the national LFL office:

1. Helps you organize your post or club.
 - Provides post or club committee with proven and accepted methods to recruit leadership.
 - Outlines suggested procedures to recruit youth.
 - Conducts organization meetings.
 - Shares in approval process for post or club leaders.
2. Provides training opportunities for your Exploring leaders.
3. Provides year-round help:
 - Leader conferences
 - Service Team assistance
 - Concerned district personnel
 - Special activities and events
4. Maintains a council service center:
 - Program resources
 - Latest editions of literature
 - Professional staff assistance

Special Needs Designation (if applicable)

Indicate primary special need by placing the special need in the special needs box (limit to one). The special needs categories are: Developmental, Emotional, Hearing, Learning Disability, Mental Disability, Orthopedic, and Visual.



Request for City Council Action

Title:	Park & Recreation Advisory Board Recommendation-Park Master Plan Services		
Meeting Date:	January 13, 2016	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 Bid Award	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	Community Development	Supporting Documents:	Proposal-Planet Request for Proposals
Prepared By:	Community Development Director	Presented By:	Community Development Director
Reviewed By:		Approved By:	
Proposed Action:	Motion to Authorize Staff to enter into a professional services agreement with Planet, with a not to exceed budget of \$73,845 for a City-wide Park Master Plan, and a Park Master Plan for the John C. Page Memorial Park.		

BACKGROUND:

In September of 2015, the City Council authorized Staff and the Park and Recreation Advisory Board (PRAB) to solicit proposals for professional park master planning services to complete a City-wide Park Master Plan, including phasing. Subsequently, a Request for Proposals for a City-wide Park Master Plan and an individual Park Master Plan for the John C. Page Memorial Park was published and distributed in November.

Approximately 25 RFP's were distributed and six (6) firms responded. All proposals were considered complete and all firms capable of the project. A subcommittee of the PRAB and Staff reviewed and scored all proposals. There was a clear division in budget, with three proposals in the \$61,000-\$74,000 range, one in the \$85,000 range and two in the \$96,000-\$100,000 range. There were two top-scoring proposers, Planet, with a budget of \$73,845 and Landmark Design, with a budget that ranged from \$61,085 to \$73,085 with survey options.

The top two firms were separated by less than 20 points. The top scorer, Planet, is based in Phoenix and the 2nd scorer, Landmark Designs, LLC is based in Salt Lake City. Upon review and discussion, the Park and Recreation Advisory Board was of the consensus that either firm would be a good fit, but there was a preference for the creativity and economic approach in the proposal by Planet. The Board also favored that Planet is based in Arizona, and had experience in the state, where Utah based Landmark Designs, LLC does not.

BUDGET IMPACT:

The proposed project budget is \$73,845. \$200,000 has been included in the Capital Improvements Plan for park and facilities planning and improvements.

ALTERNATIVES CONSIDERED:

N/A

ADVISORY BOARD RECOMMENDATION:

At their January meeting, the Park and Recreation Advisory Board voted to recommend that the City Council authorize Staff to enter into a professional services agreement with Planet for Park Master Planning Services.

STAFF RECOMMENDATION:

I move to authorize Staff to enter into a professional services agreement with Planet, with a not to exceed budget of \$73,845 for a City-wide Park Master Plan, and a Park Master Plan for the John C. Page Memorial Park.

City Wide Park Master Plan & John C. Page Memorial Park Master Plan



PLANet
planning, policy, design

- 10631 N. 11th Place
- Phoenix, AZ 85020
- CONTACT: Leslie Dornfeld, Principal
- T: 602.663.2002
- e. leslie@plan-et.us
- F. 602.861.3782

page

ARIZONA
THE CENTER OF CANYON COUNTRY



December 5, 2015
City Clerk
city of Page
Page City Hall
697 Vista Avenue
Page, AZ 86040-1180

Re: City of Page City Wide Park Master Plan and John C. Page Memorial Park Master Plan

Dear Selection Committee Members,

Page is to be credited with recognizing the importance of parks and recreation to the quality of life in the city, and the potential of John C. Page Park to be a centerpiece for the city. The PLAN^{et} team is pleased to present our qualifications to collaborate with Page on this valuable effort. We are confident that these Master Plans will provide Page with opportunities to leverage their parks in a way that enhances the city, supports economic development and the downtown, provides cohesive recreation options to its residents, and identifies opportunities to renovate, upgrade, and/or build new parks and facilities to meet future recreation needs.

I will serve as your project manager. I bring you over 25 years of planning experience. I am intimately familiar with parks and recreation master plans. Over my career I have led numerous parks and recreation master plans and the recreation components of Area Drainage and Watercourse Master Plans. Within the past five years I successfully led and managed the development of parks and recreation plans for a variety of communities including the cities of Goodyear, Lake Havasu City, and Flagstaff and the towns of Gilbert and Marana.

The PLAN^{et} team is an Arizona team, and we understand the unique aspects of recreation in Arizona and the regulations and funding sources available to Arizona communities. All of our team members have worked with me on prior parks and recreation master plans, have extensive parks and recreation planning experience, and have extensive experience working in Arizona on similar projects. Many of these projects have direct relevance and similar scope items to the Page City Wide Park Master Plan and the Master Plan for John C. Page Memorial Park. Our project team is organized to bring you professionals who are the best and brightest in their respective fields and who will collectively address the full scope of your requirements.

We recognize that the John C. Page Memorial Park is tremendously important and is a centerpiece in the city's park system. This park can set the town for the city, and catalyze the economy of the downtown. We have included Jeff Sherman, the designer for Glendale's highly successful Murphy Park on our team to make sure that any plans for the John C. Page Memorial Park are appropriate to this site and the opportunities it presents. To identify funding sources key to plan implementation, we have included Rick Merritt of Elliott D. Pollack and Company. Rick has developed funding and financing programs for many parks and recreation plans, and understands how to match funding resources with projects.

By selecting the PLAN^{et} team, your community gains a partner that is as committed to its success as you are. Our proposal scope and budget can be amended to meet your needs. As you read through this proposal, please feel free to contact me with any questions or if you wish to discuss our qualifications further.

Warm regards,

A handwritten signature in dark ink, appearing to read "Leslie Dornfeld". The signature is written in a cursive, flowing style.

PLAN^{et}
Leslie Dornfeld, FAICP, CSBA
Principal and Project Manager



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FIRM EXPERIENCE

The PLAN*et team has worked together on several Parks Master Plan Projects. Our prior working experience enables us to "hit the ground" running and work efficiently to meet your needs. A matrix describing our experience relevant to this plan is at the end of this section. A summary of each firm working on the project follows.



PLAN*ET COMMUNITIES PLLC

PLAN*et will serve as the lead consultant for this project. PLAN*et will manage the project, and lead the need assessments, public and stakeholder involvement, maintenance plan development project components.

PLAN*et is a Phoenix-based community planning, policy, and design firm. The result of decades of planning experience PLAN*et focuses on providing high quality planning expertise to public sector clients. Over the past five years PLAN*et has led the development of more than one-half dozen parks and recreation or resource-based master plans in Arizona, including leading Parks and Recreation Master Plans for the communities of Goodyear, Gilbert, Lake Havasu City, Marana, and Flagstaff. PLAN*et Principal Leslie Dornfeld, FAICP has successfully led the development literally dozens of parks and recreation, watercourse, master and comprehensive plans, and facilitated a variety of public processes. PLAN*et staff has extensive experience working with entities and agencies at all levels of government. At PLAN*et, we take pride in developing plans, projects, and processes that are uniquely tailored to our clients and their unique environmental and cultural context.



OTAK

Otak will lead John C. Page Memorial Park design, the GIS, and geodatabase efforts.

Since 1981, Otak has built a reputation based on creativity, integrity, and skill—strengthening communities; performing exciting work; and serving clients. Otak brings exceptional experience in a diversity of planning efforts for parks, recreation, and trail systems, including development of comprehensive plans, capital improvement plans, strategic plans, resource management plans, design guidelines, maintenance programs, and other types of documents. We have an extensive portfolio of master planning and design work for individual parks and trails projects. Otak is one of a select group of firms contracted on-call to provide *planning and design services to the National Park Service, Bureau of Land Management, and other federal and state agencies.* Our experience spans a wide variety of scales and contexts—from multi-state, statewide and regional, to county-wide, city-wide, neighborhood and site, and from natural and rural areas to campuses, suburban areas, and urban settings.

Otak will provide services for this project from our Arizona office. Other Otak offices are located in Colorado, Oregon, Washington, and abroad. Otak's in-house staff brings a strong depth of capabilities and expertise. Our interdisciplinary approach encourages all of our 250-plus planners, designers, engineers, and scientists to gain a strong sense of the full range of issues and considerations that affect every project. This broad perspective helps us develop creative, context-sensitive solutions that are at the same time practical, functional, and compliant with local, state, and federal regulatory requirements.



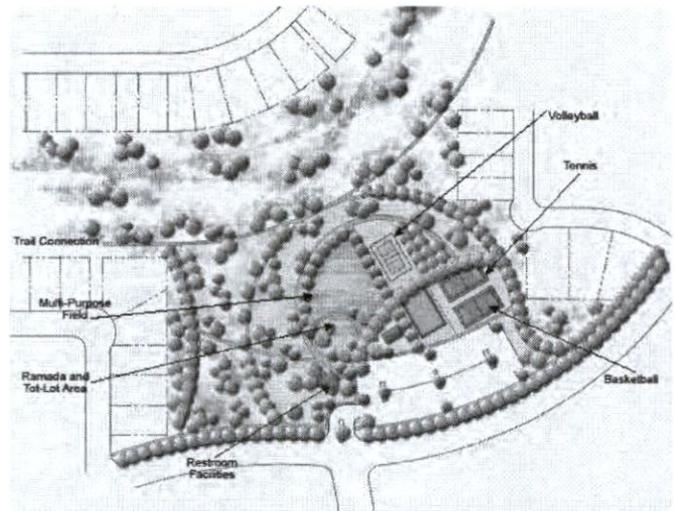
ELLIOTT D. POLLACK & COMPANY (EDPCo)
EDPCo will lead the financial analysis and demographic analysis portions of the plan effort.

EDPCo is a full-service economic consulting firm headed by one of the Southwest's most noted economists. The company was founded in 1990 and specializes in bridging the gap between economic development theory and regional and real estate economics. EDPCo has conducted numerous studies on economic strategies, redevelopment activities, public policy, and public investment including several parks and recreation master plan fiscal and economic impact studies. All work is performed out of the firm's Scottsdale office. EDPCo provided financial and funding analysis and future financing recommendations for Parks and Recreation Master Plans for the jurisdictions of Goodyear, Gilbert, Flagstaff, and Lake Havasu City.

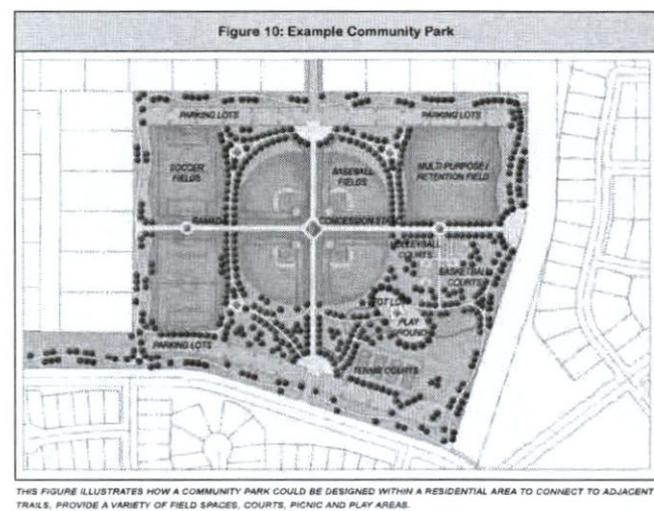
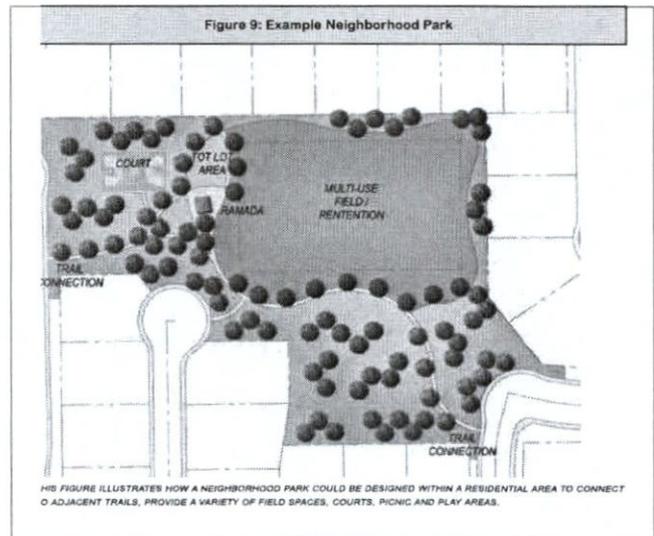
COFFMAN STUDIO

Coffman Studio will lead the trails planning effort.

Coffman Studio is an Arizona-based landscape architecture and planning firm formed in 2004 specializing in multi-modal, open space, parks, and recreation, historic preservation, campus, senior multi-housing, and residential planning and design. The firm's primary goal is to connect people to place through planning and design services that are responsive to the site, the culture, and client's needs. The client base comes from referrals from satisfied clients, repeat business, and the strong reputation of the firm's President whose experience combines over 26 years of private and public sector planning and landscape architecture work. Coffman Studio thrives on the energy derived from multidisciplinary collaborations.



Park Design typology from Manana Parks and Recreation Master Plan



Concept plans for example parks. Goodyear Parks and Recreation Master Plan.

PLAN*ET TEAM EXPERIENCE RELEVANT TO THE PAGE CITY WIDE PARK MASTER PLAN AND JOHN C. POWELL MEMORIAL PARK MASTER PLAN

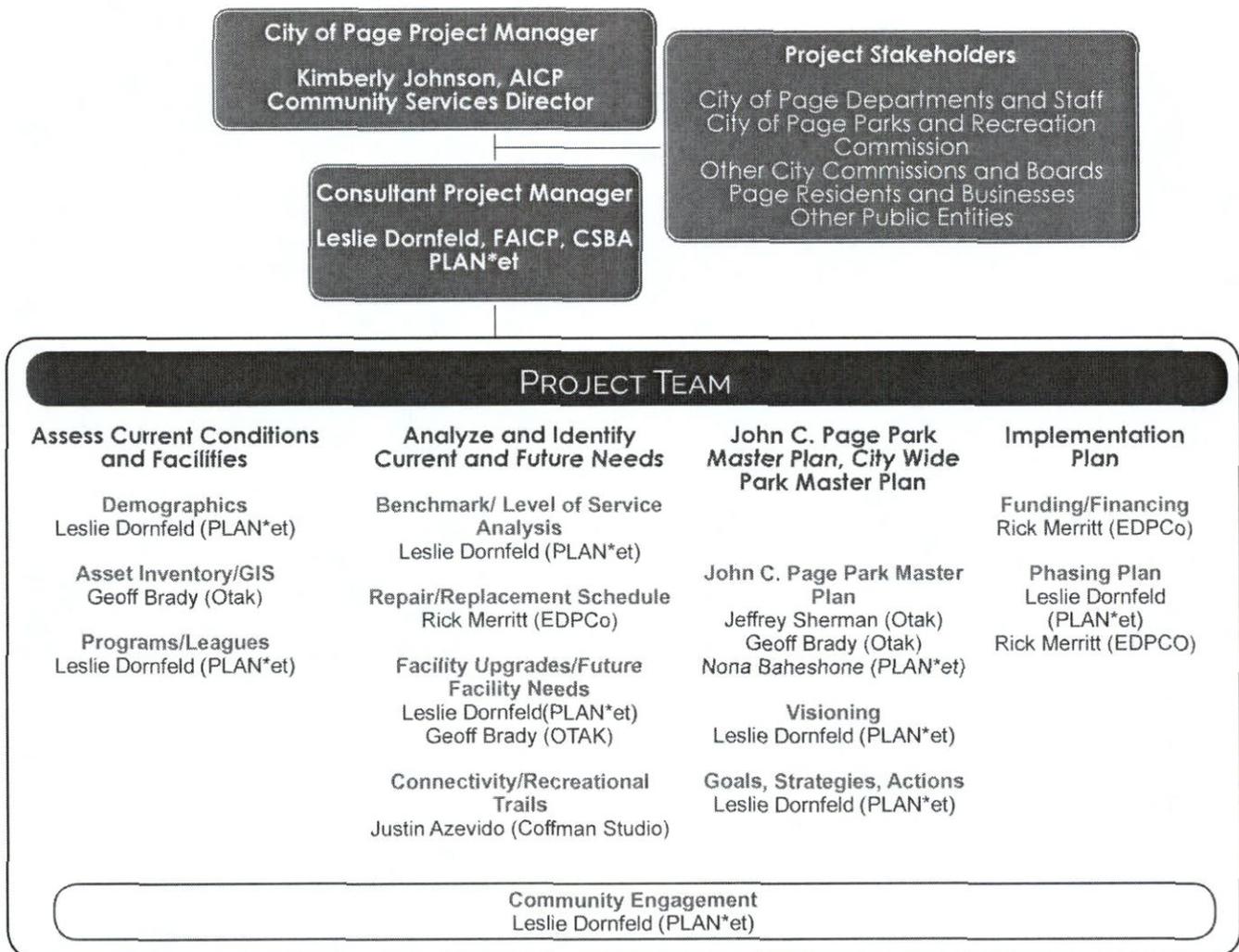
	Lake Havasu City Field Assessment	Goodyear Parks And Recreation Master Plan	Marana Parks and Recreation Plan	Flagstaff Parks and Recreation Organizational Master Plan	Gilbert Parks and Recreation Plan	Cave Creek Open Space Plan and Trails Plan	Surprise Parks and Recreation Master Plan	Agua Fria Watercourse Master Plan
Project Management	x	x	x	x	x		x	
Demographics/Community Profile	x	x	x	x	x	x	x	x
Facilities Inventory and Assessment	x	x	x	x	x			
GIS/Base and Spatial Mapping	x	x	x	x	x		x	
Community Engagement	x	x	x	x	x	x	x	
Community Meetings (open house/charrette/workshops)	x	x	x	x	x	x	x	x
Presentations to Boards and Commissions	x	x	x	x	x	x	x	x
LOS/Benchmarking/Recreation Needs Analysis	x	x	x	x	x		x	
Park Master Planning	x	x	x		x			
LOS Standards and Community Vision	x	x	x	x	x		x	
Program Analysis, Assessment, Recommendations		x	x	x	x			
Operational Analysis (Maintenance and Renovation Assessments, Recommendations)	x	x	x	x	x			
Best Practices/Goals, and Strategies		x	x	x	x			
Implementation/Phasing Plan		x	x	x	x		x	
Technology Opportunities		x	x	x	x			
Land Acquisition Opportunities	x	x		x	x			
Options To Meet Future Needs	x	x	x	x	x		x	
Park and facility development/maintenance/operations costs	x	x	x	x	x			
Timeline for Future Development	x	x	x	x	x			
Cultural								

PROJECT MANAGER AND KEY STAFF EXPERIENCE

Our team is organized to leverage each member's expertise. These individuals are readily available to undertake the anticipated work tasks for your project. All team members assigned to this project will be committed to its successful completion within the city's desired time frame.

An organization chart illustrating our team structure, lines of authority and points of contact is below. Individual team member resumes follow the Team Organization Chart.

TEAM ORGANIZATION CHART



KEY STAFF EXPERIENCE

LESLIE DORNFELD, FAICP, CSBA
(PLAN*ET) —

Role/Responsibility: **Project Manager (PLAN*et)**

Leslie has managed dozens of parks and recreation, general, comprehensive, watercourse, and other plans over her 25 year career. As the project manager for this Master Plan, Leslie brings her experience managing the prior Parks and Recreation Master Plans for Gilbert, Goodyear, Marana, Surprise, and Flagstaff, and management of the Lake Havasu City Field Assessment, the Recreation and Parks element of the Agua Fria Watercourse Master Plan, the Cave Creek Trails and Open Space Plan, the trails component of the Carefree Watercourse Master Plan, and the Maricopa Association of Government Desert Spaces Plan. As a project manager, she is hands-on and engages in all aspects of her projects. For most of her projects, Leslie designs and leads the execution of the public engagement processes. These processes have included a variety of public engagement tools including on-line websites, community survey, community visioning and goal-setting workshops, focus groups, outreach conducted at community events and on street corners, one-on-one meetings, council and committee briefings, stakeholder meetings, and whatever else was necessary to inform and develop community consensus. As the project manager, Leslie will serve as the main point-of-contact for the city's Project Manager. To ensure close and ongoing coordination, manage project costs, and anticipate potential opportunities, Leslie will conduct every-other week telephone meetings with the city's Project Manager and necessary members of the consultant team. Her commitment to Page includes returning phone calls within one working day and providing monthly reports regarding the progress of the project.

Leslie's relevant and select project experience includes:

- **City of Goodyear Parks, Recreation, Trails, and Open Space Master Plan. Goodyear, AZ.**
Role: Project Manager
- **Town of Gilbert Parks and Recreation Master Plan, Gilbert, AZ.**
Role: Project Manager
- **Town of Marana Parks and Recreation Master Plan, Marana, AZ.**
Role: Project Manager
- **City of Flagstaff Parks and Recreation Organizational Master Plan; Flagstaff, AZ**
Role: Project Manager
- **Various Watercourse Master Plans; AZ**
Role: Recreation Lead
- **City of Surprise Parks and Recreation Master Plan, Surprise, AZ.**
Role: Project Manager

NONA BAHESHONE (PLAN*ET) —
Role/Responsibility: **Environmental/Cultural (PLAN*et)**

Ms. Baheshone provides community planning, environmental planning, and public involvement services. During the past 28 years, she has studied and prepared numerous environmental assessments and studies for land development, transportation, and utility projects.

She has served as project manager for numerous public and private sector projects. She has coordinated teams and multi-disciplinary consultants involved on interdisciplinary teams to produce the final product. She has always embraced the philosophy of hard work, producing quality work, and continues to serve her clients, the profession, and the community with the highest level of excellence and integrity. She works hard to create a competitive advantage for her clients by emphasizing a collaborative team approach and through the integration of the planning team to develop innovative solutions. Through teamwork, she develops innovative solutions that result in comprehensive, timely and cost-effective projects. Ms. Baheshone is a graduate of Arizona State University with a bachelors and master degrees in biology and environmental planning.

Nona's relevant and select project experience includes:

- **Meridian Road Corridor Study, Pinal & Maricopa County.**
Role: Environmental Planner
- **EnVa Shly'ay Akimel Salt River Ecosystem Restoration Project**
Role: Project Manager
- **Navajo Department of Transportation, Window Rock, Arizona.**
Role: Project Manager of Environmental Assessments (EA) in accordance with NEPA, and consultation and format using the Department of the Interior, Navajo Region on 19 projects.
- **Havasupai Integrated Resource Management Plan (IRMP), Supai, Arizona.**
Role: Prepared the IRMP.
- **Navajo Engineering & Construction Authority, Shiprock, NM.**
Role: Project Manager to provide archaeological surveys and monitoring, threatened and endangered species surveys, and prepare cultural resources reports for various projects located throughout the Navajo Nation in Arizona, Utah, and New Mexico.
- **USBR CAP Water Distribution System, Scottsdale, Arizona**
Role: Project Manager preparing the PL 93-638 contract with US Bureau of Reclamation for preparation of Environmental Assessment, planning, pre-design, design and build.

JEFFREY SHERMAN, RLA (OTAK)
Role/responsibility: **John C. Page Park Master Plan**

Registration: Landscape Architect (Arizona: #21410)

Jeffrey is the designated lead for the development of concept plans for John C. Page Park because he has experience directly related to the creation of a park as a central downtown space and unifying community element. Since the mid-1980s Jeffrey has been involved in the evolution of downtown Glendale, starting with his design for the Murphy Park Municipal Plaza. Murphy Park is continues to be the center of the downtown, and provides

a venue for many of the City's signature events such as Glendale Glitters and the Glendale Chocolate Affaire. As a result of increased use of the downtown and the growing popularity of these events, the city asked Jeffrey to redesign Murphy Park to accommodate larger crowds and other events.

Jeffrey is a versatile and creative design and planning professional who is passionate about making the world a better place. He has served both the public and private sectors in the Arizona, Mexico, the Rocky Mountain region, and the southwestern United States. Jeffrey brings over thirty five years in the field of landscape architecture, planning, urban design, and project management and has planned, designed, and managed a variety of project types including downtown redevelopment, transit, transportation, parks and recreation, thematic design for private developments, and pedestrian-oriented facilities.

Jeffrey's relevant and select project experience includes:

- **Murphy Park Improvements, Downtown Glendale Streetscape Downtown Redevelopment; Glendale, Arizona**
Role: Project Manager/Principal-in-Charge—Desert Garden Park; Glendale, Arizona
- **Desert Garden Park; Glendale, Arizona**
Role: Project Manager/Principal-in-Charge—
- **Mesa Town Center Downtown Redevelopment; Mesa, Arizona**
Role: Project Designer/Principal-in-Charge
- **Cavecreek Park at Thunderbird Road, Phoenix**
Role: Project Designer/Principal-in-Charge
- **Desert Garden Park, Glendale**
Role: Project Designer/Principal-in-Charge
- **Desert Mirage Park, Glendale**
Role: Project Designer/Principal-in-Charge
- **Creamery/8th Street Multi-use Path and Streetscape Improvements; Tempe, Arizona**
Role: Project Manager/QA/QC
- **Catlin Court Shops Pedestrian/Public Space; Glendale, Arizona**
Role: Project Manager/Principal-in-Charge

GEOFF BRADY, ASLA (OTAK)

Role/responsibility: **GIS, master planning**

Geoff is a GIS expert who has worked on several large scale planning projects for federal and tribal agencies. Using ArcGIS and the additional tools included, he has been able to create maps, reports, and presentations used to analyze several aspects of project areas. He has also created and identified slope analysis, ecological sensitive areas and corridors, vegetation types, animal habitats, watersheds, current land use typologies, and proposed structures and infrastructure items. GIS data has allowed him to achieve a better understanding of the site area and its surrounding context. The tools and data analysis allow for the end product have a more heuristic and comprehensive package. Select project experience:

- **Page Neighborhood Parks; Page, AZ**
Role: Project GIS | Neil Barton (480) 776-5810
- **Bureau of Land Management Visual Resource Inventory; AZ, UT, CO, CA, NM, and NV**
Role: Lead GIS
- **Monument Valley Scenic Byway Interpretive Plan; Kayenta, State AZ**
Role: Lead GIS

RICHARD MERRITT (EDPCo)

Role/responsibility: **Financial analysis related to parks and recreation financing plan**

Rick is responsible for management of real estate and economic consulting assignments for EDPCo. For this project, Rick will provide financial and fiscal analysis for the Master Plan. He is experienced in parks and recreation plan financial analysis and led the financial analysis portions of the Surprise, Queen Creek, and Marana Parks and Recreation Master Plans. Rick has more than 20 years of experience in the fields of real estate development and consulting, city planning, and project management. The firm also provides forecasts of population and employment trends in Greater Phoenix including forecasts for the Maricopa County Office of Management and Budget.

Rick's select project experience includes:

- **Open Space Master Plan, Goodyear, AZ.**
Role: Programs and Operations
- **Town of Gilbert Parks and Recreation Master Plan, Gilbert, AZ.**
Role: Programs and Operations
- **Surprise Parks and Recreation Master Plan; Surprise, AZ**
Role: Financial Analysis
- **Flagstaff Parks and Open Space Plan; Flagstaff, AZ**
Role: Financial Analysis
- **Marana Parks, Recreation, Trails and Open Space Master Plan, Marana, AZ**
Role: Financial Analysis

DANIEL COURT (EDPCo)

Role/responsibility: **Demographic Profile/ economic and financial analysis of Page's parks and recreation system**

Dan is an economic analyst who possesses exceptional research skills relating to demographic, economic, and real estate data for a multitude of assignments including market studies, fiscal and economic impact reports, community general plans, and presentations. Select project experience:

- **Cityscape, Review of Feasibility, Economic & Fiscal Impact Report; Phoenix, AZ**
Role: Demographic and Financial Analysis
- **Page Job Incentive Program Impact; Page, AZ**
Role: Demographic and Financial Analysis

JUSTIN AZEVIDO, ASLA, BSLA (COFFMAN STUDIO)

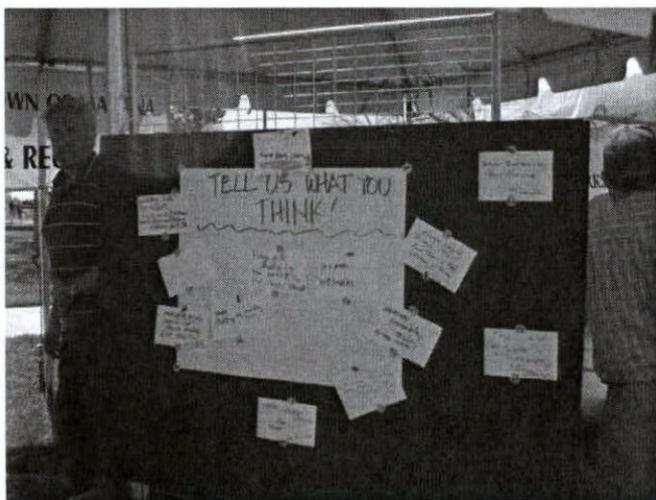
Role/responsibility: **Trails Planning**

Justin's work experience includes multi-modal planning, trail planning, park master planning, cost estimation, construction documents, residential design, and website design/build. Recent projects include design assistance and graphics production for the Goodyear Parks, Recreation, Trails and Open Space Master Plan, the 55th Avenue Bicycle and Pedestrian Improvement Project in Glendale, the Tempe Highline Multi-use Path Preliminary Design Report and the Low Impact Development Concepts

for the Granite Reef Watershed in Scottsdale. His background of construction and management helps to bring a grounded approach to his designs and a comfortable ease to helping in the field and understanding and overcoming obstacles.

Justin's select project experience includes:

- **City of Goodyear, AZ - Goodyear Parks, Recreation, Trails and Open Space Master Plan**
Role: Landscape Designer
- **City of Glendale, AZ - 55th Avenue Bicycle and Pedestrian Improvement Project**
Role: Landscape Designer
- **City of Tempe, AZ/MAG - Tempe Highline Multi-Use Trail Master Plan**
Role: Landscape Designer, Graphics Production Manager
- **Town of Gilbert, AZ/MAG - Gilbert Heritage District Shared Use Pathway**
Role: Landscape Designer
- **City of Scottsdale, AZ - Low Impact Development Concepts for the Granite Reef Watershed**
Role: Landscape Designer, Graphics Production Manager



Marana idea board - taking the plan to the community public meeting

APPROACH

INTRODUCTION

The Citywide Park Master Plan and Master Plan for John C. Page Park will provide a guide for the city of Page to manage its system of parks, recreation facilities, and open spaces in a manner that enhances the city. PLAN^{et} and our subconsultants bring all the skills, knowledge, and capabilities needed for the project within an efficient, creative, and experienced team. We are very interested in this exciting project and the city can be assured of our full commitment to its success. We will work closely with your staff and Parks and Recreation Advisory Board, key stakeholders, and the general public to develop a collaborative and innovative plan that is tailored to the community's needs and interests and strongly supported by Page's citizens and leaders.

Below we outline our understanding of this project, unique aspects of the PLAN^{et} team's approach, and a step-by-step outline of the specific methods, techniques, and procedures we will use to execute the City Wide Master Plan and the John C. Page Memorial park Master Plan.

PROJECT UNDERSTANDING

The City recognizes that it is at a pivotal point in its evolution and that parks and recreation facilities and programs are keys to the quality of life in Page. Our team views parks and recreation facilities, open spaces and trails as a vital component of city infrastructure. Parks, recreation facilities, and the recreation programs that drive recreation facility use are key assets that are critical to the quality of life and a healthy, functioning community. We believe that a Parks and Recreation Master Plan is as critical as any other facility master plan. It must objectively assess and make recommendations for repair and replacement of existing infrastructure, include cogent and practical recommendations and strategies to ensure a community's future recreation needs are met, and identify opportunities to leverage parks and recreation facilities and programs to leverage other benefits.

such as beautification, economic development, and improved community health. This belief guides our proposed approach to the Page City Wide Park Master Plan and John C. Page Memorial Park Master Plan.

We understand that the City Wide Master Plan is focused on key goals of:

Upgrading the city's existing parks, fields and facilities to create an attractive amenity for residents and visitors. We recognize that some city facilities may need to be upgraded, and some parks may need to be reprogrammed to meet shifting recreation needs. To identify the specific facility maintenance needs and the types of recreation facilities that could enhance the use of parks, our approach includes benchmarking page against other jurisdictions and a park inventory to document park amenities and condition and recommendations for facility maintenance, repair, and/or replacement. Our Team includes Geoff Brady of OTAK. Geoff has worked with us to geocode and assess facilities and identify maintenance, repair and replacement needs on several Parks and Recreation Plans. He combines field expertise with GIS to provide the city with a working database that it can use for future capital programming and maintenance tracking. Leslie Dornfeld has worked on many benchmarking studies, and brings an approach to selecting comparison jurisdictions that will result in facilities and level of service recommendations that are tailored and appropriate to Page's population and physical character.

Identifying opportunities for parks and trails to contribute to the city's visual appeal and economy. Recreation can provide an important opportunity to lengthen visitor stays and contribute to the economy. John C. Powell Memorial Park fronts on Lake Powell Boulevard, the city's premier commercial street. Page is an important base for tourists exploring canyon country, and those visiting Lake Powell. The city's 2014-2015 Tourism Study found that most tourists use page as a "stopping point" for longer trips. The study also shows tremendous

opportunity for growth with regards to tourism. For example, a quarter of the city's visitors find Page through word of mouth, and the average stay is 2.1 days. Like many other jurisdictions, Page has the opportunity to use its parks, recreation programs, and trails system to "create a buzz" about the city and its amenities and through programming and facilities and provide a reason for visitors to extend their stay - even if it results in a few hours where the city benefits from the sales taxes of an additional meal or purchase. Because of its premiere location, John C. Powell Memorial Park could provide an important venue for fairs, festivals, and other community events.

Anticipating future parks and recreation needs. This plan provides an opportunity to the city to position itself for changing recreation and recreation facility trends anticipated over the next decade). Any redesign of Powell Park must balance the potential for this park to become an amenity that beautifies the city, compliments and activates the downtown with upgrading and/or providing recreation facilities including the playground, tennis court, skate park, and community center that currently serve the community. These facilities are important to Page's sense of community and quality of life.

Other parks located throughout the community also provide opportunities to enhance and beautify neighborhoods and provide places for residents to picnic, celebrate, and recreate. Improving and potentially programming these parks will increase their use, take some of this load from John C. Page Memorial Park, and potentially provide an opportunity to realign existing facilities in a way that maximize opportunities for parks to enhance the environments in which they are located.

To identify the need for new or the potential to realign existing facilities, our approach will benchmark Page against peer jurisdictions to determine brackets for recreation facility Levels Of Service (LOS). The findings of the benchmarking and LOS analysis will provide a framework for aligning and identifying the need

for future facilities for John C. Powell Memorial Park as well as other parks within the city system.

Creating a Master Plan for John C. Page Memorial Park.

We see tremendous opportunity for John C. Page Memorial Park. Page Memorial Park is a centerpiece for the city. It is home for civic events, the city's Community Center which provides senior citizen activities and services, the skate park, tennis courts, a playground, and a grass area that can be used for events and fairs. Our team recognizes that we must understand the city's recreation needs *before* the Master Plan is developed. However, with the construction of the sports complex, there may be an opportunity to reprogram some areas of this park to help activate the downtown and create more of a centerpiece for the city. We also understand that this park has enormous potential to be a center for the city and its downtown. Our approach to the Master Plan will be to leverage existing park assets, consider reprogramming (if appropriate) some areas, and develop a master plan that phases in *improvements in a cost efficient manner.*

To help the city identify the potential for John C. Page Memorial Park, we have included Jeffrey Sherman of OTAK on our team. Jeff is the "go to" park designer for Glendale's Murphy Park, a similarly situated downtown park in Glendale, Arizona. Jeff's first design of Murphy park was so successful that the city retained him a second time to redesign the park and downtown streets to create a unified environment to accommodate larger events and crowds than originally envisioned.

In addition to these goals, the PLAN'et team recognizes the Citywide Parks Plan must address the following:

A new fiscal environment (e.g., less General Fund Revenues and no development fees)—Page already recognizes partnerships as key to fiscal sustainability. An example is its partnership with the BLM to sign the Rim Trail and the city's partnership with the school district

for the sports complex. We propose using the plan to explore opportunities for additional partnerships with regards to recreation facilities. These could include facility sharing (for example with additional partnerships schools and/or other entities), or other types of partnerships for parks and facilities construction.

Park Distribution—Most of the city's parks (with the exception of the Sports Complex, Rodeo Grounds, and the park at the airport) are located in the center of the city, inside the Lake Powell Boulevard loop. Using undeveloped park areas may help to address this distribution. This plan should identify under-served areas and areas of highest need as well as establish standards for future parks to serve the community and anticipated new development. Because we are working with OTAK to geocode recreation facilities and parks, we are able to provide spatial analysis regarding the distribution of parks and recreation facilities throughout the community.

Working with adjacent jurisdictions and entities

- Page is built on land originally owned by the federal government. The city is surrounded by federal and reservation lands. The city has a substantial Native American population. These entities offer opportunities to provide facilities and events that will enhance the recreation offerings of the community. The Arizona Community Foundation Page/Lake Powell Community Fund also provides another opportunity for partnerships.

Linking parks to destinations and to the Rim Trail.

The city's Rim Trail is a unique and amazing amenity. We are aware of the work of the city's Rim Trail Committee, and that the city is working with the BLM to sign the trail. Through this City Wide Master Plan, there is an opportunity to enhance the Rim Trail with connections from it to other city amenities and parks potentially using the city's sidewalks and street system. In addition to providing better connectivity, trail connections can beautify the city neighborhoods and streets, contribute to

community health, the economy, and enhance the quality of life for residents. For example, an obvious trail connection is to use the City Wide Park Master Plan to create a loop along Lake Powell Boulevard that connects the downtown and Memorial Park to the Rim Trail. This loop could provide downtown streetscape, beautify surrounding neighborhoods while providing an on street bike route and pedestrian connection that contributes to community health. This trail could use city sidewalks and a stabilized surface alongside less developed parts of the roadway. Another option could be to include a "Par Course" or exercise trail that connects John C. Powell Park through the downtown. While residents could benefit from this trail, visitors who use it might be enticed to come back for a meal or to purchase an item in a local store that they notice while using the trail. To identify opportunities for other trails and connections that could connect to and leverage the Rim Trail, our team has included Justin Azevido, of Coffman Studio.

Identifying ways for Parks to contribute to the economy. The city's new sports complex provides a venue for the city's flag football and soccer leagues as well as for the Page Little League. The sports complex is new, and offers an opportunity to leverage the city's location and amenities to attract regional tournaments and events. A recent study of the economic impact of tournaments on a 15,000 person city of Traverse Michigan found, on average, a family spends about \$439.00 per visit on food and lodging. This plan can explore the extent to which the city might choose to enhance this park to attract tournaments while it continues to meet resident need. Through the facilities assessment, we propose to examine other recreation facilities that require little preparation or organization (such as bocce ball, horseshoes, and other occasional games) that could increase the length of a visitor stay, resulting in more revenues to the city. For example, providing these types of amenities could result in extending a stay a few hours, and result in an additional meal purchase.

Coordination with the community—Page's public will be engaged through on-line outreach, focus groups consisting of leagues and other recreation interests, and a community workshop. Our approach to community engagement is to coordinate with other ongoing projects when possible, and in other instances, to go to the community and not ask them to come to us. While we recognize that the digital survey will help identify some issues, we also recognize that user groups and key stakeholders are critically important to the process. Our approach includes focused meetings with these entities in addition to public outreach conducted at community events, community meetings, and online participation. We also include a survey monkey element in our outreach.

Coordination with other plans—The city's General Plan is older, and this Master Plan can provide the framework for the future parks and open space element. The city's Rim Trail Plan, Lake View Nature Park Report and 2007 Transportation Study also will also be used to inform the plan.

UNIQUE FEATURES OF OUR APPROACH

The PLAN'et team looks forward to working with the city of Page and bringing a tailored approach that includes the following unique elements:

Understanding Page's unique character—Page is a high desert community that has managed to maintain its unique character. Any recommendations and Level of Service recreation standards included in this plan must support the city's agenda, be appropriate, and tailored to its residents. Every plan we have developed has included a benchmarking component that has resulted in standards tailored to the community. Our unique approach and experience with benchmarking balances objective factors in a way that ensures the selected comparison communities provide that meaningful and relevant results that can be used to provide service brackets. These results can also be used to help objectively define



Flagstaff community forum

plan goals and frame clear action strategies to achieve them. For this plan, in addition to comparison communities, we will also look at PRORAGIS, the new NRPA survey tool.

Dialogue among residents about community parks and recreation needs—We recognize that social networking sites and the internet are a first stop for information. Our public engagement approach uses mysidewalk.com to engage citizens and solicit their comments on the plan and ideas about parks and recreation. We can also use mysidewalk.com to survey residents about specific topics. We have used mysidewalk.com in several of our planning processes and found that it can provide an



City of Goodyear Parks, Recreation, Trails and Open Space Master Plan “park walk”.

excellent way to provide information and solicit input.

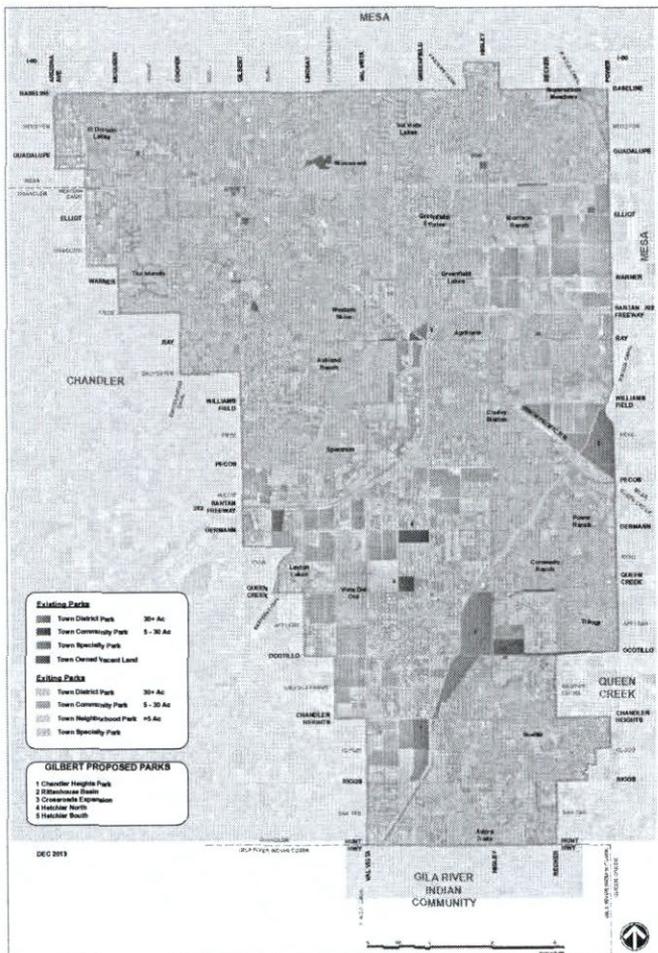
Community Education—We encourage development of a plan based on a knowledge-based community dialogue. To enhance the discourse in the community, our approach includes a parks workshop that will educate residents about how Page compares to other communities, recreation trends, and financing considerations. A unique element of our approach here also includes presenting for community input, options for John C. Powell Memorial Park. The options will help the community recognize their choices and cost implications, and get behind a vision for this important city asset. This information helps residents understand parks and recreation choices (and their benefits) and provides them with a fact base from which they are able to voice their opinions throughout the process.

User- and provider-based focus groups—Part of the information we provide to the larger public is knowledge we gain from interviewing user and provider based stakeholders through our stakeholder interview process. These are the community experts that will help us understand use patterns, user needs and who can provide valuable operational information that can be used to develop recommendations for parks and recreation facilities, programs, and partnerships.

Park Walk = Another unique feature of our approach includes a “park walk”. We use this approach to conducting our facilities inventory. During the “park walk” maintenance and programs staff and community members walk city parks with our team. As we examine recreation and facilities we are able to discuss maintenance issues and use patterns. We also use this time to discuss with parks maintenance staff parks design considerations with regards to operations and maintenance, and identify maintenance areas for improvement. We have found these sessions to be critical to future parks design and efficient maintenance and operations.

An Accessible and usable plan—More and more, plans are read and transmitted digitally. Our approach includes providing presentations and products that can be accessed from the city's website. To ensure that the plan comes off the shelf, all the recommendations will be tied to funding opportunities, responsible parties, and grouped as short-, mid-, or long-term actions.

In-depth use of GIS and Graphics—We have found that a picture is worth a thousand statistics. Our process will use maps and other visual tools that can be easily placed on the city's website and mysidewalk.com.



Town of Gilbert Parks, Recreation, Trails, and Open Space Master Plan, Future Park Sites Map.

METHODS, TECHNIQUES, AND PROCEDURES

Part A- City Wide Park Master Plan

The PLAN*et/Otak team approach is organized around the scope of work provided in the Request for Qualifications and includes all of the work/plan components outlined in the city's RFQ. All of our workproduct (with the exception of displays for public meetings) will be provided in a *.pdf or *.ppt format, except where noted (for example, GIS product) enabling easy digital distribution, reproduction by the city, and posting on city and project web sites.

Project Kick Off Meeting

Techniques: To reduce costs, we suggest holding a telephonic "kick off" meeting with the city project manager and other key staff. At this meeting we will share computer screens to finalize schedule details such as dates for fieldwork and community and project coordination meetings, meeting formats, and stakeholders to include in the focus group meetings. We will also identify documents and other resources that will inform the Citywide Plan and Master Plan.

Part A: City Wide Park Master Plan

Task 1: Current Park and Recreation Facility Conditions

Methodology: This phase of the planning process includes:

- A general survey of the John C. Page Memorial Park
- Park Walk (field review of city parks and facilities)
- Development of base maps
- Facility and resource assessments

Techniques: PLAN*et will spend one day surveying John C. Page Memorial Park and other city parks and public recreation venues (for example, the high and middle school fields). Our survey uses a "Park Walk" where city maintenance staff, key stakeholders and others identified by the city are invited to join us as we tour the parks and

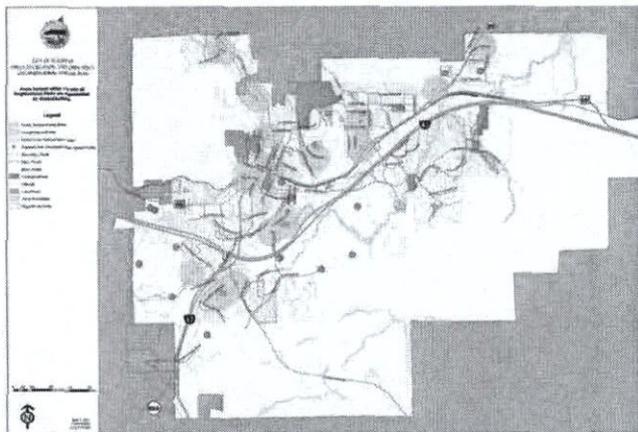
inspect the facilities. During our tour, we invite participants to share with us what works, what they would improve, and what they need. We use this information as we develop recommendations and park standards.

Procedures: As we tour the park, we geocode the location of recreation facilities, inventory facility conditions and record it, and document ADA compliance.

John C. Page Memorial Park Survey: As part of this task, we will survey the John C. Page Memorial Park. This survey will provide a basis for and inform the Park Master Plan effort. Our survey will include physical review of the park, site, access areas, facility conditions, visible infrastructure including lighting and use patterns. In addition, we will conduct a document review for any potential cultural and environmental considerations.

Products:

- Condition And Physical Inventory Memorandum for city parks and recreation facilities and other public recreation facilities identified by the city and PLAN*et for inclusion in the Plan
- Individual park maps documenting the location of facilities that can be posted on the city's website and the mysidewalk.com page.
- Summary inventory notes



Flagstaff Parks and Recreation Organizational Master Plan geospatial analysis for neighborhood parks.

Task 2: Community Profile

Methodology: To develop a community profile PLAN*et will review demographic projections from census data, other publicly available data, and data provided by the city and data from existing plans and studies provided by the city.

Techniques: PLAN*et will product a memorandum describing current demographic trends and future population and demographic projections.

Procedures: PLAN*et will use population projections developed by the State, city, and other publicly available sources to create the memorandum.

Products:

- Community Profile Memorandum

Task 3: Issues Opportunities Constraints

Methodology: This portion of the planning process includes outreach to understand key community concerns, recreation use patterns (e.g., field and facility scheduling and availability), community desires, and maintenance practices.

Techniques: Over the course of a day we will present information gathered during Task 1 to, and solicit ideas from, focus groups/key stakeholders, city staff, the Parks and Recreation Advisory Board and the Community at an evening workshop. At the Community workshop we will also solicit comments about how the community envisions its parks and recreation system, and provide maps for the community to describe how they could use trails for recreation and that connect destinations. This information will be used to craft a vision statement, goals and a trail map for the Plan.

For these meetings, the PLAN*et team will use the information gathered in Tasks 1 and 2 to prepare a presentation that describes the current condition of existing facilities, future demographic trends and implications for recreation, and key issues identified during our fieldwork.

Procedures:

Focus Group: Working with the city, we will develop a meeting schedule and provide invitations for the city to invite key stakeholders to meet with us at specific times during the day. Stakeholders could include league presidents, facility managers, recreation programs and maintenance staff, city staff involved in recreation programming, representatives of school districts, the BLM, and other entities (such as merchants associations or representatives of the lodging industry or chamber of commerce).

Parks and Recreation Advisory Board Meeting 1: Our last meeting of the day will be with the Parks and Recreation Advisory Board. At this meeting we will share what we learned from the focus group and solicit additional areas of interest from the Board.

Community Meeting 1: In the evening we will hold a community open house. At the open house we will present information about current parks and facility condition, demographic trends, and recreation trends. We will use maps and driving questions in a roundtable format to solicit information from the community about their recreation and connecting trail needs, visions for and how they currently and would like to use John C. Page Memorial Park, and visions for how recreation could contribute to the quality of life in Page.

Products:

- Meetings with key stakeholders, Parks and Recreation Advisory Board
- Community Workshop
- PPT presentation
- Summary meeting notes

Task 4: Needs Analysis

Methodology: Our approach to a needs analysis includes benchmarking Page against other similar jurisdictions to determine levels of service for parks, fields, and recreation facilities. Page is a unique community in that it is in a remote location. The closest communities are tiny and located on the Navajo Reservation or at Marble Canyon (10 miles as the crow flies, over 30 miles by road). The city's recreation facilities are likely used by these areas since they are the only ones in the area. Additionally, almost 1/3 of the city's residents are under age 19, and over 20 percent are between ages 50 and 70. This profile has bearing on the types and quantity of recreation facilities that could meet community needs. Seasonality is important. Our approach to benchmarking would be to examine other Arizona Communities in similar contexts, such as Winslow or Holbrook as well as other smaller communities such as Chino Valley or Gila Bend.

Techniques: We would compare the city's level of service to these entities to establish low, average, and high levels of recreation facility service (LOS) for the city. Based on these levels of service we will use the demographic projections developed



"I really thought last night's open house went well!"

- Elizabeth Neumayer, Community Enrichment Services, Recreation and Library Director, City of Flagstaff (Flagstaff Organization Plan project)

in Task 2 to project future facility needs. As part of this analysis, we will examine options to meet these levels of service using existing undeveloped park land, developed parks, and partnerships. Our analysis will also include a geospatial analysis of city recreation facilities. We will examine the distribution of neighborhood and community parks and facilities throughout the city, and provide these findings with our LOS analysis. Our analysis will also include an assessment of the extent to which existing and undeveloped parks could be used to meet current and projected needs.

John C. Page Memorial Park Master Plan

Component. At this point in the study, we will also consider and present options on how and if John C. Page Memorial Park could be used to address any identified facility needs. In the case of Powell Park, we would outline the tradeoffs between using this park for recreation facilities or a more passive use that could support the downtown and provide a centerpiece for the city. This analysis will inform the development of Conceptual Master Plan Concept for John C. Powell Memorial Park.

Procedures: We will present the LOS findings and facilities needs projections at a meeting or worksession of the Parks and Recreation Advisory Board for review and direction. At this meeting we will also present for review, comment and refinement, a draft City Wide Park Master Plan vision and goals.

Products:

- Needs Analysis
- Geospatial Analysis
- Presentation to Parks and Recreation Advisory Board
- Community Meeting

Task 5: Site, Facility, and Program Planning

Methodology: This task will result in the development of the City Wide Park Master Plan. We propose the following outline for the City Wide Master Plan

- Executive Summary
- Introduction
- Relevant Plans, Studies and Documents (*for example, the Rim Trail Assessment, General Plan, and Transportation Study could be summarized here*).
- Master Plan Vision/Guiding Principles
- The Community and It's Surroundings
- Parks and Park Facilities (*this would include the findings from Tasks 1 and 4*), and goals, strategies and actions that address upgrading existing parks and recreation facilities, providing new facilities and parks, and identifying specific recreation facilities that could be leveraged for economic development and enhanced visitor experiences.

Parks and Facilities Goals, Strategies and Actions	
<p>Strategy 3c: Distribute parks consistently throughout the city.</p> <p>Action 3c.1: Until the population of Mobile warrants a separate park, approach the City of Maricopa about the possibility of allowing city of Maricopa public park use for residents of Mobile.</p> <p>Action 3c.2: Work with Maricopa County to identify land that could be used for a community or citywide park within Goodyear that includes fields and active recreation facilities.</p> <p>Action 3c.3: Work to develop a Community Wellness Park between 145th Avenue (extended) to Dysart Road south of Cornerstone Boulevard (extended). See Figure 10a: Future Potential Parks</p>	<p>Action 3c.5: Within the next 5 to 10 years, provide a community park in the vicinity of MC85 and the Gila River, East of Sarival Road. Consider working with the Flood Control District of Maricopa County and/or the BLM to leverage land within the 100-year floodplain to enhance the size of, and offerings within, the park. See Figure 10a: Future Potential Parks (North)</p> <p>Action 3c.6: Identify land along the Gila River and within the 100-year floodplain for a natural area specialty park. If possible, combine this park with the planned community park south of MC85 and the Gila River.</p> <p>Action 3c.7: Work with schools and the city planning department to locate neighborhood parks adjacent to schools.</p> <p>Action 3c.8: Work with schools to develop agreements to allow public use and city programming of school facilities during non-school hours.</p>
MID-TERM	
<p>Action 3c.4: When more than 80% of the currently vacant land in western Goodyear (west of South Citrus Road and north of the Gila River) is developed or by 2024, whichever is earlier, provide a community park in northwest-central Goodyear, between the I-10 and the Gila River (generally located north of Lower Buckeye Road and East of Cotton Lane). See Figure 10a: Future Potential Parks (North)</p>	<p>LONG-TERM/ONGOING</p> <p>Action 3c.9: Within the next 10 years, identify and secure adequate land in south Goodyear, south of MC 285, for a minimum of two community parks or one community and one citywide park. See Figure 10a: Future Potential Parks (South)</p>
Parks Goals: June 23, 2014 9:50 AM	

The Goodyear Parks, Recreation, Trails and Open Space Master Plan includes goals, strategies short, mid and long term actions for implementation.

- Trail Opportunities - *Trails to connect the Rim Trail to parks, recreation facilities and other city destinations.*
- Recreation Programming Opportunities *(in this section, opportunities to goals, strategies and actions that support providing recreation programs in city facilities or through partnerships with other organizations will be identified)*
- Maintenance *(this chapter will identify maintenance standards and include maintenance oriented goals, strategies and actions. We anticipate that this section will also identify potential items in need of replacement and/or repair)*
- Funding *(In this section, we will outline potential funding available and align it with projects outlined in the plan. As part of this task, we will also include general costs for the John C. Page Master Plan improvements)*

Techniques: A preliminary draft of the Master Plan will be provided to city staff for review and comment. Based on city review and comment, PLAN*et will revise the plan to draft and present it at a afternoon work session of the Parks and Recreation Advisory Board and at an evening community meeting. The community meeting will be organized as follows:

- PPT presentation on Master Plan
- Break out groups organized around Master Plan Elements
- Open House Boards summarizing John C. Page Memorial Park Master Plan Concepts

Procedures: PLAN*et will revise the draft plan to final draft based on comments from the Advisory Board and the public meeting and provide it to the city for distribution to the Parks and Recreation Advisory Board. PLAN*et will present the final draft plan at a meeting of the Parks and Recreation Advisory Board. Based on Advisory Board action on the final draft plan, PLAN*et will create a final plan for presentation to the City Council. All documents shall be provided in *.pdf format suitable for reproduction or posting on the city's website.

John C. Page Memorial Park Master Plan

Component. At the community meeting, PLAN*et will also present the John C. Page Memorial Park Master Plan Concepts to the Parks and Recreation Advisory Board and Community for review and comment. Should the city desire, we are also able to present the final plans to the Page City Council for action. Based on comments from the Parks and Recreation Advisory Board, a concept plan for the park shall be developed.

Products:

- Preliminary and Draft City Wide Park Plan
- Final Draft City Wide Park Plan
- Final City Wide Park Plan
- Presentation to Parks and Recreation Advisory Board
- Presentation to City Council (optional)

Part B- John C. Page Memorial Park Master Plan Project Proposal

Methodology: Our approach to the John C. Page Memorial Park Master Plan is to integrate specific tasks (such as site survey and some community engagement) into the City Wide Master Plan process. This approach helps to coordinate the two projects and achieve economies within the project budget. Jeffrey Sherman, RLA will lead the Page Memorial Park Master Plan portion of this project. Jeff is a Registered Landscape Architect and is well versed in developing Master Plans for parks within downtown settings. We have included Jeff on this project because of his experience with Glendale's Murphy Park, other active parks and Mesa's downtown.

Techniques: The development of a conceptual Master Plan for John C. Page Memorial Park will include the following:

- Hold a project kick off meeting (this meeting may be telephonic or conducted during on of our site visits) after Task 3. This kick of meeting will help to clarify the direction the city would like us to take regarding the development of design alternatives and specific design features.

- Using the information developed during Task 1 (Current Park and Recreation Facility Conditions) a base map for the John C. Page Memorial Park will be created. The base map will include information gathered on our site walk, vegetation and landscape areas and to the extent possible based on information provided by the city, topography, drainage, historic landscape, historic and cultural resources, and in place irrigation and utilities.
- A facility conditions map for recreation facilities currently in the park will also be created.
- Using information developed in tasks 1-3 of the master plan process, up to three design concepts for the John C. Page Memorial Park will be developed. We anticipate these options could include consideration of upgrading existing facilities, with no specific changes, adding active recreation facilities to address facility shortages (if any) identified through the Master Plan, and potentially reprogramming elements of the park to allow for more downtown events, festivals, and fairs. These options will be presented in a document and graphically (site concept plans) for review and comment by the community at the second community meeting and the third Parks and Recreation Advisory Board meeting. (Task 5: Site, Facility, and Program Planning).
- An assessment of environmental resources (based on information provided by the city) and an outline of environmental permitting requirements that may be necessary based on plan options will be prepared.
- Based on comments from the Parks and Recreation Advisory Board meeting and the community, the concept plans will be revised to a draft concept Park Master Plan for presentation to the Parks and Recreation Advisory Board for review and comment. Based on these comments, the draft concept Master Plan will be revised to a draft final concept Master Plan and provided to the city for review and comment. Based on comments the draft final plan will be revised to final.
- The Final Master Plan will be presented to the Parks and Recreation Advisory Board for action with the City Wide Parks Master Plan.

PROJECT PORTFOLIO

Our team brings extensive comprehensive and long-range planning experience including development of community-tailored parks, recreation, open space, and trails plans, as well as regional and corridor planning studies and park master plans. These planning projects have involved public and stakeholder involvement, inventory and analysis, needs assessments, policy framework development, project identification and prioritization, implementation plans, design guidelines, management plans, and other relevant efforts. A common theme of our planning work is from vision to reality. We place a focus on creating unique, quality plans that don't just sit on shelves, but that are practical, realistic, and immediately ready to move forward into implementation.

We have highlighted key projects that have many similarities to the city of Page City Wide Parks Master Plan and a Master Plan for John C. Page Memorial Park. More information regarding these projects is available upon request.

TOWN OF GILBERT PARKS AND RECREATION ORGANIZATIONAL MASTER PLAN

Gilbert, Arizona

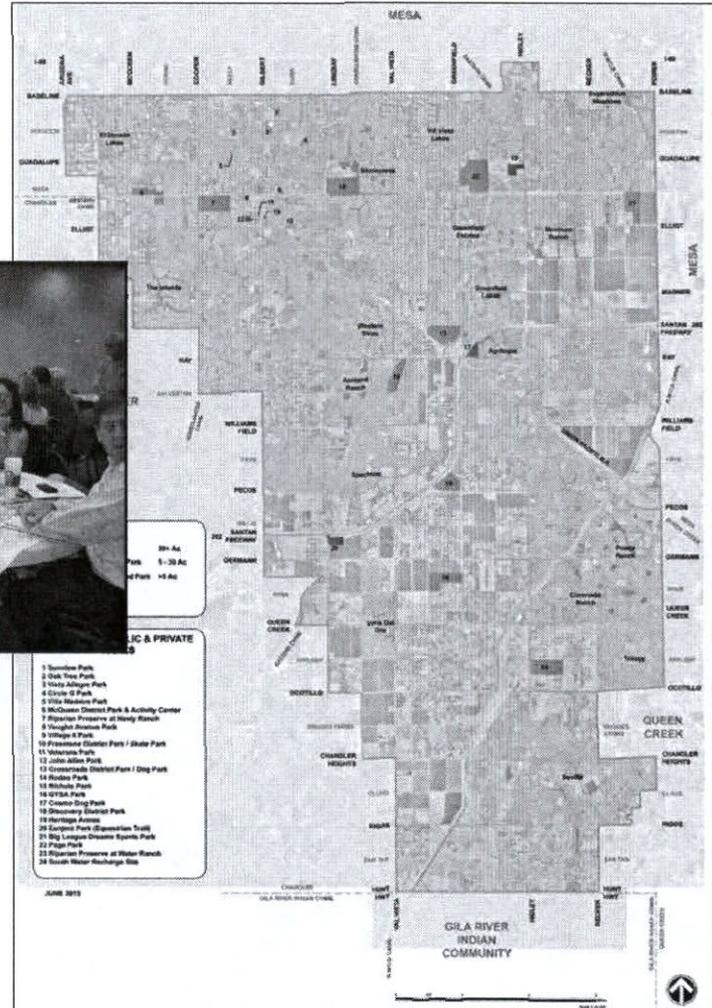
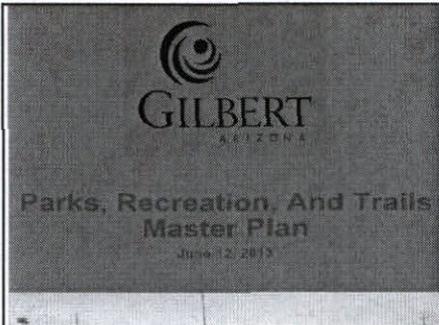


Table 10: Park Types And Attributes

Standard Type	• Pocket and Neighborhood Park	• Community Park	• District Park	• Specialty Park
Size	• Pocket Park: 0.5-3 acres. Minimum 10% of the 100 yard floodplain. • Neighborhood Park: 3 to 10 acres. Minimum 50% of the 100-year floodplain.	• 20 to 100 acres	• 50 acres and larger	• Varies, depending on purpose
Service Area	• Primary - Within 15 minute walking distance of home. • Secondary - Within 5 minute by vehicle of home.	• Primary - Within 15 minute drive from home. • Secondary - Within 15 minute by vehicle of home. • Accessible by transit within 20-30 minutes.	• Within 10 minute drive from home. • Within 1/2 hour bicycle ride from home. • Accessible by transit within 30-45 minutes.	• Community-wide.
Description	• Privately and publicly owned and managed parks developed to provide both passive and limited active recreation and informal, non-scheduled team practice areas. The small park serves as a social and recreation focal point of a neighborhood. • Neighborhood and Pocket Parks are destinations within walking distance that provides ease of access for all users of all ages and abilities. • To maximize the benefit of this facility to the community, this type of park can be a stand alone facility, an amenity associated with a trail or open space or located adjacent to an elementary school. This type of park shall be privately developed, owned and maintained.	• Publicly owned and maintained parks developed to provide a variety of active, organized and scheduled, and passive recreation activities. A Community Park is a social and recreational focal point for the community. • Community Parks shall be located on publicly accessible collector streets and be accessible by public transportation, personal vehicle, paths and sidewalks. • To maximize and benefit from spaced use of resources such as parking and concessions, and to maximize recreation options, Community Parks can be located adjacent to other public or private recreation facilities.	• Publicly owned parks developed to provide a complete choice of active recreation facilities for regional and larger tournaments, scheduled practice and play areas, concessions, events with a town- and region-wide draw. District Parks are a social and recreation focal point for a large area of the town. • District Parks shall be located on arterial streets and be accessible by all transportation modes. • To maximize and benefit from recreation options, District Parks can be located adjacent to other recreation facilities.	• Specialty Parks are unique facilities designed around a specific function or community asset. • Include Riparian Areas, Water Tower Park, Paper Park, OSA Soccer Field, Equest Park (S.D.). • These parks can be provided and managed by the town or through a partnership with not for profit or private entities with unique expertise directly relevant to the Specialty Park.

PLANet's Leslie Dornfeld led the development of the city's first Parks, Recreation, Open Space and Trails Plan. As principal of PLANet, she was selected a second time to lead the development a new plan. The original plan, developed when the Town was less than 50,000 residents, created standards for parks and set policies for parks to be provided through private and public development. The new plan addresses parks and recreation needs for a community of 200,000 and identifies locations for new public parks and trails as well as establishes park facilities standards and design guidance for the City. This project included public engagement, GIS mapping, a GIS-based parks and trails map that was provided to the town, and an updated vision for parks and trails and associated policies and implementation strategies.

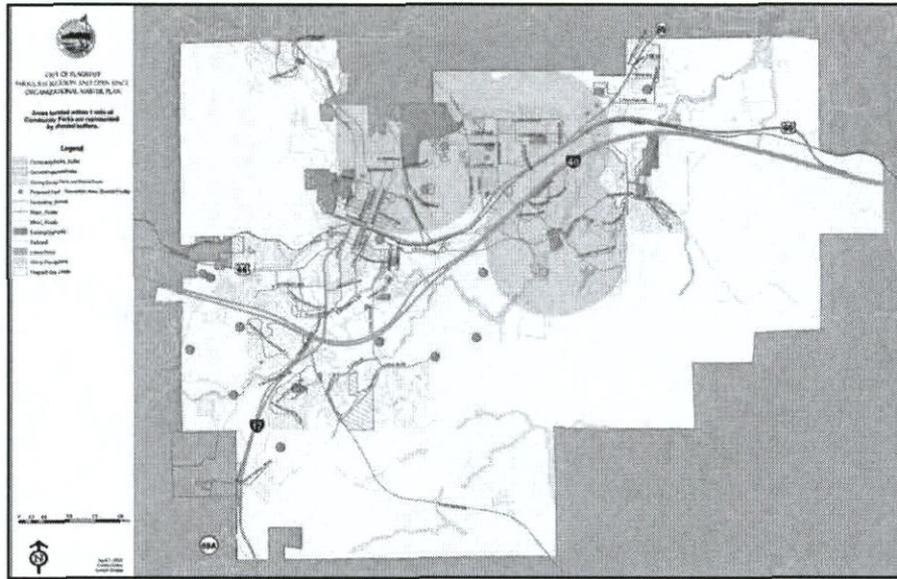
Completion: 2013

Client: Town of Gilbert

Reference: Melanie Dykstra, Acting Parks and Recreation Director, Gilbert Parks and Recreation Department, 50 E. Civic Center Drive, Gilbert, AZ 85296. melanie.dykstra@gilbertaz.gov. 480.503.6280.

Budget: \$199,900.00. Cost Control through regular project meetings (telephonic) and monthly reporting.

CITY OF FLAGSTAFF PARKS AND RECREATION ORGANIZATIONAL MASTER PLAN
Flagstaff, Arizona



Standard Type	Neighborhood Park	Community Park	Regional Park	Specialty Park
Area	• 2 to 10 acres	• 25-40 acres	• Over 40 acres (from 100 acres)	• Varies, depending on purpose
Service Area	• 1/3 mile radius	• 2.5 mile radius	• 6 mile radius	• Community-wide
Standards	• Minimum size 2 acres and 50 sq. ft. per dwelling unit in areas with more than 1,750 dwellings or densities greater than 2.53 people per acre increase the base number of Neighborhood Park square feet per dwelling unit commensurate with the increase in dwelling units per acre that are greater than 2.53. (For example, if the total dwelling units per acre is 5, this represents an 55% increase in housing density. The number of square feet per unit should be increased over the base of 50 square feet per unit to 73 feet per unit, to a maximum park size of 10 acres.)	• 20-40 acres per 25,502 dwelling units or between 34 and 68 square feet of Community Park area per dwelling unit.	• 100 acres per 7,552 dwelling units or 12,933 square feet per dwelling unit minimum park size of 100 acres. In areas of densities higher than 2.27 dwelling units per acre (net of cover space and vacant lands).	• Varies, depending on purpose

PLAN PARK STANDARDS

Photo: City of Flagstaff Parks & Recreation Dept. 2013



**City Of Flagstaff
Parks And Recreation
Organizational Master Plan**

March 5, 2013

**PARKS & RECREATION
CITY OF FLAGSTAFF**

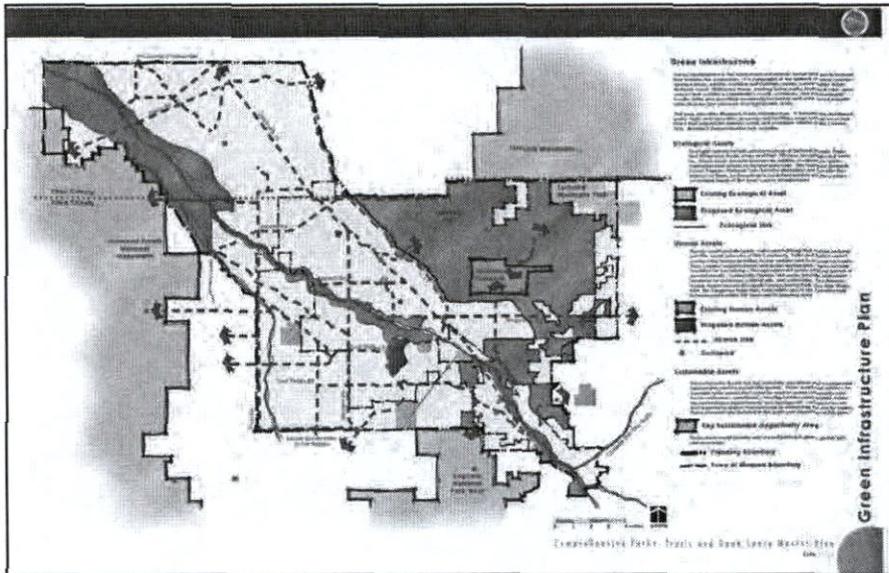
Since the last update of the plan, Flagstaff's population has increased substantially, the City has constructed several new facilities and it has re-organized its parks and recreation department. The City was also considering construction of new facilities, such as a multi-use sports complex and snow play area. This update re-establishes parks and recreation standards, identifies new parks, facility, and program needs and outlines a process for program life-cycle analysis for an ongoing assessment of programs. A financial analysis was done to establish future costs for land acquisition, facility construction and maintenance associated with plan recommendations, and maintenance of recreation standards established by the plan. To ensure a sustainable plan and parks and recreation system, the plan also examines and makes recommendations regarding partnerships, resource allocation, and other strategies to ensure fiscal sustainability. The entire process is being coordinated with the City and County General/ Comprehensive Plan Update process also underway. Mapping for this project was done in GIS. Community goals and vision were established through an in-person and on-line citizen survey and community engagement.

Completion: 2013 **Client:** City of Flagstaff

Reference: Brian Grube, Assistant Coconino County Parks and Recreation Director (formerly at Flagstaff), 2446 Ft. Tuthill Loop, Flagstaff, AZ 86001. bgrube@coconino.az.gov. (928) 679-8000.

Budget: \$100,000 Cost Control through regular project meetings (telephonic) and monthly reporting.

TOWN OF MARANA PARKS AND RECREATION MASTER PLAN
Marana, Arizona



The Town of Marana grew rapidly between 1980 and 2010. While a parks and recreation master plan was completed in the early 1990s, it was inadequate to address the pace of growth and changes in demand and operating requirements necessary for the town Parks and Recreation Department. The update of the town's master plan included a thorough analysis of future growth trends. Key issues addressed by the plan include a reassessment of current parkland dedication requirements, park standards, facility standards, and program offerings. The plan includes a program assessment and recommendations for future programs and facilities, financial analysis, parks acquisition strategies, maintenance standard recommendations, and strategies for conservation of the Tortolita Fan (State Trust Land). Park standards and prototypical park designs, and trail design guidelines are included in the plan and plan appendix. The planning process included extensive community engagement and outreach tailored to Marana, a statistically significant telephone survey, a benchmark survey, a facilities and parks gap analysis, and the development of GIS maps provided to the town at project completion.

Completion: 2010

Client: Town of Marana

Reference: Tom Ellis, Parks and Recreation Director, Town of Marana 11555 W. Civic Center Drive, Marana, AZ 85653 **P:** 520-382-1999 **email:** tellis@marana.com

Budget: \$280,000 Cost Control through regular project meetings (telephonic) and monthly reporting.

Murphy Park Design (OTAK project reference)

City of Glendale, Arizona

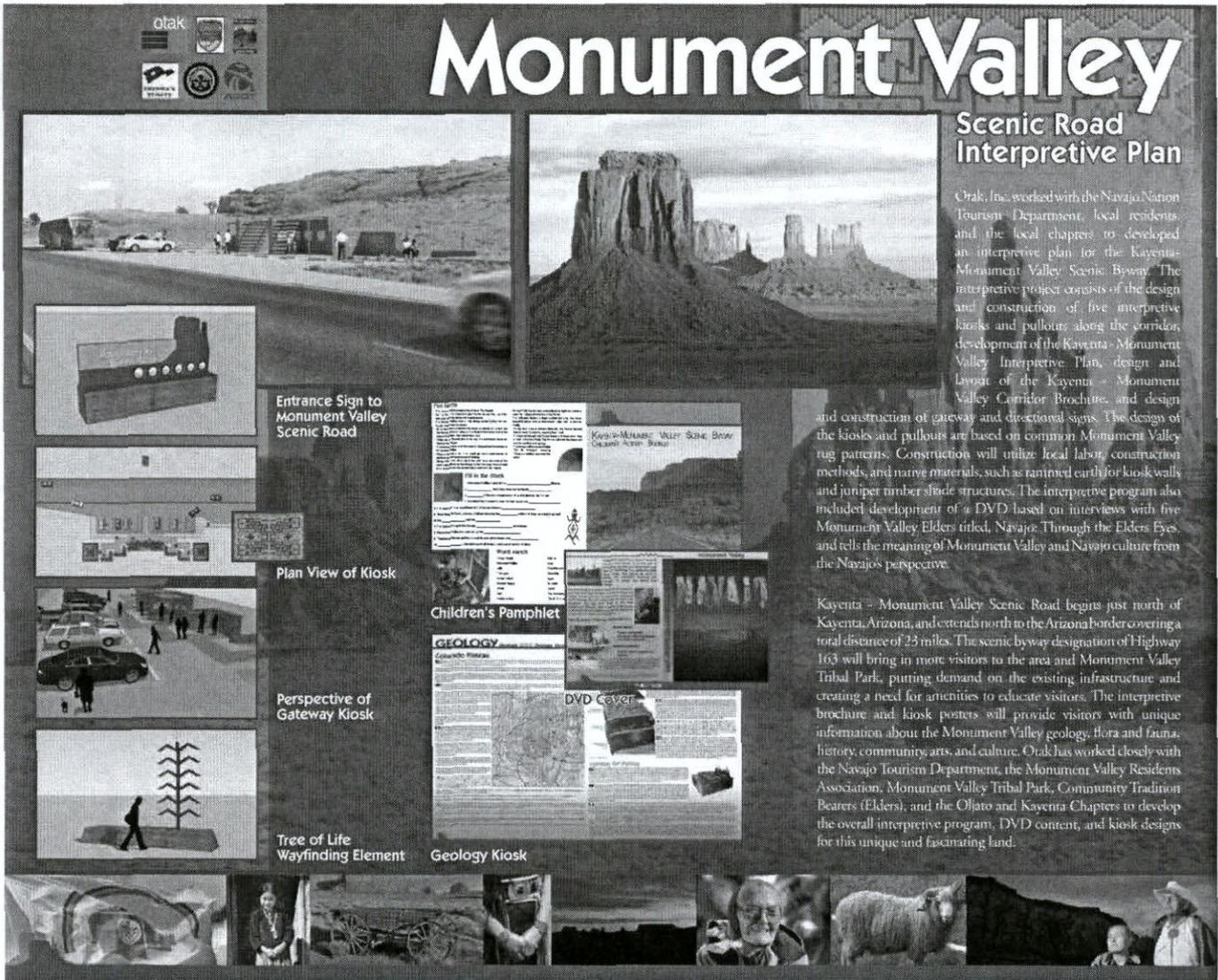


Murphy Park is located in downtown Glendale and is the site of many of the city's special events including, Glendale Glitters, Summer Band Concerts, Jazz & Blues Festival and the Chocolate Affaire. This neighborhood park is 2-1/2 acres with the Velma Teague Branch Library nestled in the middle. Jeffrey Sherman (OTAK) developed the initial Murphy Park Municipal Plaza design. He has since helped the City respond to increases in downtown use and a call for renewal of the urban center and the redesign of Murphy Park and which included a streetscape master plan with treatment levels, use, and placement of street furniture, brick pavers, historical lighting, trees, pedestrian access, irrigation, signage, analysis of downtown image and usage areas, and cost estimation. This million-dollar-plus redevelopment of an existing park and retail street surrounding the Glendale Municipal Complex included drainage improvements, paver sidewalks, teak benches, decorative bollards, trash receptacles, and pedestrian lighting.

Completion: 2003

References: Bill Passmore, Principal Engineer, City of Glendale, 5850 West Glendale Avenue, Glendale AZ. 85301. Bill.Passmore@glendaleaz.gov. Tel. 623.930.3630

Budget: \$127,000 (Design Fees only). Cost Control through regular project meetings (telephonic), design innovations, and monthly reporting.



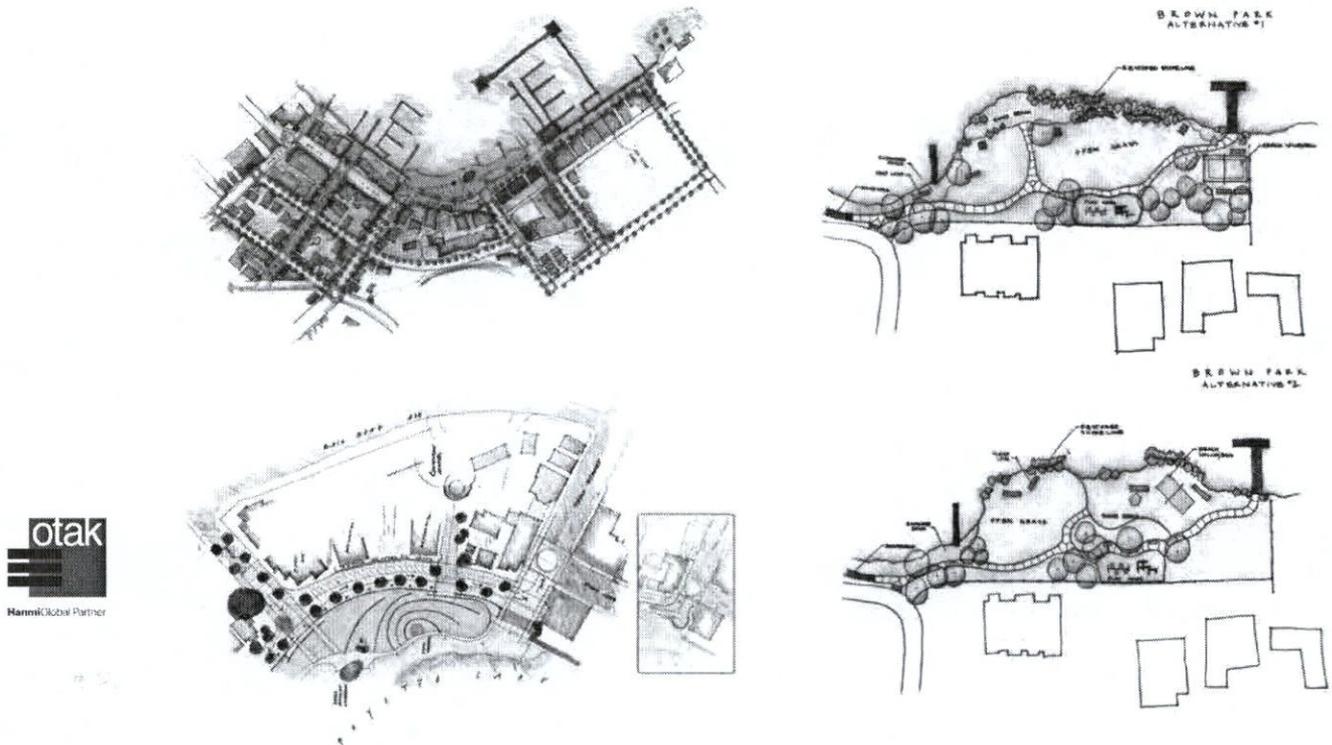
Monument Valley Scenic Road Master Plan | AZ (Otak)

This scenic corridor begins north of Kayenta and extends northerly to the Arizona border, covering 23 miles. The scenic byway designation of Highway 163 will bring in more visitors to the area and Monument Valley Tribal Park, putting a large demand on the existing infrastructure and creating a need for amenities to educate visitors. Our project consisted of the design and construction of five interpretive kiosks and pullouts along the corridor, development of the Monument Valley Interpretive Plan, design and layout of the Monument Valley Corridor Brochure, and design and construction of gateway and directional signs. The design of the kiosks and pullouts were based on common Monument Valley rug patterns and construction utilized local labor, construction methods, and native materials, such as rammed earth for kiosk walls and juniper timber shade structures.

Award: 2010 American Planning Association (Arizona Chapter), State Planning Award for Project/Study

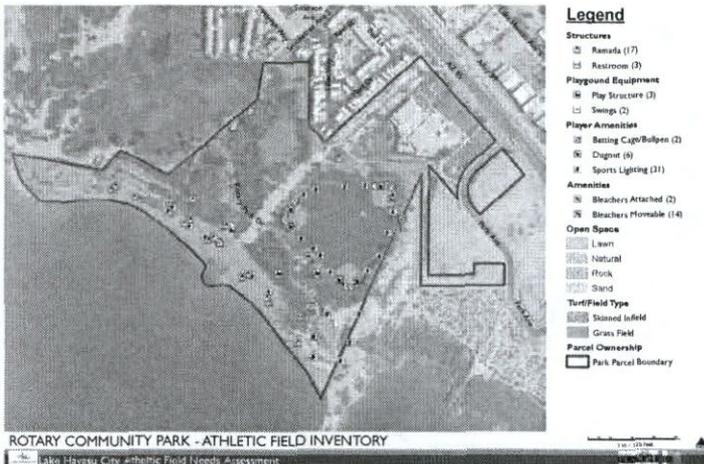
McCall Parks and Recreation Master Plan

McCall, Idaho

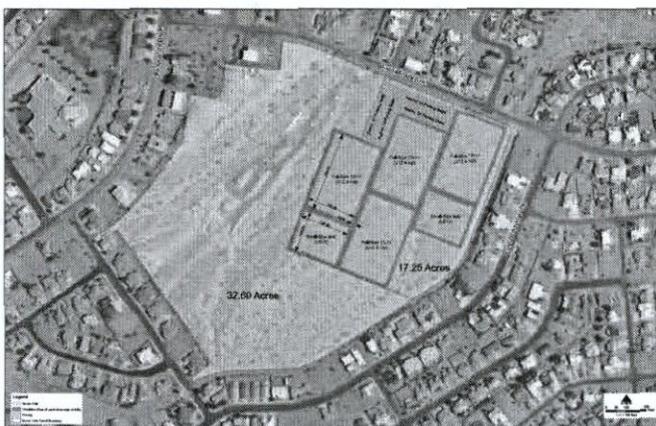


Parks and Recreation Master Plan | McCall, ID (Otak)

With the anticipated rapid growth of McCall and surrounding areas over the next 20 years, and the community's desire to continue to be a thriving, livable mountain City that supports the needs of its citizens as well as the many people who visit, the importance of developing an comprehensive Parks and Recreation Master Plan rose to the top of the planning priorities for city leaders. Within a limited budget and aggressive time schedule, Otak gathered existing data and information on the City's parks, open spaces and recreation facilities; conducted a needs assessment; obtained input and perspectives from the community about important parks and recreation priorities through a community design dialogue process; projected demand for parks and recreation facilities over the next 20 years based on population and growth forecasts; and developed a prioritized parks improvement plan that matched near-term and long-term needs with potential funding strategies and sources. Development of the plan included interactions with the City's students and a diversity of recreationists involved in year-round activities. The plan considered connectivity with the community's transportation system and trails network, as well as proximity of parks, trails, and open space to neighbor-hoods, schools, civic sites, employment centers, downCity, and other key places. The plan was well received by the City since it was developed in a community-based planning process. After being adopted by City Council, the plan was immediately put into action with several park improvement projects proceeding into design.



Inventory Map



Screenshot of online public engagement site.



One of the conceptual plans to provide soccer fields at an unused school site that was prepared as part of the Assessment.

The City of Lake Havasu City Field Assessment provides guidance for Lake Havasu City to meet local recreation needs and provides options should it choose to leverage recreation facilities to attract the sports tournament market. The study is supported by the city's Convention and Visitor's bureau as well as by the many youth sports leagues in this city. The study includes an inventory and assessment of existing facilities, an assessment of potential sports field need based on a study of comparison jurisdictions, and cost estimates for field construction in a variety of locations. This study examines several locations and provides a range of options to meet localsports field need as well as a discussion of the extent to which each option could be leveraged for tournament facility use. As a result of this study, the city is working to identify a site to construct new soccer fields, and is re-assessing the costs and benefits of entering the sports tournament market. The plan includes a facilities assessment, focus groups, online public engagement, community meetings, and field work.

Completion: 2015 (anticipated)

Client: City of Lake Havasu City,

Reference: Dan Keyes, Recreation Manager, City of Lake Havasu City, 100 Park Avenue Lake Havasu City, AZ 86403. Phone: (928) 453-8686. Keyesd@lhcaz.gov

Budget: \$148,740.00. Cost Control through regular project meetings (telephonic) and monthly reporting.

CITY OF PAGE CITY WIDE PARK MASTER PLAN AND MASTER PLAN FOR JOHN C. PAGE MEMORIAL PARK

Hourly Rate	\$135	\$60	\$100	\$70	\$200	\$150	\$110	\$70	Total Hours	Total Labor	Direct	Total Fee
Firm	PLAN*et	EDPCo	OTAK									
Staff	Senior Planner/ PM	Env. Planner	LAIT	Sr. Econ.	Econ.	Econ.	Senior R.L.A.	LAIT				
Task 0—Project Kick-off												
Kick-off Meeting	3	0			1	0	1		5	\$715		\$715
Bi-Weekly Project Meetings	6								6	\$810		810
Current Park and Recreation Facility Conditions												
Gather Data and prepare for inventory of Existing Conditions	8						1	8	17	\$1,750		\$1,750
Develop Physical Inventory of Existing Facilities using GIS								8	8	\$560		\$560
On Site Field Inventory	16			16				16	48	\$4,400	\$750	\$5,150
Develop Field Geodatabase	8							4	12	\$1,360		\$1,360
Create base map	4			8			2	16	30	\$2,440		\$2,440
Task 2: Community Profile												
Develop Demographic Data	12								12	\$1,620		\$1,620
Community Profile Memorandum	14								14	\$1,890		\$1,890

CITY OF PAGE CITY WIDE PARK MASTER PLAN AND MASTER PLAN FOR JOHN C. PAGE MEMORIAL PARK

Hourly Rate	\$135	\$60	\$100	\$70	\$200	\$150	\$110	\$70	Total Hours	Total Labor	Direct	Total Fee
Firm	PLAN*et			Coffman	EDPCo	OTAK						
Task 3: Issues Opportunities and Constraints												
Focus Group Meetings/Parks and Rec. Commission												
Develop Focus Group Meeting schedule, agenda, letters	4								4	\$240		\$240
1st Round of Focus Group Meetings (1 day)	16	16							32	\$3,120	\$500	\$3,620
Community Meeting												
Develop meeting notices/Agenda	2								2	\$270		\$270
Develop Meeting Presentation/ Materials	8						8	16	32	\$3,080	\$1,000	\$4,080
Facilitate Meeting												
Included in 1st round of focus group meetings												
Meeting notes	4								4	\$540		\$540
Integrate Mind-mixer	8								8	\$1,080	\$1,500	\$2,580
Task 4: Needs Analysis												
Needs Analysis	24	8							32	\$3,720		\$3,720
Geospatial Analysis		8						8	16	\$1,040		\$1,040
Community and Parks and Rec Comm Meeting	24						16	16	56	\$6,120	\$500	\$6,620
Prepare memorandums	8								8	\$1,080		\$1,080

CITY OF PAGE CITY WIDE PARK MASTER PLAN AND MASTER PLAN FOR JOHN C. PAGE MEMORIAL PARK

Hourly Rate	\$135	\$60	\$100	\$70	\$200	\$150	\$110	\$70	Total Hours	Total Labor	Direct	Total Fee
Firm	PLAN'et	Coffman	EDPCo	OTAK								
Task 5: Site, Facility and Program Planning												
Draft City Wide Park Plan	32			10	5	15			62	\$8,270		\$8,270
Final Draft City Wide Park Plan	12			8	5	15			40	\$5,430		\$5,430
Final City Wide Park Plan	8			8					16	\$1,640		\$1,640
Presentation to Parks Commission	16						16		32	\$3,920	\$500	\$4,420
Task 6: John C. Page Memorial Park Plan												
Survey		Included in Task 1										
Develop Base Maps								10	10	\$700		\$700
Facility conditions Maps			20					10	30	\$4,700		\$4,700
John C. Page Memorial Park Options	2						12	30	44	\$3,690		\$3,690
Plan Alternatives Report/concept Plan	2						12	24	38	\$3,270		\$3,270
Final for incorporation into final report							6	14	20	\$1,640		\$1,640
Total Hours	237	36	20	50	11	30	74	180	638			
Total Fee	\$31,995	\$2,160	\$2,000	\$3,500	\$2,200	\$4,500	\$8,140	\$12,600		\$69,095	\$4,750	\$73,845

**CITY OF PAGE ARIZONA REQUEST FOR PROPOSALS
CITY-WIDE PARK MASTER PLAN
AND
INDIVIDUAL MASTER PLAN FOR JOHN C. PAGE MEMORIAL PARK**

1. INTRODUCTION

The City of Page, AZ and the Page Park and Recreation Advisory Board (Board) are seeking proposals from qualified firms or individuals to provide professional services for preparation of its first City-wide Park Master Plan. The Park Master Plan will inventory existing parkland and recreational facilities and identify overlaps and gaps in park facilities and services based on current and projected population and housing and other community demographics, and project community needs, interests and priorities for the next 20 years. The Park Master Plan will also include phased development recommendations, one of which will be a sub-proposal for an individual master plan for the John C. Page Memorial Park (JCPMP), the community's highest profile and highest priority park.

The JCPMP master plan will take the recommendations from the Park Master Plan and turn them into a detailed and specific improvement and equipment replacement plan for this park. This individual master plan will overlap the Park Master Plan process, to allow implementation of the plan for this park in the 2016-2017 fiscal year, which begins July 1, 2016.

The City's underutilized amphitheatre will likely be master planned in the next few years; therefore, a thorough review of this park facility is desired with the City-wide Park Master Planning process.

2. COMMUNITY BACKGROUND

The City of Page owns much of the undeveloped land in the community and has a total of ten (10) designated parks and open spaces, half of which are undeveloped. Additionally the city owns an outdoor tennis facility, a marginally improved natural amphitheatre, a golf course, horse corrals, and the majority of the Rim Trail which stretches eleven (11) miles to encircle the mesa upon which the majority of the community is developed.

Page is located in northern Coconino County. It is adjacent to the Glen Canyon Dam; Glen Canyon National Recreation Area-Lake Powell, which is administered by the National Park Service; and the Navajo Nation. It has been advertised as the center of the "Grand Circle" of National Parks, and as the center of Arizona's "Canyon Country". Major focal points in and near Page are the famous Horseshoe Bend, Antelope Canyon, and Rainbow Bridge. The area surrounding Page boasts magnificent lake and mountainous views, vast canyons, and historical and national monument sites. Because of its location, Page has become a well-known resort area and enjoys millions of visitors each year. Because of the natural beauty of this area, it is important to preserve and protect the open spaces and views.

The following resource documents are available to assist in the Master Plan process:

- City of Page General Plan
- 2009 Open Space Map
- Rim View Trail (Rim Trail) Assessment
- Lake View Nature Park Report and Recommendations

3. SCOPE OF WORK CITY-WIDE PARK MASTER PLAN

The consultant proposal must include the following tasks in a scope of work for the Master Plan:

Project Management

This element shall include a kick-off meeting and other meetings/check-ins with City staff and the Board, project coordination, etc. Also included should be an outline of major project elements and associated timeline, a summary and outline of key correspondence points throughout the project, and proposed means of such correspondence or interactions. Please provide an organizational chart or other document showing key personnel and their assignments, roles, and responsibilities.

Public Outreach

The Board has identified the public outreach process as being very important to them and the Master Plan process. Please articulate your proposed public outreach program that will inform and involve the community in the Master Plan process. Elements may include websites, social media, surveys, meeting flyers, press releases, newsletters, stakeholder meetings, and neighborhood/community meetings. Regular Study sessions with the Board must be planned as necessary during the project, including at key project milestones. Tasks will include:

- Develop and implement a public involvement process that encourages the participation of all interested parties.
- Attend periodic meetings to gather input and provide project updates.
- Attend and facilitate public workshops to keep community members informed and to solicit input from the public during the planning process.
- Provide graphic and written information as required to support the public outreach efforts of the City.

Existing Conditions

The consultant team will inventory existing park and recreation facilities, programs and operations to map and document:

- City owned facility types, locations and conditions, including all parks, trails, and open spaces identified or planned as parks or trails
- Programs
- Maintenance practices
- Use patterns and impacts
- ADA compliance status
- Other non-city owned facility types and locations, including review and discussion of the availability and accessibility of those facilities to the general public

Issues, Opportunities and Constraints

The consultant team will draw from the inventory data and document issues, opportunities, and constraints relating to existing recreational facilities in terms of operations and maintenance, usage, ADA compliance, space, etc. There should be review and analysis of other non-city owned/operated recreational facilities to identify opportunities for and constraints to partnerships in providing recreational facilities and services.

Community Profile

The consultant will collect Census data for the City. The Community profile will identify trends in population growth, age, family households, and income, etc.

Needs Analysis

The consultant will prepare a Needs Analysis based on the findings from the public outreach program, research and demographics, and analysis outlined above. The Needs Analysis will

identify existing program and facility gaps and/or overlaps as well as emerging park and recreation trends for youth and adults, including special needs groups. Nationally accepted standards (NRPA) should be used to determine facility needs for current and future populations.

Site, Facility, and Program Planning

This section shall include goals and objectives and related policies, and programs/projects that are based on the needs analysis and that will map out a strategy to meet current and future park and recreation needs for the community. The goals and policies must provide guidance for future decision makers and provide direction regarding current and future recreational facilities and programs. Recommendations shall outline specific actions to implement policies and achieve goals and objectives.

Implementation, Operation, and Maintenance

This section shall provide:

- Capital cost estimates for proposed programs and projects
- Cost analysis for operations and maintenance of updated, expanded and new recreational facilities
- Prioritization schedule
- A discussion of capital planning and potential funding sources

Phase 1 John C. Page Memorial Park Master Plan

In addition to gathering the necessary background information as noted above, the following additional preparation for the John C. Page Memorial Park Master Plan shall be completed.

- Conduct and prepare a site survey identifying and locating natural and man-made features. Include topography, drainage-ways, vegetation, utilities, structures and other improvements, and other features as necessary for the purposes of master planning and permitting.
- Prepare a graphic summarizing site opportunities and constraints at an appropriate scale, using both existing and prepared maps, surveys, GIS maps and other available information.
- Prepare a report that summarizes identified issues and opportunities, including use or reuse of existing recreational facilities, particularly the vacant former teen center, unused restrooms, basketball court, skate park, and play equipment. In addition to existing uses, it is anticipated that opportunities for new recreation uses will be explored, some at a perfunctory level, some at a more detailed level. These new uses may include some or all of the following: parking, pedestrian facilities, landscape/screening of and connection to adjacent commercial areas, stage or similar feature, picnicking/group gathering areas including shade structures, vendor/market areas, and climbing wall.
- Facilitate and conduct a public workshop to ascertain public sentiment towards needs, desires, opportunities and constraints.
- Based upon the results of site analysis, technical input, Park and Recreation Advisory Board input and public workshops, develop a preliminary Park Design detailing proposed park uses, design character and design criteria. Design Program review and approval process to include Public Workshop(s), Park and Recreation Advisory Board, and City Council (for final approval).

Draft Master Plan

The Draft Master Plan will include all sections outlined above. The Master Plan should be visual and user-friendly. Data and information should be provided using tables, graphics, maps, and photographs, as much as practicable and necessary.

An Administrative Draft Master Plan will be submitted for City staff and Board review and comment. The consultant will revise the Administrative Draft Master Plan and resubmit a Draft Master Plan for public input and hearings and adoption by the City Council.

Master Plan Adoption

The Master Plan will be adopted by resolution of the City Council, at the recommendation of the Park and Recreation Advisory Board. The consultant will produce a final adopted Master Plan that incorporates all edits included in the final adoption.

4. SCOPE OF WORK JOHN C. PAGE MEMORIAL PARK MASTER PLAN

The Master Plan for the John C. Page Memorial Park, including cost estimates should be submitted separately but must comply with section 5, TIME LINE, SUBMITTAL REQUIREMENTS, EVALUATION CRITERIA-BOTH MASTER PLANS.

The John C. Page Memorial Park is the Central park and community gathering space. The park is currently occupied by a Community Center, abandoned Teen Center, Community Townhouse used to gatherings, basketball courts, a skate park, two play areas, picnic areas, and open green areas.

It is anticipated that planning and design will be completed within two phases. Public involvement may be an element of each phase, as recommended by the proposer, and will overlap in part with the City-wide Park Master Plan public involvement.

Phase one will include an Inventory and Site Assessment and preparation of a graphic summarizing site opportunities and constraints. This phase will be completed as part of the City-wide Park Master Plan, but will be more detailed as necessary for in preparation for phase two of this individual Master Plan.

Phase two will be Schematic Designs and an Implementation Plan, which will use the findings and recommendations of the City-wide Master Plan and the findings of the Inventory and Site Assessment. Future phases will be contingent upon securing necessary funding, and may include Design Development, Construction Documents, Construction monitoring and observation.

The selected consultant shall initially complete the Phase 1 and Phase 2 scope of work. The City of Page reserves the right to award additional work for future phases to the same firm, or another firm, as necessary to complete the project.

Public Outreach

The Board has identified the public outreach process as being very important to them and the master plan process. Please articulate any additional public outreach or input that will be recommended specifically for the John C. Page Master Plan process, if any.

Permitting and Environmental Review

- Identify permitting/regulatory requirements and deadlines.

Phase I Tasks

- These tasks are outlined in Section 3, Phase 1 John C. Page Memorial Park Master Plan.

Phase II Tasks

- Create a draft schematic design based upon the preferred elements from the alternative designs and consistent with the approved Design Program. Update cost estimate and operational models.
- Create a draft implementation strategy/phasing plan for development of the park that identifies priorities for improvements, responsibilities for improvements and a timeline for implementing improvements.
- Identify scope and schedule of permitting process.
- Meet or have phone conferences with City Staff to review draft schematic design and phasing program. On-site meetings should be minimized and combined with necessary community visits to keep costs down.
- Conduct a community workshop to solicit input on the draft schematic design and phasing program.
- Meet with the Park and Recreation Advisory Board to present draft schematic design and phasing program for Board's recommendation to the City Council. On-site meetings should be minimized and combined with necessary community visits to keep costs down.
- Make minor revisions to the schematic design following the presentations to produce a final product.

5. TIME LINE, SUBMITTAL REQUIREMENTS, EVALUATION CRITERIA-BOTH MASTER PLANS

Timeline

The expected schedule for the City-wide Park Master Plan project and the John C. Page Memorial Park Master Plan is as follows:

Circulate RFP	November 10– December 7, 2015
Proposal Review	December 7-December 14
Award Contract (Council)	December 16
Execute Contract	December
Kickoff/Background	January
Outreach	February – March
Draft Document	March-May
Master Plan JCPMP	May-July
Hearings and Adoption	June-July

Submittal Requirements

Firms and individuals wishing to be considered for this project must submit **FOUR HARD COPIES AND ONE ELECTRONIC COPY ON A CD** of the following:

- Relevant experience of the firm and of the individuals who will be assigned to the project. Include knowledge and experience with similar types of projects.
- A list of sub-consultants to be used, if any, and their expertise related to the project elements on which they will be working.
- Project proposal for the Park Master Plan, including description of methodology, techniques, and procedures for each of the scope of work items listed above.
- Project proposal for the John C. Page Memorial Park Master Plan.
- A portfolio of projects that the consultant team has worked on that ended in successful plan adoption and implementation, and associated references for City contact. Include a description of the challenges, costs and how cost control was achieved.
- A detailed budget showing hourly rates and number of staff-hours allocated to each task.

- The City of Page requires insurance and indemnification, the costs of which should be considered by proposers.

Proposals may be delivered and will be received until 5:00 p.m. Arizona time on Monday, December 7, 2015, by the City Clerk, for the City of Page, Page City Hall, 697 Vista Avenue, Page, Arizona 86040-1180 in accordance with the scope of work outlined above.

Proposals may be mailed to City Clerk, P.O. Box 1180, Page, AZ, 86040-1180, and must be received by 5:00 p.m. Arizona time on Monday, December 7, 2015.

Proposals sent through Federal Express, UPS, or other express mail agencies must be sent to City Clerk, Page City Hall, 697 Vista Avenue, Page, Arizona 86040-1180, and must be received by 5:00 p.m. Arizona time on Monday, December 7, 2015.

Should you have any questions regarding this project or the Request for Proposals, please contact Kimberly Johnson at kjohnson@cityofpage.org or 928.645.4261 (Written/email questions are preferred.)

Procedures and Evaluation of Proposals

Evaluation Criteria

An evaluation committee of City staff and the Board will review and evaluate the proposals against the following criteria:

Demonstrated success with similar projects

Does the proposer demonstrate that the staff assigned to this project has the experience base that will lead to a successful project for the City of Page? In particular, the selection team will be most interested in the proposer's track record with achieving successful plan adoption on time and within budget.

Understanding of the City's Goals

Based on the information provided by the City, does the proposer understand the project parameters?

Staff

Do the qualifications of key personnel to be assigned to the project coincide with project's requirements? Do assigned personnel and sub-consultant personnel have requisite education, experience, and professional qualifications?

Familiarity with Locality

Does the firm have adequate familiarity with the City to successfully complete the project? How close are the firm's permanent offices to Page?

Specific Management Approach

How does the proposer intend to achieve the City's budget and time goals for the project? How will the firm apply its management techniques and resources?

Organization

Does the firm have adequate experience with similar projects of this scope and does the firm's organizational structure show sufficient depth to take on this project?

Reputation

Are the firm's references from past clients and associates favorable; and, does the firm show financial and operational stability?

Services Offered

Does the firm offer the breadth and quality of services required for the project?

Procedures

At the completion of the review process, proposers will be ranked based on the Evaluation Criteria described above. The City will select the highest ranked firm or, at City's option, the most highly qualified firms will form a "shortlist".

Should the City elect to establish a "short list", firms on the short list will be asked to formally present their proposal in Page and respond to interviewer questions. The interview panel will be the evaluation committee. The presentation and interview session will not exceed one hour per proposer.

Following presentations/interviews, the evaluation committee will complete its ranking, and present a recommendation to the Park and Recreations Board, which will then present a recommendation to the City Council for approval.

The City of Page reserves the right to reject any and all proposals and to reissue its request for proposals. The City reserves the right to cancel the project at any point and pay the consultant only for costs incurred to that point and for work completed which is usable by the City as determined by the City.



Request for City Council Action

Title:	Appointment for City Council Vacancy		
Meeting Date:	January 13, 2016	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 _City Council	Action:	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
Originating Department:	City Council	Supporting Documents:	Letters of Interest from candidates
Prepared By:	City Clerk Kim Larson	Presented By:	Mayor Diak
Reviewed By:		Approved By:	
Proposed Action:	Motion to appoint _____ to fill the City Council Vacancy for a term ending November 2016		

BACKGROUND:

There is one vacancy on the City Council due to the resignation of David Tennis, effective December 31, 2015. Letters of interest were received from: David A. Pape, John R. Mayes, Larry D. Clark, Sr., Korey Seyler, and R.B. Ward.

The City Clerk's Office ran three (3) ads with the Lake Powel Chronicle requesting letters of interest for the City Council Vacancy.

STAFF RECOMMENDATION:

Motion to appoint _____ to fill the open seat on City Council with a term ending November 2016.

December 18, 2015

To: Mayor Diak and Page City Council Members:

From: David A. Pape

Subject: Letter of Interest

RECEIVED
CITY OF PAGE
CITY CLERK'S OFFICE
15 DEC 21 AM 10:32

Dear Mayor and Council Members:

I would like to take this opportunity to express my sincere interest and excitement in being considered to fill the Council vacancy, created by the resignation of David Tennis.

I have lived in Page and vicinity for 28 years but my work has taken me away from Page for periods of time. I most recently moved back to Page in April of 2014. The physical address of my residence is 1200 Glen Canyon Drive, Unit 48. This is a townhouse in the Glen Canyon Villas that my wife and I own. I plan to retire in Page and spend the rest of my life here.

Below you will find my educational, work and civic background that I hope you will feel qualifies me to serve on the Page City Council. If you have any questions of me, or would like to meet with me in person, please contact me at (home) 928-645-4084 or by email at grdcanst@yahoo.com. I am currently working as the Liberty House Supervisor for Encompass Health Services. I supervise a drop-in facility for individuals with serious mental illness and alcohol and drug addiction issues. My work number is 928-645-4906, if you need to contact me during business hours.

Educational Background

Baker University, Sept. 1963 to May 1967 Baldwin City, Kansas

Graduated with B.A. Degree, May 1967

Major Subjects: Biology, Education, and Psychology

Northern Arizona University, June 1968 to July 1974 Flagstaff, Arizona

Graduated with M.A. Degree, July 1974

Major Subjects: Education, Psychology, and Guidance & Counseling

Federal Law Enforcement Training Center, Sept. 1976 to Nov. 1976 Brunswick, Georgia

Graduated with Distinguished Graduate Status, November 1976

Major Subject: Law Enforcement and Investigations

City & Regional Government Experience

1981 - Elected to the Page City Council for two-year term. Responsible for developing and carrying out policy for a city with a population of 5000 and a budget of six million dollars.

1981 - Appointed by the Page City Council to represent the City of Page on the Northern Arizona Council of Governments (NACOG).

1981 - Elected by the Page City Council to represent the City of Page on the Arizona League of Cities and Towns.

1983 - Elected to the Page City Council for a second two-year term.

1983 - Elected by the Page City Council to serve as Mayor of the City of Page for a two-year term. The population of Page was 6000 with a budget of ten million dollars. Responsible for day-to-day communications with the City Manager, City Attorney and City Clerk. Met on a regular basis with citizens, dignitaries, developers and other interested parties who had business with the City of Page. Conducted all City Council regular and special meetings in conformance with Robert's Rules of Order. The major accomplishments during my term as Mayor were; the condemnation of APS and the establishment of the Page Electric Utility and the establishment of a Planned Unit Development (PUD) along highway 89.

1985 - Elected to third two-year term on the Page City Council. The population of Page was 6500 with a budget of over nineteen million dollars. Because of a promotion I received from the National Park Service, to the position of Chief of Interpretation, I committed to my employer that I would not be a candidate for Mayor again, because of time commitments to the Park Service.

1986 - Selected to serve on the Coconino County Higher Education Advisory Committee. Responsible for making recommendations to the Coconino County Board of Supervisors as to the higher education needs of the county.

Northern Arizona Council of Governments (NACOG)

1981 - Appointed by the Chairman of NACOG to the Natural Resources and Water Quality Advisory Committee.

1983 - Elected to the executive board of NACOG as Secretary/Treasurer.

1984 - Elected Chairman of NACOG by the Mayors of the incorporated cities in the four counties represented by NACOG. As Chairman I was responsible for assisting with the development and passage of a budget of over eight million dollars, coordinating the division of six million dollars in Community Development Block Grants, supervision of the Executive Director and the development of personnel procedures for NACOG employees. Responsible for assuring that the equal employment, grievance procedure and affirmative action plan for NACOG employees was being carried out.

Community Service

1969 to 1976 - Served as Scout Master and Neighborhood Commissioner for the Boy Scouts of America, Kit Carson Council.

1984 to 1985 - Elected Vice President of the Page, Arizona chapter of the American Cancer Society. Served for one year as the Campaign Chairman for the American Cancer Society.

1988 to 1989 - Elected to serve on the Board of Directors of the John Wesley Powell Historical Museum in Page, Arizona.

2000 - Elected to serve on the Board of Directors of the Glen Canyon Natural History Association in Page, Arizona

Work and Business Experience

Federal Government Career

I had a 30 year career with the Federal Government working for three agencies.

From 1967 to 1976 I worked for the Bureau of Indian Affairs at the Upper Kaibeto Boarding School. For the first four years, I served as a Supervisory Guidance Counselor and supervised a dormitory staff responsible for 100 students. For five years, I taught 7th and 8th grade biological and physical science. I also supervised a Graduate Equivalency Degree (GED) program for the Navajo community in Kaibeto.

From 1976 to 1992 I worked for the National Park Service at Glen Canyon National Recreation Area. My titles included: Law Enforcement Park Ranger, Downlake District Interpreter, Search & Rescue Pilot and Chief of Interpretation.

From 1992 to 1997 I worked for the U.S. Army, Corps of Engineers in the Kansas City District Office and at Pomona Lake in Kansas. My titles included: Law Enforcement Park Ranger, Natural Resources Specialist, Regulatory Specialist and Environmental Compliance Coordinator. Most of my work with the Corps was in Law Enforcement and I worked closely with the Department of Defense Criminal Investigative Service.

Businesses in Page

Arizona Whitewater Jewelry, Inc., April 1979 to July 1984
22 Lake Powell Boulevard
Page, Arizona

Title: Partner and President of the Board of Directors

Duties: Established a wholesale and retail Fine Jewelry, and high end Native American crafts business. I procured a location for the business, remodeled the store, purchased all interior fixtures, purchased and replenished inventory, hired a sales staff, trained sales staff, established a bookkeeping system, developed a budget, merchandised and developed a newspaper and radio advertising program. I managed the day-to-day operations, supervised employees, developed work schedules, maintained inventory and serviced wholesale and retail customers.

S.U.N. Systems Inc., February 1982 to October 1995
15 N. Vista Ave.
Page, Arizona

Title: Partner and President of the Board of Directors

Duties: Established a manufacturing, installation and retail business for the sale of solar hot water heating systems. Responsible for the day to day operations, supervision of employees, development and expenditure of a budget, accountability of funds, purchase of inventory, sales, development and instruction of training workshops and the development of a marketing program.

Gary Ladd Graphics, August 1985 to July 1992
P.O. Box 3631
Page, Arizona

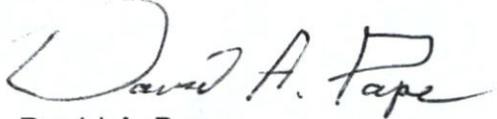
Title: Ownership Partner

Duties: I was responsible for developing, tracking, and expending a budget for the design and production of graphic art posters. I procured all needed supplies, worked with printers, developed a wholesale customer base and stocked retail displays. Photography for the posters, we produced, was provided by my partner Gary Ladd.

My complete work history in both the private and public sectors is too extensive to include in this letter. If you would like a resume, that includes my entire work history, I will be happy to provide one to you.

Thank you for your consideration of me to fill the vacancy on the Page City Council. It would be a privilege to again serve the City of Page.

Sincerely,

A handwritten signature in cursive script that reads "David A. Pape". The signature is written in dark ink and is positioned above the printed name.

David A. Pape

December 20, 2015

RECEIVED
CITY OF PAGE
CITY CLERK'S OFFICE
15 DEC 29 PM 1:15

Dear Mayor and City Council:

This letter is to inform you that I want to be considered for appointment to fill David Tennis's un-expired council term.

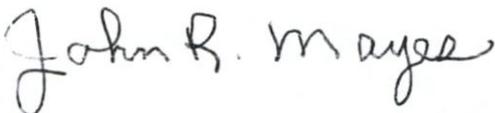
Having moved to Page in 1957, I have literally watched Page grow from nothing but a desert plateau into the city it has grown to be at the present. I am interested in the efforts of working as a team member of the Page City Council.

A city council should be made up of dedicated, reliable, and honest team players. The members must be willing to work together for the benefit of the City Council, and most importantly, for the citizens of Page. These members should never be contentious or have hidden agendas. Members should agree to disagree and continue to work through all items of concern until the best solution is reached.

I have approximately 30 years of experience working for the City of Carson City Nevada Municipality. I worked with all the managers and directors on a daily basis. I worked directly with the Mayor, City Manager, District Attorney's office, and the Board of Supervisors. I prepared the annual budget for Worker's Compensation and the Cities Property and Liability Insurance.

Thank you for this consideration. It would be an honor to serve with you.

Respectfully,



John R. Mayes

Encl: Resume



Safety, Risk & Environmental Management

PO Box 836
243 Navajo Drive
Page, Arizona 86040
cell: (702) 239-2150
email: jrmayes9@aol.com

Personal Statement

With my background in both the government and private sectors of the Safety, Risk and Environmental Management fields I have developed an impressive base of knowledge and skills in auditing existing systems for compliance, developing new systems for the future, and negotiating to find fair and equitable relationships with regulators, insurance companies and workers organizations. I do my work with a high degree of personal integrity and pride while mentoring those who work for me to do their best as well.

Work History

City of Carson City, NV

1973 -2001

- ◆ Waste Water Reclamation Operator
- ◆ Environmental Control Officer
- ◆ City Safety Manager
- ◆ City Risk Manager (Directly reporting to the City Manager and the Mayor)

At the time I left the City government my responsibilities included Risk management in all of the Public Works departments, working directly with the District Attorney on insurance liabilities and lawsuits, issuing RFP's for property and liability insurance, developing and implementing safety and risk programs for city agencies and departments, coordinating the City's compliance to the Americans with Disabilities Act, and administering Workman's Compensation programs. My direct reports managed the Health Benefits for all employees of the City and audited all safety programs.

Forever Resorts, Scottsdale, AZ

2002 - 2008

- ◆ Director of Environmental Program/Risk Management

In this position my responsibilities included maintaining environmental management systems, maintaining Federal, state and local regulatory requirements, managing and training personnel at the numerous Forever Resort properties to maintain Forever Resorts standards as well as those of environmental standards ISO 14001 and the safety British Standard 18000.

Professional Designations

- ◆ Certified Public Risk Manager
- ◆ Hazardous Materials Responder
- ◆ Nevada Water Pollution Control Certification
- ◆ Business and Safety Advisory Board
- ◆ Page City Planning and Zoning Board Member

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CITY CLERK'S OFFICE

15 DEC 30 PM 4:00

December 30, 2015

Mr. Bill Diak
Mayor
Page Common Council
P.O. Box 1180
697 Vista Avenue
Page, AZ 86040

Dear Mr. Diak and Council:

I would like to submit my name for consideration of appointment to the Page City Council to fill the Council vacancy created by the resignation of Councilor David Tennis for the unexpired term ending November 2016.

Thank you,



Larry D. Clark, Sr.
P.O. Box 3071
1608 Pueblo Street
Page, AZ 86040

928-660-0911

RECEIVED
CITY OF PAGE
CITY CLERK'S OFFICE
15 DEC 30 PM 2:11

Korey Seyler
200 Date Street/Box 3103
Page, AZ 86040
928-499-8459
December 27, 2015

Page City Council Seat

Dear Mayor and Council Members,

I am writing to express my interest in the vacant Page City Council seat left by Councilman Tennis. I will keep my letter organized and readable in order to provide you with comprehensive time to chose a qualified and passionate candidate.

Objective

To serve the City of Page, Arizona as an interim Council Member with exceptional ability and clear directive for the greater good of the City's staff, businesses, and citizens, current and future.

I have worked and been a resident of Page, Arizona for nearly a decade; and I see tremendous potential for valuable progression made possible by the past and current council and many other entities that call this home.

Platform

Effective Management

Manage the City efficiently through exceptional communication, clear directive, fiscal responsibility; and seeking new means for generating revenue with achievable growth with all community members in mind.

1. Seek out ways to not only find problems, but develop creative solutions to the City's challenges.
2. Advise the staff to place the correct people, material, and effort in city challenges that will be the most efficient.
3. Creatively find ways to promote the City of Page to attract the growth of our businesses in order to grow the tax base and to improve the quality of life for our citizens.
4. Help to develop an efficient and clear plan to manage the budget, improve the responsibilities of the City, and promote growth that is valuable for our citizens.
5. Help to continually develop the relationship between the Navajo Nation, NPS, and BOR by organizing meetings and understanding the direction of these organizations.

Education/Educators/Youth

It is imperative for our city to create an environment of prosperity for our future generations. The first part of this complicated problem can be achieved by promoting a community that caters to the interests of our youth, educators, and young families. Turnover happens in any community or organization, and therefore, it is my goal to nurture the growth of our youth and make Page an attractive place for our educators and new families to live.

Quality of Life

In order to encourage the growth of our tax base, the city must find ways to enhance the quality of life in our current and future citizens and business owners. By placing an emphasis on the quality of life for our community, our citizens will become more stimulated, our businesses will be encouraged to become more creative, and visitors will leave our community with the thought of good leadership and management by our elected officials and staff.

1. **City Code** - Manage the city code in order to encourage attractive City streets and buildings, and organization of businesses.
2. **Beautification** - Promote and support organizations, businesses, and citizens that show an interest in a City face lift. Place importance on effective City planning to create consistency on the look and feel of our city.
3. **Parks/Assets** - It is necessary to place efficient resources in our City's assets to maintain and beautify our City, and in turn create a benchmark for our businesses and home owners.

Qualifications

1. I have effectively managed Colorado River Discovery for the past decade to become a well respected business in Page, Arizona
2. I have a propensity for creating and managing systems that are viable, and easy to understand by all who encounter
3. Skilled in the management of people. I can listen to ideas, thoughts, and concerns, and quickly delegate assignments that promote the qualities in an individual
4. Extensive experience in nurturing relationships with the NPS and BOR
5. I come from a family of successful educators and business owners. My family is creatively smart, and though I have strong convictions, I seek out their experiences as a resource.
6. I am passionate about building a brighter future for my family
7. I have lived in 3 communities that have undergone large facelifts in the last 15 years, and have taken mental notes of their successes and failures
8. I have served on many boards and committees in Page, Arizona
 - 8.1. City of Page Beautification Committee
 - 8.2. City of Page Community Development Board
 - 8.3. Rim Trail Sub-Committee
 - 8.4. Canyon Club Board of Directors
 - 8.5. NPS Concessioner Committee

My Promise

If given the opportunity to serve as the interim Council Member, I will commit myself to being as prepared as possible for every situation that I am called on to advise. I am resourceful, creative, and passionate about the growth of the town sitting in the belly of one of the most beautiful regions in the Country.

In my inexperience I have not always known the answer to the question, but I am able to find the answer through research and effective communication.

Thank you for your time and consideration.

To: Page City Council.

This letter is to inform Council of my interest in Page City Council.

I have served with Planning & Zoning since Feb 24, 2011 and Page City Library as Board President since June 23rd 2011.

Experiences gained in those positions and encouragement from members of Page Community prompt me to offer what skills and abilities I may have to assist in whatever way I might.

Long experience in ministry and other volunteer positions have helped to prepare for other endeavors.

I have been a Page resident for fourty years and plan to remain in Page.

I appreciate very much the facilities and associations since residing in Page and would make every effort to help in any way that I might.

Serving on Page City Council would certainly be a challenge to anyone and I have learned and gained great respect for Mayor Dick and members of Council as I have witnessed the efforts that all involved have given.

Thank you for your consideration

R. B. Wenz

1-21-16

RECEIVED
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CITY CLERK'S OFFICE
16 JAN -4 PM 2:46

Request for City Council Action

Title:	Library Advisory Board Appointment		
Meeting Date:	January 13, 2016	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:	Application
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 Library Advisory Board		

BACKGROUND:

There are three vacancies on the Library Advisory Board. An application requesting to be on the Board was received from Kai Scott.

BUDGET IMPACT:

N/A

ALTERNATIVES CONSIDERED:

N/A

ADVISORY BOARD RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

I move to appoint _____ to the Library Advisory Board with a term ending June 2018.

RECEIVED
CITY OF PAGE
CITY CLERK'S OFFICE
15 DEC 14 PM 12:54

**CITY OF PAGE
BOARD
APPOINTMENT APPLICATION**

Name: Kai Scott	Date: 12/11/15
Street Address: 326 S. RAINBOW	P.O. Box: 4851
City: PAGE, AZ	State, Zip: 86040
Work Phone:	Fax:
Home Phone: 509-993-6353	E-Mail: kaifox@juno.com

Boards upon which you wish to serve: (You may apply for up to two Boards. Please rate interest in each Board for which you wish to apply by indicating a 1 or a 2 with 1 being first choice.)

ADVISORY BOARDS AND COMMISSIONS		CITY AUTHORITIES	
	Airport Advisory Board		Substance Abuse Task Force
	Community Center Advisory Board		Page Utility Enterprises
2	Library Advisory Board		Board of Adjustment
1	Parks and Recreation Advisory Board		
	Planning and Zoning Commission		
	Public Safety Personnel Retirement System Board		
	Community Development Advisory Board		
	Youth Advisory Commission		

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

<p>I have worked as a librarian and a parks and rec instructor in Ft. Collins, CO and am a fitness professional and lifelong volunteer for communities I have lived in. I am able and very willing to serve the Page Community on either or both of these boards.</p> <p>Signature: </p>

Questionnaire for Board Candidates

Name:

Kai Scott

Board(s) for which you are applying:

Parks + Rec Advisory Bd, Library Advisory Bd.

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

Please see my attached resume for my work experience.

I am interested in serving the Page community on the Parks + Rec Bd and/or the Library Bd due to my work experience with both venues and my desire to give back to the community.

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

The boards should serve in an advisory and review capacity for the city council to enhance and develop new programs in both these areas to engage residents and promote involvement. These boards will strive to diligently improve, promote, and enhance operations, programming and maintenance of these two vital community assets.

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?

I would strive to assist in development of new programming and enhance or expand existing offerings at the library and within the Parks and Rec facilities while maintaining infrastructure support and facilities longevity.

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

The positives are my increased community involvement and the negatives are the time commitments and the limited funding sources.

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

I have experience in developing programs in both a library + Parks and Rec venue in previous employment and I am energetic, enthusiastic and experienced. I work well independently and as a part of a team and have built my career around cohesive, team-focused leadership.

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

Kai Scott, DPT, CBS, AWLS, CCRP, ACHE*

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509-993-6353

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Objective

To serve a rural community in a performance driven, health care management capacity by fostering personal and professional development of team members, and by developing interregional connections to maximize economic success

Executive Proficiencies, Benchmarks, & Milestones

- *Leadership:* Create strong, cohesive teams, raise employee performance, rapidly maximize client and stakeholder satisfaction, responsive personnel administration
 - *Exceptional motivator and strategist:* maximize profits in challenging operations, apply Lean 6 Sigma and a broad range of planning strategies, increase team interconnectivity and support
 - *Standards focused:* proficient in multisite support and seamless operations transitions within the Banner Health Management Structure, business model analysis and restructuring, adept management of cultural and organizational diversity
-

Professional History

11/14—present **Banner Staffing Services –Travel Rehabilitation Services Senior Manager** – Full Time (F/T), Dan Curtis (970)-378-4682

Fiscal and operations management and dynamic team leadership through Lean 6 Sigma business analysis, talent acquisition and development, interdisciplinary partnering, community relations and outreach, excellent patient care, inventory control and budgeting, computer support, and policy and documentation authorship.

- Rapid turnaround from one of five lowest performing departments to one of five highest performing departments via team development and process analysis - increased revenue from \$1k/mo gross to above \$120K/mo gross revenue in 3 months through work process optimization and cohesive leadership
- Hardwire system process maximization to recover \$85K loss and obtain \$100K gross in 2 months
- Spearhead site acquisition to dynamically respond to community demand
- Increasing service lines to expand revenue streams, enhance community satisfaction, and support corporate goals: Swing Bed and Children's services, resulting in increased community satisfaction and decreased patient /family travel times
- Shared leadership resource initiation: outreach to two additional BHS rehab clinics to maximize leadership efficiency models and assist other Critical Access Hospital (CAH) hospitals in Banner systems improved compliance
- Realized Medicare (MC) compliance within 2 weeks to recover from \$85K returned funds to payer source in 2014 through documentation improvement and hardwiring of compliance procedures
- Acquired talent to stabilize and grow team: clinic growth from 1 Physical Therapist (PT) to 5 PTs in less than 5 months, despite Hard to Fill designations

9/14—11/14 **Amangiri Resorts – Assistant Spa Manager** – F/T, Anthony Andra (435)-675-3999

Spa operations management and team leadership, Lean 6 Sigma analysis, service expansion identification, talent development, supply and inventory control, policy and documentation authorship, and computer support.

10/13—9/14 **Page Hospital – Rehabilitation Services Senior Manager** – F/T, Sandy Haryasz (928) 645-0115

Provided comprehensive operations and fiscal analysis, planning, and development through team management and Lean 6 Sigma analysis, talent acquisition and development, system-wide outpatient rehab Banner leader, exemplary patient care, inventory control and budgeting, computer support, and policy authorship.

- Community and employee outreach accomplished: Wellness Wednesday, monthly Lake Powell Chronicle articles, Caring for the Caregiver, and Fire Department and Emergency Services wellness partnership
- Improved patient and employee satisfaction from less than 80% to greater than 98%
- Diminished coding errors and no show rates in excess of 25% to less than 15%; raised charge efficiencies from below 80% to above 90%
- Developed business analysis and encompassing plans for long term strategic success of additional Banner System Rehab Clinic including SBARs and space/equipment/revenue/budgeting/expansion projections

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Professional History

- 10/12—10/13 Coulee Medical Center – Inpatient Physical Therapist – F/T, Rick King (509) 633-3260**
Inpatient services operational management and team leadership provided through services planning, inventory control and budgeting, talent acquisition and development, computer support, and policy authorship. Delivered exemplary wound care and cardiac, pulmonary, orthopedic and neurologic physical therapy rehabilitation services.
- Community partnerships and outreach achieved: walking trail development and wellness promotion
 - Comprehensive falls program developed and phased training accomplished, resulting in reduction of hospital wide falls by 80%, leading to diminished complications, length of stays, and adverse outcomes
- 10/12—10/13 Grand Coulee Physical Therapy – Office Manager and Billing Specialist – Part Time (P/T), Rick King (509)633-3260**
Fiscal management and billing services rendered including deposit, payments, claims resolution and patient account management for an outpatient physical therapy clinic grossing over \$1M annually.
- Recovered of over \$100K lost revenue in unprocessed billing over the period of one year
- 02/11—10/11 Raytheon Polar Services - Winter Over Hospital Manager and Physical Therapist – Seasonal F/T, Dr. Doug**
01/10—10/10 Freer/Karen Yusko (800) 688-8606
Directed operations and fiscal management and leadership and guidance of multiple hospital clinical services for the largest Antarctic US National Science Foundation research base, including day to day operations, services planning, continuous quality improvement oversight, and inventory monitoring and budgeting. Mentored over 50 varied medical professionals (MDs, PAs, FNP's, RNs, Paramedics, EMTs, WEMTs, fight medical crew, RT, CLT, field medics, and dentist), station-wide OSHA safety training supported, field personnel coordinated and trained, and medevacs managed. Outstanding patient care achieved in wound care, and cardiac, pulmonary, orthopedic and neurologic physical therapy rehabilitation services. Patient tracking database developed, and computer support provided.
- Joint international clinic conceptualized, developed, and staffed on New Zealand base within one month
 - Processes improved to realize pharmacy inventory savings in excess of \$15k and supply savings in excess of \$25K in six months
 - Organized, trained, and implemented MCI response for over 1500 community members
- 02/11-10/11 Joint Antarctic Search and Rescue Team - Medical Lead—Seasonal F/T**
01/10-10/10
Medical support and training for Antarctic International Rescue Team developed and presented, assisted in grid and land search rescue efforts, certified Ice Rescue Rigging Ropes Technician.
- Organized and trained 15 multinational team members in medical assessment, interventions and response
- 01/09-10/09 Raytheon Polar Services - Winter Over Physical Therapist – Seasonal F/T, Dr. Jeff Myers/Karen Yusko (800) 688-8606**
Delivered inpatient and outpatient wound care, and cardiac, pulmonary, orthopedic and neurologic patient physical therapy rehabilitation services, including ergonomic assessments and adaptations, community wide educational and fitness presentations, blood bank organization, peers counseled, and performed digital and film radiological and laboratory services.
- Recruited, organized and trained over 1500 volunteers for Mass Casualty Response
- 6/05-01/09 College America: Academic Dean, Medical Dept. Chair, instructor – F/T, Joel Scimeca (970) 223-6060**
Developed staff and students in a medical college including recruitment, scheduling, mentoring, and supervision, created and taught online and clinical courses, and authored policy and curriculum.
- Accredited Commission of Career Schools and Colleges (ACCSC) designation achieved
 - 50 staff members supervised and more than 550 students mentored
 - Recruited and coordinated for community wide health fairs in cities exceeding 250K residents
- 7/01—10/11 West Wind Therapy: Owner and Therapist – F/T, (Seasonal 2009-2011) Kai Scott (509) 993-6353**
Holistically treated equine and canine patients including orthopedic, neurologic, and wound care physical rehabilitation, injury prevention, nutritional counseling, behavioral training, and mentored, trained and supervised clinical rotation students.
- Consulted for Colorado State University Veterinary Teaching School as Assistant instructor for CSU VTH Pain Manage-

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Education and Licensures

Education:

- 2012 Doctorate Physical Therapy from AT Still University, Arizona School of Allied Health, graduated *summa/ maxima cum laude* (worked part-time)
- 2000 M.S. in Physical Therapy from Louisiana State University School of Allied Health Sciences, graduated *magna cum laude* (worked full-time)
- 1992 B. S. in Animal Sciences from Colorado State University, graduated *magna cum laude* (worked part-time)

Licensures and Certifications

- Ongoing BLS, ALS, ASHI and AHA professional instructor, AWLS, FEMA Professional Development Series, OSHA 132hr Certified Professional
PT Licensures Active: CO, AZ, UT, CA, (WA & LA—expired in good standing)
- 2014 Banner Health System Leadership Academy completion
- 2014 Banner Health Winning Strategies for Leaders
- 2014 Lean Six Sigma Black Belt Certification for Healthcare
- 2014 PMT Performance Movement Taping Certification and FMT Fascial Movement Taping Levels 1 & 2
- 2002 EMT Certification, NREMT registration (#B1857032), Co State EMT License (#045785), EKG certification, BASART (Basic Search and Rescue Training) through LCSAR, AHA BLS Instructor, ASHI First Responder Instructor, AWLS (Advanced Wilderness Life Support)
- 2001 Certified Biomechanics Specialist, NESTA with focus on ergonomics and injury prevention
- 2002 Colorado DMAT

Recent Selected Accomplishments:

- 2015 *ACHE American College of Health Care Executives Member: in first of three years to qualify for fellowship
- 2014 Who's Who of Executives and Professionals Honors Editions
- 2013 Coulee Dam Federal Credit Union Board of Directors Member

Volunteer/Community Relations:

- Community Charity Races: Walk a Mile in Their Shoes, Run 10 Feed 10, Run for Covenant House, Lake Powell VFW 5K
- Coulee Dam Federal Credit Union – Board Member at Large: Provided input into board meetings, assisted in annual performance review of credit union CEO
- Larimer County Emergency Services - Search and Rescue member: Comprehensive grid, land, and water search and rescue efforts and K9 support. Certified Ropes Rigging Rescue Technician and Certified Ice Rigging for Rescue Technician. Tracking trained

References Available Upon Request