



**MEETING NOTICE  
CITY OF PAGE  
CITY COUNCIL**

**CITY COUNCIL REGULAR MEETING  
CITY HALL, 697 VISTA AVENUE  
PAGE, ARIZONA**

**JUNE 8, 2016  
6:30 P.M.**

**NOTICE OF PUBLIC MEETING AND AGENDA**

**1. CALL TO ORDER**

**2. INVOCATION**

**3. PLEDGE OF ALLEGIANCE**

**4. ROLL CALL**

Mayor Bill Diak

Vice Mayor John Kocjan

Councilor Mike Bryan

Councilor Scott Sadler

Councilor Levi Tappan

Councilor Corey Seyler

Councilor Dennis Warner

**5. PRIORITY LIST**

5.1 Discussion and possible action by the City Council pertaining to the City Council Strategic Priorities

5.2 Discussion and possible action by the City Council pertaining to the City Councilors individual priorities

**6. MINUTES**

Work Session Meeting – May 23, 2016

Work Session Meeting – May 25, 2016

Regular City Council Meeting – May 25, 2016

**7. CONSENT AGENDA**

The Consent Portion of the Agenda is a means of expediting routine matters that must be acted on by Council. All items approved will be done by one undebatable motion passed unanimously. Any item may be removed for debate on request of any member of Council. Items removed from the Consent Portion become the first items of business of the Regular Agenda.

**7.1 MINUTES**

Community Development Advisory Board – April 26, 2016

**7.2 INFORMATION**

**8. PUBLIC HEARINGS**

8.1 Page Utility Electric Enterprises Electric and Sewer rates, fees and charges, except the City User Fee

## **9. HEAR FROM THE CITIZENS**

Members of the public may address the City Council on matters that are not listed on the City Council agenda. The City Council cannot discuss or take legal action on any matters during the Call to the Public, unless the matters are properly noticed for discussion and legal action. At the conclusion of the Call to the Public, individual members of the Council may respond to criticism made by those who have addressed the Council, may ask Staff to review a matter, or may ask that a matter be put on a future agenda. Citizens may also use Information Request Forms, which are available. All City Council meetings are recorded.

## **10. UNFINISHED BUSINESS**

None scheduled.

## **11. NEW BUSINESS**

11.1 Discussion and possible action by the City Council pertaining to Page Utility Enterprises Rates, Fees and Charges-Resolution 1162-16

11.2 Discussion and possible action by the City Council pertaining to a renewal for the City of Page/Page Utility Enterprises Workers Compensation Insurance

11.3 Discussion and possible action by the City Council pertaining to Page Fire Department 2016 Updated Guidelines

11.4 Discussion and possible action by the City Council pertaining to amending Page City Code Chapter 9 Health, Safety and Sanitation-Ordinance 628-16-1<sup>st</sup> reading

11.5 Discussion and possible action by the City Council pertaining to repealing Page City Code Chapter 10 Offenses, Article 10-1 Sections 10-1-1, and 10-1-8-Ordinance 629-16-1<sup>st</sup> reading

11.6 Discussion and possible action by the City Council pertaining to cancelling Event Planning Agreement-USA Softball

## **12. BID AWARDS**

12.1 Discussion and possible action by the City Council pertaining to the award of contract for Airport Architectural/Engineering (A/E) services and Aviation planning services for Page Municipal Airport

## **13. BUSINESS FROM THE MAYOR**

None scheduled

## **14. BUSINESS FROM THE MANAGER**

None scheduled

## **15. BUSINESS FROM THE CITY ATTORNEY**

None scheduled

## **16. BUSINESS FROM THE COUNCIL**

### **16.1 EXECUTIVE SESSION**

Pursuant to ARS § 38-431.03 (A) (1) Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that such discussion or consideration occur at a public meeting. The public body shall

provide the officer, appointee or employee with such notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether such discussion or consideration should occur at a public meeting.

### **City Magistrate, Rick Olson Evaluation and Employment Agreement**

Discussion and possible action by the City Council pertaining to City Magistrate, Rick Olson-Employment Agreement

### **16.2 EXECUTIVE SESSION**

Pursuant to A.R.S. 38-431.03 (A)(3) and (7) Discussion or consultation with the attorney or attorneys of the public body and designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.

**Parcel No. 802-16-013B, 10 acres east of Highway 89, west of Sandhill Road**

### **17. BOARDS & COMMISSIONS**

17.1 Discussion by the City Council pertaining to reports by Board Liaisons

### **18. DEPARTMENTS**

None scheduled

### **19. CLAIMS**

None

## **ADJOURN**

## **FOR YOUR INFORMATION**

Next Regular Meeting Wednesday, 22, 2016, 6:30 p.m.

*Pursuant to A.R.S. 38.431.02, notice is hereby given to the members of the City Council and to the general public that the Page City Council will hold a meeting open to the public. Supporting documents and Staff reports, which were furnished to the City Council, with this agenda, are available for review at [www.cityofpage.org](http://www.cityofpage.org) or at the City Clerk's Office. Council Members of the City of Page City Council will attend either in person or by telephonic conference. City Council may vote to go into Executive Session for the purpose of obtaining legal advice from the City Attorney on any item listed on the agenda, pursuant to A.R.S. 38-431.03 (A)(3). City Council may modify the agenda order, if necessary. This agenda may be subject to change up to 24 hours prior to the meeting.*

*Persons with disabilities should call Kim Larson, City Clerk, at 645-4221 (TDD 645-4216) for program and services information and accessibility.*

**NOTICE TO PARENTS:** *Parents and legal guardians have the right to consent before the City of Page makes a video or voice recording of a minor child A.R.S. §1-602.A.9. City Council meetings are recorded and may be viewed on Cable One, Channel 4. If you permit your child to participate in the City Council Meeting, a recording will be made. If your child is seated in the audience, your child may be recorded, but you may request that your child be seated in a designated area to avoid recording. Please submit your request to the City Clerk at 928-645-4221.*

*If you would like to receive City Council agendas via email, please send your email address to [cityclerk@cityofpage.org](mailto:cityclerk@cityofpage.org) or call 645-4221.*

## **CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following places: City Hall Bulletin Board located at 697 Vista Avenue, Page, Arizona, Justice Building Bulletin Board located at 547 Vista Avenue, Page, Arizona, U. S. Post Office Lobby located at 44 Sixth Avenue, Page, Arizona, on the \_\_\_\_ day of June, 2016, at \_\_\_\_\_ p.m. in accordance with the statement filed by the City of Page City Council with the City Clerk.

## **CITY OF PAGE**

By: \_\_\_\_\_  
CITY CLERK'S OFFICE

To view City Council's  
*2016/2017 Strategic Priorities*  
*and*  
*Individual Priorities,*

please visit our website at

**[cityofpage.org/government/councilpriorities](http://cityofpage.org/government/councilpriorities)**

or stop in at the City Clerk's Office in City Hall for a copy.

Thank you

**PAGE CITY COUNCIL/PLANNING & ZONING COMMISSION/ZONING CODE TASK FORCE  
JOINT WORK SESSION MEETING MINUTES  
MAY 23, 2016**

A Joint Work Session Meeting of the Page City Council, Planning & Zoning Commission, and Zoning Code Task Force was held at 5:35 p.m. on May 23, 2016, in the Council Chambers at City Hall in Page, Arizona. Mayor Bill Diak presided. Councilors Mike Bryan, Scott Sadler, Korey Seyler, and Dennis Warner were present. Vice Mayor John Kocjan and Councilor Levi Tappan were excused.

Mayor Diak called the meeting to order.

Planning and Zoning Commission Board, Chair LeRoy Wickland, Members Bill Justice, Rob Peterson, Lyle Dimbatt, Bubba Ketchersid, Shelley Johnstone, Lyle Dimbatt, and John Mayes were present.

Zoning Code Task Force Members LeRoy Wicklund, Jim Arnold, Korey Seyler, Bruce Muraida, Rob Peterson, Ron Macdonald, and Nancy Walter were present. Members Levi Tappan and Holly Helme were excused.

Staff members present: City Manager, J. Crystal Dyches; City Attorney, Joshua Smith; Community Development Director, Kim Johnson; Planning Director, Robin Crowther, Deputy City Clerk, Sue Kennedy; and City Clerk, Kim Larson.

Discussion by the City Council, Planning and Zoning Commission, and Zoning Code Task Force pertaining to the City of Page Zoning Code

The City of Page advertised for a Request for Proposal to have the City of Page Zoning Ordinance updated. At the March 9, 2016 Regular City Council Meeting, Council voted to award Michael Baker International the bid to update the Zoning Ordinance.

Project Director Kevin Kugler, AICP, and Project Manager, Matt Klyszeilo, AICP from Michael Baker International gave a presentation pertaining to the project overview and conducted a survey for input/feedback with the City Council, Planning & Zoning Commission, and Zoning Code Task Force to achieve an understanding of what the high priorities were.

The survey questions were as follows:

1. We need to update the zoning district types and development standards (too many Planned Developments).
2. We need to review/refresh Permitted Uses vs. Conditional Uses (too many CUP's), We need to evaluate and clarify the Gateway Ordinance.
3. We need to provide/review the specific use provisions (home occupation, outdoor vendors, cargo containers, winery's/brewery's, and helicopter tours).
4. We need to update the Vacation Home Rental guidelines.
5. We need to update the RV Park Development requirements.

6. We need to provide better guidelines that address accessory structures (like detached garages, sheds, and pools).
7. We need to provide better guidelines that address residential parking.
8. We need to enhance the Landscape guidelines.
9. We need to enhance the Sign guidelines.
10. We need to review the Outdoor Lighting guidelines (dark sky ordinance).
11. We need to encourage sustainable development practices.
12. We need to update and clarify the zoning permit procedures and processes (rezone, CUP, variance, etc.).
13. We need to provide more clear Definitions of terms.

Mr. Klyszeilo stated that a public meeting would be held for public input on May 24, 2016 and that they were conducting interviews with stakeholders within the City for their direct point of view. When all of the feedback is received, Michael Baker International will begin assessing the Zoning Code and provide a recommendation.

There was discussion between the boards pertaining to the survey questions.

The meeting was adjourned at 7:05 p.m.

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Kim Larson  
City Clerk

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William R. Diak  
Mayor

### CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the City Council Work Session Meeting, held on the 23th day of May, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 8th day of June, 2016

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Kim Larson, City Clerk

**PAGE CITY COUNCIL  
WORK SESSION MEETING MINUTES  
MAY 25, 2016**

A Work Session Meeting of the Page City Council was held at 5:30 p.m. on May 25, 2016, in the Council Chambers at City Hall in Page, Arizona. Mayor Bill Diak presided. Vice Mayor John Kocjan, Councilors Mike Bryan, Scott Sadler, Levi Tappan (arrived at 5:47 p.m.), Korey Seyler, and Dennis Warner were present

Mayor Diak called the meeting to order.

Staff members present: City Manager, J. Crystal Dyches; City Attorney, Joshua Smith; Interim IT Director, Gene Martel; Fire Chief, Jeff Reed; Community Development Director, Kim Johnson; Finance Director, Linda Watson; Deputy City Clerk, Sue Kennedy; and City Clerk, Kim Larson.

Discussion only by the City Council pertaining to the FY 2016/2017 Budget

City Manager Crystal Dyches presented the proposed Preliminary Budget for FY 2016-2017 to City Council for their review and input. She stated that the proposed budget was a product of thoughtful collaboration between her and department managers to identify funding priorities, and was designed to reflect the needs and desires of the community along with the City Council's strategic goals and objectives.

The budget reflects Page's commitment to providing quality services to the residents in a cost effective manner, and enhancing visitor experience while maintaining the City's long-term financial stability.

Ms. Dyches recognized Finance Director Linda Watson and Finance Analyst Kendra Holcomb for their efforts in compiling this detailed document, and for providing the financial analysis.

The proposed Preliminary Budget shows 15.9 million in revenue and 16.9 million in expenses. A copy of the Budget Presentation is attached hereto, and by this reference made a part of herein.

The Preliminary Budget showed, under City Sales Tax Revenue, that in the last five years the City has seen an increase in sales tax by 42%. Year to date, the City brought in \$7.5 million dollars in Sales Tax Revenue, and for the same period last year the City brought in \$6.5, which is a 16% increase.

Staff projected a 7% City Sales Tax revenue increase from FY 2015/16 projection in the amount of \$10.9 million.

Based on the City Council Workshop, staff included \$9 million in sales tax for the budget.

Ms. Dyches reviewed the priorities set out by the City Council. Some of the projects are in the planning stages and therefore the project amounts are estimates; a placeholder for each project was included in the Preliminary Budget as follows:

**Improving infrastructure:**

- Relocating Central Garage - \$394,352 annually for 7 years
- Addressing Horseshoe Bend safety - \$250,000.00 annually for 3 years
- Improving public restrooms - \$50,000
- Completing Magistrate Court Improvements \$110,000
- Street and sidewalk improvements - \$795,000
- Airport taxiway and apron improvements - \$280,000
- Park and playground improvements \$450,000

The recommended budget includes \$15.9 million in expenses; which is 66.1% of the City's overall budget. This includes \$5.1 million of transfer out of the General Fund including \$3.2 million to Debt Service, \$1.4 million to Capital Projects, and \$550,000 to Community Development

The General Fund overview shows the following:

Expenses:

- Personnel 46%
- Operating 21%
- Non Operating (Interfund Transfers) 33%

The interfund transfers included in this budget are 64% higher than the prior year. The funds are being used for debt service, community development and capital improvements.

Ms. Dyches went over each department that had a significant change to the General Fund and the purpose for the change.

Earlier during the meeting Councilor Bryan asked why there was a 52% increase in the Public Works Department budget.

Ms. Dyches answered Council Bryan's question when she reviewed the changes in Park Maintenance as: Increased operating expenditures by 129.3% for costs associated with sanitation and maintenance at Horseshoe Bend and replacement of trash receptacles, playground maintenance and Rim Trail improvements.

Ms. Dyches continued reviewing the Preliminary Budget.

Mayor Diak asked if the changes to the State Retirement Fund System would provide some relief to the City.

Ms. Dyches stated that there would not be a relief until the City paid off their existing obligation. Beginning July 2017 the retirement changes will go into effect for all new employees only.

Ms. Dyches asked for input on the Preliminary Budget.

Councilor Warner stated concerns pertaining to the personnel costs.

Ms. Dyches was asked if the Preliminary Budget included any new positions and she responded that there were no new positions included. She added that there is a need for new positions, but there are none included in the Preliminary Budget.

Councilor Warner stated that he had a lot to go over, and would rather sit down with the City Manager on a one-to-one basis to have his questions answered.

One item he did want to discuss was Capital Projects, and where the placeholders were. He questioned if all of the park improvements should be under Community Development versus Public Works.

There was lengthy discussion.

Councilor Bryan reviewed the budget for Public Works and wanted to know how much of the money in Capital Projects was earmarked for road repair.

Ms. Dyches stated that there was \$20,000 (City's percentage) for the Elm Street overlay, \$108,000 in miscellaneous for improvements projects for streets, and \$570,000 for mill, overlay and ADA ramps.

Ms. Dyches stated that a new Director of Engineering will be starting with the City of Page on or before July 1<sup>st</sup>, and one of the first tasks will be to complete a Condition Pavement Index Plan.

Discussion continued pertaining to the Preliminary Budget, and the need for another budget work session.

The meeting was adjourned at 6:35 p.m.

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Kim Larson  
City Clerk

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William R. Diak  
Mayor

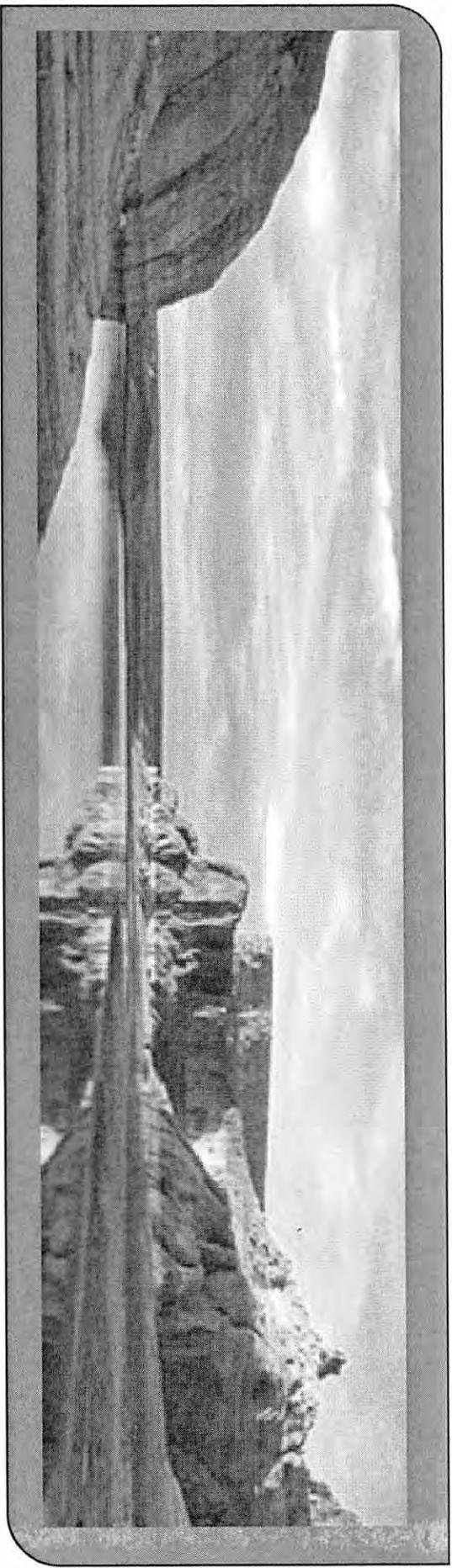
**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the City Council Work Session Meeting, held on the 25th day of May, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 8th day of June, 2016

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Kim Larson, City Clerk



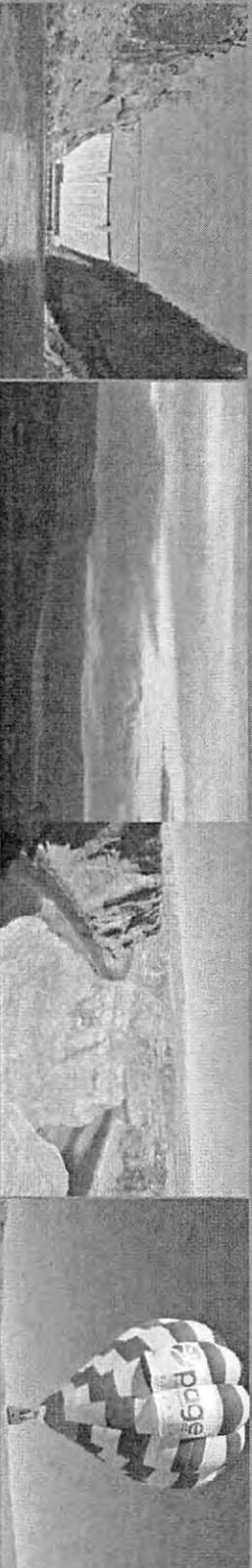
# City of Page

**Page** City Manager's Recommended  
FY 2017 Preliminary Budget

ARIZONA  
THE CENTER OF CANYON COUNTRY

# Budget Goals

- ◉ Increase public awareness.
- ◉ Maintain sound fiscal health.
- ◉ Provide a high level of cost-effective public services.



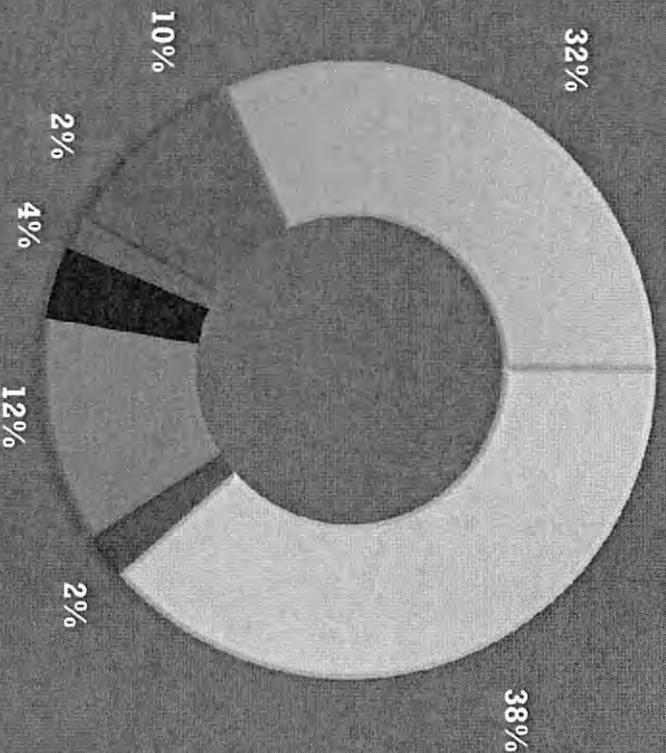
# SUMMARY BY FUND

FUND #	TOTAL REVENUE	TOTAL EXPENSE	NET GAIN/(LOSS)	CASH BALANCE AS OF 5/18/16
10 GENERAL	\$13,137,196	\$15,911,373	(\$2,774,177)	\$10,566,111
15 HIGHWAY USER	\$796,682	\$1,047,400	(\$250,718)	\$1,728,280
16 SUBSTANCE ABUSE	\$7,000	\$9,344	(\$2,344)	\$18,472
20 DEBT SERVICE	\$3,839,833	\$1,386,250	\$2,453,583	\$3,467,209
25 MISCELLANEOUS GRANTS	\$540,465	\$551,965	(\$11,500)	\$40,104
32 JCEF FUND	\$7,035	\$30,000	(\$22,965)	\$54,384
36 DONATIONS FUND	\$23,300	\$59,700	(\$36,400)	\$58,576
40 CAPITAL PROJECTS	\$3,474,169	\$3,220,169	\$254,000	\$667,235
42 COMMUNITY DEVELOPMENT	\$550,000	\$996,315	(\$446,315)	\$408,500
46 AIRPORT	\$521,300	\$405,498	\$115,802	\$1,065,898
48 LAND	\$405,000	\$405,000	\$0	\$0
57 CEMETERY	\$30,000	\$39,300	(\$9,300)	\$282,890
72 FIREMEN PENSION	\$54,600	\$23,000	\$31,600	\$30,232
<b>GRAND TOTAL OF ALL FUNDS</b>	<b>\$23,386,580</b>	<b>\$24,085,313</b>	<b>(\$698,733)</b>	<b>\$18,387,890</b>
INTERFUND TRANSFERS	\$7,445,002	\$7,103,346	\$341,656	
<b>TOTAL BUDGET</b>	<b>\$15,941,578</b>	<b>\$16,981,967</b>	<b>(\$1,040,389)</b>	

# Revenue by Category

## Revenue Budget by Category

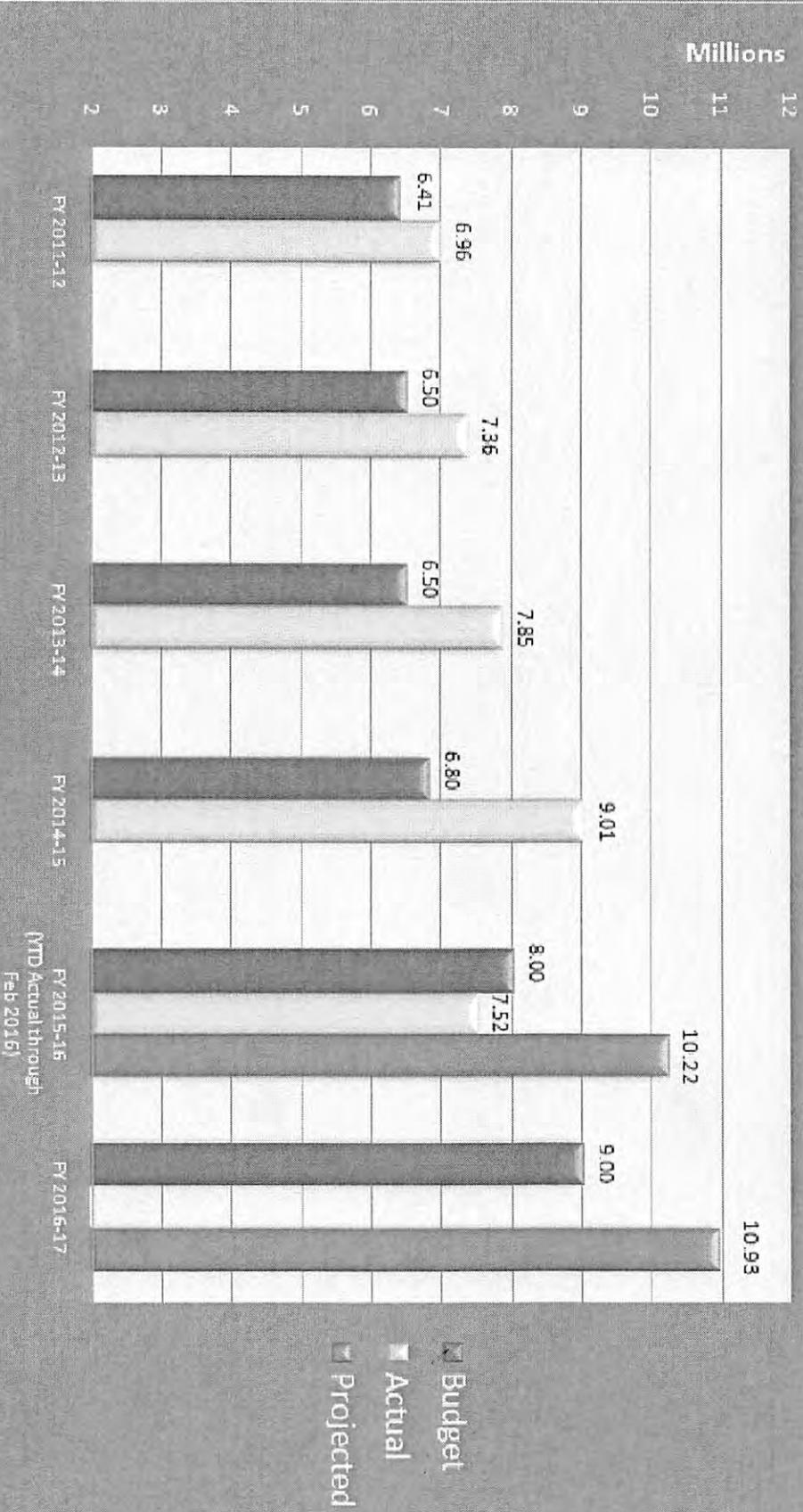
Total Revenue Budget = \$23,386,580



- City Sales Tax
- Franchise and Permit Fees
- Intergovernmental
- Grants and Donations
- Land Sales
- Other Revenues
- Non-operating

# City Sales Tax Revenue

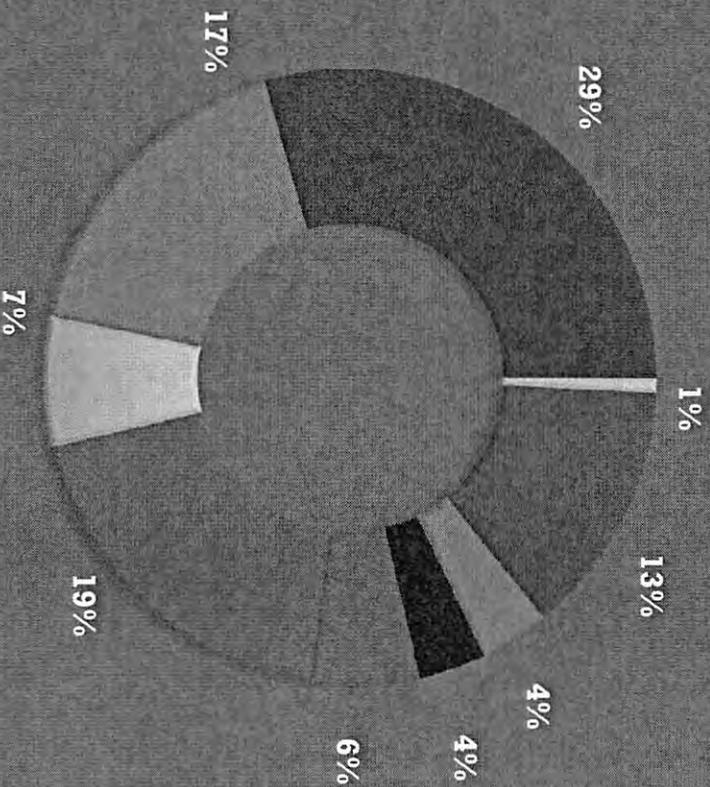
Sales Tax Revenue Compared to Budget



# Expense by Category

## Expense Budget by Category

Total Expense Budget = \$24,085,313



- Airport
- Capital Outlay
- Community Development
- Community Services
- Debt Service
- Public Safety
- Public Works
- General Government
- Non-operating

# Expense by Category

EXPENSE	EXPENSE BY CATEGORY				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>EXPENSE SUMMARY:</b>					
AIRPORT	109,794	164,239	198,612	191,498	-3.6%
CAPITAL OUTLAY	193,868	1,234,959	2,793,901	3,210,169	14.9%
COMMUNITY DEVELOPMENT	400,723	392,490	833,462	885,719	6.3%
COMMUNITY SERVICES	494,055	695,287	834,514	850,172	1.9%
DEBT SERVICE	1,270,580	1,384,329	1,391,250	1,386,250	-0.4%
PUBLIC SAFETY	4,130,057	4,205,546	4,652,561	4,643,784	-0.2%
PUBLIC WORKS	1,300,915	2,021,054	1,084,956	1,654,877	52.5%
GENERAL GOVERNMENT	2,663,270	2,919,461	3,752,239	4,159,498	10.9%
NON-OPERATING	1,449,162	2,750,177	4,066,454	7,093,346	74.4%
<b>TOTAL EXPENDITURES</b>	<b>\$12,012,423</b>	<b>\$15,767,542</b>	<b>\$19,607,949</b>	<b>\$24,075,313</b>	<b>22.8%</b>

## Budget Overview: Council Priorities

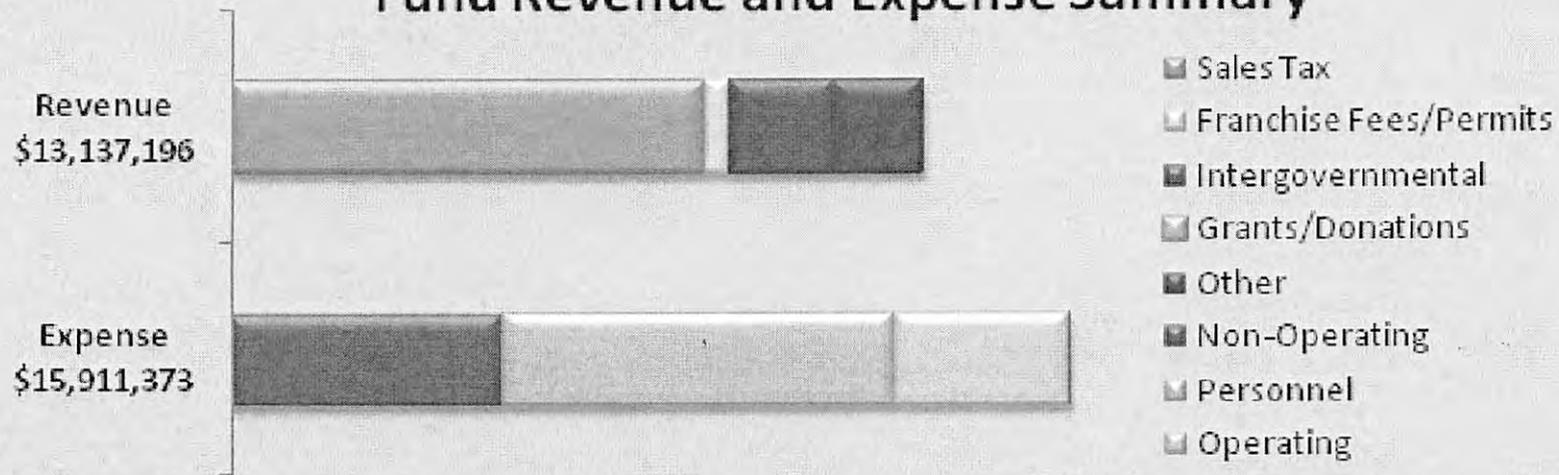
- **IMPROVING INFRASTRUCTURE:** includes funding for:
  - Relocating central garage (\$394,352 annually for 7 years);
  - Addressing Horseshoe Bend safety (\$250,000 annually for 3 years);
  - Improving public restrooms (\$50,000);
  - Completing Magistrate Court improvements (\$110,000);
  - Street and sidewalk improvements (\$795,000);
  - Airport taxiway and apron improvements (\$280,000); and
  - Park and playground improvements (\$450,000).
- **QUALITY OF LIFE:** includes funding for improvements to parks, trails and open spaces as identified above.

# Budget Overview: Council Priorities

- **COMMUNITY DEVELOPMENT:** includes funding for:
  - A proactive code enforcement program;
  - Developing a strategy for the development and maintenance of Block 17 (\$25,000); and
  - Costs associated with completing the zoning ordinance, zoning map, and gateway standards updates (\$50,000).
- **HIGH PERFORMING ORGANIZATION:** includes funding for developing and implement performance measures and development of a recruitment and retention plan.
- **FISCAL STABILITY:** allocates resources to meet objectives identified in the Strategic Plan.

# Budget Overview – General Fund

## Fund Revenue and Expense Summary



# Budget Overview – General Fund

FUND 10		GENERAL FUND				
		2013-14	2014-15	2015-16	2016-17	%
REVENUE:		ACTUAL	ACTUAL	BUDGET	BUDGET	CHANGE
10-xx-xxxxx	SALES TAX	7,854,872	9,014,013	8,000,000	9,000,000	12.5%
10-xx-xxxxx	FRANCHISE FEES/PERMITS	387,970	418,195	428,250	447,250	4.4%
10-xx-xxxxx	INTERGOVERNMENTAL	1,723,676	1,831,903	1,889,355	1,955,026	3.5%
10-xx-xxxxx	OTHER	1,394,222	1,650,418	1,896,420	1,709,920	-9.8%
10-xx-xxxxx	NON-OPERATING	19,401	15,244	25,000	25,000	0.0%
<b>TOTAL REVENUES</b>		<b>\$11,380,141</b>	<b>\$12,929,772</b>	<b>\$12,239,025</b>	<b>\$13,137,196</b>	<b>7.3%</b>
<b>EXPENSE:</b>						
10-xxx-xxxx	PERSONNEL	5,849,199	6,378,522	7,412,608	7,383,554	-0.4%
10-xxx-xxxx	OPERATING	2,235,340	2,201,694	3,012,861	3,361,011	11.6%
10-xxx-xxxx	NON-OPERATING	988,876	2,183,592	3,148,454	5,166,808	64.1%
<b>TOTAL EXPENDITURES</b>		<b>\$ 9,073,414</b>	<b>\$10,763,807</b>	<b>\$13,573,923</b>	<b>\$15,911,373</b>	<b>17.2%</b>
<b>NET REVENUE/(EXPENSE)</b>		<b>\$ 2,306,727</b>	<b>\$ 2,165,965</b>	<b>\$ (1,334,898)</b>	<b>\$ (2,774,177)</b>	<b>107.8%</b>

# Budget Overview – General Fund

## ◎ SIGNIFICANT CHANGES TO THE GENERAL FUND INCLUDE:

- **City Clerk:** increased operating expenditures by 36.8% (\$25,505) for elections, codification/legal review, and increased publication costs.
- **City Council** increased operating expenditures by 35.8% (\$6,800) for operating supplies and conferences and associated travel.
- **Planning and Zoning:** increased operating expenditures by 69.7% (\$31,300) for costs associated with updating the zoning ordinance, zoning map, gateway standards and subdivision regulations.

# Budget Overview – General Fund

## ◎ SIGNIFICANT CHANGES TO THE GENERAL FUND INCLUDE:

- Recreation: increased operating expenditures by 15.3% (\$9,790) for program expenses, training and concession supplies and equipment.
- Golf Maintenance reduced operating expenditures by 21.2% (\$8,600) due to less required building repair and maintenance, lower utility costs and elimination of contract services line item.
- Human Resources: increased operating expenditures by 25.9% (\$131,879) for costs associated implementing the classification study and compensation survey and recruiting personnel.

# Budget Overview – General Fund

## ◎ SIGNIFICANT CHANGES TO THE GENERAL FUND INCLUDE:

- Information Technology: increased operating expenditures by 11.7% (\$7,800) for contracted services.
- Police Administration: increased operating expenditures by 90.2% (\$24,101) for operating supplies, training and associated travel.
- Park Maintenance : increased operating expenditures by 129.3% (\$53,418) for costs associated with sanitation and maintenance at Horseshoe Bend and replacement of trash receptacles, playground maintenance and Rim Trail improvements.

# Capital Projects

## Fund Revenue and Expense Summary

Revenue  
\$3,474,169

Expense  
\$3,210,169

- Sales Tax
- Franchise Fees/Permits
- Intergovernmental
- Grants/Donations
- Other
- Non-Operating
- Personnel
- Operating

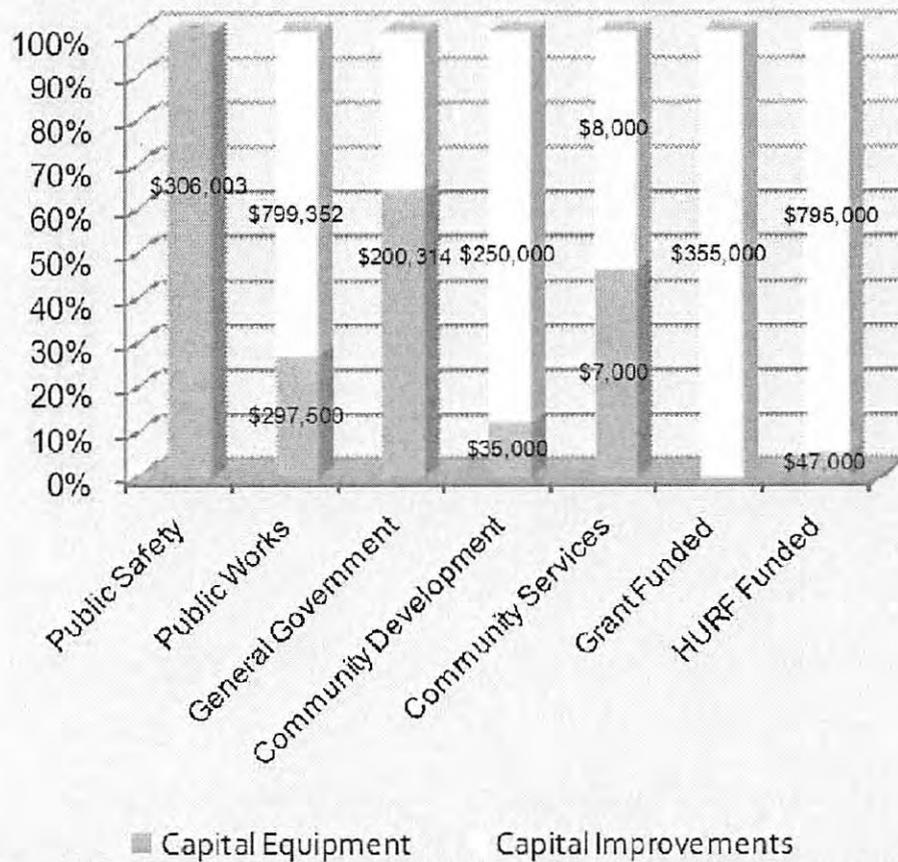
# Capital Projects

<b>Fiscal Year</b>	<b>16-17</b>	<b>17-18</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>	<b>5-Year Total</b>
<b>Income</b>						
Transfer from General Fund	\$1,416,631	\$1,800,000	\$1,600,000	\$1,600,000	\$1,600,000	\$8,016,631
Transfer from HURF	\$842,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$4,842,000
Transfer from Airport	\$19,000	\$25,000	\$50,000	\$50,000	\$2,000	\$146,000
Transfer from Land	\$405,000					\$405,000
Transfer from Community Development	\$412,538					\$412,538
Transfer from Cemetery	\$28,000	\$75,000	\$15,000			\$118,000
Grant Revenue	\$341,000	\$975,000	\$1,950,000	\$1,950,000	\$78,000	\$5,294,000
<b>Total Income</b>	<b>\$3,464,169</b>	<b>\$3,875,000</b>	<b>\$4,615,000</b>	<b>\$4,600,000</b>	<b>\$2,680,000</b>	<b>\$19,234,169</b>
<b>Total expenses</b>	<b>\$3,210,169</b>	<b>\$4,026,513</b>	<b>\$4,297,666</b>	<b>\$4,208,352</b>	<b>\$1,956,352</b>	<b>\$17,699,052</b>
<b>Net Increase/Decrease</b>	↑ <b>\$254,000</b>	↓ <b>-\$151,513</b>	↑ <b>\$317,334</b>	↑ <b>\$391,648</b>	↑ <b>\$723,648</b>	↑ <b>\$1,535,117</b>
<b>Fund Balance - \$686,472</b>	<b>\$940,472</b>	<b>\$788,959</b>	<b>\$1,106,293</b>	<b>\$1,497,941</b>	<b>\$2,221,589</b>	<b>\$2,221,589</b>

# Capital Projects

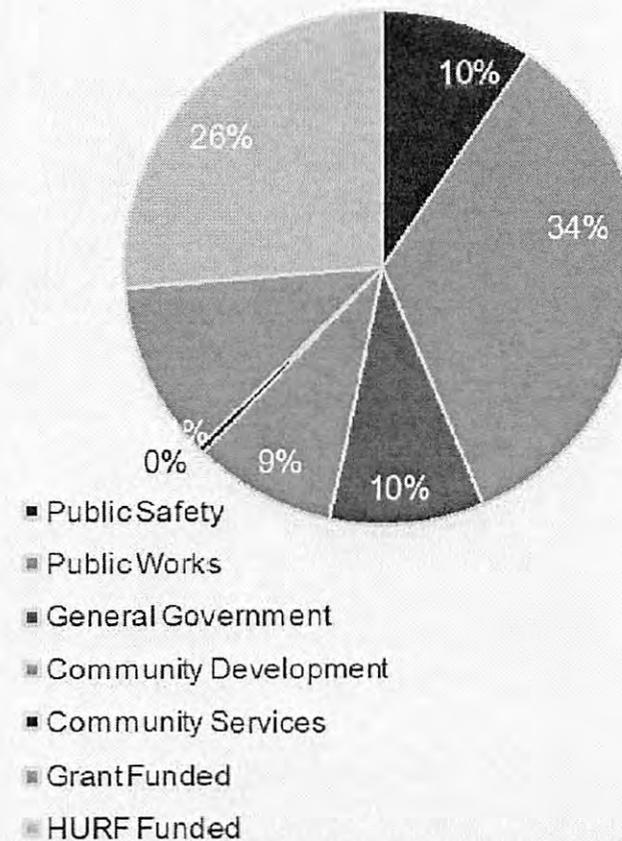
## Capital Equipment and Improvements by Category

Fiscal Year 2017 Capital Outlay = \$3,210,169



## Capital Outlay by Category

Fiscal Year 2016 Capital Outlay = \$3,210,169



# Capital Outlay - Equipment

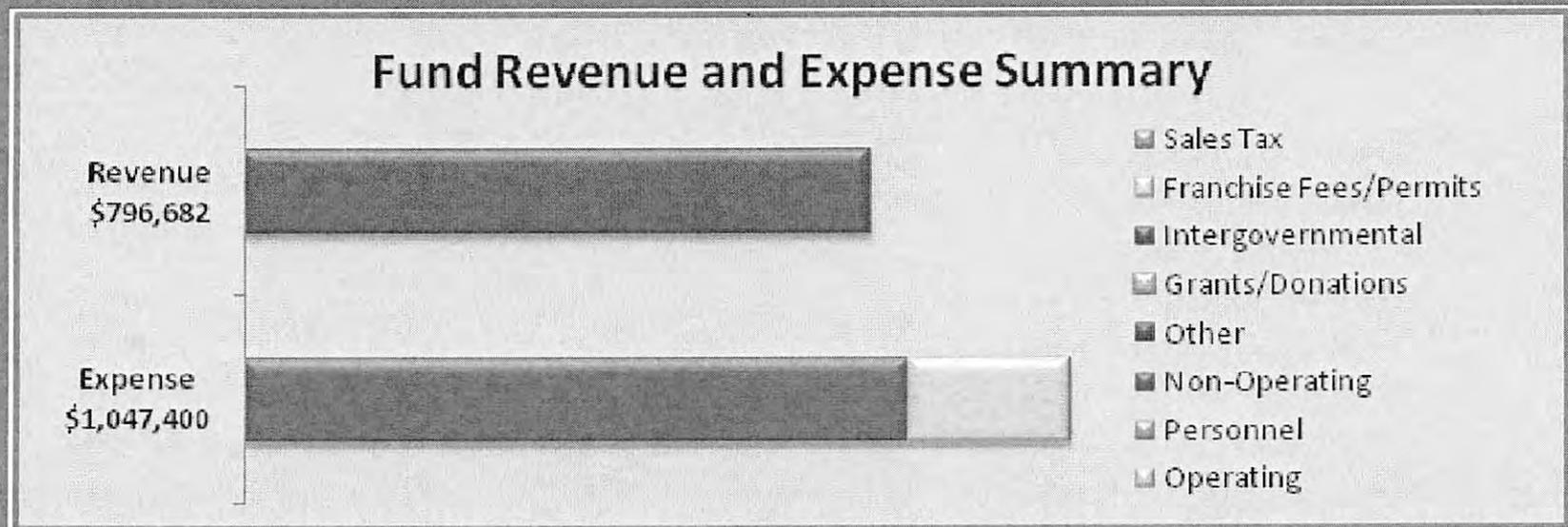
Airport - Mower	\$12,000
Community Center - Upgrade Phone System	\$7,000
Finance - Caselle Software Upgrade	\$15,000
Fire - 2011 Pierce Pumper Lease	\$77,847
Fire - Stryker Power Gurney	\$20,000
HURF - Brush and Tree Grapple	\$12,000
HURF - Department Vehicle with Service Body	\$35,000
Information Technology - Upgrade City Servers	\$15,000
Information Technology - Upgrade Workstations	\$55,000
Information Technology - Upgrades to Office Suite	\$54,000
Lake Powell National Golf Course - Mower Leases	\$49,314
Police - Patrol - Department vehicle (SUV)	\$55,000
Police - Patrol - Laptop Computer for Squads	\$40,254
Police - Patrol - Server	\$54,902
Police - Patrol - ViewVu (Body Worn Video Cameras)	\$29,000
Police - Communications - Radio Repeater	\$19,000
Police - Investigations - Recording equipment	\$10,000
Public Works - Buildings - Emergency Generators	\$15,000
Public Works - Buildings - HVAC Unit Replacement	\$54,500
Public Works - Cemetery - Curb and Gutter	\$20,000
Public Works - Cemetery - High lift grass collector	\$8,000
Public Works - Parks - Litter Vac	\$15,000
Public Works - Parks - Playground Equipment	\$150,000
Public Works - Parks - Skatepark Equipment	\$35,000

# Capital Outlay

Airport - Main Apron Rehab Design	\$200,000
Airport - Taxiway C Design	\$80,000
Community Development - CDBG	\$75,000
Community Development - Horseshoe Bend	\$250,000
General - Magistrate Court Improvements	\$110,000
HURF - Elm Street Overlay - ADOT	\$20,000
HURF - LP Boulevard Sidewalk - ADOT	\$30,000
HURF - Sidewalk Improvements	\$20,000
HURF - Stormwater Improvements	\$47,000
HURF - Street Improvement Projects	\$108,000
HURF - Street Projects -Mill, Overlay & ADA Ramps	\$570,000
Library - Facility Upgrade	\$8,000
Public Works - Building - Roof Repair	\$5,000
Public Works - Parks - Memorial Park Construction - Phase I	\$300,000
Public Works - Parks - Memorial Park Design	\$50,000
Public Works - Parks - Restroom Improvements	\$50,000
Public Works - Relocation of Public Works and Central Garage	\$394,352

# Highway User Revenue Fund (HURF)

- ◎ Significant Changes to the HURF include:



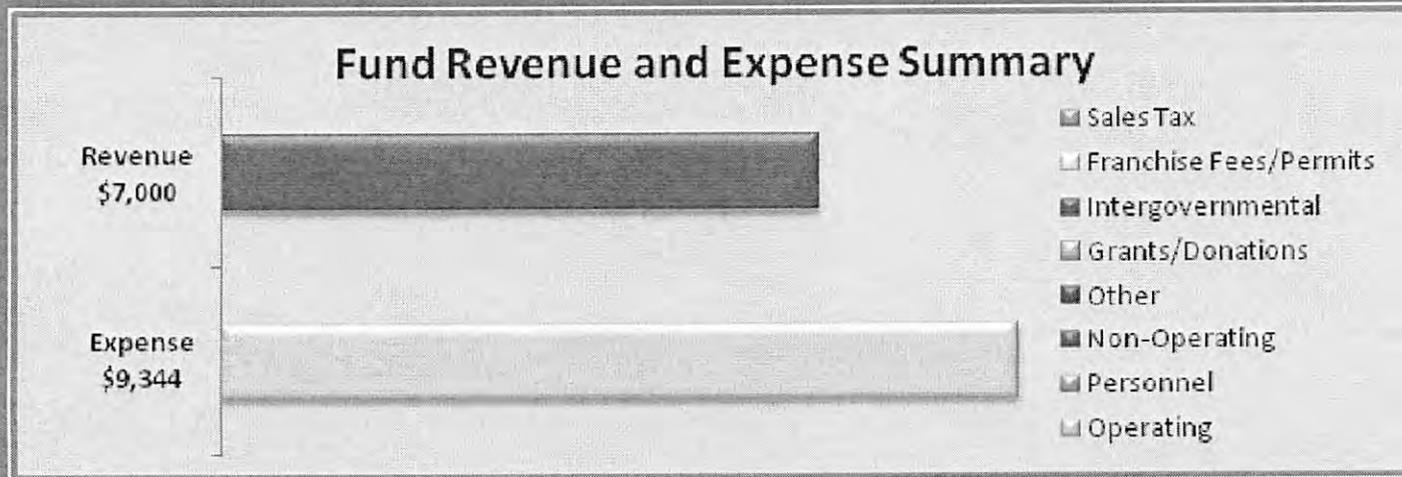
# Community Development

- ◎ SIGNIFICANT CHANGES TO THE COMMUNITY DEVELOPMENT FUND INCLUDE:
  - Reduced Events (Programs) by 16.4% (\$8,700) includes funding for Fireworks (14,000) Balloon Regatta Marketing (\$9,000) and Council approve event funding (car show, Lake Powell Concert Association, USA Softball, Albuquerque Regatta Sponsorship, etc).
  - Increased Contract Services by 189% (\$104,000) for ad production, Park Master Plan completion, Block 17, Master Streetscape Plan and star report.
  - Increased Visitor Center Funding by 55.6% (\$25,000) to increase Visitor Center hours.

# MISC. GRANTS FUND

- ◎ SIGNIFICANT CHANGES TO THE MISCELLANEOUS GRANTS FUND INCLUDE:
  - Increased expenditures by 65.3% (\$218,100) to accommodate grant spending, including possible award from the Assistance to Firefighter Grant for new Exhaust System; and possible award from the Highway Safety Grant for new department vehicles.

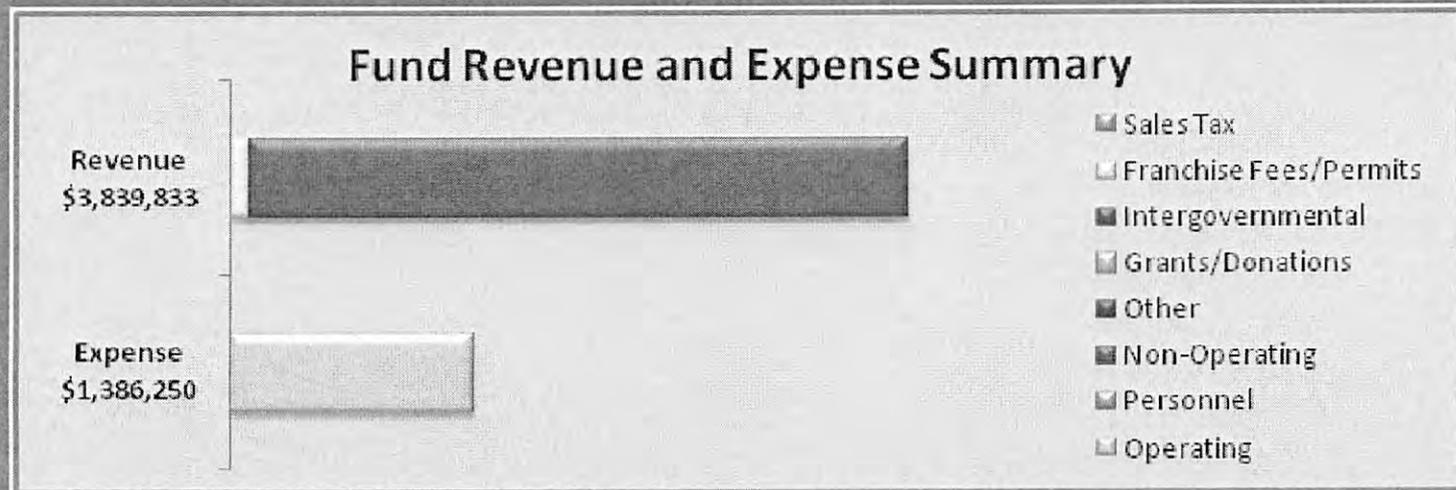
# Substance Abuse Task Force



## ◎ SIGNIFICANT CHANGES TO THE SATF INCLUDE:

- Reduced Operations expenditures by 62.6% (\$15,656) funds Community Outreach Programs including Students Against Destructive Decisions (SADD), Page Regional Domestic Violence Services, Page Unified School District, Page Public Library and Dance Ensemble.

# Debt Service



- ◎ **SIGNIFICANT CHANGES TO THE DEBT SERVICE INCLUDE:**
  - 47.4% increase for the transfer from the General Fund (85% of the final one percent privilege tax) to pay off the 2011 Bond Debt. We currently have a cash balance of more than \$3.4 million.

# Budget Overview

- ◎ THERE WERE NO SIGNIFICANT OR NOTABLE CHANGES IN THE FOLLOWING FUNDS:
  - Airport
  - Judicial Collection Enhancement Fund (JCEF)
  - Donations Fund
  - Land Fund
  - Perpetual Care Fund
  - Volunteer Fire Pension

**PAGE CITY COUNCIL  
REGULAR MEETING MINUTES  
MAY 25, 2016**

A Regular Meeting of the Page City Council was held at 6:30 p.m. on May 25, 2016, in the Council Chambers at City Hall in Page, Arizona. Mayor Bill Diak presided. Vice Mayor John Kocjan, Councilors Mike Bryan, Scott Sadler, Levi Tappan, Korey Seyler and Dennis Warner were present. There was a moment of meditation. Councilor Tappan led the Pledge of Allegiance.

Mayor Diak called the meeting to order.

Staff members present: City Manager, J. Crystal Dyches; City Attorney, Joshua Smith; Interim IT Director, Gene Martel; Finance Director, Linda Watson; Police Chief, Frank Balkcom; Human Resources Director Kay Eddlemon; Deputy City Clerk, Sue Kennedy; and City Clerk, Kim Larson.

**PRIORITY LIST**

Discussion and possible action by the City Council pertaining to the City Council Strategic Priorities

There was no discussion by the City Council.

Discussion and possible action by the City Council pertaining to the City Councilors individual priorities

There was no discussion by the City Council.

**MINUTES**

Work Session Meeting – May 11, 2016

Regular City Council Meeting – May 11, 2016

Motion made by Vice Mayor Kocjan to approve the minutes. The motion was duly seconded and passed upon a vote.

**CONSENT AGENDA**

**MINUTES**

Page Utility Enterprises Board-April 12, 2016

**INFORMATION**

City of Page Monthly Cash Allocation Variance Report

Motion made by Vice Mayor Kocjan to approve the consent agenda. The motion was duly seconded and passed upon a vote.

**PUBLIC HEARINGS**

Transfer of Franchise Agreement between Cable One, Inc., a Delaware Corporation to South Central Communications, Inc.

**Page City Council Regular Meeting-May 25, 2016**

Pursuant to Section 5(A) of the Franchise Agreement between Cable One and the City dated April 25, 2012, Cable One shall not assign or transfer the Franchise without the prior approval of the City Council, which approval shall not be withheld unreasonably. Section 5(A) also provides that any transferee must demonstrate to the satisfaction of the City Council the transferee's financial and technical ability to operate and maintain the System.

Cable One has entered into an Asset Purchase Agreement dated March 15, 2016 with South Central Communications, Inc. ("SCC"), pursuant to which SCC has agreed to purchase Cable One's cable television system (the "System"). In connection with the transaction, Cable One will transfer to SCC (i) the Franchise pursuant to which the City granted Cable One the right to construct, own, and operate the System and (ii) Cable One's rights under the Pole Attachment Agreement for Joint Use Attachment to Distribution Electric System Poles.

A.R.S. 9-507(B) requires that the City Council hold a public hearing prior to allowing the transfer of the Franchise to SCC. The public hearing is the proper forum for the City Council to gather any information necessary to determine whether SCC has the financial and technical ability to operate and maintain the System.

Action on this item will be taken under the New Business portion of the agenda.

Motion made by Vice Mayor Kocjan to open the Public Hearing. The motion was duly seconded and passed upon a vote.

Proponents

None

Opponents

None

Motion made by Vice Mayor Kocjan to close the Public Hearing. The motion was duly seconded and passed upon a vote.

**HEAR FROM THE CITIZENS**

No citizens addressed the City Council.

**UNFINISHED BUSINESS**

None scheduled.

**NEW BUSINESS**

Discussion and possible action by the City Council pertaining to the transfer of Franchise Agreement from Cable One to South Central Communications, Inc.

Resolution 1160-16 formalizes the approval of the transfer of the franchise from Cable

## **Page City Council Regular Meeting-May 25, 2016**

One to South Central Communications, Inc.

Motion made by Vice Mayor Kocjan to introduce Resolution 1160-16 by title only. The motion was duly seconded and passed upon a vote.

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA, APPROVING THE TRANSFER OF THAT CERTAIN FRANCHISE AGREEMENT OF CABLE ONE, INC. DATED APRIL 25, 2012 FROM CABLE ONE, INC. TO SOUTH CENTRAL COMMUNICATIONS, INC**

Mayor Diak introduced Michael East, President and CEO of South Central Communications (SCC), who was present to answer any questions.

Councilor Sadler: When will the transfer be completed?

Michael East: The takeover will hopefully occur on July 1, 2016.

Councilor Bryan: Can you give a status update on fiber?

Michael East: The Bureau of Land Management (BLM) is the primary agency that SCC is seeking right-of-ways from, and the BLM will approve the right-of-ways on the last day of a migratory bird season, which is July 15, 2016. If this holds true, SCC's nine (9) month construction phase can begin in early August, 2016.

Councilor Warner: With the acquisition of Cable One assets, what does that do to change SCC's market approach to the residential internet service?

Michael East: It opens it up 100%. The original plan was to build a network around the business corridor, but with the Cable One transfer, SCC will own the "last mile facilities" to provide fast internet services to residences, with speeds up to 50 megabits and faster.

Councilor Bryan: After July 1, 2016, will the end user notice a big improvement in their connectivity?

Michael East: The plan is that overnight, on July 2<sup>nd</sup>, there will be much greater internet speed.

Councilor Sadler: Will there be any improvements to Cable TV?

Michael East: The intent is to keep the channel lineup essentially the same.

Kim Larson, Page, AZ: Will Cable One e-mail customers retain their same e-mail addresses?

## **Page City Council Regular Meeting-May 25, 2016**

Michael East: Cable One is not transferring e-mail addresses, so those customers will need to sign up for new addresses.

Councilor Seyler: What is the plan to communicate the transfer of administration to residential customers that have Cable One internet currently?

Michael East: A letter will be sent out to everyone outlining what can be expected from the transfer regarding dates, billing cycle changes, e-mail addresses, and channel lineups.

Todd Glasnapp, Page, AZ: How will the internet rates be affected?

Michael East: SCC's intent is to keep rates the same, plus offer higher speeds at increased rates.

Motion made by Councilor Bryan to adopt Resolution 1160-16. The motion was duly seconded and passed upon a vote.

Presentation by Interim IT Director Gene Martel and possible discussion by City Council  
Gene Martel, Interim IT Director, presented a Power Point slideshow pertaining to his assessments of the City's technology needs. He addressed the critical issues and the improvements and activities he has participated in since he arrived on April 20, 2016, and also what has been resolved. His program is attached hereto, and by this reference made a part of herein. He highlighted his significant findings, the IT department's accomplishments, and his recommendations.

Mr. Martel stated that he would only be in Page for another week, to aid in the transition to the City's new IT Director, who starts on Tuesday, May 31, 2016.

There was discussion.

Several Councilors thanked Gene Martel for his work.

### **BID AWARDS**

Discussion and possible action by the City Council pertaining to the award of bid for the City of Page Occupational Health Services Contract

A Request for Qualifications for Occupational Health Services was done. One bid was received from Encompass Health Services. The bid includes DOT, 5 Panel and Non DOT testing (rapid), MRO Consultation, Non DOT approved alcohol testing, Random Selection Costs, Hepatitis A, B, and B Antibody testing, B Antigen, TB Skin Testing, Tetanus Shot, Police and Fire, and CDL physicals, and Fluid Exposure Training/Orientation. The prices are competitive with our current provider.

Human Resources Director Kay Eddlemon stated that Encompass Health Services

## **Page City Council Regular Meeting-May 25, 2016**

provided the only bid.

Motion made by Vice Mayor Kocjan to award the Occupational Health Services bid to Encompass Health Services. The motion was duly seconded.

Councilor Tappan asked if there were any performance problems in the prior year with Encompass?

Ms. Eddlemon stated that there were a few, but that although it is a yearlong contract, it can be pulled with 60 days notice.

The motion passed upon a vote.

### **BUSINESS FROM THE MAYOR**

None scheduled

### **BUSINESS FROM THE MANAGER**

None scheduled

### **BUSINESS FROM THE CITY ATTORNEY**

None scheduled

### **BUSINESS FROM THE COUNCIL**

#### Discussion and possible action by the City Council pertaining to the FY 2016 Third Quarter Financial Report

Councilor Warner reviewed YTD Total Revenues and Total Expenses; General Fund YTD Revenues and Expenses; and Summary by Fund. This FY 2016 Third Quarter Financial Report is attached hereto, and by this reference made a part of herein.

Councilor Warner projected that the City of Page will have enough by the year 2020 in reserves, short only \$732,000, to completely stop allocating money to the bond debt, assuming \$9 million in annual sales tax revenues.

There was discussion.

Councilor Warner suggested a revisit in 2018 to adjust the amount allocated to the investment pool.

He concluded by reviewing the Summary by Department, pointing out the most significant variances from the prior year.

### **BOARDS & COMMISSIONS**

#### Discussion by the City Council pertaining to reports by Board Liaisons

Mike Bryan, Community Development Advisory Board, stated that the Board had met

## **Page City Council Regular Meeting-May 25, 2016**

the night before, and the City Council agenda item that would approve the transfer of the Community Development Fund 42 into the Capital Projects Fund 40 was not met with approval. The Board was quick to say no to the idea, fearful that the Tourism component will then be left out and forgotten down the road. Their recommendation was to not transfer that money.

City Manager Crystal Dyches asked for Council direction on if a board recommendation should be brought back to Council, or die at the advisory board level at that point.

Mayor Diak stated that Council has to listen to the City's boards, and benefit from their expertise, or no one will want to participate.

Councilor Bryan agreed and thought a joint work session with the Board would be educational for all.

There was further discussion.

Councilor Bryan stated that also discussed at last night's Board meeting was that the Chamber of Commerce offered to take on the Tourism arm and ease the burden in that area for the City. There was no recommendation from the Board yet, it was discussion only.

Councilor Warner brought up the point that the current vacancy for an Economic Development and Tourism Coordinator has too broad of a job description for one person, and should be split between two positions.

Councilor Bryan asked if Council would like have a joint work session with the Community Development Advisory Board. Mayor Diak suggested it could be at the next Board meeting rather than at a Council meeting during the busy budget season.

Councilor Warner gave his definition of Tourism, that it meant moving Central Garage and making downtown better with more services.

Councilor Bryan stated that the Board needs to hear that perspective.

Councilor Seyler stated that the Board is a little lost as to what their job is in the transition to more economic development.

There was further discussion regarding coming together with the Board and refocusing their talents.

### Discussion and possible action by the City Council pertaining to an appointment to the Page Utility Enterprises Board-Resolution 1161-16

There was one vacancy on the Page Utility Enterprises Board. An application was

**Page City Council Regular Meeting-May 25, 2016**

received from Lyle Dimbatt, and a letter requesting to remain on the Board was received from Shayne Jones.

Motion made by Vice Mayor Kocjan to introduce Resolution 1161-16 by title only. The motion was duly seconded and passed upon a vote.

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA, MAKING AN APPOINTMENT TO THE PAGE UTILITY ENTERPRISES BOARD PER SECTION 2-8-2 OF THE PAGE CITY CODE.

Motion made by Councilor Warner to adopt Resolution 1161-16 with Shayne Jones being reappointed to the Page Utility Enterprises Board for a term ending June 30, 2021. The motion was duly seconded and passed upon a vote.

**DEPARTMENTS**

None scheduled

**CLAIMS**

None scheduled

**ADJOURN**

The meeting was adjourned at 7:52 p.m.

\_\_\_\_\_  
Sue Kennedy  
Deputy City Clerk

\_\_\_\_\_  
William R. Diak  
Mayor

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the City Council Regular Meeting, held on the 25th day of May, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 8th day of June, 2016

\_\_\_\_\_  
Sue Kennedy, Deputy City Clerk

# Interim Information Technology (IT) Director's Status Report to Council

*Presented by*

Gene Martel

Interim IT Director, City of Page Arizona  
Associate, Interim Public Management (IPM)

May 25, 2016

## Background

- March 4, 2016 - City of Page's IT Director retires;
- April 13, 2016 - City Council approves and contracts with Interim Public Management (IPM) to provide an Interim IT Director until a recruitment for a new Director has completed;
- April 20, 2016 - Gene Martel, IPM Associate begins work as Interim IT Director.

## Directives

- Assess the City's technology needs;
- Address and resolve critical issues;
- Assess risks;
- Oversee (direct) the IT Department's operation;
- Provide consulting to Department Directors regarding the potential for relevant Business Technologies.

## Strategy

- Provide each department with the ***Information Technology (IT) Needs Assessment Document*** for their completion:
  - Purpose: Identify the critical IT needs; Assess the quality and level of service provided by IT; Ascertain areas where IT needs to improve service delivery; and identify the departments' IT projects and services needs for the next 1-5 years;
- Interim IT Director to meet with the departments for clarification of needs and discussion of solutions;
- Interim IT Director to prepare an Executive Summary of the Assessments for discussion with the City Manager.

## Significant Preliminary Findings

- Improve Internet Service to City Facilities;
- IT Staffing;
- Server Upgrades;
- Network Re-Architecture and Hardening;
- Improve Technical Support for Fire & PD Applications;
- PC/Laptop Upgrades;
- Expand mobile/remote access for staff;
- Shift to Microsoft Outlook for email/calendaring;

## Preliminary Findings - *Continued*

- Upgrade to current versions of software;
- Expand the use of Cloud technologies for every department;
- Centralized posting of web content;
- Policies, Procedures and Standardization of Equipment.

## Accomplishments

- 10 – 12 Mbs SCC Interim Wi-Fi delivered to Library, Public Safety and City Hall/Magistrate;
- Imaging server rebuilt;
- Server/Network inventory completed;
- Assessments completed;
- Preliminary findings of risks conveyed to City Manager;
- Conditional Offer made to prospective permanent IT Director;
- Conditional Offer made to prospective permanent IT Technician

## Next Steps

- Continue to address and resolve critical issues (fires);
- Work with City Manager to prioritize and prepare budget for items derived from the Assessment;
- Assist in transition/on-boarding of the new permanent IT Director (ETA July 1<sup>st</sup>).

# THIRD QUARTER FINANCIAL REPORT

## FOR THE PERIOD ENDED MARCH 31, 2016



Fiscal Year 2016

## CITY OF PAGE

### *Vision Statement*

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.

## **INTRODUCTION**

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Quarterly financial reporting is being prepared by the City of Page as a means of providing the community, Council and the organization with an overview of financial information for the General Government Funds. Quarterly financial reporting is a priority identified by Council during previous strategic planning worksessions.

The primary information provided in the quarterly report is a comparison of the annual budget amounts to actual revenues and expenditures for operating departments. Prior year comparisons are also included in some areas.

All financial information is based on preliminary, unaudited information reported from the municipal financial system as of the report date. Seasonal variations or special occurrences in municipal operations may affect the proportion of revenues achieved or expenditures incurred to date.

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Notations for this quarter include the following:

\*Personnel vacancies filled this quarter include: two full time Police Officers; five full time EMT/Firefighters; one full time Recreation Division Director; one full time City Attorney; one part time Children's Library Aide. Seven full time positions were vacated this quarter along with one part time position.

In addition, a warm welcome to Councilmember Korey Seyler who joined our City Council this quarter, filling the vacancy left by former Councilmember David Tennis.

\*Final payment in the amount of \$52,188.81 was made this quarter to Hatch Industries for the completion of the precast concrete wall on North Navajo Drive.

\*Software program called iWorQ, was purchased for Community Development and Public Works. This program will assist the departments with code enforcement, permit tracking, as well as fleet and facilities management.

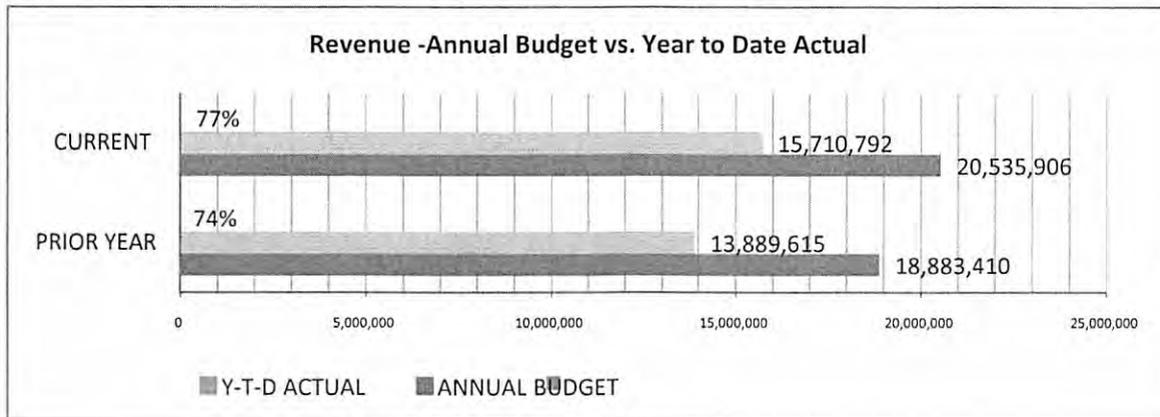
\*During the FY16 budget process, several donation and grant funds were combined along with restructuring and creating several new departments. This will result in fluctuations from prior year figures in some departments.

**ALL FUNDS (EXCLUDES ENTERPRISE FUNDS)**

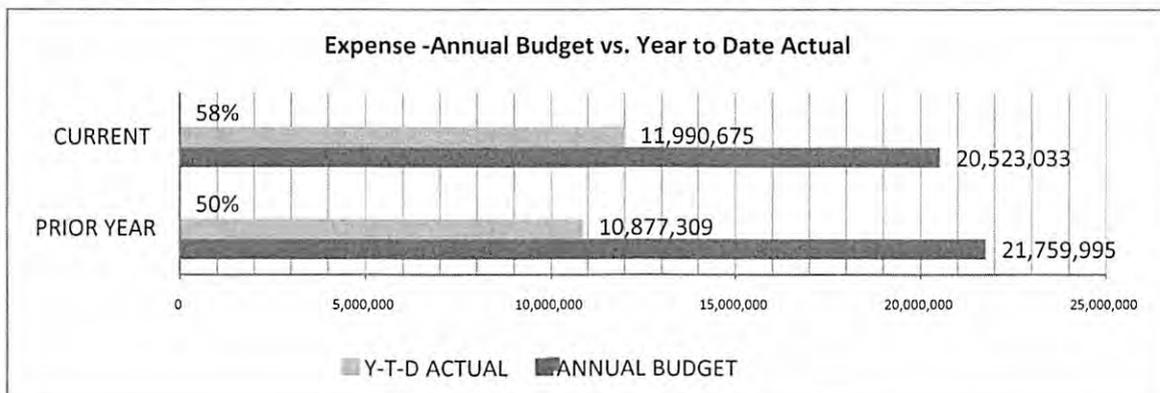
Revenues received year-to-date are 77% of annual budget. Through the third quarter, 76% of total revenue has been expended.

Expenditures year-to date are 58% of annual budget, which is a 8% increase over the prior year. The Navajo Wall was completed in March 2016. Total Y-T-D expense for the wall, inclusive of engineering costs, is \$111.752.69

**TOTAL YTD REVENUE \$ 15,710,792**



**TOTAL YTD EXPENSE \$ 11,990,675**



## GENERAL FUND

General Fund revenues are showing an increase of 11% over the prior year. City Sales Tax continues to increase, as well as collections for all types of permits (building, site plan, conditional use, special events & fire permits).

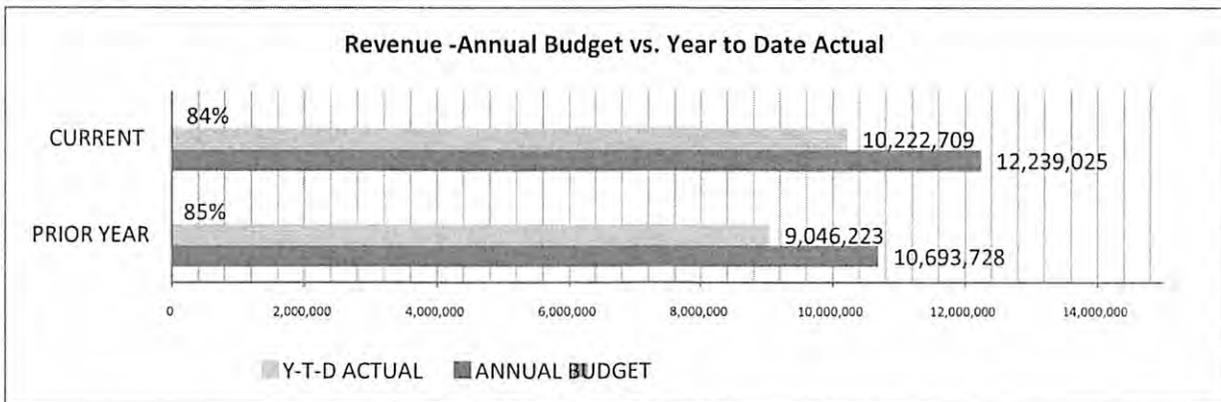
In September, the Council invested \$6 Million of the City's reserves with TVI Investments. This investment has proven to bring in more interest revenue than the City has seen in several years. At the end of the quarter, the City received approximately \$15,000 in interest revenue, in comparison to the total of \$5,656 the City received for fiscal year 2015.

Through the third quarter, 88% of the General Fund revenue has been expended. Expenditures year-to-date ave increased over the prior year due to the increase in debt coverage.

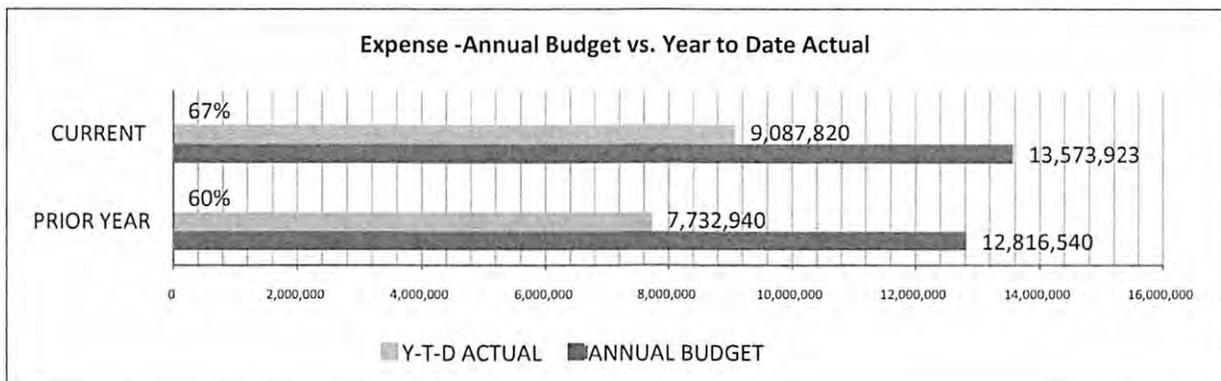
Interfund transfers in the amount of \$186,149 were made this quarter from the General Fund to Debt Service for the bi-annual bond payments, as well as \$79,381 in transfers to the Community Development Fund.

Nine full-time vacancies were filled, as well as one part-time position.

### GENERAL FUND YTD REVENUE \$ 10,222,709



### GENERAL FUND YTD EXPENSE \$ 9,087,820



**CITY OF PAGE  
FISCAL YEAR 2016  
SUMMARY BY FUND  
ENDING MARCH 31, 2016**

FUND	PRIOR YEAR EXPENSE	CURRENT EXPENSE	PRIOR YEAR REVENUE	CURRENT REVENUE	CURRENT NET GAIN/LOSS	*CASH BALANCE AS OF 3/31/2015	*CASH BALANCE AS OF 3/31/2016
10 GENERAL FUND	(7,732,940)	(9,087,820)	9,046,223	10,222,709	1,134,888	8,485,233	10,210,116
8 15 HIGHWAY USERS FUND	(533,033)	(430,148)	485,524	527,006	96,857	1,537,712	1,671,378
16 SUBSTANCE ABUSE FUND	(8,560)	(23,300)	4,464	3,815	(19,484)	37,539	18,472
1 17 TRANSIENT FUND	(2,240)	0	0	0	0	0	0
1 18 COMMUNITY CENTER DONATION FUND	(38,353)	0	0	0	0	0	0
1 19 PAGE YOUTH CENTER DONATION FUND	(7,559)	0	0	0	0	0	0
4 20 DEBT SERVICE FUND	(424,860)	(415,582)	1,999,960	2,494,357	2,078,775	1,831,554	3,428,849
1 21 FIRE DONATIONS	(166)	0	0	0	0	0	0
1 22 PROJECT GRADUATION	(8,073)	0	0	0	0	0	0
2 23 POLICE DEPARTMENT GRANTS	0	0	0	0	0	0	0
24 SRO GRANT	0	0	0	0	0	0	0
25 MISCELLANEOUS GRANTS	(68,153)	(49,611)	77,280	45,540	(4,071)	18,402	47,070
1 26 LIBRARY DONATION	(3,526)	0	0	0	0	0	0
2 30 LIBRARY GRANTS	(13,356)	0	0	0	0	3,722	0
32 JCEF FUND	(3,813)	(8,062)	3,855	3,647	(4,415)	61,145	54,384
3 36 DONATION FUNDS	(14,718)	(5,554)	75,466	2,269	(3,286)	64,334	58,121
5 40 CAPITAL PROJECTS	(1,094,993)	(1,071,308)	1,021,102	1,462,280	390,972	295,272	673,513
7 41 BALLOON REGATTA	(22,302)	0	22,750	0	0	35,991	0
42 TOURISM AND PROMOTION	(235,116)	(374,387)	304,614	346,770	(27,617)	428,742	436,807
46 AIRPORT	(312,881)	(337,991)	439,676	435,636	97,645	899,973	1,051,253
47 AIRPORT EVENTS	0	(2,887)	0	0	(2,887)	2,887	0
48 LAND	(213,400)	(152,958)	357,700	152,958	0	144,300	0
5 57 CEMETERY	(81,369)	(21,681)	18,959	23,893	2,212	272,034	279,166
6 72 FIRE PENSION	(57,897)	(9,385)	32,045	(10,087)	(19,472)	480,219	466,930
<b>TOTAL</b>	<b>(10,877,309)</b>	<b>(11,990,675)</b>	<b>13,889,615</b>	<b>15,710,792</b>	<b>3,720,118</b>	<b>14,599,060</b>	<b>18,396,058</b>

NOTES:

- 1: FUND BALANCE TRANSFERRED TO FUND 36
- 2: FUND BALANCE TRANSFERRED TO FUND 25
- 3: NET GAIN FROM PRIOR YEAR REFLECTS TRANSFERS IN FROM VARIOUS FUNDS
- 4: FY16 ADDITIONAL TRANSFER TO DEBT SERVICE PER ORDINANCE 616-14 AND RESOLUTION 1105-13 - \$1,400,000
- 5: NET GAIN DUE TO UNEXPENDED CAPITAL BUDGET
- 6: NET LOSS DUE TO UNREALIZED LOSS IN MARKET VALUES
- 7: FUND BALANCE RETURNED TO PAGE LAKE POWELL BALLOON REGATTA
- 8: NET LOSS DUE TO TRANSFER OUT FOR CAPITAL EXPENDITURES

\* BALANCES DO NOT INCLUDE FUNDS USED FOR ACCOUNTS PAYABLE REIMBURSEMENTS FROM PAGE UTILITY

**CITY OF PAGE  
FISCAL YEAR 2016  
GENERAL FUND SUMMARY BY DEPARTMENT  
ENDING MARCH 31, 2016**

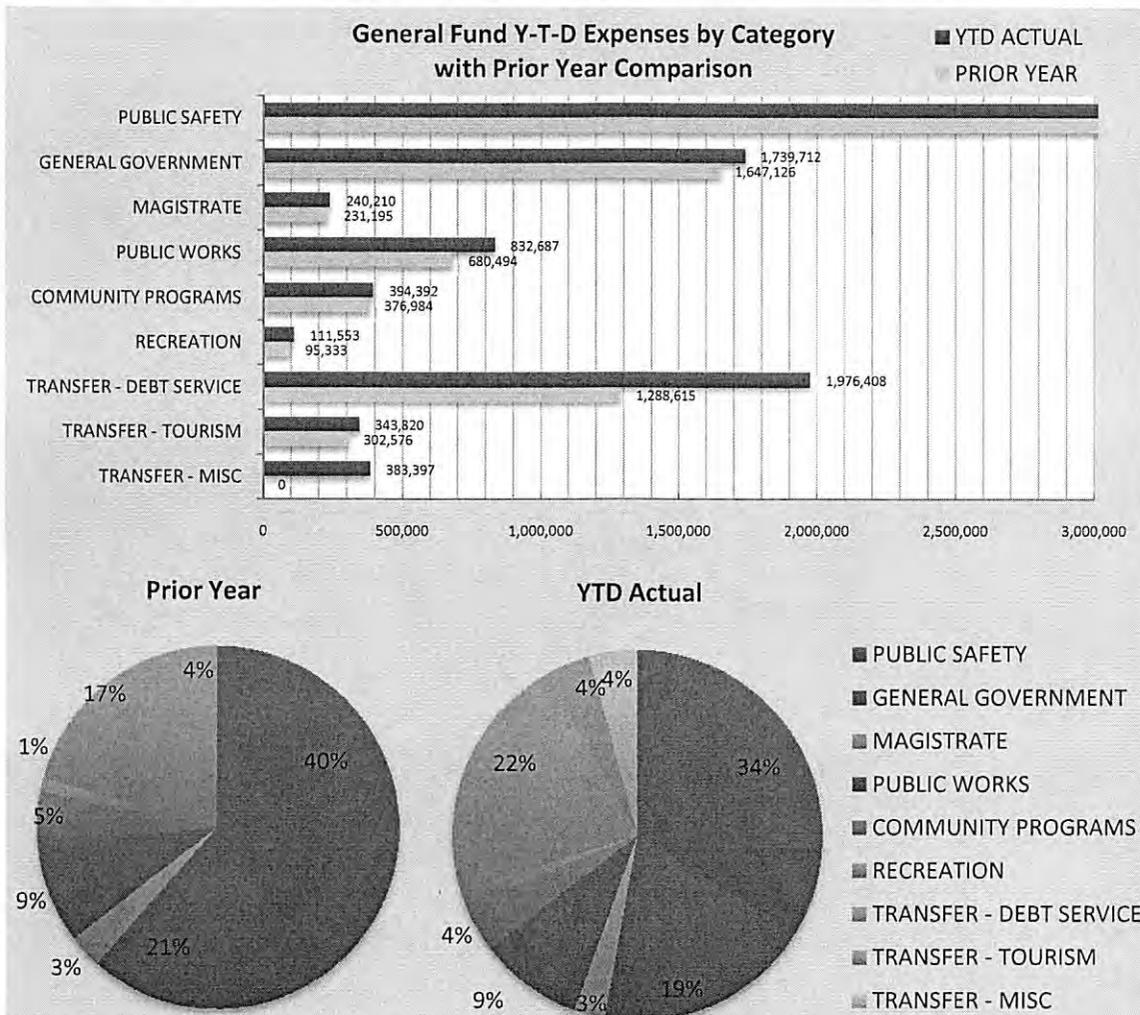
<u>REVENUE</u>	<u>PRIOR YEAR</u>	<u>% OF REVENUE</u>	<u>YTD ACTUAL</u>	<u>% OF REVENUE</u>	<u>VARIANCE</u>	<u>% VARIANCE</u>
TAXES	6,375,652	70.5	7,168,201	70.1	792,549	12.4
TAXES & FEES	263,977	2.9	313,589	3.1	49,612	18.8
INTERGOVERNMENTAL	1,281,382	14.2	1,327,180	13.0	45,798	3.6
NON-OPERATING	0	0.0	0	0.0	0	0.0
OTHER	1,125,211	12.4	1,413,739	13.8	288,528	25.6
<b>TOTAL FUND REVENUE</b>	<b>9,046,223</b>	<b>100.0</b>	<b>10,222,709</b>	<b>100.0</b>	<b>1,176,486</b>	<b>13.0</b>
 <u>EXPENDITURES</u>						
CITY ADMINISTRATION	163,012	1.8	164,798	1.6	1,786	1.1
MAYOR & COUNCIL	53,768	0.6	51,838	0.5	(1,930)	(3.6)
CITY CLERK	72,305	0.8	81,082	0.8	8,777	12.1
CITY ATTORNEY	121,520	1.3	121,811	1.2	292	0.2
1/2 INTERFUND TRANSFERS	1,591,191	17.6	2,703,625	26.4	1,112,434	69.9
8 COMMUNITY SERVICES ADMIN	0	0.0	63,406	0.6	63,406	0.0
PAGE ADULT COMMUNITY CENTER	57,762	0.6	53,895	0.5	(3,867)	(6.7)
RECREATION	95,333	1.1	111,553	1.1	16,220	17.0
LIBRARY	319,221	3.5	277,090	2.7	(42,131)	(13.2)
3 GENERAL SERVICES	476,409	5.3	387,947	3.8	(88,461)	(18.6)
8 POLICE DEPARTMENT ADMIN	0	0.0	197,208	1.9	197,208	0.0
7 PATROL	1,392,012	15.4	1,226,553	12.0	(165,459)	(11.9)
COMMUNICATIONS	287,377	3.2	295,348	2.9	7,971	2.8
5 COMMUNITY RESOURCE	68,966	0.8	0	0.0	(68,966)	(100.0)
9 INVESTIGATIONS	69,721	0.8	148,642	1.5	78,921	113.2
4 FIRE DEPARTMENT	1,292,543	14.3	1,197,891	11.7	(94,653)	(7.3)
3 HUMAN RESOURCE/RISK MANG.	229,219	2.5	429,726	4.2	200,507	87.5
# FINANCE	244,846	2.7	272,840	2.7	27,995	11.4
MAGISTRATE	231,195	2.6	240,210	2.3	9,016	3.9
7 INFORMATION TECHNOLOGY	227,759	2.5	115,738	1.1	(112,021)	(49.2)
7 PLANNING & ZONING	1,504	0.0	54,018	0.5	52,515	3492.8
BUILDING & CODE COMPLIANCE	56,784	0.6	59,914	0.6	3,129	5.5
8 PUBLIC WORKS ADMINISTRATION	0	0.0	264,218	2.6	264,218	0.0
CENTRAL GARAGE	191,048	2.1	181,945	1.8	(9,103)	(4.8)
7 BUILDINGS MAINTENANCE	215,314	2.4	154,268	1.5	(61,046)	(28.4)
6 ENGINEERING	37,506	0.4	0	0.0	(37,506)	100.0
PARKS MAINTENANCE	191,393	2.1	214,276	2.1	22,883	12.0
GOLF COURSE MTCE	45,232	0.5	17,980	0.2	(27,252)	(60.2)
<b>TOTAL FUND EXPENDITURES</b>	<b>7,732,940</b>	<b>85.5</b>	<b>9,087,820</b>	<b>88.9</b>	<b>1,354,880</b>	<b>17.5</b>
 <b>NET REVENUE OVER EXPENDITURES</b>	 <b>1,313,282</b>	 <b>14.5</b>	 <b>1,134,888</b>	 <b>11.1</b>	 <b>(178,394)</b>	 <b>(13.6)</b>

NOTES:

- 1 FY16 ADDITIONAL TRANSFER TO DEBT SERVICE PER ORDINANCE 616-14 AND RESOLUTION 1105-13 - \$1,400,000
- 2 TRANSFER TO CAPITAL PROJECTS FUND FOR CURRENT YEAR CAPITAL PURCHASES - \$384,000
- 3 COMPENSATED ABSENCES EXPENSE MOVED TO HUMAN RESOURCES - \$49,800
- 4 DECREASE DUE TO CAPITAL PURCHASES BEING EXPENDED FROM CAPITAL PROJECTS FUND INSTEAD OF INDIVIDUAL DEPARTMENTS
- 5 NO BUDGET FOR FY16 - INCLUDED IN INVESTIGATIONS AND BUILDING/CODE COMPLIANCE DEPARTMENTS
- 6 NO BUDGET FOR FY16 - INCLUDED IN PUBLIC WORKS ADMIN DEPARTMENT
- 7 CHANGES IN PERSONNEL VACANCIES, INDIVIDUAL BENEFIT ELECTIVES, OR UNEMPLOYMENT
- 8 NEW DEPARTMENT CREATED IN FY16
- 9 INCREASE OVER LAST YEAR DUE TO RE-STRUCTURE OF ADMINISTRATION FOR INVESTIGATIONS DEPT.
- 10 CONTRACT SERVICES FOR FINANCE INCREASED IN FY 16 DUE TO CHARGES IMPOSED BY STATE OF AZ FOR TPT COLLECTION

**CITY OF PAGE**  
**FISCAL YEAR 2016**  
**GENERAL FUND EXPENDITURES BY CATEGORY**  
ENDING MARCH 31, 2016

<u>GENERAL FUND EXPENDITURES</u>	<u>PRIOR YEAR</u>	<u>YTD ACTUAL</u>	<u>VARIANCE</u>
<b>PUBLIC SAFETY</b> (PD Administration, Patrol, Communications, Fire, Investigations)	3,110,619	3,065,641	(44,977)
<b>GENERAL GOVERNMENT</b> (City Manager, Council, Clerk, Attorney, Transit, Gen. Services, HR, P&Z, Building Safety, IT, Finance)	1,647,126	1,739,712	92,586
<b>MAGISTRATE</b>	231,195	240,210	9,016
<b>PUBLIC WORKS</b> (PW Administration, Garage, Building Maint., Parks Maintenance, Engineering, Golf Maint.)	680,494	832,687	152,193
<b>COMMUNITY PROGRAMS</b> (Community Services Admin, Library, Community Center)	376,984	394,392	17,408
<b>RECREATION</b>	95,333	111,553	16,220
<b>TRANSFER - DEBT SERVICE</b>	1,288,615	1,976,408	687,793
<b>TRANSFER - TOURISM</b>	302,576	343,820	41,244
<b>TRANSFER - MISC</b>	-	383,397	383,397
<b>GENERAL FUND EXPENDITURES</b>	<b>7,732,940</b>	<b>9,087,820</b>	<b>1,354,880</b>
<b>ALL OTHER FUND EXPENDITURES</b>	<b>3,144,369</b>	<b>2,902,854</b>	<b>(241,515)</b>
<b>TOTAL FUND EXPENDITURES (EXCLUDES ENTERPRISE FUNDS)</b>	<b>10,877,309</b>	<b>11,990,675</b>	<b>1,113,365</b>



**COMMUNITY DEVELOPMENT ADVISORY BOARD  
MEETING MINUTES  
April 26, 2016**

The regular meeting of the Page Community Development Advisory Board was held at 5:30 p.m. on April 26, 2016, in the Council Chambers at the City Hall in Page, Arizona. Vice Chair Lee Ann Warner presided. Members Bubba Ketchersid, Gay Ann Ward, Dennis Hinchey and Richard Buck were present. Chair Ryan Zimmer was excused. Council Liaison Mike Bryan was present.

Community Director Kimberly Johnson, Planning and Zoning Director Robin Crowther.

Vice Chair Lee Ann Warner called the meeting to order at 5:30 p.m.

**HEAR FROM THE CITIZENS**

Shannon White expressed concerns about the Chamber of Commerce taking over tourism.

**MINUTES**

Special Community Development Advisory Board Meeting – March 29, 2016

Motion made by Richard Buck to approve the minutes. The motion was duly seconded by Chair Dennis Hinchey and passed upon a unanimous vote.

**PRESENTATIONS**

A. Sales Tax Report-Board Member Hinchey

Dennis Hinchey presented the sales tax report.

**OLD BUSINESS**

A. Discussion and Possible Action-Visitor Center Funding Request

Billy Wright and John Mayes presented the visitor center request for additional funding.

Bubba Ketchersid stated concerns about the hours of operation. Richard Buck suggested asking for adequate funding. Mike Bryan stated that the amount needs to be broken down when it is taken to the City Council so it is clear what the City is getting for the funding.

Richard Buck made a motion to recommend funding the museum for the requested \$70,000. The motion was duly seconded by Dennis Hinchey and passed upon a unanimous vote.

B. Discussion-Update on Event Assistance Program

Community Development Director Kim Johnson discussed different bullet points from the work session with the City Council on this. She stated that insurance needs to be looked into and staff would do that. There still needs to be an approved application process.

C. Discussion-Update Concerning Economic Development & Tourism Coordinator Position

Community Development Director Kim Johnson stated that the position has been posted but there have not been qualified applicants to interview yet. She asked if a couple of board members would have interest in participating in the interviews.

**NEW BUSINESS**

A. Discussion and Possible Action-USA Softball Contract

Community Development Director Kim Johnson stated concerns about the contract and lack of communication from the USA Softball organization. The organization has not submitted reports to the City of Page per the contract. Richard Buck suggested they may be in breach of contract due to no reports.

Motion made by Bubba Ketchersid to recommend notifying and terminating the contract. The motion was duly seconded by Richard Buck and passed upon a unanimous vote.

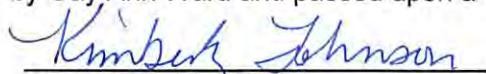
B. EDA Coal Communities Grant ADDED

Kim Johnson stated that a consultant had contacted her about a grant opportunity that may be available for Page. There was discussion about costs involved in the grant process for what amount in return and the possibility of meeting the grant requirements. It was acknowledged that the Power Plant is a big economic driver for Page.

Lee Ann Warner suggested that the grant opportunity should be investigated further.

**ADJOURN**

Motion made by Richard Buck to adjourn the meeting at 7:10 p.m. The motion was duly seconded by Gay Ann Ward and passed upon a unanimous vote.



Kimberly Johnson  
Community Development Director



Ryan Zimmer  
Chairman



*Request for City Council Action*

<b>Title:</b>	Public Hearing to consider rates changes for Page Utility Enterprises Electric and Sewer Services		
<b>Meeting Date:</b>	June 8, 2016	<b>Agenda Item Number:</b>	
<b>Agenda Section:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Public Hearings <input type="checkbox"/> Old Business <input type="checkbox"/> New Business <input type="checkbox"/> Other	<b>Action:</b>	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance
<b>Originating Department:</b>	City Council	<b>Supporting Documents:</b>	Refer to New Business – Resolution 1162-16
<b>Prepared By:</b>	City Clerk Kim Larson	<b>Presented By:</b>	Mayor Diak
<b>Reviewed By:</b>		<b>Approved By:</b>	
<b>Proposed Action:</b>	Motion to open Public Hearing Motion to close Public Hearing		

**BACKGROUND:**

Pursuant to Page City Code, Section 2-8-6, a public hearing is required to consider rate changes.

The purpose of the public hearing will be to review the recommended rates, fees and charges, except the City User Fee, of services rendered by Page Utility Enterprises. Interveners who appeared before the Page Utility Enterprises Board, may appear before City Council. This public hearing has been scheduled to hear comments in favor or opposing the proposed rate changes.

Action on this item will be taken under the New Business portion of the agenda.

**STAFF RECOMMENDATION:**

Motion to open the Public Hearing  
 Motion to close the Public Hearing