PAGE CITY COUNCIL WORK SESSION MEETING MINUTES SEPTEMBER 19, 2016

A Work Session Meeting of the Page City Council was held at 5:30 p.m. on September 19, 2016, in the Council Chambers at City Hall in Page, Arizona. Mayor Bill Diak presided. Vice Mayor John Kocjan, Councilors Mike Bryan (arrived at 5:40 p.m.), Scott Sadler, Levi Tappan (arrived at 6:12 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; Police Chief Frank Balkcom; Police Lieutenants Tim Lang and Larry Clark; and City Clerk, Kim Larson.

<u>Discussion by the City Council pertaining to staffing at the Page Police Department</u>

Chief Balkcom provided a presentation pertaining to the Police Department Staffing and the increase in Calls for Service and Investigative responsibilities.

Chief Balkcom talked about a few of the Smart Policing Initiatives that the Police Department has put into place to save officer time. The Police Department has a water initiative, where the officer provides cold water or Gatorade at times when appropriate, versus responding to a medical call later; Sign and Release Program when applicable, versus sending a Defendant to jail; installed a computer in the Sheriff's Department booking station, versus having to return to the Police Department to complete paperwork; and working on getting video conferencing for the Grand Jury cases versus driving to Flagstaff.

Chief Balkcom went over the existing staffing, stating that they have one (1) Police Chief, two (2) Lieutenants, three (3) Sergeants in Patrol, one (1) Detective, and seven (7) Officers, with three (3) Officers on light duty, one (1) Recruit attending the Police Academy and one (1) lateral applicant currently going through the background process. The Police Department has a total staffing of 18 sworn Officers. Chief Balkcom stated that hiring four (4) Officers would increase Officer safety and overtime.

There was lengthy discussion.

Lieutenant Tim Lange talked about the overtime report and Lieutenant Larry Jones talked about Criminal Investigations, and the workload.

Councilor Bryan stated that he understood the need for more officers, but referenced that this was not part of the budget.

There was discussion about the Public Safety Retirement System changes that would be going into effect in July 2017.

City Manager Crystal Dyches stated that she brought this agenda item before City Council to make them aware that the City was at a critical level with law enforcement. There are seven (7) Officers patrolling, three (3) Officers on light duty, and there has been a 30-40% turnover.

There was discussion.

Councilor Warner asked what would happen if four (4) positions were hired that are not budgeted for.

City Manager Crystal Dyches stated that the City has several unfunded positions and that there are contingency funds.

There was discussion pertaining to the timing of hiring the new officers, to have them fall under the new Public Safety Retirement Policy guidelines that go into effect in July 2017.

The consensus of the City Council was to move forward with hiring four (4) new Officers at the City Manager and Police Chief's discretion as to when to hire.

Mayor Diak called for a recess at 6:55 p.m.

Mayor Diak reconvened the Work Session Meeting at 7:04 p.m.

<u>Discussion by the City Council pertaining to a draft Code of Ordinance from American</u> Legal and proposed changes

The review of the DRAFT Code of Ordinance began on page 130, where Council left off from the September 14, 2016 City Council Work Session.

City Manager Crystal Dyches stated that she needed direction pertaining to the City Manager promulgating rules to allow people to apply for a permit to bring their own alcohol onto City Property. She stated that the City of Flagstaff was the only city she could find that had a permit. Flagstaff has two parks that require a permit and the remaining parks allow alcohol, but do not issue a permit. She stated that she could put together a permit process for Council to review.

Police Chief Balkcom was present to answer questions.

There was lengthy discussion.

City Manager Crystal Dyches stated that she would draft some rules and present then to City Council.

Councilor Bryan was excused at 7:58 p.m.

The next items up for discussion began on page 133 of the DRAFT Code of Ordinance. Councilor Sadler made reference to §94.05 Limitation on Number of Solid Fuel and Non-Solid

Fuel-Burning Devices in Residential Buildings. He questioned only being able to have one approved solid fuel or non-solid fuel burning device per dwelling. City Manager Crystal Dyches stated that she would look into this item.

There was discussion pertaining to §94.06 Elimination of Nonconforming Solid Fuel-Burning Devices in Existing Dwelling Units. There was a question regarding how this Code was enforced. City Manager Crystal Dyches stated that the only way the City would know is if you needed a building permit for some type of change.

The next item discussed was §111.06 – Denial of Business Registration; Revocation. Councilor Sadler asked if the City Manager was the right position to deny or revoke a Business Registration. City Manager Crystal Dyches referred to City Attorney Josh Smith. Mr. Smith stated that this is an item that Council may want to discuss further at a later time. Typically, there is no denial of a registration, it is simply for informational purposes. If we intend to have inspections and other conditions for issuance that we intend to enforce, we should delineate the rules for issuance and enforcement. This was questioned because the Fire Department would like the businesses to have a Fire Inspection when they register their business. City Council needs to decide if they want the City to change from a Business Registration to a Business License or the City Manager and City Attorney can research information needed for a Business License and present to City Council.

There was discussion.

§130.18 and §130.19 Searchlights and Signs and Banners. Councilor Sadler questioned if someone other than Council should provide permission. City Manager Crystal Dyches stated that she would look into the Codes.

There was discussion.

There was discussion pertaining to §130.24 Public Consumption or Display of Medical Marijuana.

§131.05 (C) (2) "The City Council shall appoint a Hearing Officer for graffiti abatement to preside over an administrative review from persons interested from within the city. The Hearing Officer may be reappointed or replaced by majority vote of the Council at any regular City Council Meeting." Staff will check to see if this was part of the original City Code or if was added by American Legal.

§131.06 Trust Fund Established. Staff will check to see if this was part of the original City Code or added by American Legal.

The next item discussed was the Floodplain Management Ordinance. City Manager Crystal Dyches stated that she met with the Flood Plain Specialist and the current Floodplain Ordinance was reviewed and minor changes were suggested. The changes were sent to American Legal to be codified into the Code of Ordinance.

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The meeting was adjourned at 8:00 p.m.

Kim Larson

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 Work Session Meeting, held on the 19th day of September, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 12th day of October, 2016

Kim Larson, City Clerk