

To view City Council's
2015 Strategic Priorities
and

Individual Priorities,

please visit our website at

cityofpage.org/government/councilpriorities

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

Thank you

**PAGE CITY COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 23, 2015**

A Regular Meeting of the Page City Council was held at 6:37 p.m. on September 23, 2015, 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, and Dennis Warner were present. Councilor Tennis was excused. There was a moment of meditation. City Clerk Kim Larson led the Pledge of Allegiance.

Mayor Diak called the meeting to order.

Staff members present: City Manager, J. Crystal Prentice; City Attorney, Joe Estes; IT Director, Mike Bergner; Community Development Director, Kim Johnson; Police Chief Frank Balkcom; Deputy City Clerk, Sue Kennedy; and City Clerk, Kim Larson.

Chief Frank Balkcom, Lieutenant Tim Lange, and Officer Matt Reader were present to introduce Boyken, the new 2-year-old Belgian Malinois K-9 dual purpose dog.

PRIORITY LIST

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

Councilor Bryan stated that the Strategic Priorities are being addressed at the Work Sessions scheduled prior to the Regular City Council Meetings.

Mayor Diak stated that Objective 1.3 (Review and update the property maintenance code and adopt a proactive approach to code enforcement) of the Strategic Priorities was discussed at tonight's Work Session, prior to the Regular Meeting.

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-September 9, 2015

Regular City Council Meeting-September 9, 2015

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

CONSENT AGENDA

MINUTES

Community Center Advisory Board-July 1, 2015

Page Utility Enterprises Board-August 11, 2015

Page City Council Regular Meeting-September 23, 2015

INFORMATION

Letter of Resignation-Larry Thowe-Board of Adjustment
Letter of Resignation-Larry Thowe-Library Board
Letter of Resignation-Larry Thowe-Planning and Zoning Board
City of Page Monthly Cash Allocation Variance Report
Proclamation-Domestic Violence Awareness Month

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

PUBLIC HEARINGS

None

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 adopting the Community Development Advisory Board Bylaws

Chapter 15 of the Page Code of Ordinances changed the name and scope of the former Tourism Board, thereby establishing the Community Development Advisory Board and providing for the operations thereof. One of the procedural requirements of the Code is that each board adopts bylaws to govern the conduct of its activities. There were no current bylaws in place for the Tourism Board. Staff drafted bylaws for the new Community Development Advisory Board.

At the August 25, 2015 Community Development Advisory Board Meeting, the bylaws were brought before the Board for consideration. The bylaws address the purpose of the Board, meetings and meeting conduct, officers, and general operational terms.

Community Development Director Kim Johnson presented the agenda item.

Motion made by Councilor Tappan to adopt bylaws for the Community Development Advisory Board as recommended. The motion was duly seconded and passed upon a vote.

Discussion and possible action by the City Council pertaining to adopting the Parks and Recreation Advisory Board Bylaws

Chapter 15 of the Page Code of Ordinances established the Park and Recreation Advisory Board and provides for the operations thereof. One of the procedural requirements of the Code is that each board adopts bylaws to govern the conduct of its

Page City Council Regular Meeting-September 23, 2015

activities. Since this Park and Recreation Advisory Board is new, there were not bylaws in place.

At the August 25, 2015 Park and Recreation Advisory Board Meeting, the bylaws were brought before the Board for consideration. The bylaws address the purpose of the Board, meetings and meeting conduct, officers, and general operational terms.

Community Development Director Kim Johnson presented the agenda item.

Motion made by Councilor Tappan to adopt the bylaws for the Park and Recreation Advisory Board as recommended.

BID AWARDS

None scheduled

BUSINESS FROM THE MAYOR

None scheduled

BUSINESS FROM THE MANAGER

None scheduled

The following agenda items were moved to this portion of the agenda.

BUSINESS FROM THE CITY ATTORNEY

EXECUTIVE SESSION

Pursuant to ARS § 38-431.03 (A)(3) and (A)(4) the City Council may go into executive session for the purpose of discussion or consultation with the City Attorney to consider its position and instruct representatives regarding the pending claims and lawsuits filed against the City.

Attorney General Complaint

BUSINESS FROM THE COUNCIL

EXECUTIVE SESSION

Pursuant to ARS § 38-431.03 (A) (3) Discussion or consultation for legal advice with the attorney or attorneys of the public body.

Second Amendment to Professional Services Agreement with Lake Powell National Golf Course

Motion made by Councilor Sadler to enter into Executive Session at 6:50 p.m. The motion was duly seconded and passed upon a vote.

Mayor Diak reconvened the Regular City Council Meeting at 7:17 p.m.

Discussion and possible action by the City Council pertaining to approving the Second Amendment to Professional Services Agreement for the Management, Operation and

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Maintenance of the Lake Powell National Golf Course

There was no discussion by the City Council.

Mayor Diak moved the following agenda items to this portion of the agenda.

BOARDS & COMMISSIONS

Discussion by the City Council pertaining to reports by Board Liaisons

Councilor Tappan, Youth Advisory Commission, stated that he met with the Page High School Student Council regarding the Youth Advisory Commission. He provided applications for the students to complete that were interested in serving on the commission.

DEPARTMENTS

None scheduled

CLAIMS

None scheduled

BUSINESS FROM THE COUNCIL – CONTINUED

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.

Page City Manager J. Crystal Prentice, annual evaluation

Motion made by Councilor Sadler to enter into Executive Session at 7:20 p.m. The motion was duly seconded and passed upon a vote.

Mayor Diak reconvened the Regular City Council Meeting at 8:51 p.m.

Discussion and possible action by the City Council pertaining to Page City Manager J. Crystal Prentice, annual evaluation

Motion made by Councilor Sadler to have Mayor Diak make the contractual changes as discussed in Executive Session. The motion was duly seconded and passed upon a vote.

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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.

Page City Clerk Kim Larson, annual evaluation

Motion made by Councilor Sadler to enter into Executive Session at 8:56 p.m.

Mayor Diak reconvened the Regular City Council meeting at 9:40 p.m.

Discussion and possible action by the City Council pertaining to Page City Clerk Kim Larson, annual evaluation

Motion made by Vice Mayor Kocjan to change the employment contract as discussed in Executive Session. The motion was duly seconded and passed upon a vote.

The meeting was adjourned at 9:41 p.m.

Kim L. Larson
City Clerk

William R. Diak
Mayor

**PAGE CITY COUNCIL
WORK SESSION MEETING MINUTES
SEPTEMBER 23, 2015**

A Work Session Meeting of the Page City Council was held at 5:30 p.m. on September 23, 2015, 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, and Dennis Warner were present. Councilor David Tennis was excused.

Mayor Diak called the meeting to order.

Staff members present: City Manager, Crystal Prentice; City Attorney, Joe Estes; Community Development Director, Kim Johnson; Deputy City Clerk, Sue Kennedy; and City Clerk, Kim Larson.

Discussion by the City Council concerning the possible amendment to City Code Section 3-5-5 Lease of City Property relating to publication requirements and costs, and the possible exemption of airport hanger leases, and other leases of nominal value

City Attorney Joe Estes explained that he would like to make a minor change to the Page City Code, Section 3-5-5 Lease of City Property.

The City Code requires that prior to the approval of a lease, a Notice of Intent to Lease City Property must be published in the newspaper for three (3) consecutive weeks. In regards to time and expense, Mr. Estes proposed to the City Council the removal of the publication requirement for airport hanger leases and other leases of nominal value, which shall be defined as leases of less than \$2,000.00 of annual lease revenue. Mr. Estes then proposed to amend the publishing requirements on all other leases to: once a week for two (2) consecutive weeks if in a weekly paper, and four (4) consecutive days if a daily paper. He also requested to have the cost of publication charged to the proposed tenant of the lease.

There was discussion.

City Attorney Joe Estes will prepare an Ordinance with the suggested changes and bring it before City Council for approval.

Discussion by the City Council pertaining to Code Enforcement Program

At the July 8, 2015 City Council Work Session, the Council discussed a code compliance program for the City of Page. It was the consensus of the Council that the enforcement provisions of Chapter 9 of the Page Code of Ordinances are adequate, and that there was no need for staff to pursue the International Property Maintenance Code (IPMC). It was further the consensus of the Council that the City should establish a proactive approach to code enforcement, and that staff should move forward with staffing the program. There was no clear consensus regarding process for identifying violations or additional code provisions necessary to shore up existing nuisance items in code

The position of Community Enhancement Technician has recently been posted, and staff was reviewing software options for program management.

CITY COUNCIL WORK SESSION-SEPTEMBER 23, 2015

As noted in the July 8th Work Session Memorandum, Chapters 9 and 10 are the Nuisance and Offenses sections of code that address the bulk of the issues related to the Code Enforcement program. In addition, the City of Page Zoning Ordinance addresses some related land use issues such as signage and parking.

The Community Development Department has worked with the Page Police Department to identify which nuisances and offenses will be administered by which department. In general Chapter 9, Nuisances will be administered by Community Development and Chapter 10 Offenses will be administered by Police. Staff recommended moving some items from one chapter to the other in this regard. It is the intent of both departments to work together to gain code compliance related to Nuisances and Offenses.

It should be noted that Chapter 9 has different Enforcement provisions than Chapter 10. Staff has included the **Chapter 9 enforcement provisions in this memorandum.**

Because this is a long memorandum with a lot of detailed information, Staff has highlighted recommendations and requests for direction in ***Bold and Italics*** for the Council's convenience.

CITY OF PAGE CURRENT CODE OF ORDINANCES

Staff has conducted a detailed review of the Page Code of Ordinances and has compared them to similar ordinances in other communities, such as Kanab, Sedona, and Flagstaff. The following issues have been identified:

General Nuisance Definition

This is a general, all encompassing statement found in most community's codes. The City of Page's definition is broad, but vague. ***Staff recommends enhancing the definition as in the language in the Kanab and Sedona codes as follows:***

Any condition defined as or deemed to be a nuisance or hazard to the public health, safety, or welfare, or anything which is indecent or offensive to the senses, or which interferes with the comfortable enjoyment of life or property.

Attractive Nuisance

Current Code has no provisions related to Attractive Nuisance. ***Staff recommends adding Attractive Nuisance this as a listed nuisance with language as follows:***

Any attractive nuisance, dangerous to children and other persons including, but not limited to, abandoned, broken, or neglected household appliances, equipment and machinery, abandoned foundations or excavations, or improperly maintained or secured pools.

Electric Fences

Staff recommends moving the provisions in this regard from Chapter 10 to Chapter 9, and adding language to the new zoning code when it is drafted.

Garbage/Trash/Litter

Prior to the 2012 Chapter 9 code amendment, the code addressed the following issues:

- Location of individual garbage container pick up-at the curb
- Storage of individual garbage containers-not closer than the front building line of the residence (the intent is that the containers would not be allowed in front of the principal structure)
- Timeframe allowed for containers to be curb-side-set out after 6:00 p.m. the night before scheduled pick up, and removed prior to 7:00 p.m. the day of pick up (as soon as practical)

Staff believes the lack of regulations related to refuse container storage and timeframe for curbside set out has lead to property owners leaving cans at the curb or near the sidewalk for extended durations, in some cases, permanently (corner of 4th Ave and Elm). **Staff recommends that language related to Garbage/Trash/Recycling be enhanced to include provisions related to storage of trash and recycling containers and timing of put out and take in of such containers.**

The current Zoning Code requires that trash handling areas for multi-family residential uses, Manufactured housing/RV Parks, and uses in the Central Business, General Commercial, and Business Park districts to be completely enclosed via a solid 6' tall wall and view obstructing gate, to be located on a concrete surface. There are no trash handling area provisions for the Service Commercial or Industrial Districts.

Staff recommends that at a minimum, the same trash handling area provisions be included for the Service Commercial district, and some level of provisions be added for the Industrial district.

Graffiti

Both Chapter 9 and 10 have language regarding Graffiti, with Chapter 9 just making mention of it as a nuisance. Based on state statutes related to Graffiti and the implications of extensive damage to property impacts, **it is recommended that authority be left in the hands of Police in Chapter 10, and removed from Chapter 9.**

Outdoor Storage and Recreational Vehicles/Boats/Personal Watercraft/Trailers Storage and Parking

Current City Code requires screening of outdoor storage from adjacent properties and streets, which is good.

The language related to parking/storage of manufactured homes, recreation vehicles, utility trailers, boats, boat trailers, or personal watercraft is conflicting between the outdoor storage section and the parking section of code. In one section it says they may be stored in a front yard of a residence if on a paved or concrete surface. In another section it says they may not

be stored or parked in a front yard. Further, it is not clear if such storage is exempt from screening.

Flagstaff and Sedona allow parking/storage only in the side or rear yard. Flagstaff also requires that the required minimum parking for the residential use be maintained, as would most codes.

Staff recommends that the code be amended to clarify where this type of parking/storage is allowed, and is seeking direction as to how the City Council would like to regulate it.

Refrigerators/Appliances

The language in current code is adequate to address abandoned appliances; however, it is located in both Chapter 9 and 10. ***Staff recommends deleting language in Chapter 10.***

Unightly Premises

Sedona has broad language in this regard as follows:

Every person owning/managing/having charge, control or occupancy of a property shall not allow property visible from the street or adjoining premises to become so unsightly/untidy as to substantially detract from the appearance of the immediate neighborhood or threaten the safety and welfare of the immediate neighborhood.

Staff recommends this language be added to the Code.

Vegetation

City Code currently establishes a height of 8" for weeds or grass as a nuisance, and goes on to address dead, dormant, sticker, and dry/flammable plant growth or weeds. There is also some language regarding trees, shrubs, and plant growth in general that impacts public right of way or traffic control devices.

There is no language related to noxious weeds or vegetation that does or could harbor rats or other vermin, and no language exempting properly maintained compost bins. ***Staff recommends such language be added, as provide in Kanab and Sedona's codes.***

Vehicle Parking/Storage

City Zoning Codes prohibit parking on unimproved, vacant, or open land. Code also regulates the minimum number of parking stalls required for all land uses.

Standards that apply to one- and two-family residential properties are minimal and include that parking areas must be paved or concrete, and junk or inoperable vehicles cannot be located outside for more than 14 days unless it is not visible at the lot boundary (fence, building).

There are no provisions that regulate the maximum number of vehicles allowed on a residential property, and there are no provisions that regulate where on a one and two-family residential lot the parking can be located. Note there is conflicting language in code related to parking/storage of recreational vehicles, boats, etc. in a front yard.

It is common for communities to limit the number of passenger vehicles that can park or be stored outside on a residential property and to disallow parking or storage in the front or corner-side yard in front of the living space of the home. In the cities used for comparison, however, none regulated the number of passenger vehicles allowed on a property, except inoperable and recreational vehicles, both of which were typically limited to one each.

Staff recommends that parking in the front yard be limited to legal driveways with approved surfaces and that no parking stalls be allowed in front of the living space of a home. The one exception to this provision would be in a case where there is no garage and no car port on the property (in the case where a garage or carport has been converted to living space. In this case staff would recommend language to limit the extent to which parking can occur in front of the living area of the home.

Staff would like direction from the City Council regarding the recommended code changes above.

CODE ENFORCEMENT PROGRAM AND APPROACH

At the July work session, the consensus of the City Council was to establish a proactive program for Code Enforcement. The approach is more time, labor, and resource intense as it establishes a process for systematic inspection of all or targeted properties within the community to determine code violations and attain compliance. There are a variety of ways a proactive program can be set up to address community needs while working within staffing confines.

For a proactive program, ***staff recommends one of the following approaches be implemented:***

- Divide the community into sections and systematically inspecting each property and enforcing the codes section by section, taking one section over a specific time period, such as one section per year or season;
- Target specific property types/land uses and systematically inspect and enforce the codes on each property;
- Establishing a priority list of violation types and systematically inspecting all properties in the community and enforcing the applicable codes. This approach may need to involve dividing the community into manageable sections each of which is handled over a specific time period, as in the first approach above.

Staff would like direction from the City Council regarding the preferred proactive approach.

It should be noted that complaints would still be acted on regardless of the procedure implemented above.

CHAPTER 9, NUISANCE ENFORCEMENT PROCESS

Current City Code provides the following enforcement process for nuisance violations (Chapter 9):

Section 9-1-3 Enforcement Authority

- A. The City of Page Community Resource Officer, in coordination and cooperation with such other designated city officials, is hereby authorized and directed to enforce all provisions of this article.
- B. In enforcing this article, the City Community Resource Officer, peace officer, or other designated city official, may take one (1) or more of the following actions by first utilizing the least punitive action and progressing to more severe actions only as necessary for compliance.
 - 1. Informal intervention with the responsible party.
 - 2. Where the violation is on public property, such as noncompliant posting of signs in a public right-of-way, take summary action to remove the violation and, where possible, serve notice of the action or written warning, issue a Civil or Criminal Citation.
 - 3. Issue a Notice and Order to Abate to the responsible party in accordance with the procedures set forth in this article.
 - 4. Issue a Criminal or Civil Citation to the responsible party in accordance with the procedures set forth in this article.
 - 5. In the case of an imminent hazard or a building or structure which is unfit for human habitation, with the concurrence and approval of the City Manager, take emergency remedial action or issue an order to vacate the premises in accordance with the procedures set forth in this article.
- C. The authority of the City Community Resource Officer to enforce the provisions of this article is independent of and complementary to the authority of other designated city officials to enforce the provisions of any other statute, code or regulation. The remedies provided for in this article are cumulative and in addition to any other remedies established by law, and this article shall not be interpreted as limiting the penalties, actions or abatement procedures which may be taken by the City or other officials under other laws, ordinances, or rules. In addition to review and adoption of existing and new codes, the City Council has asked that a Code Enforcement program be established and implemented. A new program with the intent of actively enforcing new and/or existing codes will require personnel to support and maintain that program. There are three primary approaches to code enforcement; proactive, reactive, and inactive. A proactive approach establishes a process for seeking out and correcting code

violations, while a reactive approach establishes a complaint based system for identifying and correcting violations. An inactive approach provides for code enforcement on a low priority basis, as time allows, based on work load and other higher priorities. The system of code enforcement historically used in Page is the inactive approach.

Section 9-1-6 Penalties

Penalties for violations of this article shall be pursuant to the Page City Code Section 1-8. In addition and concurrently, the City may employ all other enforcement remedies, and impose all other sanctions, available to it under this article or as otherwise provided by law. Each day in which a violation of this article continues or the responsible party fails to perform any act or duty required by this article or by a Notice and Order to Abate shall constitute a separate criminal or civil offense.

Section 9-1-7 Withholding of Permits

From the date a Notice and Order to Abate expires without compliance by the responsible party until the nuisance is abated or the City's costs of abatement are reimbursed (whichever occurs later), the City may withhold or suspend any permit or approval of any alteration, repair, or construction of any existing or new structure or sign on the property, as well as any permit or approval pertaining to the use or development of the property; provided, however, that no permit or approval necessary to correct the nuisance conditions shall be withheld.

Section 9-1-8 Enforcement

After appropriate or necessary investigation, documentation and inspection, the City Community Resource Officer, a Peace Officer, or other designated city official may take, in compliance with Section

9-1-3(B), one (1) or more of the following actions:

- A. Informal verbal or written notice to abate
- B. Informal mediation or intervention with the responsible party.
- C. Summary action to remove the violation, followed by appropriate notice, warning or enforcement action.
- D. Issue a Formal Notice and Order to Abate.
- E. Issue a Criminal or Civil Citation with notice to appear
- F. Take emergency action for abatement or vacation of premises.

Subsection 9-1-8.1 Informal Mediation or Intervention and Summary Action

- A. Informal mediation or intervention. Whenever in the judgment of the City Community Resource Officer, or other designated official, action short of formal citation or Notice and Order to Abate is likely to achieve satisfactory and timely compliance, informal intervention, including written and verbal communication providing up to fourteen (14) days in which to remedy the violation(s), may be used.

- B. Summary action. Where obvious and elemental violations occur and entry onto private property is not necessary to enforcement, e.g., in the case of illegal posting of advertising in public rights-of-way, the City Community Resource Officer, or other designated official, may remove or summarily abate the violation. In such cases, evidence of the violation shall be forwarded to the City Code Enforcement Officer, or other appropriate official for identification of the responsible party and follow-up enforcement.

Subsection 9-1-8.2 Abatement

A. Administrative Abatement.

1. Abatement commenced pursuant to A.R.S. Section 9-499 (as amended) shall be known as an Administrative Abatement. The purpose of an Administrative Abatement is to compel the person or responsible party of the property, to remove rubbish, trash, weeds or other accumulation of filth, debris or dilapidated structures which constitute a hazard to public health and safety from buildings, grounds, lots, contiguous sidewalks, streets and alleys of the City. Notice of Abatement shall be given in accordance with the procedures set forth in this chapter and only after informal mediation or intervention has failed to remedy the violation.
2. Notice to Abate. If the City Community Resource Officer, or other designated official, determines that a violation of this article has occurred, he or she shall advise the responsible party by written notice and order to comply that the violation must be corrected and removed from the property. The notice shall be given to the responsible party not less than thirty (30) days before the date set for compliance if the violation is to be abated by administrative procedure pursuant to A.R.S. Section 9-499 (as amended). If the property owner is not the defendant or responsible party named in the action, notice shall also be given to the owner in accordance with the procedures set forth in this chapter. The notice shall include:
 - a. A legal description of the premises, street address, tax parcel number, and a summary of violations known to exist together with the code section references.
 - b. A detailed description of the condition(s) constituting the violation(s) along with legal citation(s) of applicable code, statutory or regulatory provision(s).
 - c. Re-inspection date, if any.
 - d. The estimated cost of abatement together with costs of additional inspections and other incidental connected costs.
 - e. A Description of the Appeal Process. Pursuant to A.R.S. Section 9-499 (as amended), the responsible party may appeal both the notice and the assessments by requesting a hearing before the City Council within the time set for compliance. If no timely appeal is made, or the City Council affirms the abatement, the City may remove, abate, enjoin or cause the removal of the violation after the compliance time has elapsed.
 - f. Name, business address, and business phone number of the City Community Resource Officer and/or other city official who issued the notice.
3. The costs for abatement, plus associated legal costs, shall be recorded as an assessment on the property and collected as provided in A.R.S. Section 9-499 (as

amended), including commencing a sale of the property and judgment of foreclosure in Superior Court. A prior assessment under the statute shall not be a bar to subsequent assessments, and any number of assessments on the same lot or tract of land may be enforced in the same action.

4. Service of the Notice to Abate shall be deemed complete on the date it is hand delivered or mailed certified mail, return receipt requested, addressed to the property owner or responsible party. If personal service or mailed service is not practicable, service of notice also shall be deemed effective upon notification through a one-time public notice published in a newspaper of general circulation within the City and by posting a duplicate notice on the property for a period of thirty (30) days. Nothing herein shall preclude the City from giving additional verbal or written notice at its discretion.
5. Notice pursuant to Subsection 9-1-8.1(A) shall occur prior to commencement of other enforcement proceedings, including civil or criminal proceedings. Abatement will not preclude also seeking civil or criminal enforcement actions.
6. Statement of account. When the City has undertaken action to abate the nuisance, the City Community Resource Officer, or other authorized official, shall prepare a verified statement of the actual costs of abatement, including an administration charge of five (5) percent and serve said statement in accordance with the procedures as set forth within this chapter.
7. Recording of violation and/or lien of assessment. The Notice to Abate and statement of account and any assessment lien recorded by the City shall run with the land. The City, at its sole discretion, may record a Notice and Order to Abate or a statement of account with the Coconino County Recorder and thereby cause compliance by an entity thereafter acquiring such property. When the property is brought into compliance, a Satisfaction of Notice to Abate shall be recorded with the Coconino County Recorder. When an assessment lien is paid off, a satisfaction of the lien shall be recorded.

B. Court Ordered Abatement.

1. In addition to any other abatement procedure provided in this chapter, in accordance with A.R.S. Section 9-500.21 the City Manager or designee, or the City Attorney's office, may apply to the Municipal Court for an order permitting the City to abate any condition that constitutes a violation of this Public Nuisance Code.
2. After notice to the owner and any responsible party, the Judge or court hearing officer shall conduct a hearing. The hearing shall be informal and open to the public. Evidence may be taken from any interested party and considered in determining whether a condition in violation of the public nuisance ordinance exists and what, if any, abatement action should be permitted. Any person who fails to appear after notice of the hearing may be deemed to have waived any right to introduce evidence. The court's determination shall be based on the preponderance of evidence.
3. If the City seeks court-ordered abatement as a remedy in addition to any sanction, penalty, incarceration, restitution, or fine, it shall assess the abatement costs as set forth in this chapter and/or those established in the judgment and sentence. The court may allow an appropriate time for compliance and abatement by the

responsible party, but compliance will not preclude the City from requesting criminal penalties depending on how the violators were charged. Failure by the defendant or responsible party to comply with abatement will result in the filing of an assessment lien on the property, as described in A.R.S. Section 9-499 (as amended), and may also subject the party to additional criminal citations for interference with judicial proceedings under A.R.S. Section 13-2810 (as amended).

4. Appeal of Court Decision. Any party may appeal the judgment of the court to the Superior Court. Appeals from civil proceedings shall be in accordance with the Superior Court Rule of Appellate Procedure – Civil. Execution of any judgment shall be stayed pending appeal.

Subsection 9-1-8.3 Civil and Criminal Enforcement

- A. Authority to issue Civil and Criminal Citations. The City Community Resource Officer, any peace officer and any other city official authorized by the City Manager may issue a citation pursuant to this article.
- B. Civil or criminal enforcement in the Page Magistrate Court may be commenced by the issuance and filing with the court a Uniform Arizona Traffic Ticket Complaint form.
- C. Long form complaint. Any prosecutor, City Community Resource Officer, peace officer and any other city official authorized by the City Manager may file a long form complaint with the Page Magistrate Court in accordance with the Arizona Rules of Criminal Procedure.

Subsection 9-1-8.4 Emergency Abatement; Vacation of Premises

- A. Imminent hazard. If a situation presents an imminent hazard to life or public safety or immediate likelihood of physical harm, the City Manager may approve an Emergency Notice and Order to Take Immediate Action as is appropriate to correct or abate the condition. In addition, or instead, the City Manager may approve immediate action on the part of city officials to summarily and unilaterally correct or abate the condition or authorize the commencement of an action in Superior Court to enjoin the responsible party to abate the imminent hazard. The inability of city officials to find or contact the responsible party, despite reasonable efforts to do so, in no way affects the City's right or obligation under this section to summarily and unilaterally correct or abate the condition.
- B. Costs of emergency abatement. The City may recover its costs incurred in abating an imminent hazard under this section in the same manner and with the same procedures provided for in section 9-4-8.2 of this article.
- C. Notice and appeal. The notice and appeal provisions of this section do not apply to emergency abatement, except that the owner or occupant or other responsible party shall be served with and have the right to appeal any statement of account for costs of abatement as set forth in section 9-4-8.2 of this article.
- D. Vacation of Premises.
 1. Unfit for human habitation; declaration and Order to Vacate. In the case where a building or structure which is determined to be unfit for human habitation as defined by applicable building, health and safety codes, statutes or regulations as defined in

this article or any other applicable code, statute or regulation, the City Manager is authorized to approve the issuance of a Declaration and Order to Vacate the Premises. The declaration and order shall be in essentially the same form as a Notice and Order to Abate.

2. Notice. Service of the declaration shall be complete upon delivery to the occupant, posting in an obvious and conspicuous place on the premises and upon mailing by certified mail, return receipt requested to the owner at his or her last known address. The Order to Vacate shall not take effect until the time for appeal under this section has lapsed.
3. Appeal and stay. The occupant or owner of the property may appeal the Declaration and Order to Vacate to the Page Magistrate Court by delivering to the court clerk a written statement of appeal within five (5) days after service is complete. Timely delivery of a written statement of appeal operates as a stay on the Order to Vacate until the appeal can be heard. The appeal shall be heard and a determination made by the City Magistrate or hearing officer within five (5) days.
4. Violation; removal of posting. Once a building or structure has been declared unfit for human habitation, it shall be a violation of this article to remove the posted notice unless and until it has been determined by the City that the conditions warranting the posting have been abated or the City Magistrate or hearing officer has ruled in favor of the responsible party on appeal.
5. Reoccupancy. Once a building has become unoccupied as the result of a notice and order to vacate under this section, it shall remain unoccupied until reinspected and approved for occupancy by the City. The City shall reinspect within two (2) business days of the receipt of a written request by the owner or responsible party.

REQUESTED COUNCIL DIRECTION

Staff would like to hear from the Council its primary concerns and issues related to code enforcement and have discussion pertaining to the type of proactive code enforcement approach that would be best for the City of Page.

Community Development Director Kim Johnson introduced the agenda item and requested City Council's direction on the items listed above in ***Bold and Italics***.

Ms. Johnson stated that she reviewed the City Code of a few different cities to determine where the City of Page was deficient, in order to suggest enhancements to the Page City Code.

Ms. Johnson had met with staff from the Police Department and they discussed the duplicate language in Chapters 9 and 10 of the City Code and in which chapter the items would be best suited.

She then referenced that she has been receiving a lot of complaints regarding garbage and trash. She reviewed the City Code prior to the current code and recommended that some of the language that was removed be placed back into the City Code.

CITY COUNCIL WORK SESSION-SEPTEMBER 23, 2015

The City Council decided to go through each item one at a time. The items were as follows:

General Nuisance Definition – There was a consensus from the City Council to follow Staff's recommendation.

Attractive Nuisance – There was a consensus from the City Council to follow Staff's recommendation.

Electric Fences – There was a consensus from the City Council to follow Staff's recommendation.

Garbage/Trash/Litter – There was a consensus from the City Council to follow Staff's recommendation.

Graffiti – There was a consensus from the City Council to follow Staff's recommendation.

Outdoor Storage and Recreational Vehicles/Boats/Personal Watercraft/Trailers Storage and Parking

There was lengthy discussion.

Shirley Manning, 841 Spruce Avenue, stated concerns regarding the proposed regulation against parking recreational vehicles in designated areas on personal property and parking in front of your home. She said that a lot of the manufactured homes do not have anywhere else to park; there are clean, well manicured yards with recreational vehicles parked in the driveway; the problems are the unkempt properties with junk in the yard that need to be addressed.

Community Development Director Kim Johnson stated that she would gather more information for Council to review.

Councilor Bryan stated that the City should work with the Codes that are in place as a start, and staff and Council can continue to work on the recommended changes.

It was decided to schedule a work session to continue discussion regarding the Code Compliance Program.

The meeting was adjourned at 6:30 p.m.

Kim Larson
City Clerk

William R. Diak
Mayor

**PAGE CITY COUNCIL / PUE
JOINT WORK SESSION MEETING MINUTES
SEPTEMBER 30, 2015**

A Joint Work Session Meeting of the Page City Council and Page Utility Enterprises (PUE) was held at 5:30 p.m. on September 30, 2015, in the Council Chambers at City Hall in Page, Arizona. Mayor Bill Diak presided. Vice Mayor John Kocjan, Councilors Mike Bryan, and Scott Sadler were present. Councilors Levi Tappan, David Tennis and Dennis Warner were excused.

Mayor Diak called the meeting to order.

Staff members present: City Manager Crystal Prentice; City Attorney Joe Estes; and City Clerk Kim Larson.

Rick Yanke called the PUE Board Meeting to order. Members present: Chair Rick Yanke, Members Ken Sichi, and Jeff Jones. Shayne Jones and Tony Ferrando were excused.

Staff members present: General Manager Bryan Hill, Finance Director Cathryn Foley, Administrative Assistant/Board Secretary Donna Roberts, and Board Liaison Vice Mayor John Kocjan.

Presentation by GDS Associates, Inc., Engineers & Consultants, pertaining to the Water and Sewer Rate Study, and discussion by the City Council and Page Utility Enterprises (PUE) Board.

PUE General Manager Bryan Hill stated that PUE sent out a Request for Proposal (RFP) for a Water and Sewer Rate Study, and GDS gave the most competent quote. He introduced Chuck Loy from GDS and stated that Mr. Loy was present to provide City Council with a presentation of the Water and Sewer Rate Study.

Chuck Loy, CPA with GDS Associates, Inc., gave a brief history about GDS Associates, and stated that they have been in business for over 30 years.

He stated that there are overall guidelines to follow when preparing a rate study, and that the guidelines have been developed through court cases and experience. He stated that there are many states that have utility laws that require a utility to charge rates that are equitable.

Mr. Loy provided a power point presentation to City Council. A copy of the Power Point Presentation is attached hereto and by this reference made a part of herein.

There was lengthy discussion.

Chuck Loy made a recommendation that City Council and PUE schedule another joint work session and then send him the information for some desired outcomes, and GDS would run the information. He stated that a lot of cities phase-in rates.

Page City Council / PUE Joint Work Session – September 30, 2015

There was discussion.

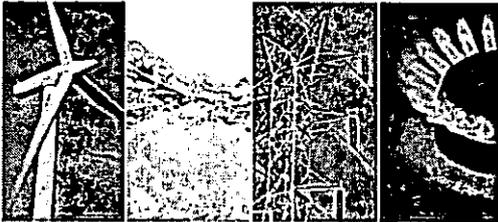
The consensus of City Council and the PUE Board was to schedule a joint work session for October 28, 2015 and to have an agenda item for City Council action.

The meeting was adjourned at 6:45 p.m.

PUE adjourned at 6:45 p.m.

Kim Larson
City Clerk

William R. Diak
Mayor



City of Page Arizona
Water/Wastewater Rate Study
Presentation to City Council September 30, 2015



GDS ASSOCIATES, INC.

- Multi-service consulting and engineering firm founded in 1986
- Headquartered in Marietta, Georgia
- Staff of over 175 in seven office locations across the U.S.
- Provide services to electric, gas, water and wastewater utilities and utility customers.
- Broad information technology, market research and statistical service client base.

OFFICE LOCATIONS



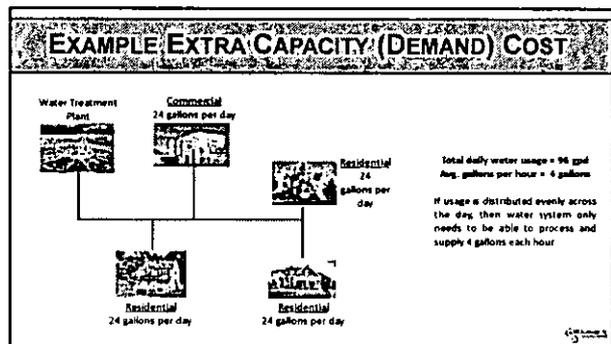
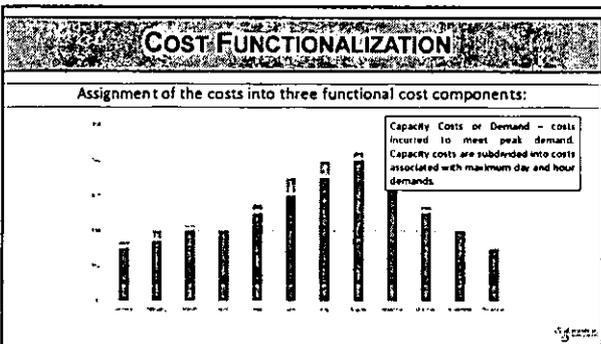
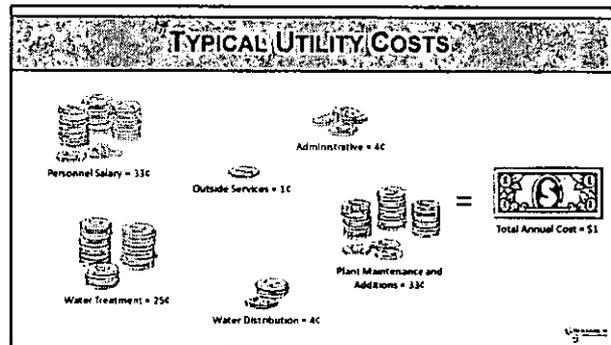
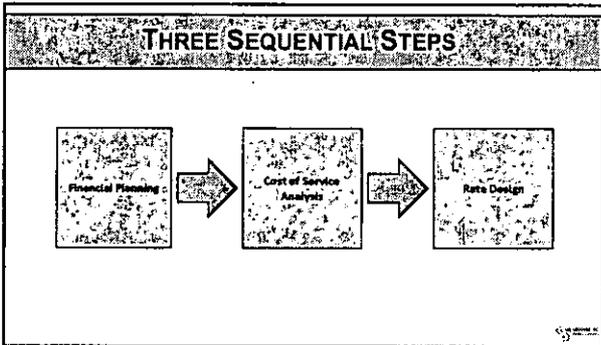
CHUCK LOY CPA

- Principal at GDS Associates, Inc.
- 28 years of experience in water, wastewater, electric and gas regulatory accounting and management
- Presented testimony in front of over 15 state regulatory bodies on behalf of municipalities, consumers and utilities
- Joined GDS Associates in 2001

**THE CITY OF PAGE
RATE STUDY**

GENERAL GOALS OF RATE STUDIES

- Financial Sufficiency
- Cost of Service Based Allocations
- Rate Stability
- Revenue Stability
- Simple to Understand
- Easy to Implement
- Consistent with industry standard rate setting methodologies
- Minimization of adverse customer impacts



EXAMPLE EXTRA CAPACITY COST

Commercial
24 gallons per day

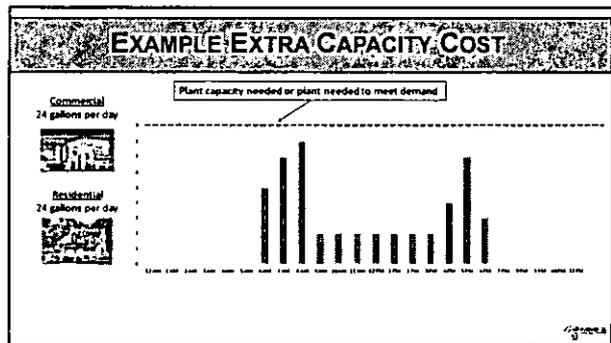
Hour	Flow (gpd)
1	10
2	15
3	20
4	25
5	30
6	35
7	40
8	45
9	50
10	55
11	60
12	65
13	70
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18	95
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24	125
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26	135
27	140
28	145
29	150
30	155
31	160
32	165
33	170
34	175
35	180
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37	190
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193	970
194	975
195	980
196	985
197	990
198	995
199	1000
200	1005

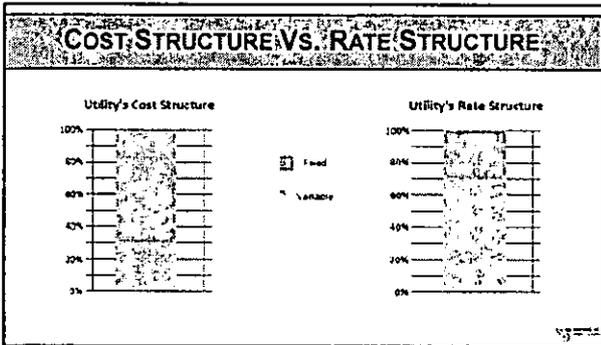
Operates 5 days a week

Residential
24 gallons per day

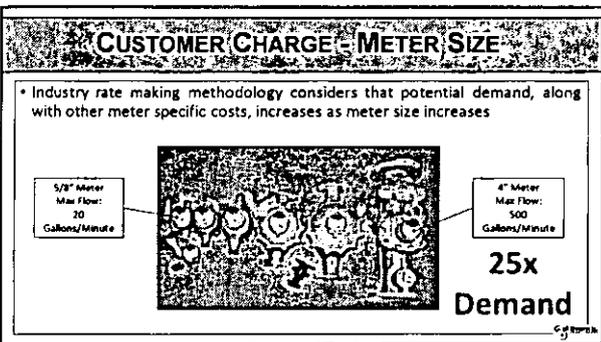
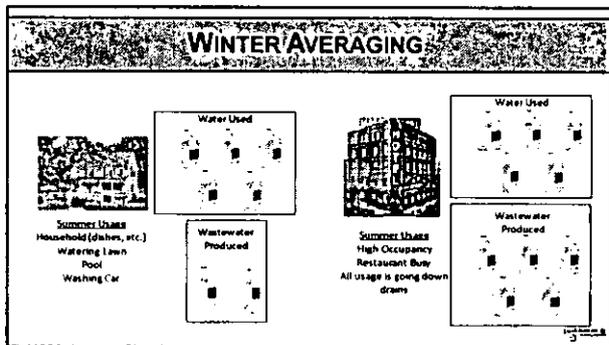
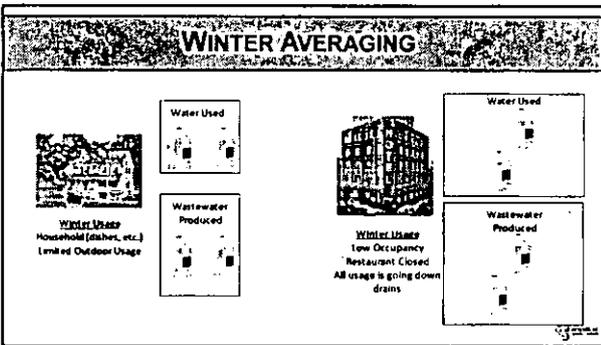
Hour	Flow (gpd)
1	10
2	15
3	20
4	25
5	30
6	35
7	40
8	45
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10	55
11	60
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80	405
81	410
82	415
83	420
84	425
85	430
86	435
87	440
88	445
89	450
90	455
91	460
92	465
93	470
94	475
95	480
96	485
97	490
98	495
99	500
100	505

Operates 7 days a week





- ### ADDITIONAL GOALS FOR PAGE STUDY
- Sewer Rates That Will Cover The Cost of Service and Needed Investment – *(Currently Sewer Rates Are Not Covering The Cost of Service)*
 - Investigate the Winter Averaging Issue – Commercial vs. Residential
 - Look at Intra and Inter Class Subsidies – Uniform Meter Costs
 - Increase the Fixed Ratio For Revenues

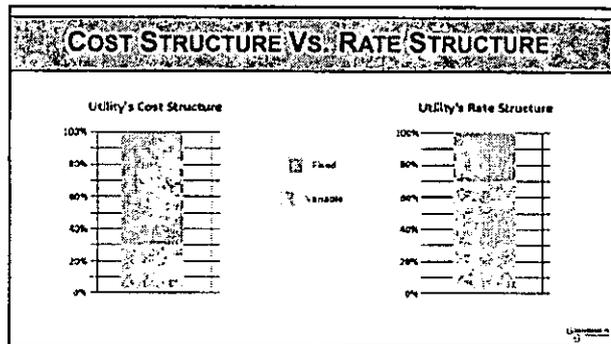


AWWA METER RATIOS

Meter Size	Max Flow Rate (Gallons/Minute)	AWWA Meter Ratio
5/8" Meter	20	1.0
3/4" Meter	20	1.5
1" Meter	30	2.5
1 1/2" Meter	100	5.0
2" Meter	100	8.0
3" Meter	320	16.0
4" Meter	500	25.0
6" Meter	1,000	50.0

WHAT IS A FIXED REVENUE RATIO?

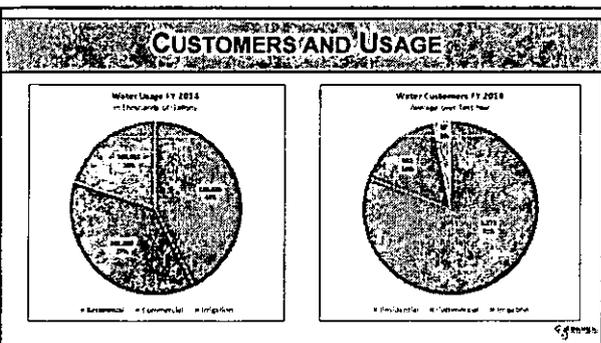
	Fixed Charge	Variable Charge	Total
Water Rates:	\$10 Per Month	\$2 Per 1000 Gallons	
Customers (MUs) (2,000 Cust x 12 Months)	24,000		
Volume/Use (Varies Each Month)		500,000	
Revenue	\$240,000	\$1,000,000	\$1,240,000
Fixed Ratio	\$240,000	=	19.35%
Water Rates:	\$18 Per Month	\$3 Per 1000 Gallons	
Customers (MUs) (2,000 Cust x 12 Months)	24,000		
Volume/Use (Varies Each Month)		500,000	
Revenue	\$432,000	\$1,500,000	\$1,932,000
Fixed Ratio	\$432,000	=	30.17%



WATER RATE STUDY

CUSTOMERS AND USAGE

Customer Class	Usage (thousands of gal.)	Customers	Avg. Monthly Usage/Cust
Residential	779,626	7,777	8.47
Commercial	202,280	451	37.38
Irrigation	108,022	87	103.47



FINANCIAL PLANNING

	2013-2016	2016-2017	2017-2018	2018-2019	2019-2020
Water Treatment Cost of Sales & Service	\$ 48,970	\$ 49,018	\$ 49,074	\$ 49,130	\$ 49,187
Water Distribution Cost of Sales & Service	61,400	64,866	65,360	67,279	68,822
Personnel Services	330,467	345,508	361,097	377,128	393,742
Administrative & General	79,100	78,402	78,112	79,685	81,288
Outside Services	13,300	13,950	14,207	14,571	14,942
Misc. Expenses	-	-	-	-	-
Capital Replacement/Adjustments	617,000	616,307	629,500	632,797	636,133
Less: Other Revenues	64,880	66,817	68,843	70,907	73,014
Minimum Revenue Requirement	\$1,743,972	\$1,793,117	\$1,819,846	\$1,896,084	\$1,964,233
GROWTH ASSUMPTIONS:					
Demand Growth	1.00%				
Inflation Rate	3.00%				
Capacity/Inflation Rate	3.00%				
Service Inflation Rate	3.00%				

COST FUNCTIONALIZATION

Cost Functionalization - FY 2016

Functionalization	Residential	Commercial	Irrigation
Customer	\$ 73,834	\$ 43,545	\$ 14,739
Base	164,293	90,800	32,938
Max Day	620,465	426,132	193,673
Max Hour	57,688	18,770	6,143
Total	\$ 916,281	\$ 579,197	\$ 247,494
System Total			\$ 1,742,972

COST FUNCTIONALIZATION

FY 2016

	Residential	Commercial	Irrigation	Total
Water Treatment - Cost of Sale & Service	\$ 233,346	\$ 156,912	\$ 75,942	\$ 466,200
Water Distribution - Cost of Sale & Service	37,923	20,305	5,159	63,400
Functional Services	306,124	173,983	66,359	550,467
Admin. Inflation & General	43,436	72,487	8,975	124,900
Other In Services	17,382	10,932	4,500	32,814
GRAC Expenses	-	-	-	-
Capital Replacement/Addition	131,196	201,258	64,464	397,918
Int. Other Revenue	14,150	10,740	-	24,890
System Revenue Requirement	\$ 916,281	\$ 579,197	\$ 247,494	\$ 1,742,972

CURRENT RATES

Current Rates - All Customers

Meter Size	Customer Charge
All Meters	\$14.13

Volumetric Charge

First 3,000 Gallons: included in Customer Charge
From 3,000 to 15,000 Gallons: \$2.35 per 1,000 Gallons
From 15,000 to 25,000 Gallons: \$2.55 per 1,000 Gallons
Over 25,000 Gallons: \$2.75 per 1,000 Gallons

- ### RECOMMENDED RATES - CUSTOMER CHARGES
- 1" Meters are most prevalent meters and are being installed in new construction, so customer charges for meters up to 1" have been set at the same level.
 - Other meter ratios have been reduced in order to mitigate rate impacts on large customers. Recommended rates reflect a partial movement to demand-based customer charges, we suggest that in the future more movement be made toward AWWA meter ratios.
 - Recommended meter ratios and charges will lead to a 35% recovery of rates in fixed charges.

- ### RECOMMENDED RATES - VOLUMETRIC RATES
- Slight increase to volumetric charge above 15,000 gallons (+5 cents per 1,000 gallons for 15,000-25,000 gallon block, +15 cents per 1,000 gallons for gallons over 25,000)
 - Minimizes effects of changes on a typical residential or commercial user

RECOMMENDED RATES - CUSTOMER CHARGES



Current Fixed Rates:
28.5%
of Revenue Requirement



Recommended Fixed Rates:
35%
of Revenue Requirement

RECOMMENDED RATES - CUSTOMER CHARGES

Meter Size	Max Flow Rate (Gallons/Minute)	AWWA Meter Rate
3/8" Meter	20	1.0
1/2" Meter	30	1.5
1" Meter	50	2.5
1 1/2" Meter	100	5.0
2" Meter	140	8.0
3" Meter	210	14.0
4" Meter	500	25.0
6" Meter	1,000	46.0

RECOMMENDED RATES

Current Rates - All Customers		Proposed Rates - Residential and Commercial Customers	
Meter Size	Customer Charge	Meter Size	Customer Charge
All Meters	\$14.11	3/8"	\$12.75
Volumetric Charge First 3,000 Gallons Included in Customer Charge From 3,000 to 10,000 Gallons: \$2.35 per 1,000 Gallons From 10,000 to 25,000 Gallons: \$1.55 per 1,000 Gallons Over 25,000 Gallons: \$1.77 per 1,000 Gallons		1/2"	\$12.75
		1"	\$15.50
		1 1/2"	\$21.00
		2"	\$31.00
		3"	\$46.00
		4"	\$74.00
		6"	\$124.00
		8"	\$194.00
		Volumetric Charge First 3,000 Gallons Included in Customer Charge From 3,000 to 10,000 Gallons: \$2.35 per 1,000 Gallons From 10,000 to 25,000 Gallons: \$1.55 per 1,000 Gallons Over 25,000 Gallons: \$1.77 per 1,000 Gallons	

- ### RECOMMENDED RATES - IRRIGATION RATES
- Irrigation class characteristics – low base load, high intermittent demand
 - Current irrigation rates are close to the class cost of service
 - Elimination of the customer charge and move to purely volumetric-based rate will cover the costs of irrigation and encourage more customers to install irrigation meters
 - Allow some savings during non-irrigation months to current irrigation customers (reward)
 - Give the City of Page a good tool to decrease "discretionary" usage when facing drought conditions or needed curtailments

RECOMMENDED RATES - IRRIGATION RATES

Proposed Rates - Irrigation Customers	
Meter Size	Customer Charge
All Meters	No Charge
Volumetric Charge All Gallons \$2.80 per 1,000 gallons	

RECOMMENDED RATES - BILL COMPARISON

Residential Bill Comparison of 10,000 Gallons Usage

Meter Size	TY 2014 Customer	Current Rate	Recommended Rate	Current Bill	Recommended Bill	Percent Diff
3/8"	1	\$1.50	\$1.50	\$1.50	\$1.50	0%
1/2"	1	\$1.50	\$1.50	\$1.50	\$1.50	0%
1"	1	\$2.50	\$2.50	\$2.50	\$2.50	0%
1 1/2"	1	\$5.00	\$5.00	\$5.00	\$5.00	0%

Residential Bill Comparison of 25,000 Gallons Usage

Meter Size	TY 2014 Customer	Current Rate	Recommended Rate	Current Bill	Recommended Bill	Percent Diff
3/8"	1	\$1.50	\$1.50	\$1.50	\$1.50	0%
1/2"	1	\$1.50	\$1.50	\$1.50	\$1.50	0%
1"	1	\$2.50	\$2.50	\$2.50	\$2.50	0%
1 1/2"	1	\$5.00	\$5.00	\$5.00	\$5.00	0%

Residential Bill Comparison of 50,000 Gallons Usage

Meter Size	TY 2014 Customer	Current Rate	Recommended Rate	Current Bill	Recommended Bill	Percent Diff
3/8"	1	\$1.50	\$1.50	\$1.50	\$1.50	0%
1/2"	1	\$1.50	\$1.50	\$1.50	\$1.50	0%
1"	1	\$2.50	\$2.50	\$2.50	\$2.50	0%
1 1/2"	1	\$5.00	\$5.00	\$5.00	\$5.00	0%

RECOMMENDED RATES - BILL COMPARISON

Commercial Bill Comparison of 10,000 Gallons Usage

Meter Size	TY 2014 Customer	Current Rate	Recommended Rate	Current Bill	Recommended Bill	Percent Diff
3/8"	1	\$14.11	\$14.11	\$14.11	\$14.11	0%
1/2"	1	\$14.11	\$14.11	\$14.11	\$14.11	0%
1"	1	\$14.11	\$14.11	\$14.11	\$14.11	0%
1 1/2"	1	\$14.11	\$14.11	\$14.11	\$14.11	0%

Commercial Bill Comparison of 25,000 Gallons Usage

Meter Size	TY 2014 Customer	Current Rate	Recommended Rate	Current Bill	Recommended Bill	Percent Diff
3/8"	1	\$14.11	\$14.11	\$14.11	\$14.11	0%
1/2"	1	\$14.11	\$14.11	\$14.11	\$14.11	0%
1"	1	\$14.11	\$14.11	\$14.11	\$14.11	0%
1 1/2"	1	\$14.11	\$14.11	\$14.11	\$14.11	0%

RECOMMENDED RATES - BILL COMPARISON

Impoundment of 10,000 Gallons Usage

Water Use	FY 2016 Commercial	Current Rate	Recommended Rate	Increase (%)	Current Rate
100'	21	12.25	20.00	63.3%	12.25
150'	31	18.38	28.75	57.5%	18.38
200'	41	24.50	37.50	52.2%	24.50
250'	51	30.63	46.25	51.3%	30.63
300'	61	36.75	55.00	49.8%	36.75
350'	71	42.88	63.75	49.3%	42.88
400'	81	49.00	72.50	48.2%	49.00
450'	91	55.13	81.25	47.6%	55.13
500'	101	61.25	90.00	47.1%	61.25

Impoundment of 20,000 Gallons Usage

Water Use	FY 2016 Commercial	Current Rate	Recommended Rate	Increase (%)	Current Rate
100'	21	12.25	20.00	63.3%	12.25
150'	31	18.38	28.75	57.5%	18.38
200'	41	24.50	37.50	52.2%	24.50
250'	51	30.63	46.25	51.3%	30.63
300'	61	36.75	55.00	49.8%	36.75
350'	71	42.88	63.75	49.3%	42.88
400'	81	49.00	72.50	48.2%	49.00
450'	91	55.13	81.25	47.6%	55.13
500'	101	61.25	90.00	47.1%	61.25

RECOMMENDED RATES - BILL COMPARISON

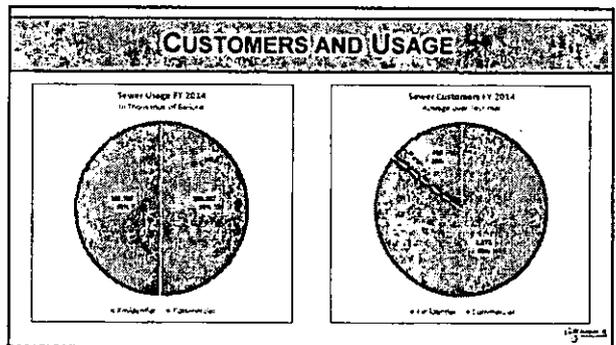
Average Recommended Water Rates of Various Commercial Levels

Usage Level	Page 42 Current	Page 42 Recommended	State 42 Inside City	State 42 Outside City	Wickenburg 42 Inside City	Wickenburg 42 Outside City
10,000 Gallons	21	20.00	22.75	17.62	21.25	18.25
15,000 Gallons	31	28.75	31.50	24.75	27.75	24.50
20,000 Gallons	41	37.50	40.25	31.88	34.88	31.50

Arizona Commercial Water Rates of Various Commercial Levels 5/8"

Usage Level	Page 42 Current	Page 42 Recommended	State 42 Inside City	State 42 Outside City	Wickenburg 42 Inside City	Wickenburg 42 Outside City
10,000 Gallons	21	20.00	22.75	17.62	21.25	18.25
15,000 Gallons	31	28.75	31.50	24.75	27.75	24.50
20,000 Gallons	41	37.50	40.25	31.88	34.88	31.50

SEWER RATE STUDY



FINANCIAL PLANNING

	Budget Year				
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Sewer Collection, Cost of Sales & Service	\$ 34,500	\$ 35,190	\$ 35,882	\$ 36,574	\$ 37,266
Wastewater Treatment Plant, Cost of Sales & Service	\$ 447,800	\$ 461,280	\$ 474,760	\$ 488,240	\$ 501,720
Personnel Services	196,115	212,262	228,409	244,556	260,703
Administration & General	43,100	43,963	44,826	45,689	46,552
Outside Services	80,300	82,118	83,936	85,754	87,572
Capital Replacement/Reserve	879,000	335,580	142,291	149,337	156,383
Less: Other Revenues	176,500	182,942	189,384	195,826	202,268
System Revenue Requirement	\$1,344,505	\$1,347,282	\$1,428,986	\$1,491,433	\$1,496,988
Revenue (Sales):					
- Demand Growth		1.41%			
- Inflation Rate		3.00%			
- Property/Inflation Rate		3.61%			
- Service Inflation Rate		5.00%			

COST FUNCTIONALIZATION

Cost Functionalization - FY 2016		
Functionalization	Residential	Commercial
Customer	\$ 70,055	\$ 12,031
Flow	538,572	533,648
BOD	42,658	57,485
TSS	42,922	57,221
Total	\$ 694,207	\$ 660,384
System Total		\$ 1,354,591

COST FUNCTIONALIZATION

	FY 2016		
	Residential	Commercial	Total
Sewer Collection, Cost of Sales & Service	\$ 16,389	\$ 18,131	\$ 34,520
Wastewater Treatment Plant Cost of Sales & Service	219,159	238,401	457,560
Personnel Services	318,970	377,221	696,191
Administrative & General	25,186	19,914	45,100
Other Services	40,960	39,540	80,500
Capital Requirements / Additions	184,264	162,733	346,997
Less: Other Revenue	90,843	65,555	156,398
System Revenue Requirement	\$ 684,287	\$ 684,286	\$ 1,368,573

CURRENT RATES

Current Rates - All Customers

Meter Size	Customer Charge
All Meters	\$4.00
Volumetric Charge	
\$4.18 per 1,000 Gallons	
Residential customers billed winter average usage	

- ### RECOMMENDED RATES - VOLUMETRIC RATES
- Winter averaging should be retained for Residential customers.
 - Commercial accounts without irrigation meters and with meters smaller than 1 1/4" should be billed fixed charges based on average usage for that rate class.
 - 5/8" and 3/4" = 5,000 Gallons
 - 1" = 10,000 Gallons
 - Commercial accounts smaller than 1 1/4" and with irrigation meters should be charged on actual usage.
 - Accounts 1 1/4" and larger should be charged actual usage.
 - Results:
 - Avoids large rate impacts,
 - Makes wastewater cost predictable
 - Encourages the Use of Irrigation Meters

RECOMMENDED RATES

Current Rates - All Customers

Meter Size	Customer Charge
All Meters	\$4.00
Volumetric Charge	
\$4.18 per 1,000 Gallons	
Residential customers billed winter average usage	

Recommended Volumetric Rates

Meter Size	Customer Charge
5/8"	\$12.52
3/4"	\$16.34
1"	\$17.57
1 1/4"	\$24.90
1 1/2"	\$35.04
2"	\$48.00
3"	\$76.32
4"	\$111.00

Volumetric Charge:
All Customers: \$4.18 per 1,000 Gallons - Winter Avg. Usage

RECOMMENDED RATES - CUSTOMER CHARGES



Current Fixed Rates:
10.5%
of Revenue Requirement



Recommended Fixed Rates:
40%
of Revenue Requirement

RECOMMENDED RATES - CUSTOMER CHARGES

Meter Size	Max Flow Rate (Gallons/Minute)	AWWA Meter Ratio
5/8" Meter	20	1.0
3/4" Meter	30	1.5
1" Meter	50	2.5
1 1/2" Meter	100	5.0
2" Meter	140	8.0
3" Meter	210	10.0
4" Meter	300	15.0
6" Meter	1,000	50.0

RECOMMENDED RATES - BILL COMPARISON

Arizona Residential Sewer Rates at Various Consumption Levels

Water Use (GPD)	Payg AZ Current	Payg AZ Recommended	Water AZ Inlette City	Water AZ Wickenburg AZ Inlette City	Water AZ Wickenburg AZ Inlette City
100	1.00	1.00	1.00	1.00	1.00
200	2.00	2.00	2.00	2.00	2.00
300	3.00	3.00	3.00	3.00	3.00
400	4.00	4.00	4.00	4.00	4.00
500	5.00	5.00	5.00	5.00	5.00

Arizona Commercial Sewer Rates at Various Consumption Levels

Water Use (GPD)	Payg AZ Current	Payg AZ Recommended	Water AZ Inlette City	Water AZ Wickenburg AZ Inlette City	Water AZ Wickenburg AZ Inlette City
100	1.00	1.00	1.00	1.00	1.00
200	2.00	2.00	2.00	2.00	2.00
300	3.00	3.00	3.00	3.00	3.00
400	4.00	4.00	4.00	4.00	4.00
500	5.00	5.00	5.00	5.00	5.00

Arizona Industrial Sewer Rates at Various Consumption Levels

Water Use (GPD)	Payg AZ Current	Payg AZ Recommended	Water AZ Inlette City	Water AZ Wickenburg AZ Inlette City	Water AZ Wickenburg AZ Inlette City
100	1.00	1.00	1.00	1.00	1.00
200	2.00	2.00	2.00	2.00	2.00
300	3.00	3.00	3.00	3.00	3.00
400	4.00	4.00	4.00	4.00	4.00
500	5.00	5.00	5.00	5.00	5.00

RECOMMENDED RATES - BILL COMPARISON

Arizona Residential Sewer Rates at Various Consumption Levels

Water Use (GPD)	Payg AZ Current	Payg AZ Recommended	Water AZ Inlette City	Water AZ Wickenburg AZ Inlette City	Water AZ Wickenburg AZ Inlette City
100	1.00	1.00	1.00	1.00	1.00
200	2.00	2.00	2.00	2.00	2.00
300	3.00	3.00	3.00	3.00	3.00
400	4.00	4.00	4.00	4.00	4.00
500	5.00	5.00	5.00	5.00	5.00

Arizona Commercial Sewer Rates at Various Consumption Levels

Water Use (GPD)	Payg AZ Current	Payg AZ Recommended	Water AZ Inlette City	Water AZ Wickenburg AZ Inlette City	Water AZ Wickenburg AZ Inlette City
100	1.00	1.00	1.00	1.00	1.00
200	2.00	2.00	2.00	2.00	2.00
300	3.00	3.00	3.00	3.00	3.00
400	4.00	4.00	4.00	4.00	4.00
500	5.00	5.00	5.00	5.00	5.00

Arizona Industrial Sewer Rates at Various Consumption Levels

Water Use (GPD)	Payg AZ Current	Payg AZ Recommended	Water AZ Inlette City	Water AZ Wickenburg AZ Inlette City	Water AZ Wickenburg AZ Inlette City
100	1.00	1.00	1.00	1.00	1.00
200	2.00	2.00	2.00	2.00	2.00
300	3.00	3.00	3.00	3.00	3.00
400	4.00	4.00	4.00	4.00	4.00
500	5.00	5.00	5.00	5.00	5.00

RECOMMENDED RATES - BILL COMPARISON

Arizona Residential Sewer Rates at Various Consumption Levels

Water Use (GPD)	Payg AZ Current	Payg AZ Recommended	Water AZ Inlette City	Water AZ Wickenburg AZ Inlette City	Water AZ Wickenburg AZ Inlette City
100	1.00	1.00	1.00	1.00	1.00
200	2.00	2.00	2.00	2.00	2.00
300	3.00	3.00	3.00	3.00	3.00
400	4.00	4.00	4.00	4.00	4.00
500	5.00	5.00	5.00	5.00	5.00

Arizona Commercial Sewer Rates at Various Consumption Levels

Water Use (GPD)	Payg AZ Current	Payg AZ Recommended	Water AZ Inlette City	Water AZ Wickenburg AZ Inlette City	Water AZ Wickenburg AZ Inlette City
100	1.00	1.00	1.00	1.00	1.00
200	2.00	2.00	2.00	2.00	2.00
300	3.00	3.00	3.00	3.00	3.00
400	4.00	4.00	4.00	4.00	4.00
500	5.00	5.00	5.00	5.00	5.00

Arizona Industrial Sewer Rates at Various Consumption Levels

Water Use (GPD)	Payg AZ Current	Payg AZ Recommended	Water AZ Inlette City	Water AZ Wickenburg AZ Inlette City	Water AZ Wickenburg AZ Inlette City
100	1.00	1.00	1.00	1.00	1.00
200	2.00	2.00	2.00	2.00	2.00
300	3.00	3.00	3.00	3.00	3.00
400	4.00	4.00	4.00	4.00	4.00
500	5.00	5.00	5.00	5.00	5.00

Note: Page Recommended Commercial rates to meet a customer with an irrigation meter for customers without an irrigation meter, usage would be billed at 50 gallons per, resulting in a bill of \$33.43.

QUESTIONS?

**PAGE PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES
August 4, 2015**

A Regular Meeting of the Page Planning and Zoning Commission was held at 5:30 p.m. on August 4, 2015, in the Council Chambers at City Hall in Page, Arizona. Chair Leroy Wicklund presided. Vice Chair Bill Justice, Pro-Tem, Larry Thowe and Commissioners Rob Peterson, R. B. Ward, were present. Commissioner Bubba Ketchersid was excused. City Council Liaison, Scott Sadler was excused.

Chair Leroy Wicklund called the meeting to order at 5:30 p.m.

Staff members present: Planning and Zoning Director, Robin Crowther and Community Development Director Kim Johnson.

MINUTES

Regular Planning and Zoning Commission Meeting-July 21, 2015

Motion made by Commissioner R.B. Ward to approve the minutes. The motion was duly seconded by Commissioner Rob Peterson and passed upon a vote.

COMMUNICATIONS

None.

HEAR FROM THE CITIZENS

None.

PUBLIC HEARING

None.

UNFINISHED BUSINESS

- A. Discussion and possible action on a recommendation regarding amending the Planning and Zoning By-Laws.

There was discussion about the changes to the by-laws. The first change is to once a month meetings on the first Tuesday of the month. The first Tuesday in November is Election Day which would have to be addressed from year to year. Another change would be to make the present agenda items match the planning and zoning by-laws in verbiage.

Motion made by Commissioner R.B. Ward to recommend amending the Planning and zoning by-laws. The motion was duly seconded by Commissioner Rob Peterson and passed upon a vote.

NEW BUSINESS

- A. Discussion and possible action regarding renewal of a VHR Conditional Use Permit (CUP 14-5.17) OGH Properties.

Planning and Zoning Regular Meeting-August 4, 2015

Motion made by Vice Chair Bill Justice to approve renewal of VHR CUP 14-5.17. The motion was duly seconded by Commissioner R.B. Ward and passed upon a vote.

B. Discussion regarding Planning and Zoning Ordinance and General Plan updates.

Community Development Director, Kim Johnson discussed future updates and changes to the General Plan and Zoning Ordinance. She noted that a professional consultant and GIS mapping person would be needed to do the updates to maps and ordinances.

Chair Leroy Wicklund questioned if we already have utility mapping and if the GIS person would just be contracted. Vice Chair Bill Justice questioned if we already have utility mapping on plats.

C. Discussion regarding Briefing/Staff Report format.

The Community Development Director, Kim Johnson would like the present format for the Planning and Zoning Commissions agenda information to be updated to a new format. The commission is in favor of an updated format.

ADJOURN

Motion made by Vice Chair Bill Justice to adjourn the meeting at 6:16 p.m. The motion was duly seconded by Commissioner R.B. Ward and passed upon a vote.



Robin Crowther
Planning and Zoning Director



Leroy Wicklund
Chair

**COMMUNITY DEVELOPMENT ADVISORY BOARD
REGULAR MEETING MINUTES
AUGUST 25, 2015**

A Regular Meeting of the Page Tourism Board was held at 5:30 p.m. on August 25, 2015, in the Council Chambers at the City Hall in Page, Arizona. Chairman Ryan Zimmer presided. Vice Chair Lee Ann Warner, members Dennis Hinchey, Bubba Ketchersid, Richard Buck and Gay Ann Ward were present. Community Development Director Kim Johnson and Tourism Director Lee McMichael were present and City Council liaison Mike Bryan was absent.

Chair Zimmer called the meeting to order.

HEAR FROM THE CITIZENS

Buddy Gresch addressed the Tourism Board asking for support of the code enforcement ordinance, streetscaping and beautification and public art. He also asked that the Board gather and make available nightly occupancy rates.

MINUTES

Regular Tourism Board Meeting- July 28, 2015

Motion made by Member Buck to approve the minutes. The motion was duly seconded by Member Ketchersid and passed upon a vote.

REPORTS/PRESENTATIONS

City Council - Mike Bryan

There was no report.

Community Development Director – Kim Johnson

There was a report on the Rim Trail Subcommittee.

Tourism Director Report – Lee McMichael

Director McMichael gave a report on July accomplishments, discussed financials, and led discussion on social media results.

UNFINISHED BUSINESS

2015-2016 Budget

Finance Director Linda Watson led discussion about the budget procedure and Fund 42's development in that process.

Promotions and Events Funding Application Process and Guidelines

Director Johnson led discussion about the history of the funding process and the future of it. There was discussion only. This item will be put on the next agenda for discussion of talking points for a joint work session with City Council.

NEW BUSINESS

Discussion and Possible Action Community Development Advisory Bylaws

Director Johnson presented bylaws for the board. There was discussion. Vice Chair Warner made the motion to recommend to Council to approve the Bylaws, and Chair Zimmer duly seconded. It passed upon a vote.

Discussion Only Regarding Process and Timeline For Update of the 2015-2016

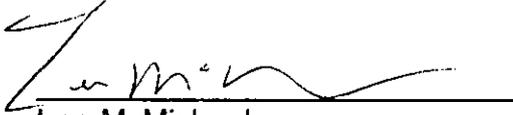
Page Tourism Board Regular Meeting-August 25, 2015

Marketing Plan

There was discussion. The Board asked that this item be put on the next agenda for further discussion. Members were requested to read the plan draft, make notes and forward those to the Tourism Director.

ADJOURN

The meeting was adjourned at 7:12 p.m.



Lee McMichael
Tourism Director



Ryan Zimmer
Chairman

**COMMUNITY DEVELOPMENT ADVISORY BOARD
SPECIAL MEETING MINUTES
SEPTEMBER 14, 2015**

A Special Meeting of the Page Community Development Advisory Board was held at 10:00 a.m. on September 14, 2015, in the Council Chambers at the City Hall in Page, Arizona. Chairman Ryan Zimmer presided. Vice Chair Lee Ann Warner, Members Dennis Hinchey, Richard Buck, Bubba Kitchersid, Gay Ann Ward and Korey Seyler were present. Community Director Kimberly Johnson and Tourism Director Lee McMichael were present and City Council liaison Mike Bryan was absent.

Chairman Zimmer called the meeting to order.

NEW BUSINESS

Discussion and possible action concerning the Balloon Regatta Marketing and Promotions Plan and Budget

There was much discussion on this topic. Members were concerned about the lateness of the request, the lack of preparation time to produce an adequate marketing plan and lack of communication about the event.

Motion was made by Chair Zimmer to approve funding for the Balloon Regatta as discussed in the meeting, which included a street banner, Gateway publication, event posters, various regional newspapers, local kiosks, Facebook ads, 2015 Fiesta sponsorship for Bryan Hill and free calendar postings. The board also asked Staff to investigate with public relation firms as to the effectiveness of using their services to assist in marketing the event. Vice Chair Warner seconded the motion and the vote was unanimous.

ADJOURN

The meeting was adjourned at 11:17a.m.



Lee McMichael
Tourism Director



Ryan Zimmer
Chairman

CITY OF PAGE
MONTHLY CASH ALLOCATION COMPARISON

		<u>Jul-15</u>	<u>Aug-15</u>
01-1110200	LGIP - GENERAL SAVINGS ACCT	8,304,532.17	7,024,576.36
01-1110300	CASH A/P CHECKING (COMBINED)	3,391,540.83	3,576,894.41
01-1110400	CASH P/R CHECKING (COMBINED)	142,628.15	140,344.12
01-1170000	ACCTS RECV CASH CLEARING ACCT	0.00	0.00
01-1175000	UTILITY CASH CLEARING ACCT	0.00	0.00
15-1120300	LGIP - HURF SAVINGS ACCT	1,319,904.74	1,338,953.02
20-1520600	LGIP - SERIES 2011 BOND RESRV	1,000,352.44	2,418,447.95
32-1120400	JCEF SAVINGS ACCOUNT	58,802.00	59,180.46
72-1120700	FIRE PENSION SAVINGS	20,468.90	21,679.11
72-1121100	FIRE PENSION-INVESTMENT ACCT	471,614.63	448,422.27
		<u>14,709,843.86</u>	<u>15,028,497.70</u>

<u>FUND</u>		<u>Jul-15</u>	<u>Aug-15</u>
10	ALLOCATION TO GENERAL FUND	9,087,364.48	7,729,500.29
15	ALLOCATION TO HIGHWAY USER FUND	1,613,868.86	1,361,528.08
16	ALLOCATION TO SUBSTANCE ABUSE FUND	38,239.47	38,718.77
20	ALLOCATION TO DEBT SERVICE FUND	1,299,990.35	2,824,352.08
25	ALLOCATION TO MISCELLANEOUS GRANTS	48,070.87	44,476.02
30	ALLOCATION TO LIBRARY MISCELLANEOUS GRANTS	0.00	0.00
32	ALLOCATION TO JCEF FUND	59,177.96	59,451.66
36	ALLOCATION TO DONATION FUND	61,783.25	62,046.72
40	ALLOCATION TO CAPITAL PROJECTS FUND	200,370.70	739,324.64
41	ALLOCATION TO BALLOON REGATTA FUND	0.00	0.00
42	ALLOCATION TO TOURISM & PROMOTION FUND	456,379.97	486,600.51
46	ALLOCATION TO AIRPORT FUND	924,377.06	934,896.30
47	ALLOCATION TO AIRPORT EVENTS FUND	2,886.96	2,886.96
48	ALLOCATION TO LAND FUND	152,958.00	0.00
50	ALLOCATION TO PAGE UTILITY ENTERPRISES	-4,402.89	-2,721.96
51	ALLOCATION TO WATER FUND	-1,602.46	-899.51
52	ALLOCATION TO SEWER FUND	-2,438.95	-1,197.41
57	ALLOCATION TO CEMETERY FUND	281,552.96	282,325.93
72	ALLOCATION TO FIRE PENSION FUND	491,267.27	467,208.62
		<u>14,709,843.86</u>	<u>15,028,497.70</u>



PROCLAMATION

Cities and Towns Week 2015

WHEREAS, the citizens of the City of Page rely on the city to experience a high quality of life in our community; and

WHEREAS, cities and towns in Arizona work 24 hours a day, seven days a week to deliver vital city services such as fire, police and emergency medical response to ensure safe communities; and

WHEREAS, cities and towns in Arizona also provide services and programs that enhance the quality of life for residents such as parks, utilities, street maintenance, sanitation and recycling services, libraries, community centers and recreational programs; and

WHEREAS, it is important for the City of Page to continue to provide the excellent delivery of services and programs that our citizens have come to expect in our community; and

WHEREAS, it is one of the responsibilities of the City of Page officials to ensure open and accessible government through frequent communication with citizens using various avenues and means; and

WHEREAS, through participation and cooperation; citizens, community leaders, local businesses and municipal staff can work together to ensure that services provided by the City of Page can remain exceptional elements of the quality of life of our community.

NOW THEREFORE, the Mayor and the City Council of the City of Page hereby joins with the League of Arizona Cities and Towns and fellow municipalities across the State of Arizona in proclaiming October 18-24, 2015, Arizona Cities & Towns Week.

Signed and dated this 14th day of October, 2015.

William R. Diak, Mayor

ATTEST:

Kim L. Larson, City Clerk