

REGULAR MEETING MINUTES SEPTEMBER 9, 2015

A Regular Meeting of the Page City Council was held at 6:30 p.m. on September 9, 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, David Tennis and Dennis Warner were present. There was a moment of meditation. Councilor Warner led the Pledge of Allegiance.

Mayor Diak called the meeting to order.

Staff members present: City Manager, J. Crystal Prentice; IT Director, Mike Bergner; Police Chief, Frank Balkcom; Page Utilities General Manager, Bryan Hill; 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-August 26, 2015

Regular City Council Meeting-August 26, 2015

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

CONSENT AGENDA

MINUTES

Substance Abuse Task Force-July 15, 2015

Page Tourism Board-July 28, 2015

INFORMATION

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.

Page City Council Regular Meeting- September 9, 2015

UNFINISHED BUSINESS

None scheduled

NEW BUSINESS

Discussion and possible action by the City Council pertaining to an Arizona Department of Liquor Licenses and Control Application for extension of premises/patio permit for William Stephen Justice/Page Elks Lodge 2498

The City Clerk's Office received an Arizona Department of Liquor Licenses and Control Application for an Extension of Premises/Patio Permit from William Stephen Justice/Page Elks Lodge 2498.

The Arizona Department of Liquor Licenses and Control will be notified of the action taken and will make the final determination.

Mayor Diak introduced the agenda item.

Motion made by Councilor Warner to approve the Arizona Department of Liquor Licenses and Control Application for Extension of Premises/Patio Permit for William Stephen Justice/Page Elks Lodge 2498. The motion was duly seconded and passed upon a vote.

Discussion and possible action by the City Council pertaining to rescheduling the Regular City Council Meetings of November and December, 2015

Due to the Thanksgiving Holiday and Christmas Holiday, the November and December Regular City Council Meetings need to be rescheduled.

Staff recommends that the November Regular City Council Meetings be rescheduled to the following: Wednesday, November 4th and Wednesday November 18th.

Staff Recommends that the December Regular City Council Meetings be rescheduled to the following: Wednesday, December 2nd and Wednesday, December 16th.

Pursuant to the Page City Code, Section 2-4-1, the rescheduled Regular City Council Meetings must not exceed more than seven (7) days before or after the date being advanced or delayed.

Mayor Diak introduced the agenda item.

Motion made by Vice Mayor Kocjan to reschedule the November and December 2015 Regular City Council Meetings to November 4th and November 18th and December 2nd and 16th. The motion was duly seconded and passed upon a vote.

Page City Council Regular Meeting- September 9, 2015

Discussion and possible action by the City Council pertaining to Staff preparing a Request for Proposals for a Park Master Plan

In April 2015, the Park and Recreation Advisory Board (PRAB) asked Staff to explore options for park facilities master planning. City Staff contacted Coconino County and was offered the services of Judy Weiss, Coconino County Parks and Recreation Director. At the July PRAB Meeting, Director Weiss made a Power Point presentation and facilitated discussion by the Board.

The purpose of a Park Master Plan is to develop a comprehensive vision for specific park areas in context with each specific location, natural resources, and vision of the community. This vision will be a framework for park, trail, and open space use and development over the next ten years. Citizen participation will be critical in formulating the plan.

At the August 31, 2015 PRAB Meeting, the Board voted to recommend that the City Council authorize staff to develop a Request for Proposals and solicit proposals to prepare a Park Master Plan with public participation element and phasing options for the City of Page.

City Manager Crystal Prentice presented the agenda item.

There was discussion.

Motion made by Councilor Bryan to authorize staff to develop a Request for Proposals and solicit proposals to prepare a Park Master Plan with public participation element and phasing options for the City of Page. The motion was duly seconded and passed upon a vote.

Discussion and possible action by the City Council pertaining to Balloon Regatta Committee's request for City assistance

At the July 8, 2010 Regular City Council Meeting, the City became the fiscal agent for the Balloon Regatta Committee. At the February 25, 2014 Tourism Board Meeting, the Board approved a Memorandum of Understanding (MOU) with the Balloon Regatta Committee. According to the MOU, the Tourism Board agreed to assume contractual responsibilities on behalf of the Balloon Regatta Committee, provide event insurance, market the Balloon Regatta using Tourism Fund, and develop an incentive commission program for the committee member(s) who sell sponsorships for the event. At the May 13, 2015 Regular City Council Meeting, at the request of the Balloon Regatta Committee, City Council authorized the City Manager to issue a check to the Page-Lake Powell Balloon Regatta in the amount of \$35,990.67; severing the fiscal agent relationship and Memorandum of understanding.

The 13th annual Page Lake Powell Balloon Regatta is scheduled for Thursday, November 5th through Sunday, November 8th, 2015.

Page City Council Regular Meeting- September 9, 2015

Staff met with the Balloon Regatta Committee Chair Deedee Sadler to discuss a request for City assistance. The Committee asked the City for the following:

1. To permit the morning pilot briefings on the Lake Powell National Golf Course driving range. The briefings will be held at 7:15 a.m. each morning. In preliminary discussions, ARAMARK staff did not indicate any concerns.
2. To provide parking/traffic assistance on Friday, Saturday, and Sunday morning from 6:00 a.m. (with a higher focus on Saturday morning to keep traffic moving in and out on Clubhouse Drive.) In addition, police department will assist with traffic throughout the City as balloons are launched and land, and provide access for balloon crews onto the Page Airport for recovery when needed. *The Police Department will initiate an Incident Command and NIMS plan for this event, including a traffic plan.*
3. To provide access to the "Adkinson yard" to store and fill propane tanks.
4. To close and clear Lake Powell Boulevard for the glow event on Saturday evening, balloons will be getting into position at 5:00 p.m.
5. To provide liability insurance which includes an event rider for an aviation event and name the City of Page and the Page Lake Powell Balloon Regatta. USI Insurance Services will cover the event and committee, the City was waiting on a quote. Last year the cost was \$2,700.00.
6. Set up an incident command center near the glow event and vendor fair.
7. To permit recreational vehicles parking/camping on the City property parking lot located at the old Canyon Nine Clubhouse and Golf Course Maintenance on HWY 89.
8. To market and promote the event (see staff recommended marketing expenditures).

The recommended Balloon Regatta Marketing Schedule was stated as follows:

Outlet Month Frequency Cost

The Sunday-Las Vegas October 2x \$ 1,400.00

Gateway October 1x \$450.00

Radio/Kiosk \$1,200.00

Lake Powell Chronicle Tabloid (50% of \$2,900) November 5x \$1,450.00

Page High School-posters September \$100.00

Durango Herald, etc. October 1x \$270.00

AZ Statewide Ad Network October 2x \$2,950.00

Bryan Hill Fiesta Sponsorship August 1x \$1,750.00

TOTAL \$ 9,570.00

9. To permit tailgating on the Lake Powell National Golf Course driving range after the launch.

Ordinance 171 "Prohibiting the Possession of and Consumption of Spirituous liquors in City Parks or Recreation Area; Providing for Exceptions and Permits."

Page City Council Regular Meeting- September 9, 2015

The Ordinance does not allow for Spirituous liquor includes alcohol, brandy, whiskey, rum, tequila, mescal, gin, wine, porter, ale, beer, any malt liquor, malt beverage, absinthe or compound or mixture of any of them, or of any of them with any vegetable or other substance, alcohol bitters, bitters containing alcohol, and any liquid mixture or preparation, whether patented or otherwise, which produces intoxication, fruits preserved in ardent spirits, and beverages containing more than one-half of one per cent of alcohol by volume.

Section 3. Exceptions. Notwithstanding the provisions of Section 2 of this ordinance, the prohibitions contained herein shall not apply to the City property known as the Page Municipal Golf Course or Glen Canyon Golf and Country Club.

Section 4. Permits. The possession and consumption of a malt beverage by any person shall be permitted on any Parks-Recreation area if that person is in attendance at an activity for which a "use permit" has been secured from the city manager or his designee in accordance with the following:

A. Rules and Regulations. The city manager shall promulgate such rules and regulations as necessary to provide for the issuance, use, and revocation of "use permits".

B. Fees. The council shall establish fees for the issuance of "use permits" by resolution.

Use Permit. A "use permit" shall be issued upon completion of an application, payment of fees, and verification of the required application information.

C. Revocation. The manager or his designee shall revoke any such "use permit" upon any violation by the permittee of this ordinance, the rules and regulations promulgated hereunder, or any other statute or City Ordinance.

Ordinance 390 states a permit required by Ordinance 171 for the consumption of malt beverages shall be \$25.00.

Due to the short time frame, this request did not go before the Community Development Advisory Board.

City Manager Crystal Prentice also stated that the Balloon Regatta Chair Deedee Sadler requested the City to release the Trademarked name "Page Lake Powell Balloon Regatta."

City Council decided to address each item individually with a consensus.

Councilor Bryan stated concerns that this request had not gone before the Tourism Board, now the Community Development Advisory Board, to get their recommendation.

Page City Council Regular Meeting- September 9, 2015

City Manager Crystal Prentice explained that in May when the City Council agreed to sever the relationship at the request of the Balloon Regatta Committee, it also severed the Memorandum of Understanding.

There was discussion regarding the late date that the Balloon Regatta Committee submitted the request for the items needed from the City, and that due to the short notice there was not enough time to take the request before the Community Development Board.

City Manager Crystal Prentice stated that there may have been the expectation that things the City had done in the past would continue. She stated that the City would consider any requests that come in.

There was further discussion.

City Manager Crystal Prentice stated that the MOU provided things that the City agreed to do, which do not exist now that the relationship was severed.

Deedee Sadler, 1 18th Avenue, Balloon Regatta Committee Chair, stated that the Committee appreciated all of the marketing that the City/Tourism has done for the event, and that the Committee has never requested the City to market for them. The Committee has never put together the marketing, and they have only provided the information that went out. The Balloon Regatta Committee does not promote the event, and they do not make any money off of it. She stated that the Committee was 100% volunteer and the event was put on for the City for economic development during the slow time of the year. The Committee keeps enough money in the account to put on next year's event and to provide little trinkets and things for the pilots. If the City chose not to market the event, it would be up to the City. The City would be marketing the City of Page through the event, and the City is the only one making money, through tax revenue.

Discussion continued.

Mayor Diak presented the Committee's requested items by number for discussion and consensus.

1. Councilor Warner requested that there be a limit to the access on the turf to one vehicle per balloon unit.

Balloon Meister Bryan Hill stated that he will ask the pilots that intend to launch on the driving range to limit themselves to one vehicle on the range, and that the pilots that are not launching there to please park below and walk in.

Page City Council Regular Meeting- September 9, 2015

The consensus of the City Council was to approve #1.

2. Police Chief Frank Balcom advised that the Police Department was prepared to move forward with the plans as requested.

The consensus of the City Council was to approve #2.

3. The consensus of the City Council was to approve #3.

4. The consensus of the City Council was to approve #4.

5. There was discussion.

Deedee Sadler, Balloon Regatta Chair, stated that in previous years the Balloon Regatta Committee did provide liability insurance and she does not know when that stopped. She said that they do not have any way to recoup that cost, and all monies are put back into the event for items such as propane for the pilots. They do not have any way to be reimbursed and sponsorships are not what they used to be.

The consensus of the City Council was to approve #5.

6. The consensus of the City Council was to approve #6.

7. Clarification was made as to the location for recreational vehicles parking/camping, and the question was asked if the parking at the old golf course would be adequate.

Deedee Sadler, Balloon Regatta Chair, stated that the parking lot at the golf course was adequate, and the roadway to the golf course was adequate.

The consensus of the City Council was to approve #7.

8. Councilor Warner asked that the item be referred to the Community Development Advisory Board and then back to City Council.

Councilor Tennis asked that the item go before the Community Development Board and to give the City Manager authority to move forward.

There was lengthy discussion.

Deedee Sadler, Balloon Regatta Committee Chair, stated that the committee has never asked to have the event marketed, and the City has never asked the committee for information to market. She stated that the Chamber of Commerce

Page City Council Regular Meeting- September 9, 2015

spends a lot of money for the vendors, and if there is no marketing no one will come and spend money.

Councilor Sadler stated that the Balloon Regatta is a City event and that the Tourism Director has always marketed the event. The City was the fiduciary for the committee and only acted as a bank.

The consensus of the City Council was to have a motion for item #8. See below after #9.

9. There was discussion pertaining to the location of the tailgating and previous locations.

Balloon Meister Bryan Hill stated that the tailgate would be on the driving range, but they could move the activity. The tailgate started in 2003 at old Canyon 9 when the golf course was beautiful. He stated that the grounds have deteriorated and there are a lot of Goathead weeds. He also stated that he has noticed a trend that pilots have began dispersing around town to launch in the morning and they are not putting on a show. Ballooning is a social sport and they need a location to accommodate that.

Discussion continued.

The consensus of the City Council was to have the pilots launch on the driving range at the Lake Powell National Golf Course and tailgate on the bottom old Canyon 9 parking lot for item #9.

Mayor Diak made a motion to continue to market the Balloon Regatta. The motion was duly seconded.

There was discussion.

Mayor Diak rescinded the motion and Councilor Sadler rescinded the second.

Mayor Diak made a motion to send item #8 back to the Community Development Board for their recommendation as to marketing, within a time frame that would give Council an answer by next week. The motion was duly seconded.

There was discussion.

The motion passed upon a vote.

City Manager Crystal Prentice stated that the Community Development Advisory Board will be having discussions pertaining to grants. During the FY 2015-2016 budget

Page City Council Regular Meeting- September 9, 2015

discussions, Council did not approve offering grants, so there is not a mechanism in place for people to apply for advertising dollars as there was before. There will be a joint work session scheduled with the Community Development Advisory Board. If Council would like staff to market, they need to know what events and a process will need to be put in place.

Discussion continued.

Ms. Prentice stated that there was one remaining request to release the Trademarked name "Page Lake Powell Balloon Regatta" in order for the Balloon Regatta Committee to obtain corporate status with the state and to continue marketing the City of Page with their event.

Mayor Diak stated that the trademarked name was a marketing tool and should be maintained by the City. The City has no control over any committee or that the committee will exist in the future.

There was lengthy discussion.

Balloon Regatta Committee Chair Deedee Sadler stated that when Vin Paitoon was the Tourism Director for the City of Page, she and Vin trade-named nine (9) names in every variation. The reason for this was to prevent outside entities from using the names or piggybacking on the event.

Deedee Sadler stated that they would like to use "Lake Powell Hot Air Balloon."

Mayor Diak asked City Council if they would like to see the names, disseminated by the Clerk, Council could then their favorite, and get back to the Clerk.

Discussion continued.

Councilor Tennis asked Ms. Sadler if she could use "Page Lake Powell Balloon Regatta Committee, Incorporated", with "Committee" added to the end.

Councilor Warner stated that Ms. Sadler gave good reasons why the trade names were done, and that the Tourism Board acted properly by protecting this event, the way it was marketed, and who was authorized to use the name. The City should have that protection going forward.

Ms. Sadler said that she would take it before her committee to see if they want to pick a different name. She said she would also send the existing names for Council to review.

Discussion and possible action by the City Council pertaining to broadcasting City Council Work Sessions and Advisory Board/Commission/Authorities Meetings

Page City Council Regular Meeting- September 9, 2015

At the June 24, 2015 Regular City Council Meeting Garret Edwards, General Manager of Cable One requested to have the City Council Work Sessions and Advisory Board/Commission/Authorities Meetings broadcasted on Channel 4 with Cable One. Previous to this request, the City Clerk's Office received a request from a citizen to have the City Council Work Sessions broadcasted.

The City Manager recommended asking for the Advisory Committee members input before making a final decision on broadcasting Advisory Committee Meetings; and added some discussion points for their consideration:

- Broadcasting the City Council Work Sessions and Advisory Board Meetings would increase transparency and communication among the residents in Page;
- City Council Work Sessions are the only time when staff and City Council can discuss information informally, broadcasting the meetings may inhibit open or the free flow of communication;
- Broadcasting Advisory Board meetings would require staff training and increase personnel costs;
- There could be costs associated with retaining electronic recordings;
- Advisory Boards would have to meet in the City Council Chambers, some of them like to meet onsite at the Library, Community Center, etc;
- She only received two requests to air the City Council Work Sessions and/or advisory committee meetings.
- All meetings are open to the public and meeting minutes are available; and
- Some Advisory Board Volunteers may be uncomfortable on camera.

Since then, each board had discussion on this subject at their meeting, and the comments are as follows:

Planning & Zoning Commission - "Presently I think our meetings are not long enough to be televised and they are already recorded for reference. Volunteers may not like to be televised."

Community Development Board – "I don't see any major issues, except the need for training on use of the system or staff with such knowledge in attendance."

Page Public Safety Personnel Retirement System Board – "I see no issue with this at all. The only board I am a part of is the Public Safety Personnel Retirement System Board. I believe that if this is something the public wants, in the interest of integrity and transparency, we should provide it."

Parks and Recreation Advisory Board – Voted 4-1 in favor of being televised.

Airport Board – "The Airport Board is fine since we already meet in the City Council Chambers."

Community Center Board/Library Board – "Our board arrives early to the library to take care of personal business (checking in/out). Working staff come into our meetings to give a brief update on their department happenings. We would not be able to continue this if meeting locations are to be changed. This has made a positive impact on my employees; I would hate to take this from them. The Community Center/Library

Page City Council Regular Meeting- September 9, 2015

Board like to see the ever evolving changes in the library/center. Often our boards will request more information, which is readily accessed at our locations.

I recommend that all Community Service Board Meetings continue to meet at their respective locations.”

Page Utility Enterprises (PUE) Board – Please share with members of Council that during the regularly scheduled PUE Board meeting conducted on July 21, 2015, the Board considered the Agenda Item “Discussion/Possible Action – Broadcast meetings”. The Board discussed at length and provided consensus feedback that the Board Recommends NOT Broadcasting PUE Board meetings from City Council Chambers. A few of the comments many comments expressed by PUE Board members include:

- PUE already conducts open Public Meetings, with posted and noticed agendas;
- Historically the Board Meetings are poorly attended with ample empty seating;
- The Utility has installed a new door to facilitate ease of public access directly into the PUE Board Room;
- Some Board Members commented that while they are comfortable conducting discussions with Citizens in the room, they are uncomfortable being on television;
- They anticipate scheduling conflicts with other Boards and Council for the use of Council Chambers; and
- PUE Board meetings are already compliant with open meeting laws.

The budget impact to broadcast the meetings was unknown. Broadcasting the meetings in City Hall would require having the IT Director or trained staff present at all of the meetings, and the City does not own the equipment necessary to broadcast the Board Meetings that are held at other locations.

City Manager Crystal Prentice presented the agenda item.

There was lengthy discussion.

Motion made by Councilor Bryan to not televise any of the meetings, other than what the City currently televises now. The motion was duly seconded.

There was discussion.

The motion passed 5-2 with Mayor Diak, Vice Mayor Kocjan, Councilors Bryan, Warner, and Tennis voting in favor, and Councilors Sadler and Tappan voting against.

Mayor Diak moved the following agenda item to Bid Awards.

Discussion and possible action by the City Council pertaining to the North Navajo Wall

BID AWARDS

Discussion and possible action by the City Council pertaining to the North Navajo Wall

On November 8, 1978, the City Council authorized staff to seek a variance to build a fence 8 feet tall at North Navajo Drive, and directed staff to build the fence "upon agreement with the property owners that they would build a retaining wall as required to protect the fence."

Thirty four years later, meetings were held with the property owners and residents from the 900 block of Cathedral Avenue. The purpose of the meetings was to garner input from the property owners regarding the wall that was constructed by the City in 1978 that is now dilapidated and needs to be removed or replaced.

The wall was constructed near the sidewalk, rather than at the property line (the city-owned property extends 44' from the centerline of the street. In addition, the public utility easement extends approximately 16' from the property line). Over time, many of adjacent property owners added fill and extended their backyard to the wall. The grade differences from the sidewalk to the backyards have made accessing the utilities difficult.

The property owners who attended the meetings have indicated that they would prefer that a new pre-cast concrete wall be built at the sidewalk, rather than the property line; and were agreeable to having the City deed the property (located between the sidewalk and property line) to the adjacent owner(s); and accept the wall as personal property. This change would require the utility easement to be extended to the new property line.

In July, the City sent out Request for Bid (RFB) for a Precast Concrete Wall. The scope of work consists of the installation of approximately 540 linear feet of decorative precast concrete retaining wall of varying heights with a six foot high privacy wall on the retaining wall. Also included in the project was the demolition of an existing wall and placing fill material behind the new retaining wall. There was a mandatory site visit required to bid this project.

The City received four bids, which were opened on July 29, 2015. The lowest responsible bidder was Hatch Industries with a bid of \$119,528.00.

City Manager Crystal Prentice presented the item. She stated that a Work Session regarding the North Navajo Wall had taken place prior to the Regular City Council Meeting. She stated that Staff recommends awarding the bid to Hatch Industries and reviewed what the bid included. There was still work to be done, agreements needed to be obtained from each of the property owners, and based on Councils direction, that will include conveying the property and right-of-way over to the owners and extending the utility easement to the new wall. Council has provided direction that the City will own and maintain the precast wall.

Page City Council Regular Meeting- September 9, 2015

Motion made by Councilor Warner to award the bid to Hatch Industries contingent upon the City obtaining written agreements with each individual property owner to include a conveyance of property and extension of the utility easement in accordance with Councils consensus provided at the work session. The motion was duly seconded.

The consensus of City Council provided at the Work Session:

- *To proceed with the North Navajo wall*
- *To proceed with staff recommendations, and set out that the wall belongs to the City of Page*
- *To proceed with the wall even if we are unable to get 100% participation*
- *The design preference was the sample referred to as the Jack Reed Residence, attached hereto and by this reference made a part of herein.*

The motion passed 6-1 with Mayor Diak, Vice Mayor Kocjan, Councilors Warner, Tennis, Bryan and Sadler voting in favor, and Councilor Tappan voting against.

BUSINESS FROM THE MAYOR

None scheduled

BUSINESS FROM THE MANAGER

None scheduled

BUSINESS FROM THE CITY ATTORNEY

None scheduled

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

BOARDS & COMMISSIONS

Discussion and possible action by the City Council pertaining to an appointment to the Page Community Development Advisory Board

There was one vacancy on the Page Community Development Advisory Board. The City received a Board Appointment Application from Korey Seyler.

Motion made by Mayor Diak to appoint Korey Seyler to the Page Community Development Advisory Board with a term ending June 2016. The motion was duly seconded and passed upon a vote.

DEPARTMENTS

None scheduled

CLAIMS

None scheduled

Page City Council Regular Meeting- September 9, 2015

**BUSINESS FROM THE COUNCIL
EXECUTIVE SESSION**

Pursuant to ARS § 38-431.03 (A)(3)(4) Council may vote to go into Executive Session for discussion or consultation with the City Attorney in order to consider its position and instruct its attorney regarding the Utility's position regarding contracts that are subject of negotiations for the purpose of exploring fiber connectivity with the Page Utility Enterprises office.

Councilor Tappan was excused at 8:19 p.m.

Motion made by Councilor Sadler to enter into Executive Session at 8:20 p.m.

Mayor Diak reconvened the Regular City Council Meeting at 9:06 p.m.

Discussion and possible action by the City Council pertaining to fiber connectivity with Page Utility Enterprises office.

There was no discussion by the City Council.

ADJOURN

The meeting was adjourned at 9:07 p.m.

Kim L. 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 Regular Meeting, held on the 9th day of September, 2015. I further certify that the meeting was duly called and that a quorum was present.

Dated this 23rd day of September, 2015



Kim Larson, City Clerk