



Annual Budget

Fiscal Year 2020

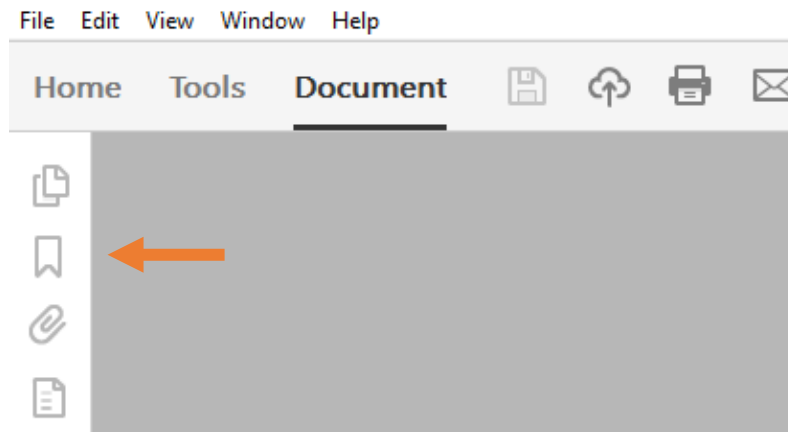
City of Page, Arizona



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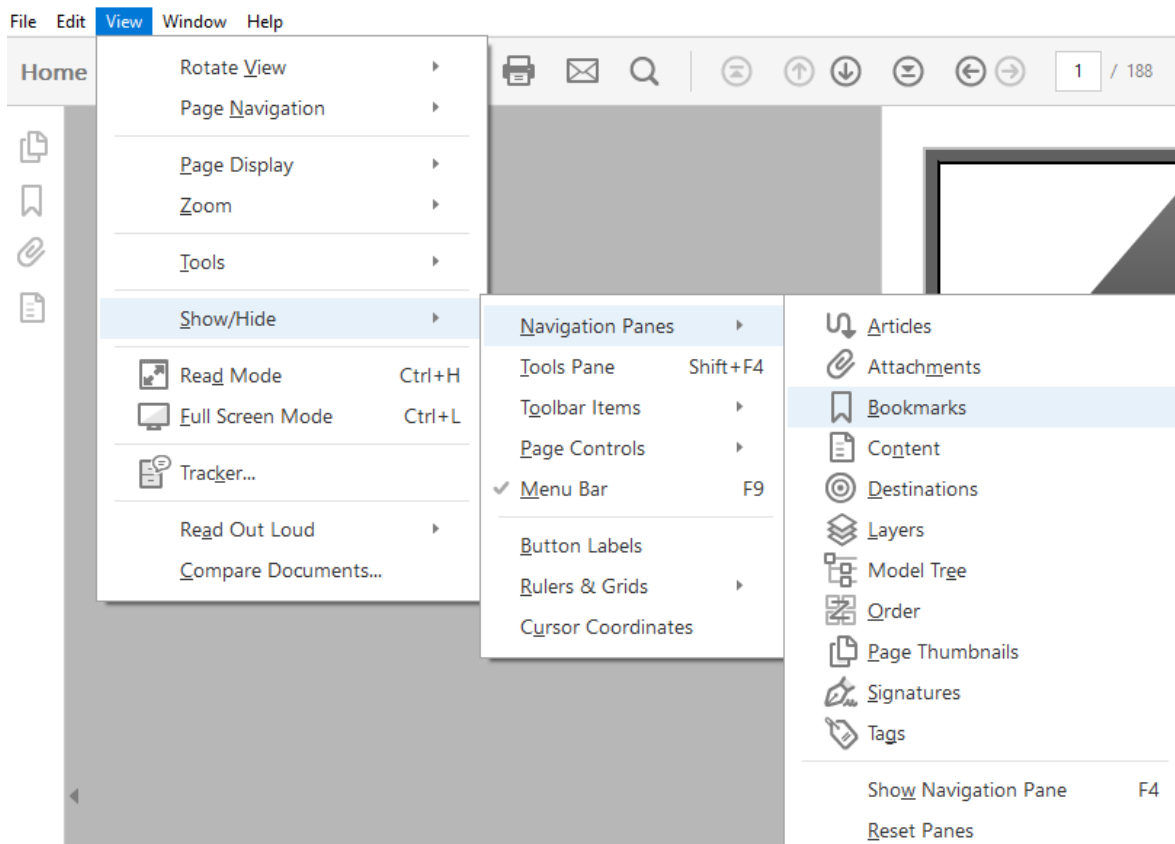
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Mayor & City Council



Mayor

Levi Tappan

Term ends:
November 2020



Vice Mayor

John Kocjan

Term ends:
November 2020



Council Member

Theresa Lee

Term ends:
November 2022



Council Member

Mark Cormier

Term ends:
November 2022



Council Member

Kristin Davis

Term ends:
November 2020



Council Member

Dennis Warner

Term ends:
November 2020



Council Member

Rick Yanke

Term ends:
November 2022

City Manager and Finance Staff



City Manager

**Michael
Celaya**



Finance Director

**Linda
Watson**

Kristy Monroe
Finance Analyst

Cathy Gomez
Account Clerk Senior

Glenda Cassidy
Account Clerk

Distinguished Budget Presentation Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Page
Arizona**

For the Fiscal Year Beginning

July 1, 2018

Christopher P. Morill

Executive Director

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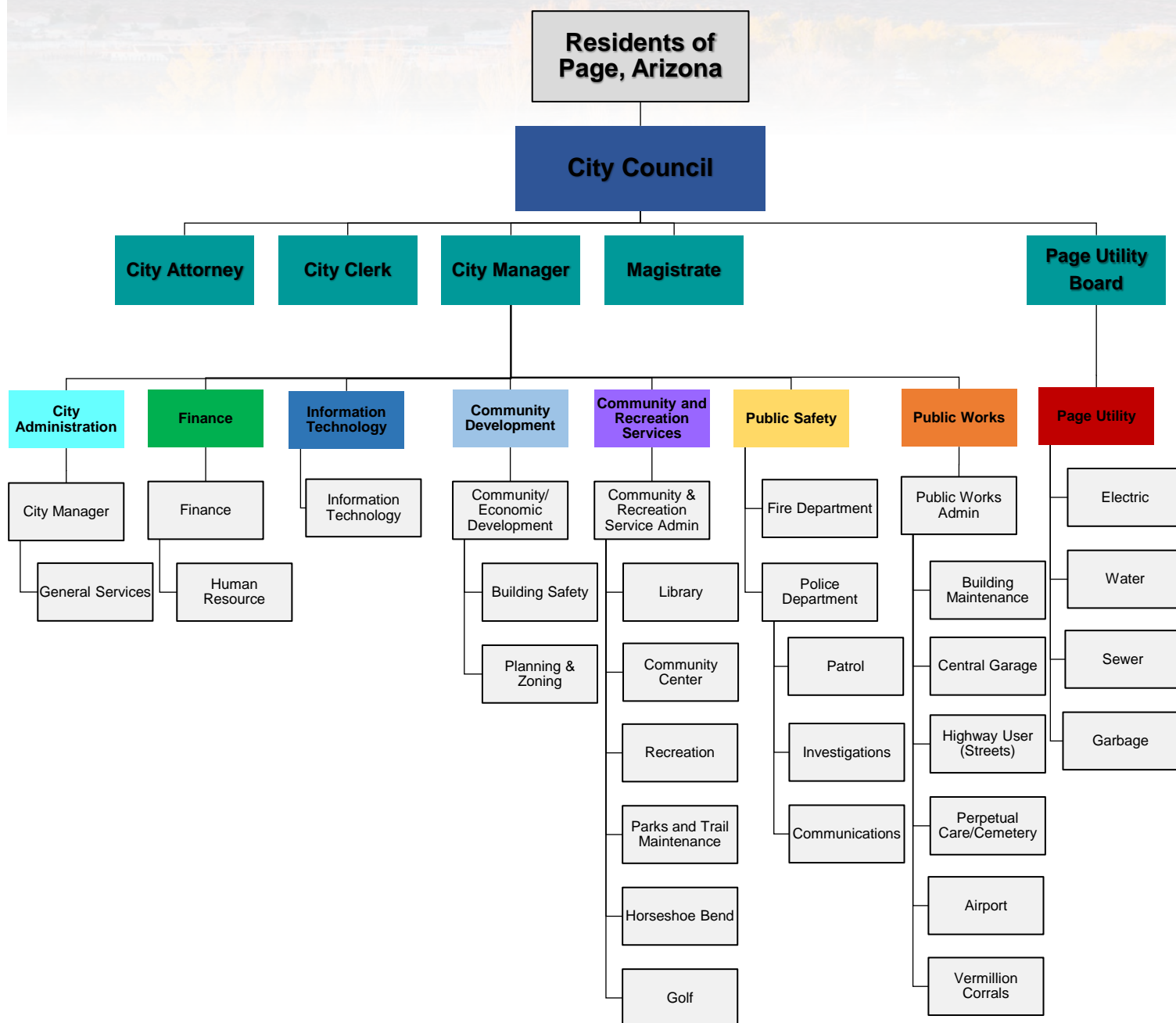
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I. Organizational Chart



II. Community Profile

The City of Page is one of the youngest communities in the United States. Located in northeastern Arizona, Page is approximately 270 miles north of Phoenix and 270 miles east of Las Vegas. In 1956, the United State Congress authorized the Bureau of Reclamation to build a dam on the Colorado River. Living accommodations and support services were needed for construction workers, their families, and everyone connected with the massive project.

Brief History

The town of Page began as a construction camp. The mesa of which the City of Page now stands was part of the Navajo Tribal grazing allotment belonging to the Manson Family. This land was called Manson Mesa. The federal government made a reciprocal agreement with the Navajo Nation to transfer 16.7 square miles of Manson Mesa land to the Bureau of Reclamation, in exchange for a larger tract in Utah. The town was named after the Honorable John C. Page, whom served as a commissioner of the Bureau of Reclamation from 1936 to 1943 and died in 1955.



Construction of the dam was completed in 1965. In 1970, the Navajo Generating Station broke ground for a coal-fired generating station that brought jobs to the area and boosted the local economy. In 1974, the Bureau removed itself from governing the town and Page became an independent town by popular vote of the residents. On March 1, 1975, the City of Page was incorporated by formal resolution.

Council/Manager Form of Government

The City of Page operates under the Council-Manager form of government. Under this system, the City Council hires a professional City Manager who is responsible for translating council policy into action, as well as the daily administration and management of all City departments. The strength of the council/manager form of government lies in the political leadership of the City Council combined with the managerial expertise of a City Manager.

Page Today



At an elevation of 4,300 feet atop Manson Mesa and overlooking Wahweap Bay of Lake Powell, Page has become a major tourist destination.

Though it began as a temporary camp for construction workers, Page has emerged as a self-sufficient and progressive city. Today, tourism and the Navajo Generating Station are the major contributors to the economy.

Navajo Generating Station (NGS), a subsidiary of Salt River Project, opened in 1974 and provided hundreds of jobs to locals that helped to boost Page's economy. In 2017, Salt River Project announced the plant will be closing with plans to decommission in 2019. The City, County, and local entities have been working together to smooth the transition and provide more employment opportunities within the area. NGS plans to shut down plant operations in December 2019 and has relocated many of its



workers. Although many of the plant workers have taken jobs in other locations, mainly in the Phoenix vicinity, many of the families have opted to remain in Page and the surrounding area. The City will continue to monitor the effects of the NGS closure and explore options to diversify the economy.

Tourism and travel-related services and public utilities are the predominant employers in Page. While tourism services experience seasonal employment peaks from March through November, small businesses provide stability for Page.

The federal government is another important employer in the Page area. Glen Canyon National Recreation Area is administered by the National Park Service through headquarters in Page; and Glen Canyon Dam is managed by the U.S. Bureau of Reclamation. Both agencies are part of the U.S. Department of the Interior. Other federal, state, and city offices, as well as the public schools have boosted government to healthy 10 percent of the total. [Information from the Arizona Department of Commerce, Community Profile].



The City of Page has a broad range of community and recreational facilities to offer both residents and visitors. Community facilities include the Page Public Library and the Page Community Center. Our library offers educational programming for all ages, book clubs, author visits, Wi-Fi Hotspots and job-training seminars while the Page Community Center offers home-delivered meals and congregate dining opportunities for our residents; provides public access to Wi-Fi and computers; hosts numerous community programs, such as, Zumba, crafts, demonstrations, etc. The Lake Powell National Golf Course, the only golf course north of Flagstaff, is a pristine red-rock course with unprecedented views of the Glen Canyon Dam and Lake Powell. The Golf Course offers various programs and classes to the community and visitors. The Page Sports Complex is a beautiful 4-field complex which hosts a number of sport programs and tournaments throughout the year. The Page Rim Trail, a 10-mile loop which encircles the City, gives walkers, joggers, bikers and dog-walkers a 360-degree view of all sides of the City. The Lakeview Nature Park is a 106-acre nature area on the northside of Page, allowing more opportunities for the hiking enthusiasts. There are also 6 neighborhood and community parks boasting features such as our skatepark, pickleball courts, basketball courts, and ADA playground and bathroom-accessible parks. Multiple new parks are in-the-works, with community and recreational activities being a high-priority within the City of Page. Page has one weekly newspaper, the Lake Powell Chronicle, and a local radio station. Television channels from Phoenix, cable by satellite, and cellular telephone service are available.

Page Unified School District (PUSD) serves 1,800 square miles in and around Page. Two pre-schools, a public elementary, intermediate, middle and two high school serve the citizens of Page. School enrollment is more than 3,000 students. In May 2017, Coconino Community College, Northern Arizona University, Dine College, and Navajo Technical University signed an agreement to start developing a "Higher Education Consortium Project" to be based in Page. The consortium is expected to offer a range of degrees and certificate programs their institutions might like to offer. Those include degree programs or certificates in teaching and early childhood education, hotel and restaurant management, culinary arts, nursing and healthcare, and marine mechanics.

Medical facilities include an accredited hospital, medical and dental offices, and various adjunct medical services. Medical specialists come from other cities on rotation to serve the citizens of Page. Classic Air Medical helicopter service is also available.

The Page Municipal Airport is situated on 536-acres located in Northern Arizona bordering Lake Powell. Two runways serve the airport - 15-33: 5,950 feet in length; and crosswind runway - 07-25: 2,200 feet in length. The Airport is a commercial service airport with charter and tours service also available.

Page has one industrial park (102 acres) with all utilities and highway access.

There are around 40 lodging facilities with roughly 3,000 units and seven meeting facilities with the largest of these facilities seating approximately 400 people. There are also several RV parks and campgrounds with complete hookups.

Weather in the City of Page is temperate with an average yearly maximum temperature of 71.9 degrees and an average yearly minimum temperature of 47.2 degrees. The hottest months are July and August with a daily average maximum temperature of 97 degrees and the coldest months are December and January with daily maximum temperatures averaging 45 degrees. Average yearly total precipitation is 4.78 inches.

Attractions

Tourism – The Center of the Grand Circle



Gary Ladd Photography

Page is the center of recreational opportunities, including Lake Powell. The lake has 1960 miles of shoreline, which is longer than the entire West Coast of the continental United States. There are 96 major canyons to explore as well as Rainbow Bridge National Monument that can be explored by watercraft. Horseshoe Bend Overlook and Antelope Canyon are major tourist attractions both attracting an estimated 3 to 7 million visitors in 2017.

Located in the center of "Canyon Country," Page is just a short drive from the North or South Rim of the Grand Canyon, Bryce and Zion National Parks, Monument Valley and Canyon De Chelly. Annual events include golf tournaments on Lake Powell National Golf Course, Balloon Regatta, bass fishing tournaments, mountain bike racing, rodeos, Native American dance performances and pow wows, and art shows.

The National Park Service estimates that the Glen Canyon National Recreation Area had 4.5 million visitors in 2017, up 41 percent over 2016. Tourism and the distance to other trade centers have created a demand for a variety of consumer goods and services. Therefore, 70 percent of the employers and more than 50 percent of the total workforce are in the retail trade and service sectors.

Page is the ideal location for exploring many of the American Southwest's renowned national parks and monuments and discovering the unique culture of the Navajo Nation.

Horseshoe Bend



Gary Ladd Photography

Horseshoe Bend is a magnificent attraction located on Hwy 89 at the southern point of the City of Page. With its brand-new parking facility, which just opened in April 2019, this hike attracts visitors from all over the world. The horseshoe-shaped meander of the Colorado River is truly breathtaking! Horseshoe Bend matches the South Rim of the Grand Canyon in regard to annual visitors.

Page Municipal Airport

Page Airport is a commercial service airport with flights to Phoenix, Arizona and Las Vegas, Nevada with Contour Airlines. At the center of the Grand Circle (Grand Canyon, Arches National Park, Lake Powell, Bryce Canyon, Monument Valley, and Zion National Park), Page Airport is perfectly situated, inviting travelers to come and explore.



Lake Powell National Golf Course



Lake Powell National Golf Course provides an 18-hole championship facility with views of Glen Canyon Dam, Lake Powell, and the Vermillion Cliffs. Facilities include a quality Pro Shop, restaurant, and driving range.



Vermillion Downs Rodeo Grounds and Corrals

Vermillion Downs Rodeo Grounds and Corrals, located at 531 Haul Road is a 25.26-acre site owned by the City. The arena is leased for events such as rodeos and carnivals. In addition, the City generates revenue by leasing corrals/stalls for residents and visitors.

Lake Powell Balloon Regatta



Balloon Regatta is an annual event that provides attendees with the opportunity to treat themselves and their family to the experience of hot air ballooning. The Balloon Regatta allows for hot air balloon operators to gather – as well as for the general public – to participate in various activities. These activities include “night glows”, rides, and education. Each year, balloon pilots present and demonstrate at the local schools to educate children of the history and activity that is hot air ballooning. The Balloon Regatta hosts a “Media Day” and hosts a “Q and A” session prior to morning flights. The event includes a vendor fair that has live music, a beer garden, food court and many shopping opportunities.

City Limits

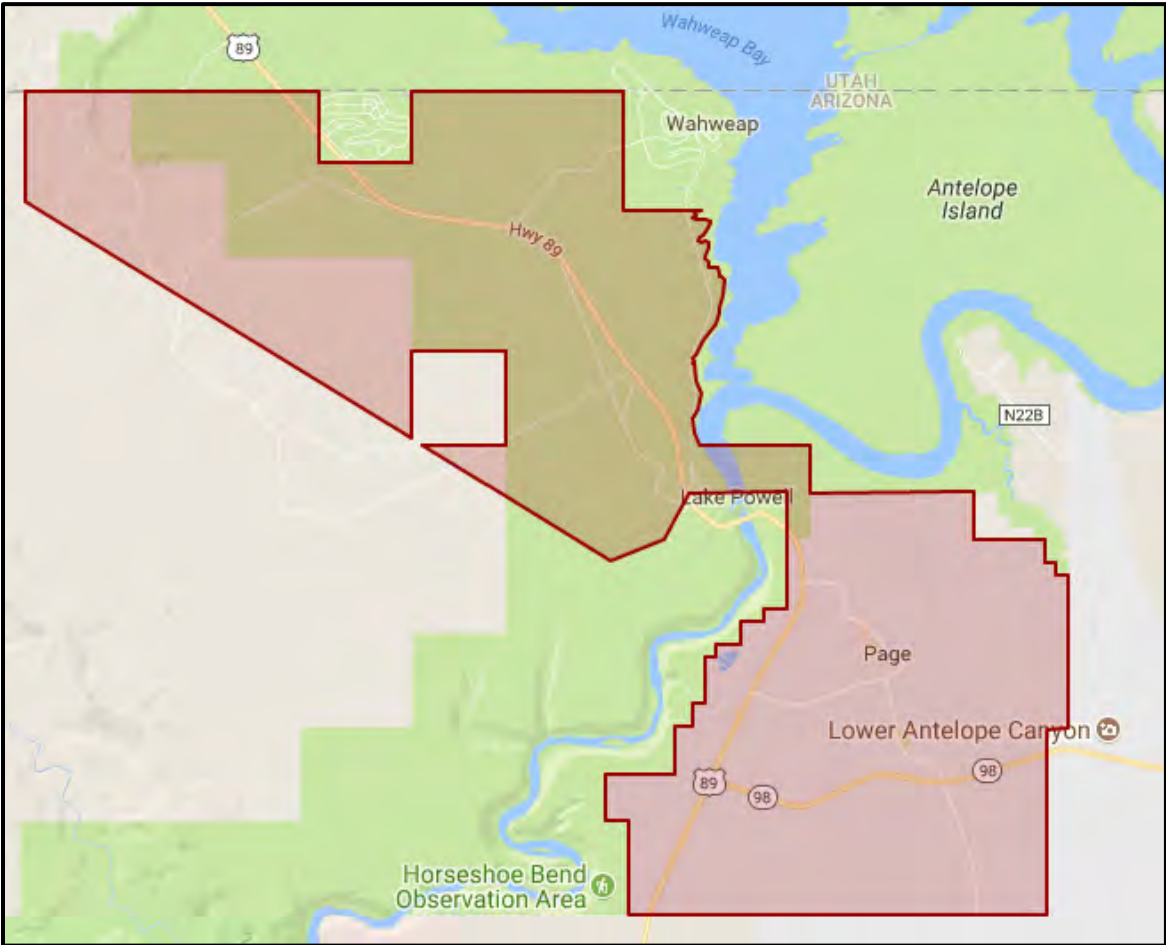
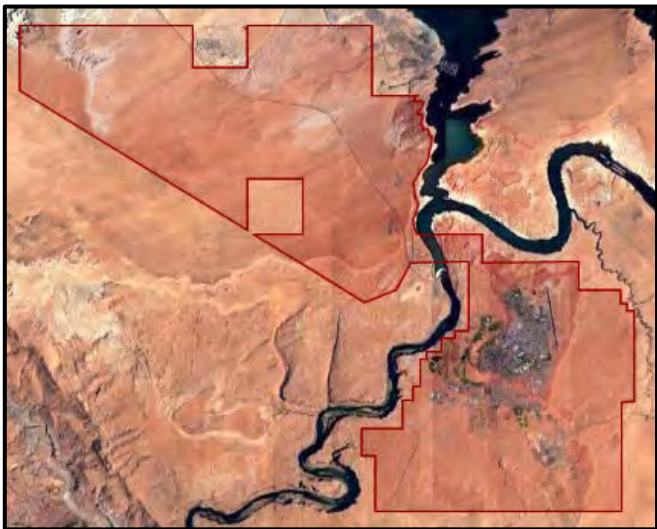


Image from Google maps



1958 Aerial



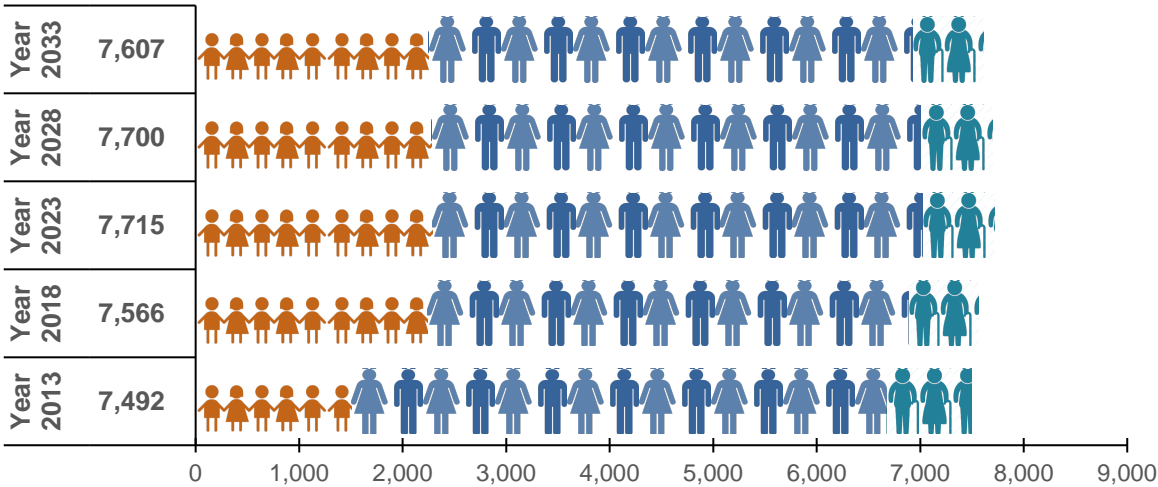
2017 Satellite Image (Image from Google maps)

Population

The U.S. Census Bureau has predicted Arizona to be the sixth fastest growing State in the United States (dropping four places from 2016). It is expected that between the years 2014 to 2030, nearly double the State's population. In the past, the population of the City of Page has increased about half the rate than the State of Arizona, mainly due to our isolated location.

Population Estimates

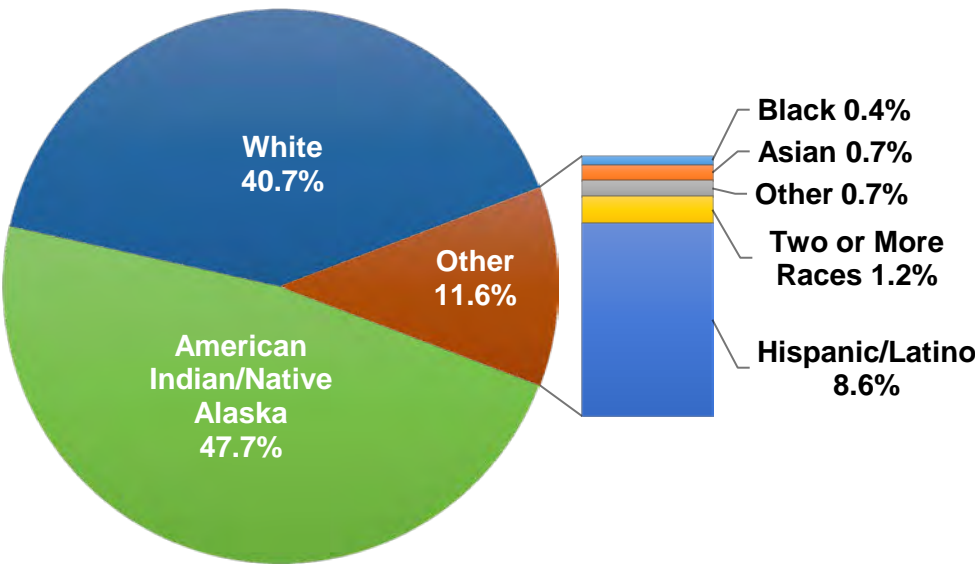
(Arizona State and County Population Projections: 2018-2055)



	Year 2013	Year 2018	Year 2023	Year 2028	Year 2033
	7,492	7,566	7,715	7,700	7,607
Under 18 Years Old	1,505	2,240	2,284	2,279	2,252
Over 18, Under 65 Years Old	5,170	4,646	4,737	4,728	4,671
Over 65 Years Old	817	681	694	693	685

Estimated based on Arizona State and County Population Projections: 2018-2055 from the Office of Economic Opportunity

Population by Race



2013-2017 American Community Survey 5-Year Estimates

Employment

Major Employers



Private Sector

- Aramark Lake Powell
- Navajo Generating Station
- Antelope Holdings LLC
- Wal-Mart
- Infinity of Page Home Health Care
- Banner Page Hospital
- Canyonlands Community Health Care
- Yamamoto Custom Baits
- Page Steel/Page Lumber

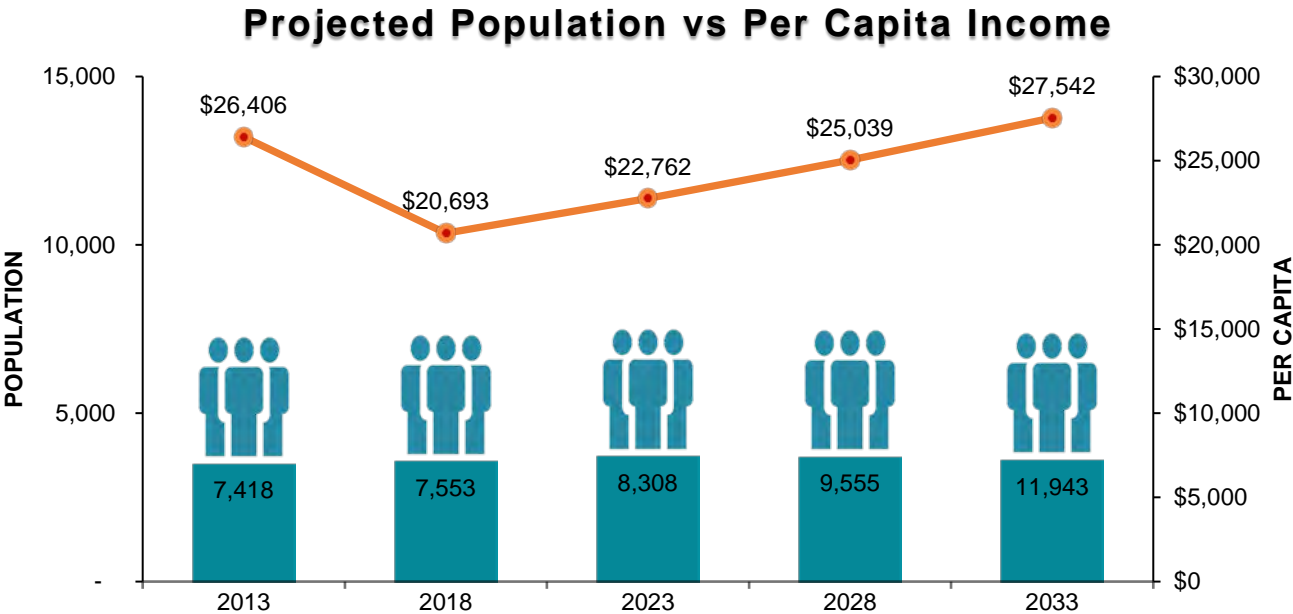
Public Sector

- Page Unified School District
- National Park Service
- City of Page
- Coconino Community College
- Bureau of Reclamation

Office of Citizenship and Immigration Services, E-Verify Services, Participating Services. 2018

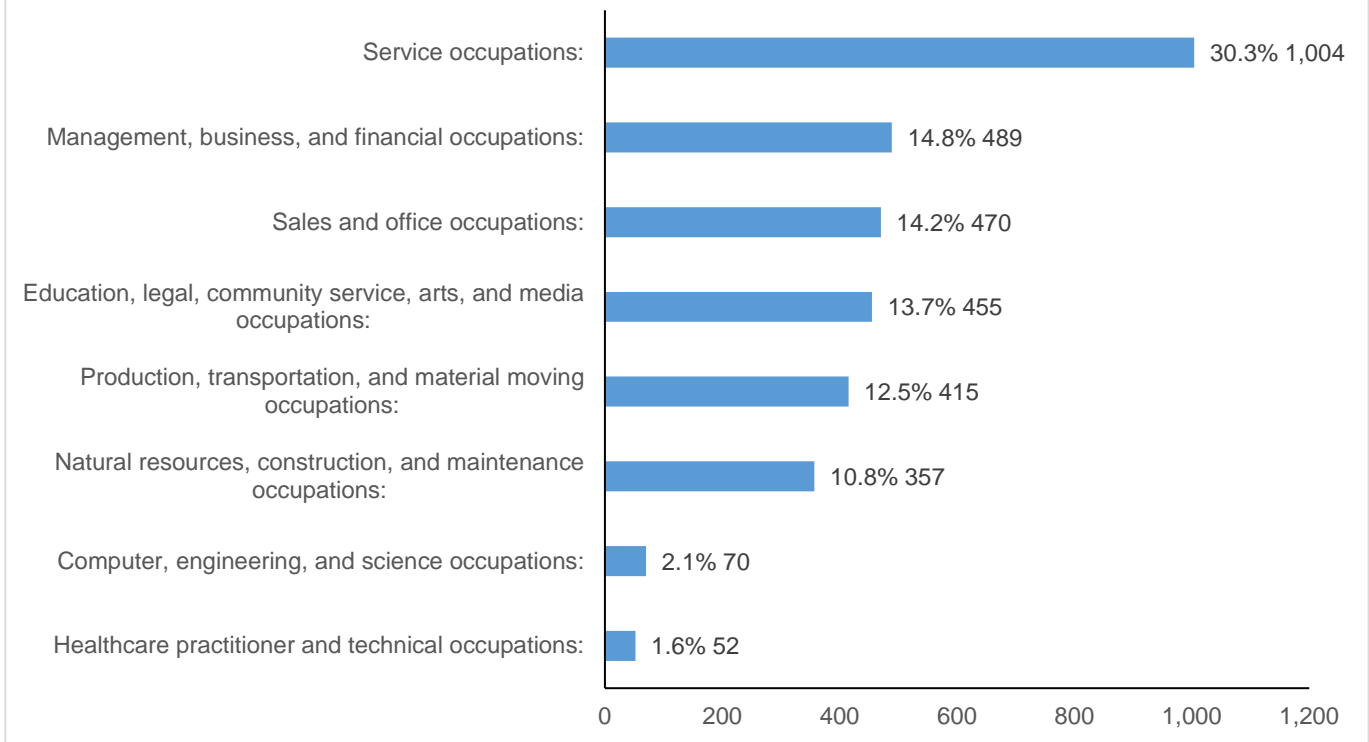
Number employed in private sector - **2,451** Number employed in public sector – **767**
Number of Self-Employed workers - **72** Number of unpaid family workers - **22**

2013-2017 American Community Survey 5-Year Estimates



Estimates based on 2013-2017 American Community Survey 5-Year Estimates

Employment by Industry



2013-2017 American Community Survey 5-Year Estimates

Occupations by Industry

Services Occupations:

- Healthcare support
- Firefighting and prevention
- Law enforcement workers
- Other protective service workers
- Food preparation and serving related
- Building and grounds cleaning and maintenance
- Personal care and service

Sales and Office Occupations:

- Sales and related occupations
- Office and administrative support

Management, business, science, and arts occupations:

- Management
- Business and financial operations

Education, legal, community service, arts, and media:

- Community and social services
- Legal
- Education, training, and library
- Arts, design, entertainment, sports, and media

Natural resources, construction, and maintenance:

- Farming, fishing, and forestry
- Construction and extraction

Production, transportation, and material moving:

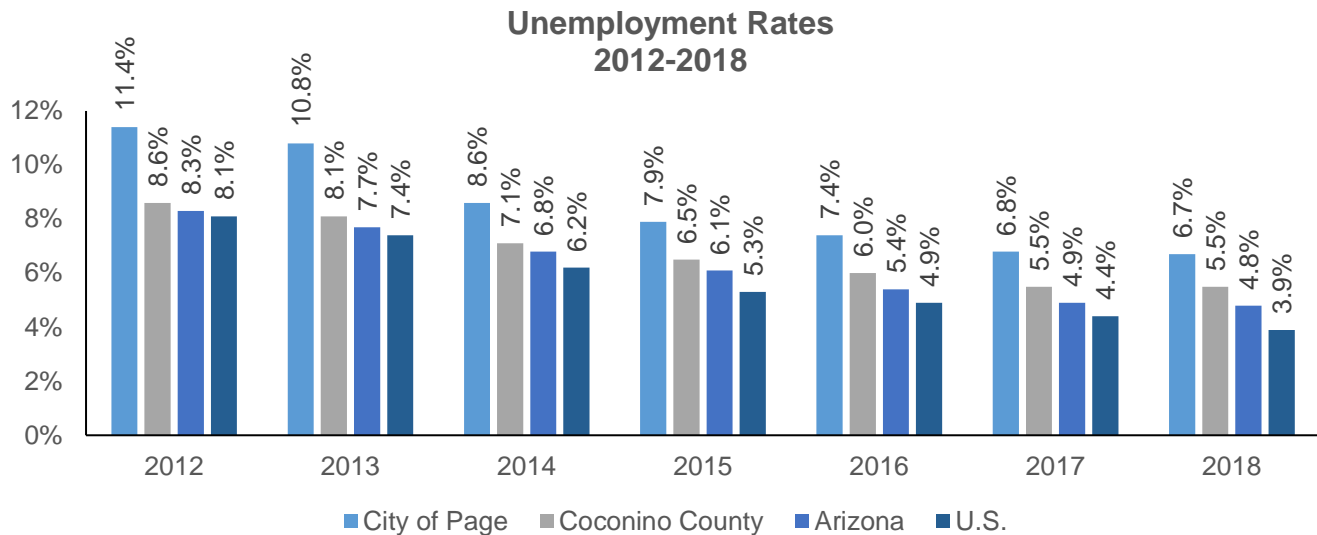
- Production
- Transportation
- Material moving

Healthcare practitioner and technical:

- Health diagnosing and treating practitioners and other technical
- Health technologists and technicians

Computer, engineering, and science:

- Computer and mathematical
- Architecture and engineering
- Life, physical, and social science



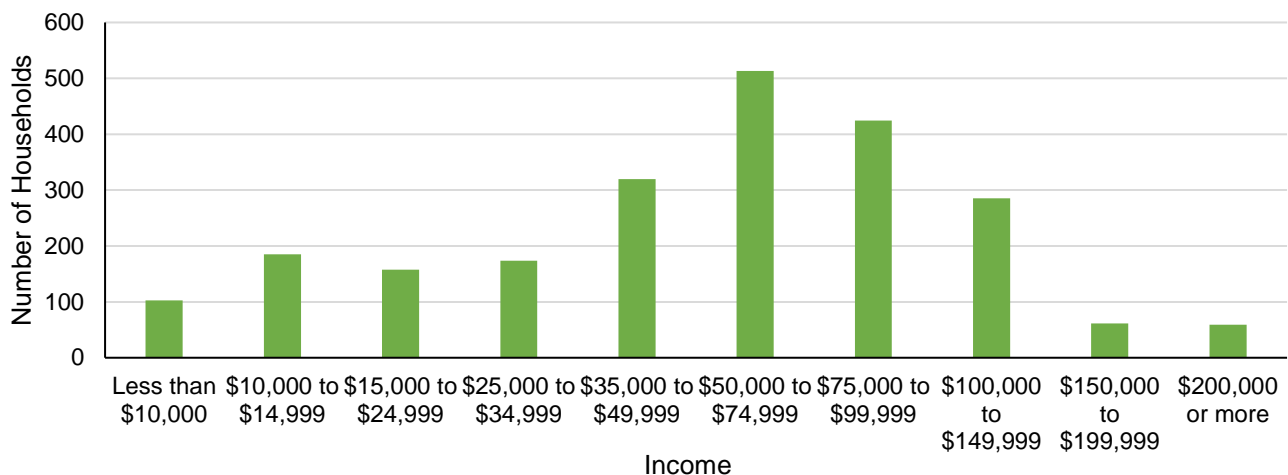
Office of Economic Opportunity, Arizona Labor Statistics 2019

Page's 2018 unemployment rate was 6.7%, which is higher than the County (5.5%), State (4.8%), and nation average (3.9%) (Office of Economic Opportunity, Arizona Labor Statistics). The labor force participation rate is 71.2%, which is higher than the County (63.4%) and State (59.2%). This implies that Page residents seek out employment at a greater rate, since more people are in the labor force locally than regionally (U.S. Census QuickFacts, 2018).

Note: Statistics from Arizona Labor Statistics are not seasonally adjusted and numbers are revised from prior year due to LAUS 2016 Redesign.

Median Annual Income: \$60,135

12 Month Household Income



2013-2017 American Community Survey 5-Year Estimates, Income in the Past 12 Month (in 2017 inflation-adjusted dollars).

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III. Financial Policies

Financial Management Policy Overview

Financial Management Policy was formally adopted by City Council on July 25, 2012 and last revised June 24, 2019.

Policy 1 - Fiscal Planning and Budgeting

Fiscal planning refers to the process of identifying resources and allocating those resources among numerous and complex competing purposes. The primary vehicle for this planning is the preparation, monitoring and analysis of the City's budget. It is increasingly important to incorporate a long-term perspective and to monitor the performance of the programs competing to receive funding.

Policy 2 - Fund Balance

Fund balance is an important indicator of the City's financial position. Maintaining reserves is considered a prudent management practice. Adequate fund balances are maintained to allow the City to continue providing services to the community in case of unexpected emergencies or requirements and/or economic downturns.

Policy 3 - Expenditure Control

Expenditures will be controlled by an annual budget at the department/fund level. Management must ensure compliance with the legally adopted budget. In addition, purchases and expenditures must comply with legal requirements and policies and procedures set forth by the City.

Policy 4 - Revenues and Collections

In order to provide funding for service delivery, the City must have reliable revenue sources. These revenues must be assessed and collected equitably, timely, and efficiently.

Policy 5 Grants

Many grants require Council's approval of funds, either for the original grant or to continue programs after the grant funding has expired. Council should review these grant opportunities prior to determining whether application should be made for these grant funds.

Policy 6 - Cost of Service and User Fees

User fees and charges are payments for voluntarily purchased, publicly provided services that benefit specific individuals. The City relies on user fees and charges to supplement other revenue sources in order to provide public services.

Indirect cost charges will be assessed to reflect the full cost of identified services.

Policy 7 - Capital Asset Accounting and Replacement

An effective asset accounting system is an important tool in managing the City's capital investments. The purpose of using this system allows us to identify, plan, schedule, finance, track and monitor capital assets to ensure proper replacement of depreciated assets.

The performance and continued use of capital infrastructure is essential to delivering public services. Deferring essential maintenance and/or asset replacement can negatively impact service delivery and increase long term costs.

Basis of Budgeting

Terms

Basis of budgeting - the basis of accounting utilized throughout the budget process.

Basis of accounting - a term used to refer to when revenues and obligations are recognized in the accounts and reported in the financial statements.

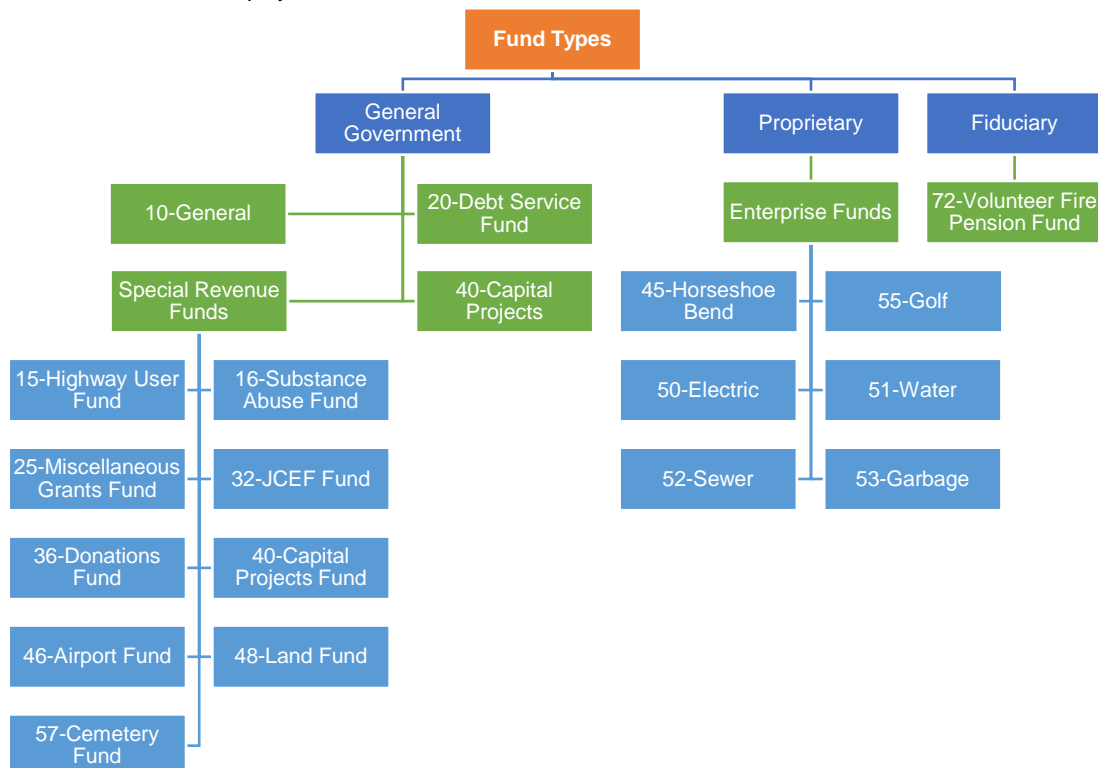
The City of Page 's budgets for the General, Special Revenue, Debt Service and Enterprise funds are prepared on essentially the same as modified accrual basis of accounting. This method is also used for City's financial reporting and financial statements. Although the City of Page utilizes Modified Accrual that does not require budgeting for depreciation, the City still budgets for depreciation for enterprise funds.

Basis of Budgeting

Type	Cash	Full Accrual	<input checked="" type="checkbox"/> Modified Accrual
Revenue	Cash is received	Earned	Measurable and available
Expenses	Cash is paid	Incurred	Incurred
Depreciation	Not budgeted	Not budgeted	Not budgeted
Capital Outlay (Budgeted as expense in year purchased)	Cash is paid	Incurred	Incurred
Principal Payments (Budgeted as expense)	Cash is paid	Incurred	Incurred

Fund Accounting

According to the Government Finance Officers Association, fund accounting is used to meet the reporting objective of providing information as to whether resources were obtained and used in accordance with the budget and other finance related requirements by accounting for financial transactions and balances through several separate funds, each accounting for designated assets, liabilities and equity.



Fund Descriptions

General Fund

- ◆ General Fund (10) – The General Fund is the City's primary operating fund and supports most of the City's departments in whole or in part. It accounts for all financial resources of the general government, except for those required to be accounted for in another fund. The General Fund is supported by revenues from city sales taxes, state aid, excise taxes, investment income, fines & forfeitures, and fees & charges.

Debt Service Fund

- ◆ Debt Service Fund (20) – The Debt Service Fund accounts for the accumulation of resources for and the payment of current and future debt service requirements of governmental debt that the City has authorized. The liabilities accounted for in this fund extend to future years, versus those that affect the current year alone shown in other funds.

Capital Projects Fund

- ◆ Capital Projects Fund (40) – The Capital Projects Fund accounts for the acquisition and construction of the City's major capital facilities, other than those financed by proprietary funds.

Special Revenue Funds

Special Revenue Funds are used to account for revenues that are legally restricted to specific purposes. These revenues must be accounted for separately from the General Fund for a variety of reasons, and may span multiple fiscal years.

- ◆ Airport Fund (46) – The Airport Fund is used to account for activities related to the operation of the City's airport.
- ◆ Cemetery Fund (57) – The Perpetual Care Fund is used to account for resources held by the City for the perpetual care of the cemetery.
- ◆ Donation Fund (36) – The Donation Fund is used to account for donations received by the City which are restricted for specific purposes.
- ◆ Highway User Revenue Fund (15) – The Highway User Revenue Fund (HURF) is used to account for the City's share of motor fuel tax revenues and lottery proceeds which are restricted for the maintaining, repairing, and upgrading of streets.
- ◆ Judicial Collection Enhancement Fund (32) – The Judicial Collection Enhancement Fund is used to account for activities associated with the Magistrate Court.
- ◆ Land Fund (48) – The Land Fund is used to account for activities related to land sales.
- ◆ Miscellaneous Grants Fund (25) – The Miscellaneous Grants Fund is used to account for grants received by the City which are restricted for specific purposes.
- ◆ Substance Abuse Fund (16) – The Substance Abuse Fund is used to account for the activity of the City's substance abuse funds received through the Magistrate Court.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside of the government. This means that the City is responsible for assets in a purely custodial manner that can be used only for the trust beneficiaries and Agency Funds.

- ★ Volunteer Fire Pension Fund (72) – The Pension Trust Fund accounts for the activities of the Volunteer Firefighters' Retirement Plan, which accumulates resources for pension benefit payments to qualified volunteer firefighters and EMS personnel.

Enterprise Funds

Enterprise Funds, also known as Proprietary Funds, cover the city's "business-type" activities, and are referred to as such in the financial statements. These statements comprise the Electric, Garbage, Sewer, and Water Funds of the City and added the Horseshoe Bend Fund in mid-FY2019 and the Golf Fund in FY2020. All direct and indirect costs including overhead of each service are intended to be captured by user fees and/or general fund subsidies. These funds account for their own fixed assets and long-term liabilities.

- ❖ Horseshoe Bend Fund (45) – Accounts for the Horseshoe Bend's services and operations.
- ❖ Golf Fund (55) – Accounts for the City's golf course services and operations.
- ❖ Electric Fund (50) – Accounts for the City's electrical services and operations.
- ❖ Garbage Fund (53) – Accounts for the City's garbage services and operations.
- ❖ Sewer Fund (52) – Accounts for the City's wastewater utility operations.
- ❖ Water Fund (51) – Accounts for the City's water utility operations.

◆ Governmental Funds

★ Fiduciary Funds

❖ Proprietary Funds

Departments by Fund

		Departments													
	Fund	Mayor and City Council	City Administration	City Attorney	City Clerk	Magistrate	Finance	Community /Economic Development	Community and Recreation Services	Public Safety	Public Works	Airport	Horseshoe Bend	Golf	Page Utility
Major Funds	General Fund	X	X	X	X	X	X	X	X	X	X				
	Electric Fund														X
	Capital Project Fund*		X			X		X	X	X	X	X	X	X	
Special Revenue Funds	Highway User Revenue Fund										X				
	Substance Abuse Fund					X									
	Debt Service Fund						X					X			
	Miscellaneous Grants Fund							X	X	X		X			
	Judicial Collection Enhancement Fund					X									
	Donations Fund	X							X	X					
	Airport Fund											X			
	Land Fund		X					X							
	Cemetery Fund										X				
Fiduciary Funds	Volunteer Fire Pension Fund									X					
Proprietary Funds	Horseshoe Bend Fund												X		
	Golf Fund													X	
	Water Fund														X
	Sewer Fund														X
	Garbage Fund														X

*Based on FY2020 Budget

IV. Budget Process

The City of Page budget process relies upon the combined effort and involvement of our citizens; City Council; City Manager; Department Leaders; staff; partner agencies; and other local government entities. All play a vital role in assisting the City to ensure best use of the City's financial resources to keep our community beautiful and thriving.

Date	ACTION	Responsible Party
November 6, 2018	General meeting with Department Managers/ Appointed Staff to discuss FY20 Budget process and set goals.	City Manager
November 8, 2018	Compile pertinent budget information.	Finance
November 8, 2018	Distribute budget instructions, information, and work sheets to department heads.	All Departments
December 20, 2018	Complete compilation of the forthcoming fiscal year's revenue estimates including debt service requirements, etc.	Finance
December 20, 2018	Submit departmental budget estimates to Finance.	All Departments
January 9, 2019	City Council work Sessions for FY2020. Strategic Plan Update/Goal Setting.	City Manager
January 14, 2019	City Manager/Finance Director review of departmental budgets and estimates.	City Manager/ Finance
January 28, 2019 – February 25, 2019	An individual meeting with each department head may be held in conjunction with the review step.	All Departments
March 6, 2019	Make approved changes and prepare summary of tentative budget.	City Manager/ Finance
March 8, 2019	Complete preparation of proposed budget.	Finance
March 13, 2019	Deliver proposed budget to City Council for review.	City Manager
March 27, 2019 March 29, 2019 March 30, 2019 April 8, 2019 April 10, 2019 April 17, 2019 April 25, 2019 May 6, 2019 May 15, 2019	City Council Budget Work Session(s)	City Council
May 22, 2019	Adopt tentative Budget	City Council
May 29, 2019	Published Public Notice – 1st	City Clerk
June 5, 2019	Published Public Notice – 2 nd	City Clerk
June 12, 2019	Public Hearing	City Council
June 12, 2019	Adopt Final Budget	City Council

Assessment Phase

The budget process begins with the City Manager and Finance staff meeting in November to discuss the upcoming fiscal year budget and set deadlines.

Development Phase

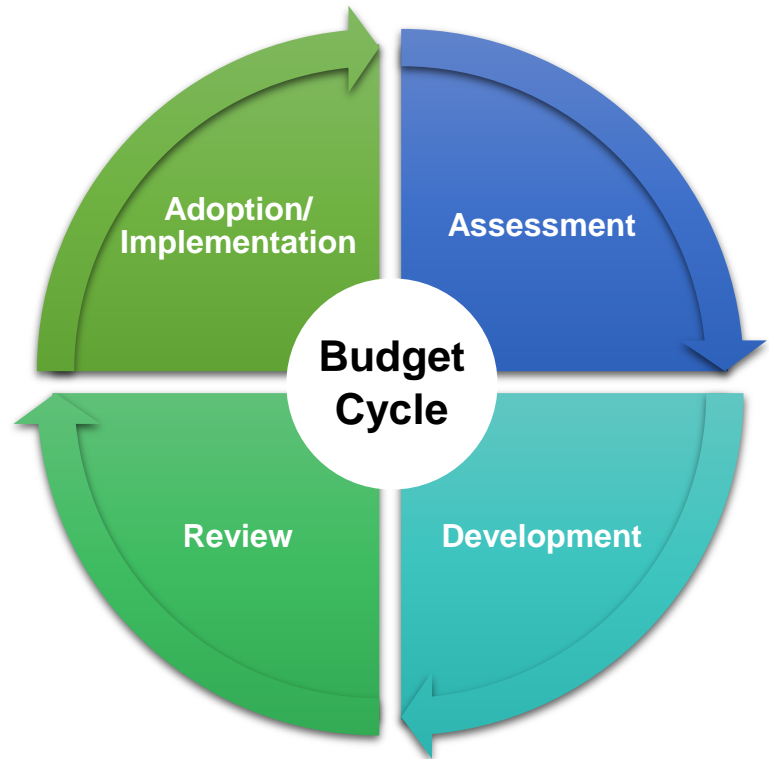
Finance compiles budget information from prior years and creates user friendly templates to be completed by department managers and staff to begin gathering preliminary data for the upcoming fiscal year. Finance works closely with departments in completing templates by set deadline.

Review Phase

The City Council holds a series of public work sessions in between March and June to hear input from City departments regarding objectives, accomplishments, and significant budget changes while providing an opportunity for the public to share their input. A tentative budget is adopted in accordance with Arizona Revised Statutes (ARS) 42-17101.

Adoption/Implementation Phase

In accordance with Arizona Revised Statutes (ARS) 42-17103, following the approval of the tentative budget, the City will publish a public notice to allow for public inspection of the City's budget summaries for two consecutive weeks. Final Budget is then adopted. Management control of the budget is maintained by conducting monthly budget performance reviews throughout the fiscal year to examine expenditure patterns and recommending corrective action to be taken during the year. Budget transfers may be requested if a shortfall is anticipated.



IV. Budget Message

Mayor Tappan and Members of Page City Council:

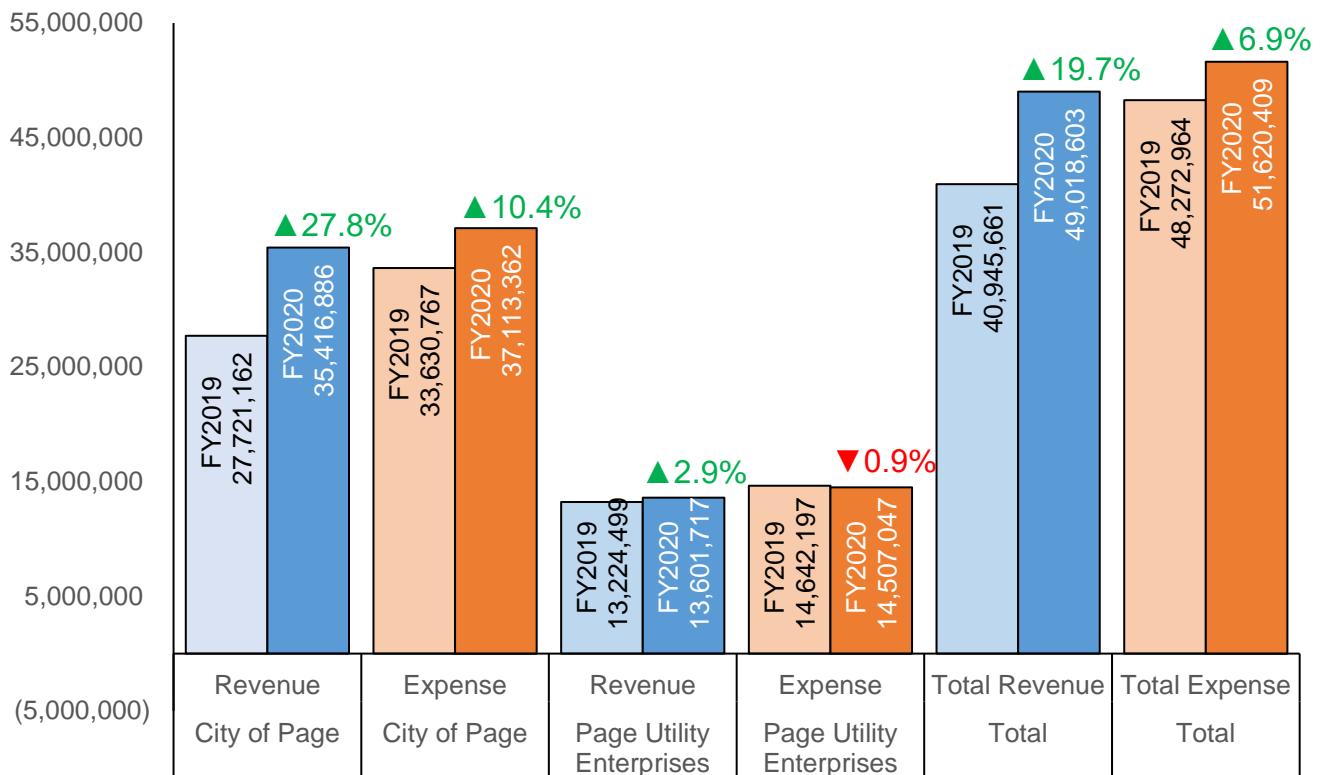
The Fiscal Year 2020 Budget is respectfully submitted to Mayor Tappan, the City Council, and residents of Page Arizona. This budget represents our commitment to strong financial management practices and our strategic plan for continued growth and a sustained future. This budget document has been a collaboration between the City Manager, Department Managers, City staff, and members of Page City Council to be used as a tool to identify funding priorities, reflect the needs and desires of the community, and to guide management throughout the year by clearly setting forth the goals and objectives of the Council for the coming year.

Strategic Priorities:

1. Community Development
2. Economic Development
3. Tourism
4. Fiscal Responsibility
5. High Performing Organization
6. Improving Infrastructure
7. Housing
8. Quality of Life

The budget for the City of Page includes \$35,416,886 in revenue and \$37,113,362 in expenditures and utilizes \$1,552,476 in fund balances. The budget for the Page Utility Enterprises includes \$13,601,717 in revenue and \$14,507,047 in expenditures and utilizes \$1,049,330 in fund balances. The budget is balanced between expenditures and revenues, but also seeks to balance the allocation of resources between competing operating requirements, capital needs, debt burden, and the maintenance of strong reserves for long term financial stability.

Overall Expenses and Revenues FY2019 vs FY2020



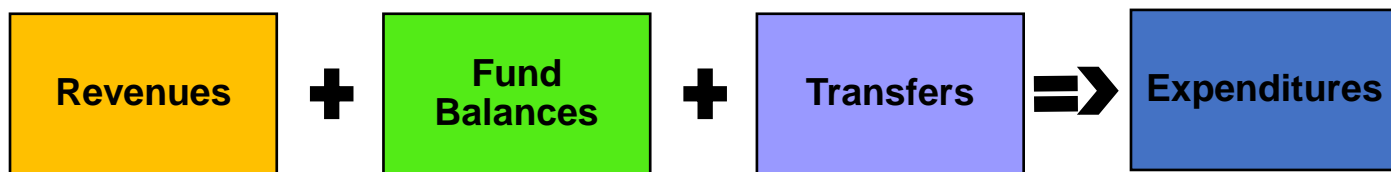
Budgeted overall revenue increased by 19.7% from FY19 and overall expenses increased by 6.9%, excluding interfund transfers.

Fund Accounting

The City uses funds to report its financial position and the results of its operations. Fund accounting ensures financial resources are segregated by certain governmental functions or activities. Fund accounting also supports legal compliance and aids overall fiscal management practices. A fund is a separate accounting entity with a self-balancing set of accounts, which includes assets, liabilities, fund equity, revenues, and expenditures. More information on fund accounting and the City's financial structure can be found in the next section of the Budget Overview.

Balancing the Budget

City of Page's method to balance the budget for FY2020 (numbers are pre-audited) is straightforward. Expenditure cannot exceed amounts greater than the combined balance of Revenues, Fund Balances, and Transfers. Fund balances stated reflect the cash balances of each fund.



Pre-audited Numbers									
FY2020	Revenues	+	Fund Balance	+	Transfers	=	Total Resources	=>	Expenditures
City of Page									
10-General Fund	16,637,393		15,631,469		(3,515,220)		28,753,642		(14,913,173)
15-Highway User Fund	919,312		(12,368)		(135,000)		771,944		(920,400)
16-Substance Abuse	4,000		26,033		0		30,033		(25,000)
20-Debt Service Fund	173,000		7,576,528		2,609,470		10,358,998		(3,024,700)
25-Miscellaneous Grants	5,074,500		59,173		(29,000)		5,104,673		(5,076,930)
32-JCEF Fund	4,550		31,334		0		35,884		(40,000)
36-Donation Funds	3,610		28,522		0		32,132		(30,796)
40-Capital Project Fund	4,755,321		(746,805)		3,745,125		7,753,641		(9,529,203)
45-Horseshoe Bend Fund	6,000,000		1,448,560		(970,000)		6,478,560		(2,149,839)
46-Airport Fund	550,500		1,541,929		(931,375)		1,161,054		(387,713)
48-Land	505,000		0		(505,000)		0		0
55-Golf	654,000		0		0		654,000		(918,908)
57-Cemetery	41,500		297,673		(125,000)		214,173		(21,300)
72-Fire Pension	94,200		530,246		0		624,446		(75,400)
Subtotal	35,416,886		26,412,294		144,000		61,973,180	✓	(37,113,362)
Page Utility Enterprises									
50-Electric	8,883,286		19,996,616		0		28,879,902		(10,028,000)
51-Water	1,981,400		5,031,796		0		7,013,196		(1,854,600)
52-Sewer	1,944,590		3,469,953		0		5,414,543		(1,906,775)
53-Garbage	792,441		757,457		(144,000)		1,405,898		(717,672)
Subtotal	13,601,717		29,255,822		(144,000)		42,713,539	✓	(14,507,047)
Grand Total	49,018,603		55,668,116		0		104,686,719	✓	(51,620,409)

Expenditures for the City, inclusive of Page Utility Enterprise, have increased by 6.9% from FY2019, the City has ensured the adopted budget is structurally balanced, financially sustainable over multiple years, and able to accomplish the set goals.

The Current cash fund balance of the General Fund is approximately \$15.6 million dollars which is 42% of expected FY20 Expenses. By comparison, this time last year, the cash balance in the General Fund was \$14,077,298; an increase of 11%.

Changes in Fund Balance

The City is starting with \$26.4 million in cash fund balances for FY2020 (numbers are pre-audited, excluding Page Utility Enterprises). Although there are adequate fund balances as a total, the City also wants to ensure each fund is accountable and does not depleted its resources. At the time of budget preparation and adoption, FY2019 was not closed and transactions were still being processed. Although the FY2020 Budget portrays the funds of the Highway User Fund, JCEF Funds, and Capital Project Fund are over spent, the City monitors and reviews the budget and balance of each fund monthly. Expenses may need to be restricted to ensure funds are not over spent. The City anticipates a negative fund balance in the Golf Fund. Since this will be the first year the City will resume operations of the Golf Course, City Council wants to monitor its performance

Pre-audited Numbers			
Fund	Starting Fund Balance As of 7/1/2019	Net Change	Ending Fund Balance 6/30/2020
City of Page			
10-General Fund	15,631,469	(1,791,000)	13,840,469
15-Highway User Fund	(12,368)	(136,088)	(148,456)
16-Substance Abuse	26,033	(21,000)	5,033
20-Debt Service Fund	7,576,528	(242,230)	7,334,298
25-Miscellaneous Grants	59,173	(31,430)	27,743
32-JCEF Fund	31,334	(35,450)	(4,116)
36-Donation Funds	28,522	(27,186)	1,336
40-Capital Project Fund	(746,805)	(1,028,757)	(1,775,562)
45-Horseshoe Bend	1,448,560	2,880,161	4,328,721
46-Airport Fund	1,541,929	(768,588)	773,341
48-Land	0	0	0
55-Golf	0	(264,908)	(264,908)
57-Cemetery	297,673	(104,800)	192,873
72-Fire Pension	530,246	18,800	549,046
City of Page Total	26,412,294	(1,552,476)	24,859,818
Page Utility Enterprises			
50-Electric	19,996,616	(1,144,714)	18,851,902
51-Water	5,031,796	126,800	5,158,596
52-Sewer	3,469,953	37,815	3,507,768
53-Garbage	757,457	(69,231)	688,226
Page Utility Enterprises Total	29,255,822	(1,049,330)	28,206,492
Grand Total	55,668,116	(2,601,806)	53,066,310

Executive Summary

2020 Budget	General Fund	Debt Service	Capital Project	Special Revenue	Horseshoe Bend	Golf	Page Utility Enterprises	Total
Revenue								
Taxes	12,240,000	0	0	0	0	0	0	12,240,000
Intergovernmental	2,545,093	0	4,755,321	5,987,312	0	0	0	13,287,726
License, Permit & Fees	285,300	0	0	0	0	0	0	285,300
Charges for Services	1,116,500	0	0	67,500	6,000,000	654,000	13,439,717	21,277,717
Fine and Forfeits	240,000	0	0	0	0	0	0	240,000
Interest on Investments	175,000	55,000	0	56,000	0	0	161,000	447,000
Rent	0	0	0	395,000	0	0	0	395,000
Land Sales	2,500	0	0	500,000	0	0	0	502,500
Other Revenue	33,000	118,000	0	191,360	0	0	1,000	343,360
Revenue Total	16,637,393	173,000	4,755,321	7,197,172	6,000,000	654,000	13,601,717	49,018,603
Expense								
Operating	(5,349,388)	(3,024,700)	0	(6,497,626)	(858,006)	(275,227)	(7,493,772)	(23,498,719)
Personnel	(9,563,785)	0	0	(79,913)	(1,291,833)	(643,681)	(2,699,775)	(14,278,987)
Capital	0	0	(9,529,203)	0	0	0	(4,313,500)	(13,842,703)
Expense Total	(14,913,173)	(3,024,700)	(9,529,203)	(6,577,539)	(2,149,839)	(918,908)	(14,507,047)	(51,620,409)
+/- to Fund Balance Before Transfers	1,724,220	(2,851,700)	(4,773,882)	619,633	3,850,161	(264,908)	(905,330)	(2,601,806)
Transfers	(3,515,220)	2,609,470	3,745,125	(1,725,375)	(970,000)	0	(144,000)	0
+/- to Fund Balance After Transfers	(1,791,000)	(242,230)	(1,028,757)	(1,105,742)	2,880,161	(264,908)	(1,049,330)	(2,601,806)

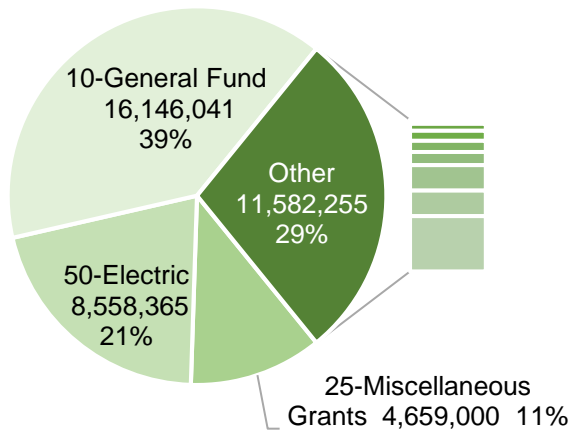
2019 Budget	General Fund	Debt Service	Capital Project	Special Revenue	Horseshoe Bend	Golf	Page Utility Enterprises	Total
Revenue								
Taxes	11,443,000	0	0	0	0	0	0	11,443,000
Intergovernmental	2,427,366	0	4,228,000	5,505,903	0	0	0	12,161,269
License, Permit & Fees	282,675	0	0	0	0	0	0	282,675
Charges for Services	1,614,500	0	0	64,500	0	0	13,178,999	14,857,999
Fine and Forfeits	260,000	0	0	0	0	0	0	260,000
Interest on Investments	80,000	40,000	0	57,000	0	0	44,500	221,500
Rent	0	0	0	376,000	0	0	0	376,000
Land Sales	2,500	0	0	1,000,000	0	0	0	1,002,500
Other Revenue	36,000	118,000	0	185,718	0	0	1,000	340,718
Revenue Total	16,146,041	158,000	4,228,000	7,189,121	0	0	13,224,499	40,945,661
Expense								
Operating	(6,030,057)	(1,399,388)	0	(5,252,757)	0	0	(7,510,566)	(20,192,768)
Personnel	(9,213,423)	0	0	(20,592)	0	0	(2,640,131)	(11,874,146)
Capital	0	0	(11,714,550)	0	0	0	(4,491,500)	(16,206,050)
Expense Total	(15,243,480)	(1,399,388)	(11,714,550)	(5,273,349)	0	0	(14,642,197)	(48,272,964)
+/- to Fund Balance Before Transfers	902,561	(1,241,388)	(7,486,550)	1,915,772	0	0	(1,417,698)	(7,327,303)
Transfers	(2,971,000)	1,849,000	5,710,000	(4,444,000)	0	0	(144,000)	0
+/- to Fund Balance After Transfers	(2,068,439)	607,612	(1,776,550)	(2,528,228)	0	0	(1,561,698)	(7,327,303)

2018 Actual	General Fund	Debt Service	Capital Project	Special Revenue	Horseshoe Bend	Golf	Page Utility Enterprises	Total
Revenue								
Taxes	13,428,000	0	0	0	0	0	0	13,428,000
Intergovernmental	2,357,019	0	902,305	990,655	0	0	0	4,249,979
License, Permit & Fees	169,435	0	0	0	0	0	0	169,435
Charges for Services	1,134,755	0	0	68,055	0	0	13,666,540	14,869,349
Fine and Forfeits	222,594	0	0	0	0	0	0	222,594
Interest on Investments	163,501	88,165	0	73,609	0	0	150,517	475,793
Rent	0	0	0	363,312	0	0	0	363,312
Land Sales	0	0	0	0	0	0	0	0
Other Revenue	40,583	117,313	0	165,363	0	0	10,432	333,691
Revenue Total	17,515,887	205,478	902,305	1,660,994	0	0	13,827,489	34,112,153
Expense								
Operating	(4,224,804)	(1,393,433)	0	(1,037,202)	0	0	(8,739,327)	(15,394,766)
Personnel	(7,959,216)	0	0	(1,931)	0	0	(2,306,402)	(10,267,549)
Capital	0	0	(2,709,480)	0	0	0	(2,963,761)	(5,673,241)
Expense Total	(12,184,020)	(1,393,433)	(2,709,480)	(1,039,133)	0	0	(14,009,490)	(31,335,556)
+/- to Fund Balance Before Transfers	5,331,867	(1,187,956)	(1,807,175)	621,861	0	0	(182,001)	2,776,597
Transfers	(3,610,484)	2,967,287	1,613,410	(830,105)	0	0	(140,108)	0
+/- to Fund Balance After Transfers	1,721,384	1,779,331	(193,765)	(208,244)	0	0	(322,109)	2,776,597

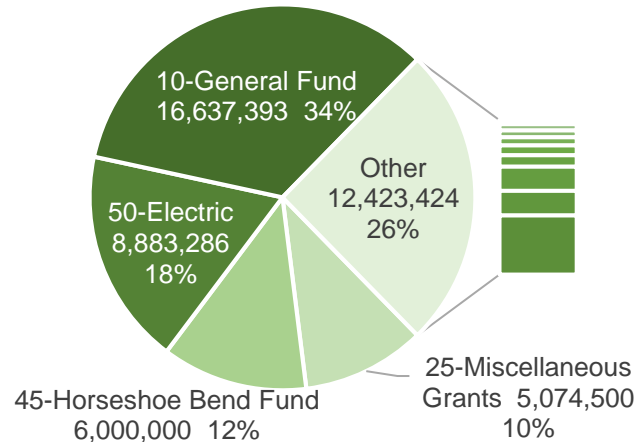
Revenues

At the Strategic Priorities Work Session, the Council set priorities and goals that could be accomplished in the next two years. These goals are ones that can be achieved without the need to find additional revenues through bonding or increased fees. Charts and tables below exclude transfers.

FY2019 Budget



FY2020 Budget



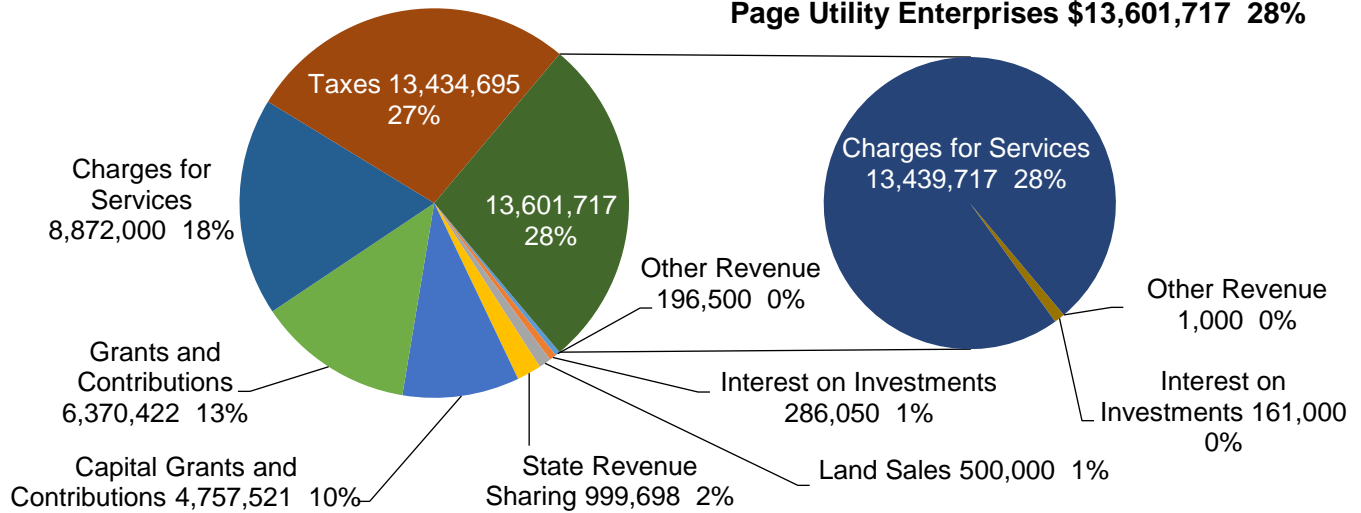
Fund		FY2018 Budget	FY2019 Budget	FY2020 Budget
10-General Fund		15,064,163	16,146,041	16,637,393
50-Electric		8,546,365	8,558,365	8,883,286
45-Horseshoe Bend Fund		0	0	6,000,000
25-Miscellaneous Grants		203,000	4,659,000	5,074,500
Other	40-Capital Project Fund	1,101,450	4,228,000	4,755,321
	51-Water	1,945,400	1,946,400	1,981,400
	52-Sewer	1,555,760	1,951,590	1,944,590
	15-Highway User Revenue Fund	890,827	852,903	919,312
	53-Garbage	744,663	768,144	792,441
	55-Golf	0	0	654,000
	46-Airport Fund	540,300	530,168	550,500
	48-Land	547,186	1,006,000	505,000
	20-Debt Service Fund	122,500	158,000	173,000
	72-Fire Pension	98,450	92,800	94,200
	57-Cemetery	30,000	35,500	41,500
	32-JCEF Fund	7,035	5,050	4,550
	16-Substance Abuse	6,000	4,000	4,000
	36-Donation Funds	7,500	3,700	3,610
	Grand Total	\$31,410,599	\$40,945,661	\$49,018,603

FY2020 Revenue Budget by Activity

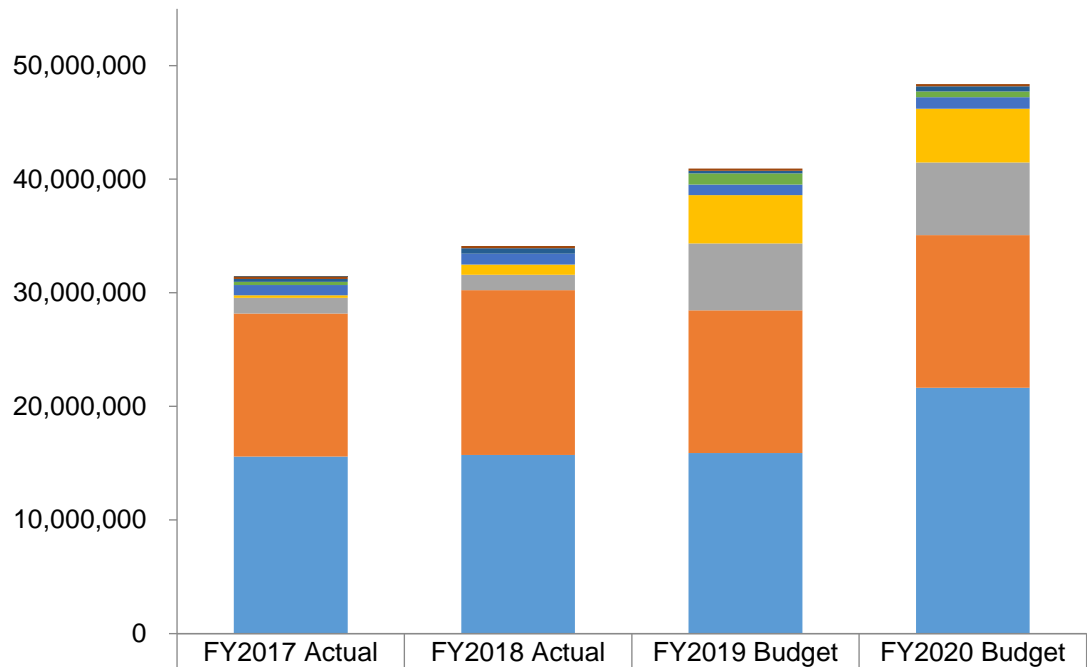
Total = \$49,018,603

City of Page \$35,416,886 72%

Page Utility Enterprises \$13,601,717 28%



Revenue by Activity by Year



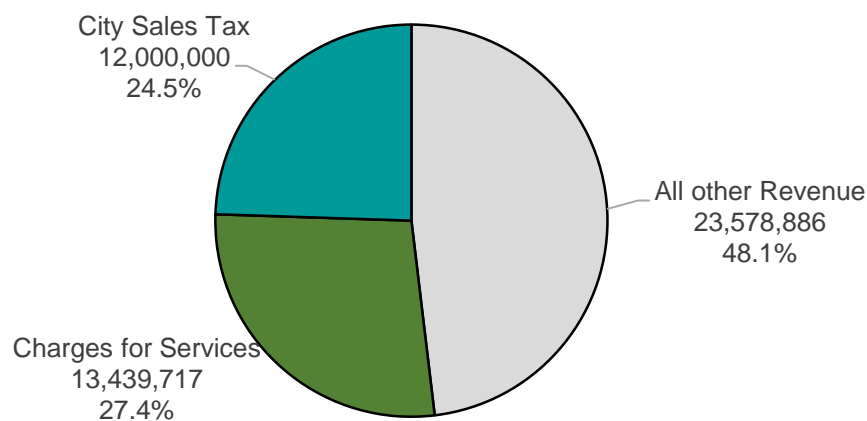
	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
Debt Proceeds	62,446	0	0	0
Other Revenue	226,956	193,134	198,800	197,500
Interest on Investments	235,506	475,823	221,550	447,050
Land Sales	288,600	0	1,000,000	500,000
State Revenue Sharing	916,348	941,208	932,860	999,698
Capital Grants and Contributions	227,075	904,622	4,230,500	4,757,521
Grants and Contributions	1,355,225	1,359,788	5,888,423	6,370,422
Taxes	12,590,555	14,508,665	12,583,686	13,434,695
Charges for Services	15,601,524	15,728,913	15,889,842	21,657,717

Major Revenue Sources

Summary of Sources of Revenue	FY2020 Budget
City of Page	27,721,162
Taxes	13,434,695
City Sales Tax	12,000,000
Franchise Fee - Cable TV	30,000
Franchise Fee - Electric	175,000
Franchise Fee - Gas Company	35,000
State Sales Tax	793,729
Vehicle License Tax	400,966
Charges for Services	8,872,000
Grants and Contributions	6,370,422
Capital Grants and Contributions	4,757,521
Land Sales	500,000
State Revenue Sharing	999,698
Other Revenue	196,500
Interest on Investments	286,050
Page Utility Enterprises	13,601,717
Charges for Services	13,439,717
Interest on Investments	161,000
Other Revenue	1,000
Grand Total	\$49,018,603

The two major revenue sources are City Sales Tax and Enterprise Charges for Service. Enterprise Charges for Services are budgeted to provide 27.4% of total revenue for FY2020 and City Sales Tax is budgeted to provide 24.5% of total revenue. These numbers are lower than actual estimates based on prior year performances as a safeguard in the case of a significant financial impact throughout the year.

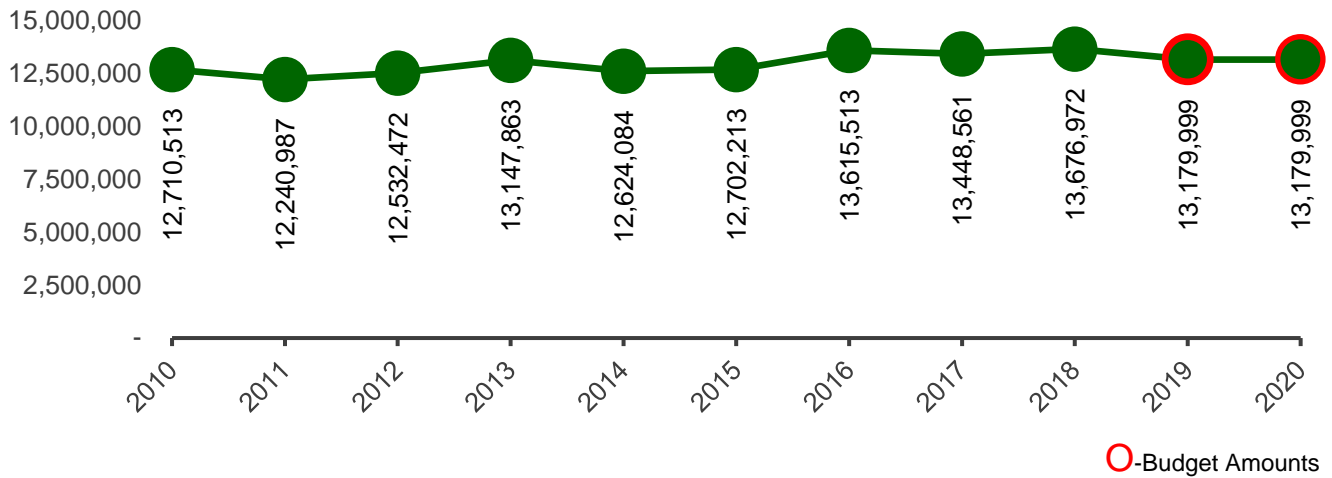
Major Revenue Sources to Total Revenue



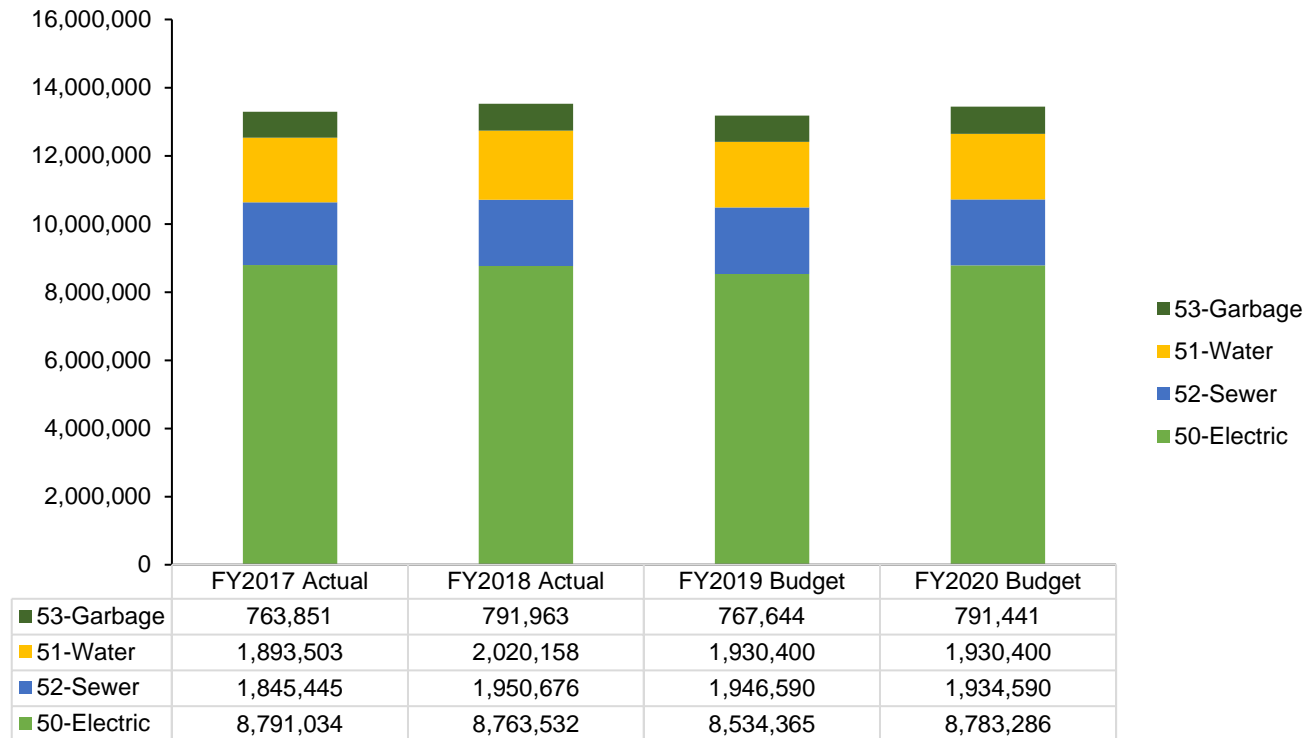
Enterprise Charges for Service – Major Revenue Source

The Enterprise Charges for Service are fees collected for electric, water, sewer, and garbage services provided by Page Utility Enterprises or through third-party providers. seen an increase of 4% from \$13.1 million in FY2013 to \$13.7 million in FY2018. The FY2019 is budgeted at \$13.2 million; however, unaudited numbers reflect \$13.9 million. One new hotel, fifteen new homes, ten buildings, and over twenty manufactured homes went up in FY2019. The need for expanding services continues to grow.

Enterprise Charges for Service Revenue by Year



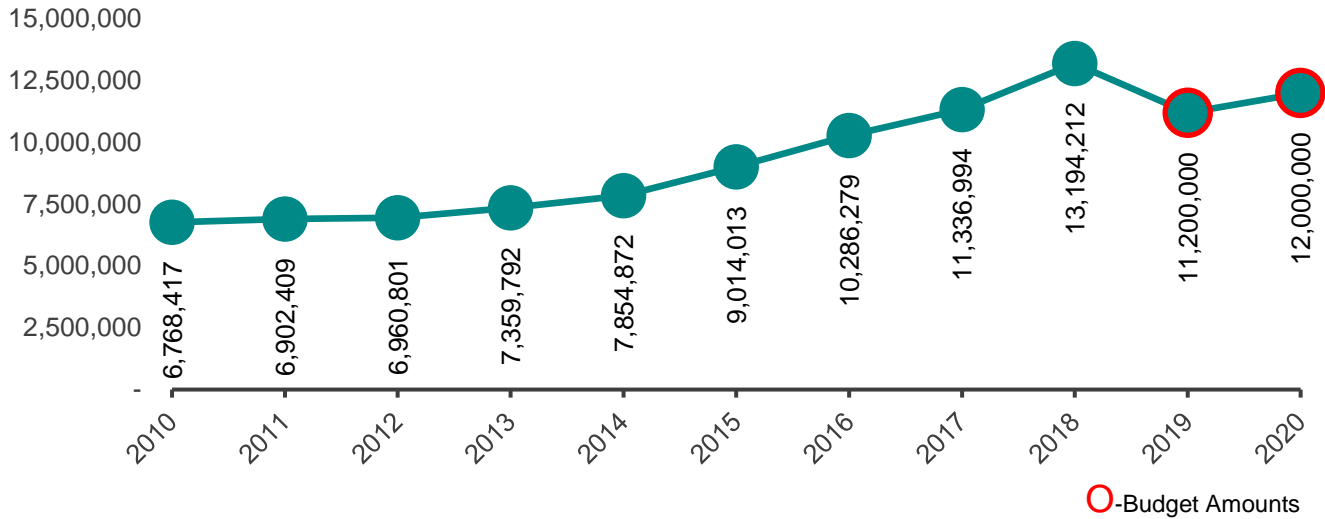
Enterprise Charges for Service by Fund



City Sales Tax – Major Revenue Source

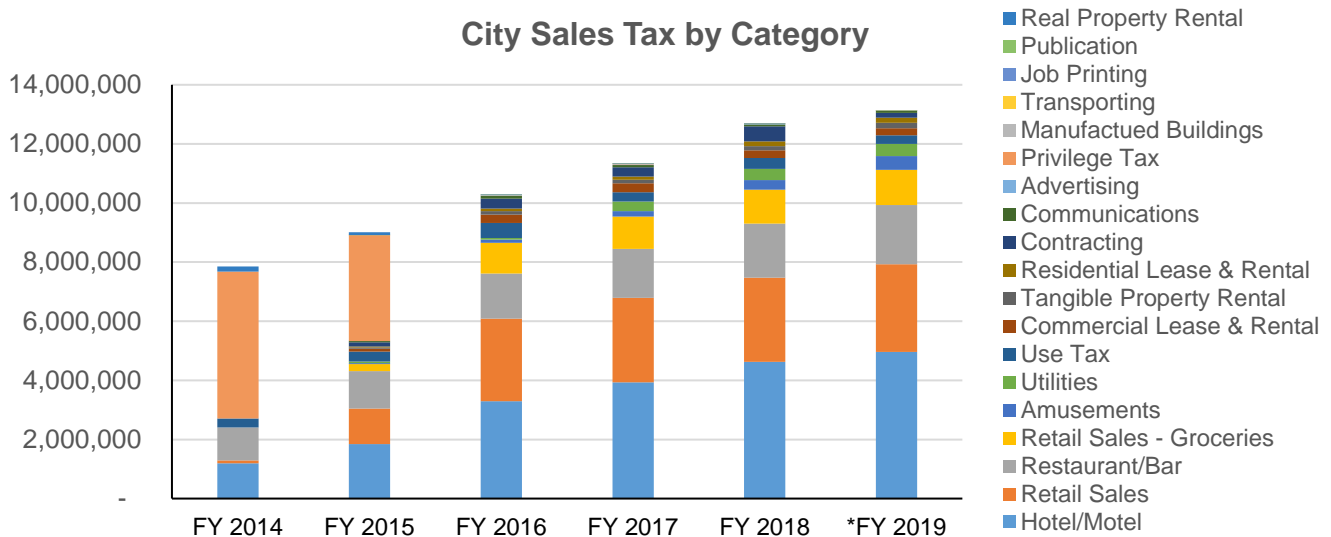
Transaction Privilege Tax (TPT), commonly referred to as sales tax, is imposed by the State of Arizona, the counties, and local municipalities for conducting business in the state. Sales tax is collected and distributed by the Arizona Department of Revenue for counties and cities. Within five years, there has been a 67.9% increase in sales tax revenues from \$7.9 million in FY2013 to \$13.2 million in FY2018. Although \$11.2 million was budgeted for FY2019, unaudited numbers reflect \$14.2 million was received. Tourism continues to flourish with the number of visitors each year. The City of Page's goal to create more economic diversity.

City Sales Tax Revenue by Year



Over the past several years, the City of Page has received a large increase in sales tax for Hotel/Motels and Retail Sales. This is largely due to the increase in tourism.

City Sales Tax by Category



*FY 2019 unaudited

One-Time vs Recurring Income Sources

Recurring revenues are the portion of City funds that can reasonably be expected to continue year over year with a certain degree of predictability. Sales taxes and State Shared Revenues are an example of recurring revenues. One-time revenue is money that the City receives that we do not expect to recur in subsequent fiscal years. Primary sources of one-time revenue include: reserves, land sales, grants, and donations. We have approximately \$10.3 M in one-time dollars and \$38.7M in recurring revenue allocated for FY 2020.

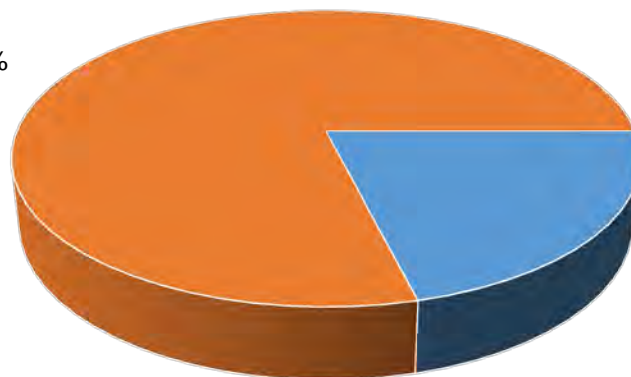
There are two substantial airport grants, \$4.1 million for the Main Apron Construction through the U.S. Department of Transportation Federal Aviation Administration and \$4.4 million for Alternate Essential Air Service through the U.S. Department of Transportation. These grants are expected to be fully, or closely, depleted by the end of FY2020.

The following is a breakdown of one-time and recurring available funding:

One-Time vs Recurring funding	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
One time	626,314	1,019,824	9,890,700	10,333,431
Land Sales	288,600	0	1,000,000	500,000
Donations	6,461	2,762	3,700	3,610
Grants	331,254	1,017,062	8,887,000	9,829,821
Recurring	30,877,920	33,092,329	31,054,961	38,685,172
City Sales Tax	11,336,994	13,194,212	11,200,000	12,000,000
Intergovernmental – State Revenue Sharing, State Sales Tax, and Vehicle License Tax	1,931,988	2,021,874	2,073,546	2,194,393
Franchise and Permit Fee	525,503	394,896	519,675	517,600
Airport Revenue	515,602	510,452	530,168	550,500
All Other Revenue	3,060,533	3,143,407	3,507,073	9,820,962
Enterprise Revenue	13,507,300	13,827,489	13,224,499	13,601,717
Grand Total	31,504,235	34,112,153	40,945,661	49,018,603

FY2020 One-Time vs Recurring Revenue

Recurring,
38,685,172, 79%

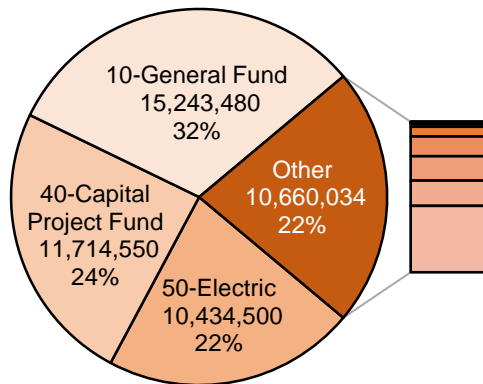


One-Time,
10,333,431, 21%

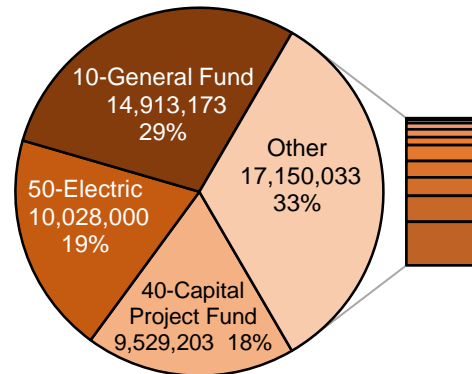
Expenditures

While our financial position is considerably better than in previous years, the budget reflects our efforts to pay off bond debt, and PSPRS liabilities along with investing in our infrastructure and capital equipment; both of which have been deferred. In the next 10 years 96% of our streets will require investments. The average age of the City's fleet is 17 years old (this does not include public safety). This year's budget reflects two new funds that have been added this fiscal year with the addition of the Horseshoe Bend Parking Lot and the City resuming the management of the Lake Powell National Golf Course from the third-party management company. The FY20 recommended budget provides for \$3.3M in new spending over last year. Some of the spending details are outlined below. Charts and tables below exclude transfers.

FY2019 Budget

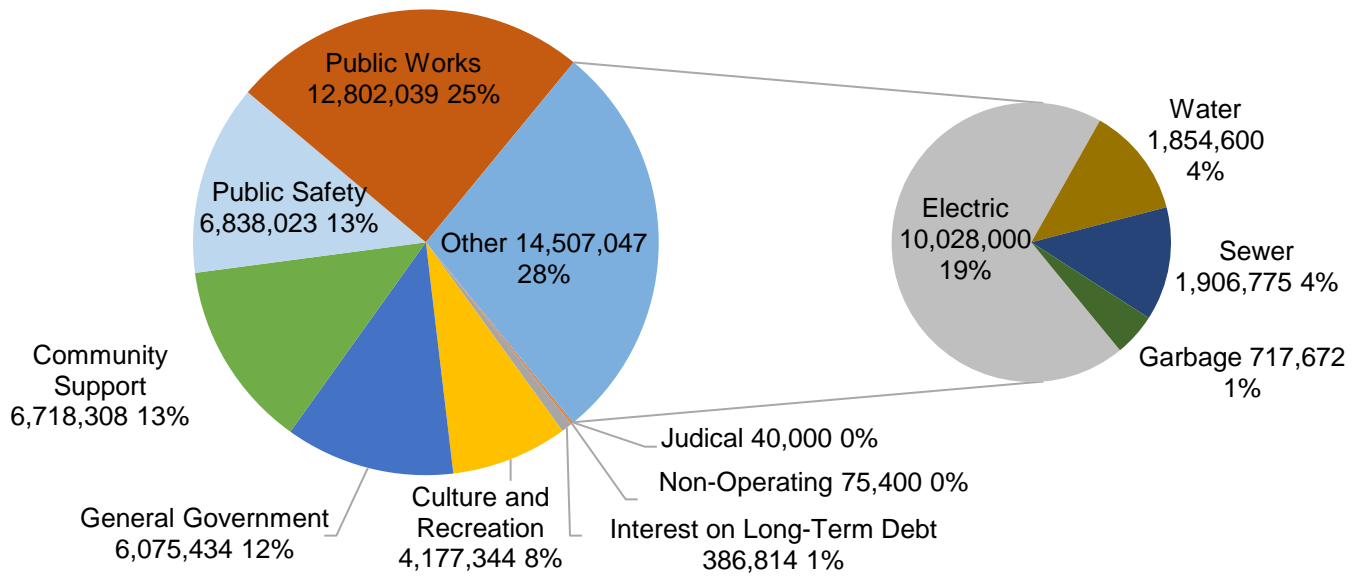


FY2020 Budget

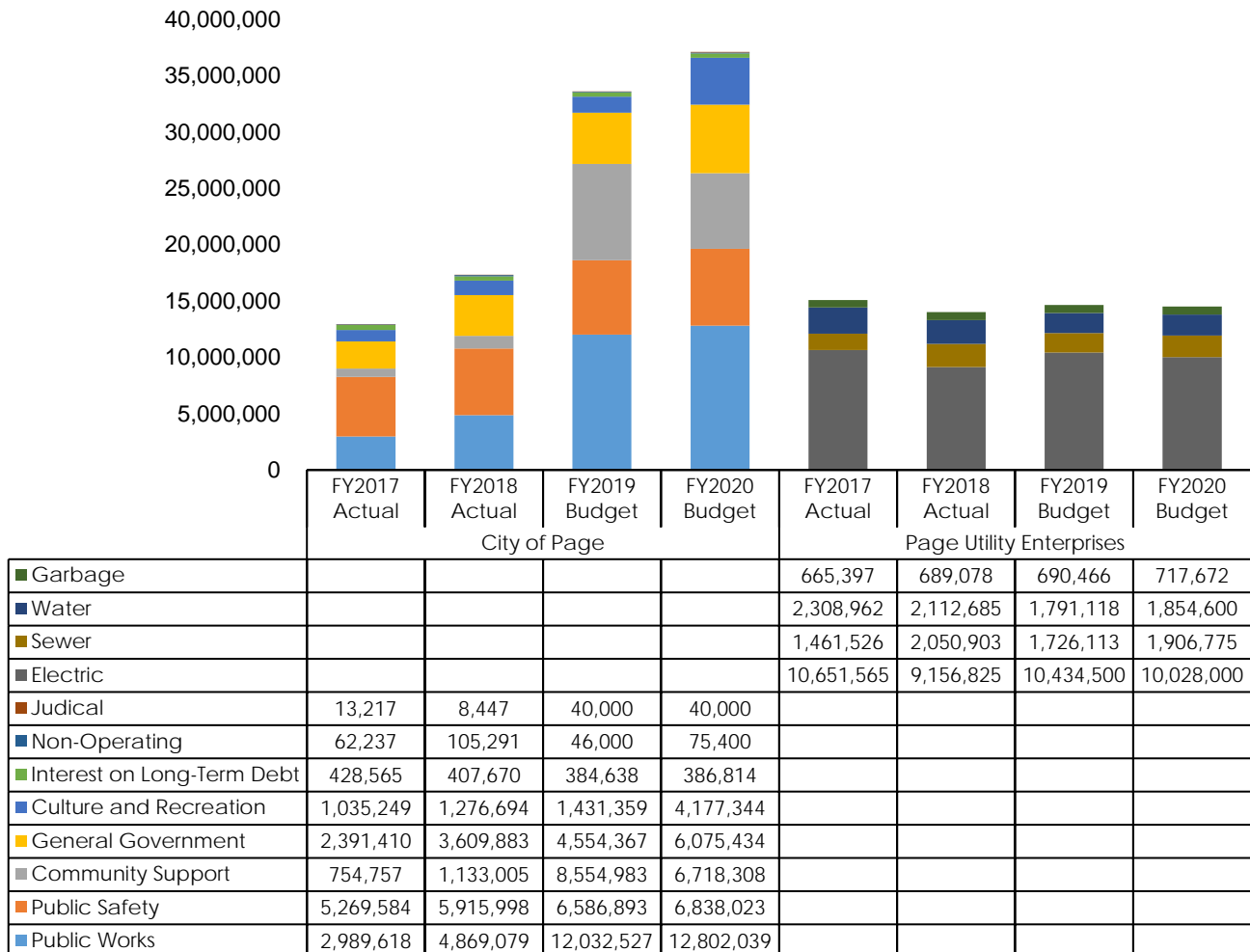


Fund		FY2018 Actual	FY2019 Budget	FY2020 Budget
10-General Fund		12,184,020	15,243,480	14,913,173
50-Electric		9,156,825	10,434,500	10,028,000
40-Capital Project Fund		2,709,480	11,714,550	9,529,203
Other	25-Miscellaneous Grants	70,820	4,706,480	5,076,930
	20-Debt Service Fund	1,393,433	1,399,388	3,024,700
	45-Horseshoe Bend Fund	-	-	2,149,839
	52-Sewer	2,050,903	1,726,113	1,906,775
	51-Water	2,112,685	1,791,118	1,854,600
	15-Highway User Revenue Fund	710,690	220,400	920,400
	55-Golf	-	-	918,908
	53-Garbage	689,078	690,466	717,672
	46-Airport Fund	113,337	201,792	387,713
	72-Fire Pension	105,291	46,000	75,400
	32-JCEF Fund	8,447	40,000	40,000
	36-Donation Funds	9,015	32,377	30,796
	16-Substance Abuse	6,666	15,000	25,000
	57-Cemetery	14,866	11,300	21,300
Grand Total		31,335,556	48,272,964	51,620,409

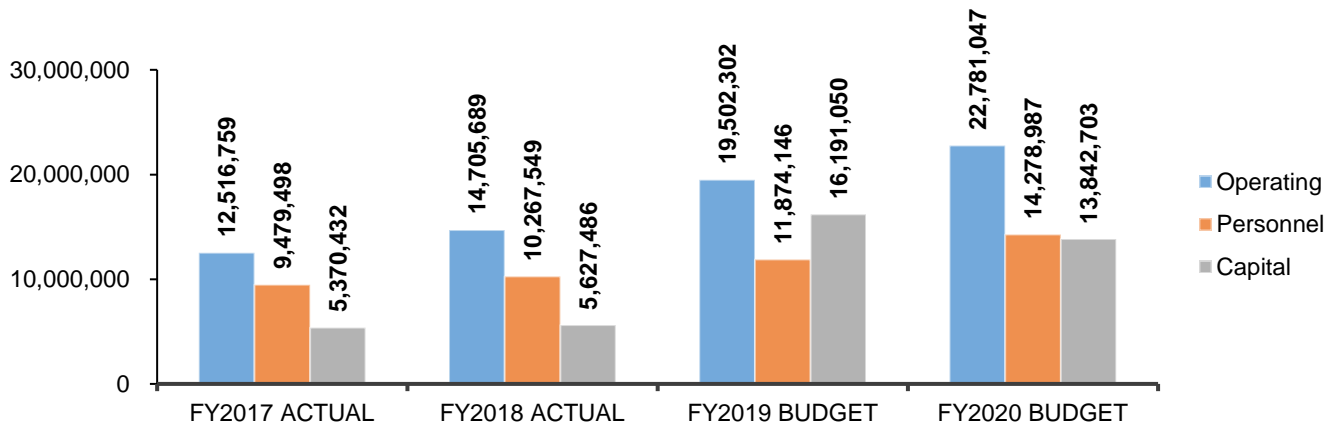
FY2020 Expense Budget by Category Total Expense = \$51,620,409



FY2020 Expense Budget by Category Total Expense = \$51,620,409



Personnel, Operating & Capital Expenses by Year



Operating Costs

The FY20 budget includes an additional \$3.3M in Operating Costs. Four new departments have been added (Horseshoe Bend, Golf Course Clubhouse, Golf Course Maintenance, and Corrals) for a total increase of \$1.2 million in operating costs. Other operating costs highlighted include:

- ◆ Highway Use Fund – Increase of \$700,000
 - Increase in Street Repair for street repairs and maintenance
- ◆ Airport Fund – Increase of \$120,000
 - Increase in Buildings Repair & Maintenance for exterior painting
- ◆ Debt Service Fund – Increase of \$1.6 million
 - Added Payment to Page Utility Enterprises to pay off loan debt

Personnel Costs

The FY20 recommended budget includes an additional \$2.4M in Personnel Costs. This additional funding includes 39.29 FTE of new positions, and increase of 0.88 FTE to existing positions, and the elimination of 1.00 FTE position in the General Fund. The new staff positions will assist in achieving City Council Strategic Priorities, and are designed to increase current service levels:

- ◆ New Departments
 - Horseshoe Bend
 - 0.75 FTE Director
 - Position will oversee the management, administrative, and supervisory duties associated with the day-to-day operations of Horseshoe Bend.
 - 1.00 FTE Fee Facility Manager
 - Position will manage resources, including staff, to ensure quality services and functionality at Horseshoe Bend.
 - 2.00 FTE Lead Cashiers
 - Position will provide supervision to Fee Booth Cashiers.
 - 8.00 FTE Cashiers
 - Position is responsible for the cash management of fees collected at Horseshoe Bend.
 - 1.00 FTE Seasonal Parking Attendants
 - Position will be responsible to assist in keeping parking area clean and orderly by directing traffic and providing customer service.
 - 5.00 FTE Security Guards
 - Position will be responsible to patrol and control traffic and parking at Horseshoe Bend to ensure the safety of staff and visitors.
 - Golf Course Clubhouse
 - 1.00 FTE Golf Manager
 - Position will oversee the management, administrative, and supervisory duties associated with the day-to-day operations of Golf Course Clubhouse.
 - 2.35 FTE Pro Shop Associates

- Position will be responsible for store operations, golf booking, and cash management.
- 1.40 FTE Food Service Workers
 - Position will be responsible for restaurant operations and cash management.
- 1.54 FTE Seasonal Cart Service Workers
 - Position is responsible for golf cart fleet maintenance.

Golf Course Maintenance

- 1.00 FTE Superintendent
 - Position will oversee the management, administrative, and supervisory duties associated with the day-to-day operations of Golf Course Maintenance.
- 1.00 FTE Assistant Superintendent
 - Position will assist Superintendent with oversight of day-to-day operations.
- 1.00 Equipment Supervisor
 - Position will provide supervision to Equipment Operators.
- 2.98 FTE Equipment Operators
 - Position will operate and maintain Golf Course equipment to ensure Golf Course
- 1.00 FTE Irrigation Technician
 - Position responsible for irrigation maintenance on the golf course.
- 1.00 FTE Pesticide Technician
 - Position responsible for maintenance and weed control on the golf course.

Corrals

- 1.00 FTE Maintenance Worker
 - Position responsible for maintenance on corrals.

◆ Additions

- 1.00 FTE Community Center - Manager – New position
 - Position will manage resources, including staff, to ensure quality services and functionality at Community Center.
- 0.55 FTE Community Center - Aide – Increased from 1.16 FTE to 1.71 FTE
 - Position added to assist in increase services provided by the Community Center.
- 2.03 FTE Police - Communication Specialist – Add two Full-Time positions
 - Positions added due to increase of call volume, lack of coverage, and high over-time costs.
- 1.00 FTE Finance – Account Clerk – Add one Full-Time position
 - Position added to assist the Finance Department with increased responsibilities with addition of Horseshoe Bend and Golf Course.
- 1.00 FTE Library – Manager – New Position
 - Position will manage resources, including staff, to ensure quality services and functionality at Library.
- 1.00 FTE Library – Library Specialist – Reclassify position
 - Position reclassified from Circulation Assistant to Library Specialist due to changes in responsibilities.
- 2.00 FTE Streets Maintenance Workers – Add two Full-Time positions
 - Positions added due to increased maintenance needs and not having enough staff to carry out some tasks for safety Reasons. Wage for one worker will be paid out of Horseshoe Bend Fund
- 4.00 FTE Parks Maintenance Workers – Add four Full-Time positions
 - Three paid out of Horseshoe Bend Fund
- 1.07 FTE Recreation – Aides – Increased from 1.41 to 2.48
 - Increase one PT position to FT. Added one PT aide.
- 0.24 FTE Airport – Administrative Assistant - Increase from 0.25 FTE to 0.49 FTE
 - Increased FTE based on budget savings of hiring Administrative Assistant rather than Airport Director.
- 1.00 FTE Airport – Maintenance Workers – Add one Full-Time position
 - Position moved from Building Maintenance to be paid out of Airport Fund.

◆ Reductions

- Eliminated 0.79 FTE Library – Library Coordinator
- Eliminated 1.00 FTE Library – Library Assistants
- Eliminated 1.36 FTE Library – Library Aides
- Eliminated 1.00 FTE Library – Circulation Lead
- Eliminated 1.79 FTE Library – Circulation Assistants
- Eliminated 0.68 FTE Recreation – Maintenance Worker

Capital Expenses

Capital Improvements

The FY20 Budget includes \$13.8 million in Capital Projects and Equipment. Highlights include:

- \$5 million in Airport improvements
- \$2.5 million in Utility capital replacements
- \$2 million in improvements for Horse Shoe Bend
- \$1.8 million in Utility capital additions
- \$870,000 in equipment
- \$600,000 in Community Development
- \$130,000 in parks improvements
- \$220,000 in storm water improvements and street lighting
- \$155,000 in facility and building improvements

Leasing vs. Buying

In the past, the City has opted for cash purchase vehicles to cut interest expenses and not bind future City leaders with debt. Evaluation of current fleet with Public Safety had led City leaders to reconsider vehicle lease options to replace outdated units. With 13 police vehicles replacement schedule classified as “immediate”, there is an increase urgency to look at lease-purchase option for six patrol vehicles compared to purchasing and outfitting one for \$71,800 in FY2020. The City still prefers to utilize cash purchasing for vehicles in other departments.

Equipment to be purchased rather than leased in FY2020

Ford Edge	\$35,000
Ford Edge	\$35,000
F150 XL Supercab	\$35,000
Golf Carts	\$75,000
Gator	\$10,000
F250 Standard Cab	\$40,000
¾ Ton Truck with Utility Bed	\$45,000
Dingo Tractor	\$42,000
Trail Groom	\$26,000
Command Vehicle	\$90,000
Electrical Bucket Truck	\$50,000
Backhoe	<u>\$100,000</u>
Total	\$557,000

Short-Term Debt Factors

Short-term Debt factors impacting budget decision-making for FY2020 are as follows:

Payment Toward Unfunded Public Safety Personnel Retirement System (PSPRS) Liability

The FY2020 budget includes an additional payment to Arizona Public Safety Personnel Retirement System. The estimated Annual Required Contribution for FY2020 is \$445,776, but the City has budgeted to pay \$1.1 Million additional toward the unfunded liability estimated at \$2.8 Million on June 30, 2018 Actuarial Reports for Police and Fire.

Pay off debt to Page Utility Enterprise

In FY2000, the Electric Fund provided a loan to the General Fund and the current balance of the loan is \$1,625,000. The original loan agreement stated the loan was to be paid back to the Electric Fund within one year, but at the end of FY2019 was still outstanding. City leaders have budgeted to clear up this debt in FY2020.

Building Reserve Fund for Bond Series 2011

Beginning in FY2014, the City designated 85% of the 1% sales tax to be allocated toward the Series 2011 Bond to ensure a reserve will be built to pay off the debt on the 2021 call date. The City budgets about \$2 to \$3 million each year to build the reserve balance. At the end of FY2019, the reserve balance reached the needed reserve balance to pay future payments and the amount needed to pay the bond's balance at the 2021 call date. In FY2020 City leaders are working to determine the allocation of these funds and whether to continue the 1% sales tax.

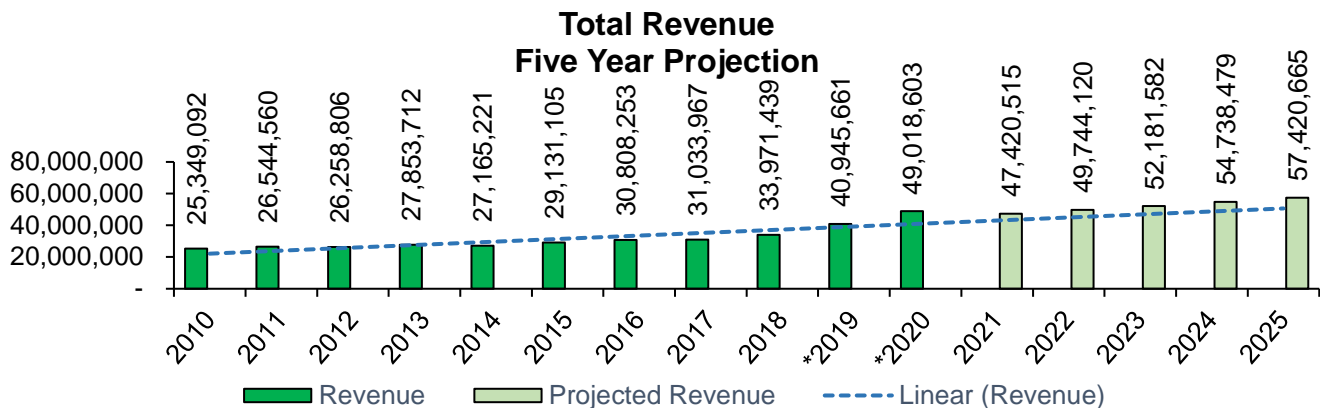
Long-Term Financial Goals

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

Long-Term Financial Goal	Strategic Goal
1. Revenue Projection	Fiscal Resiliency – Economic Vitality
2. Expense Projection	Fiscal Resiliency – Public and Accountability
3. Debt Elimination	Fiscal Resiliency – Public and Accountability – Integrity (Fiscal)
4. Emergency Reserve Fund	Fiscal Resiliency – Safety and Security – Public Accountability – Integrity (Fiscal)

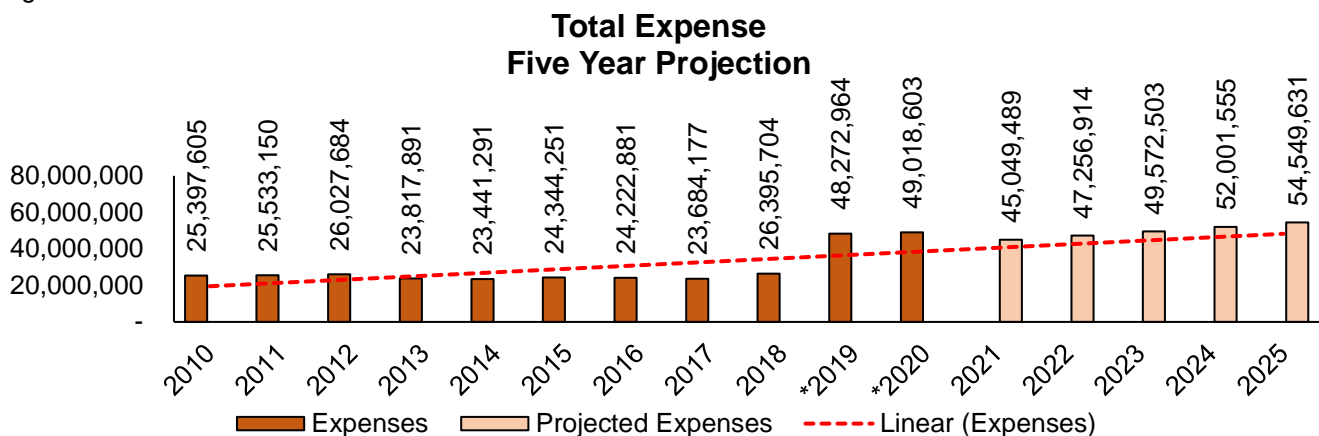
1. Revenue Projection-Overall revenues have been steady in prior years, but current trends reflect an average growth in revenue at about 4.9%. Although growth in revenue is anticipated, mainly from sales tax revenue and revenue from Horseshoe Bend, the City of Page continues to budget conservatively. The City continues to analyze existing revenue structures and explore alternative funding mechanisms to support infrastructure and economic development project funding.

Chart reflects total of Program Revenues, General and Other Revenues from City's Comprehensive Annual Reports for fiscal years 2010-2018. Fiscal year 2019 and 2020 are budgeted amounts.



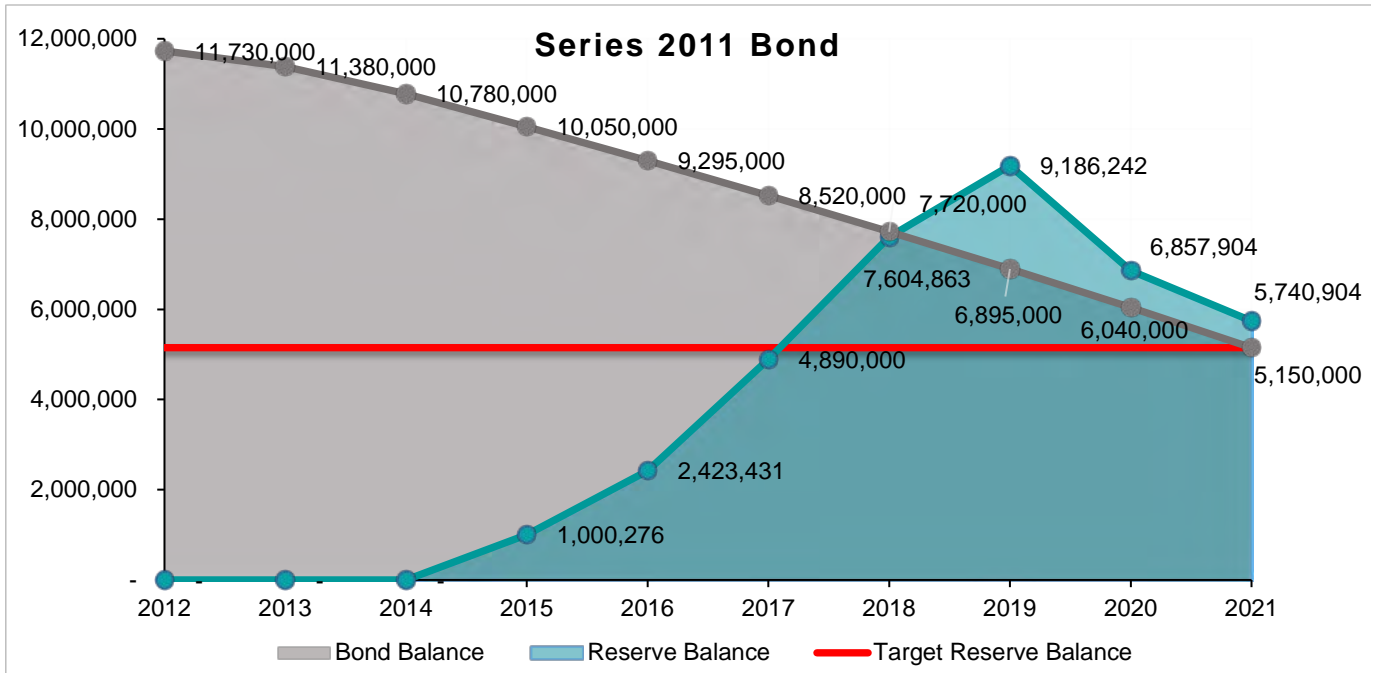
2. Expense Projection- Spending trends in prior years have been consistent. Budget FY2019 and FY2020 indicate a large increase compared to prior years, mainly due to the additional of three new departments: Horseshoe Bend, Golf, and Corrals. The City has budget expenses anticipated each year, including large capital expenses. Although the expenses are budgeted, the expense may not be incurred in the fiscal year. With the City focusing on capital improvements and increasing government services, expenses are anticipated to steadily climb. The City has focused on eliminated debt to allocate more funds to these projects.

Chart reflects total of Governmental and Business-type activities expenses from City's Comprehensive Annual Reports for fiscal years 2010-2018 and has averaged less than 90% of revenues. Fiscal year 2019 and 2020 are budgeted amounts.

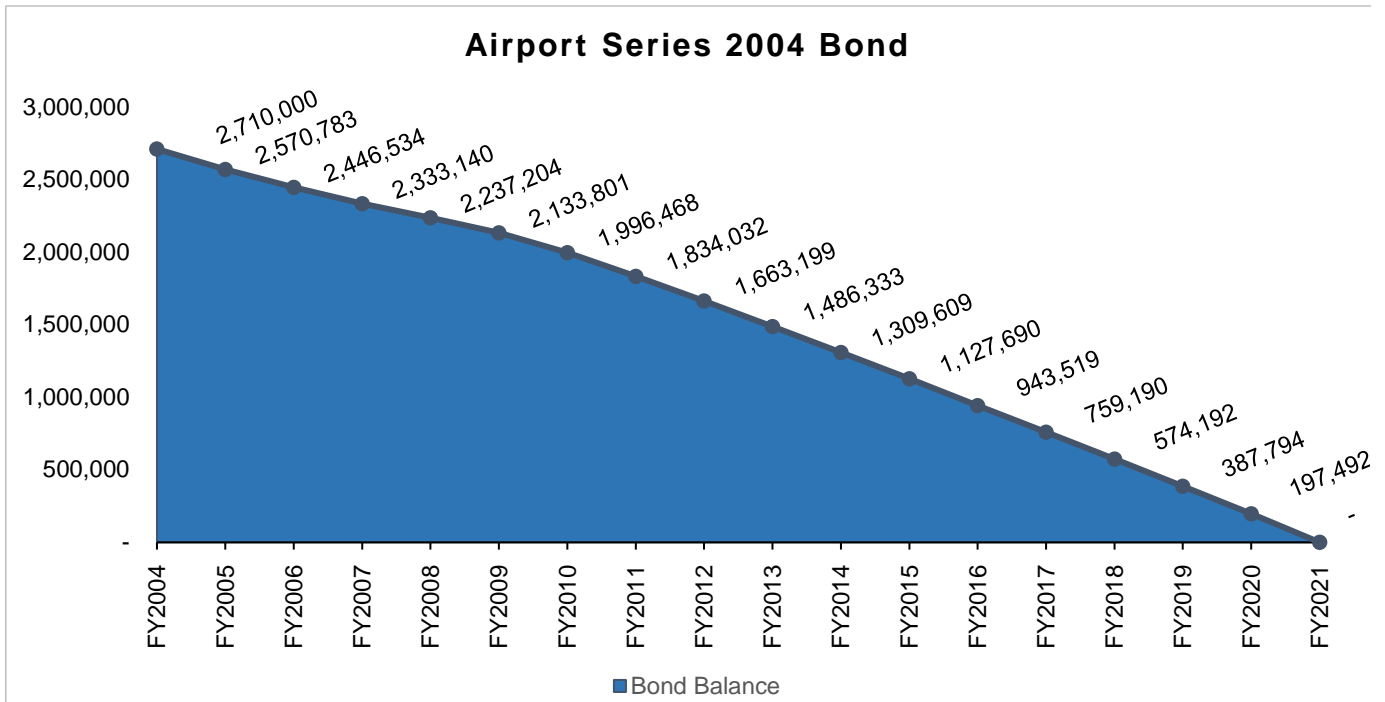


3. Debt Elimination-The City Council of the City of Page has made it a top priority to eliminate debt; including bonds, retirement unfunded liability, and debt to other funds.

Series 2011 Bond - The City of Page has focused on eliminating debt in recent years. Beginning in FY2014, the City has designated 85% of the 1% sales tax will be allocated toward the Series 2011 Bond and ensure a reserve will be built to pay off the debt on the 2021 call date. It is estimated the current reserve balance will be able to cover the 2021 call date.

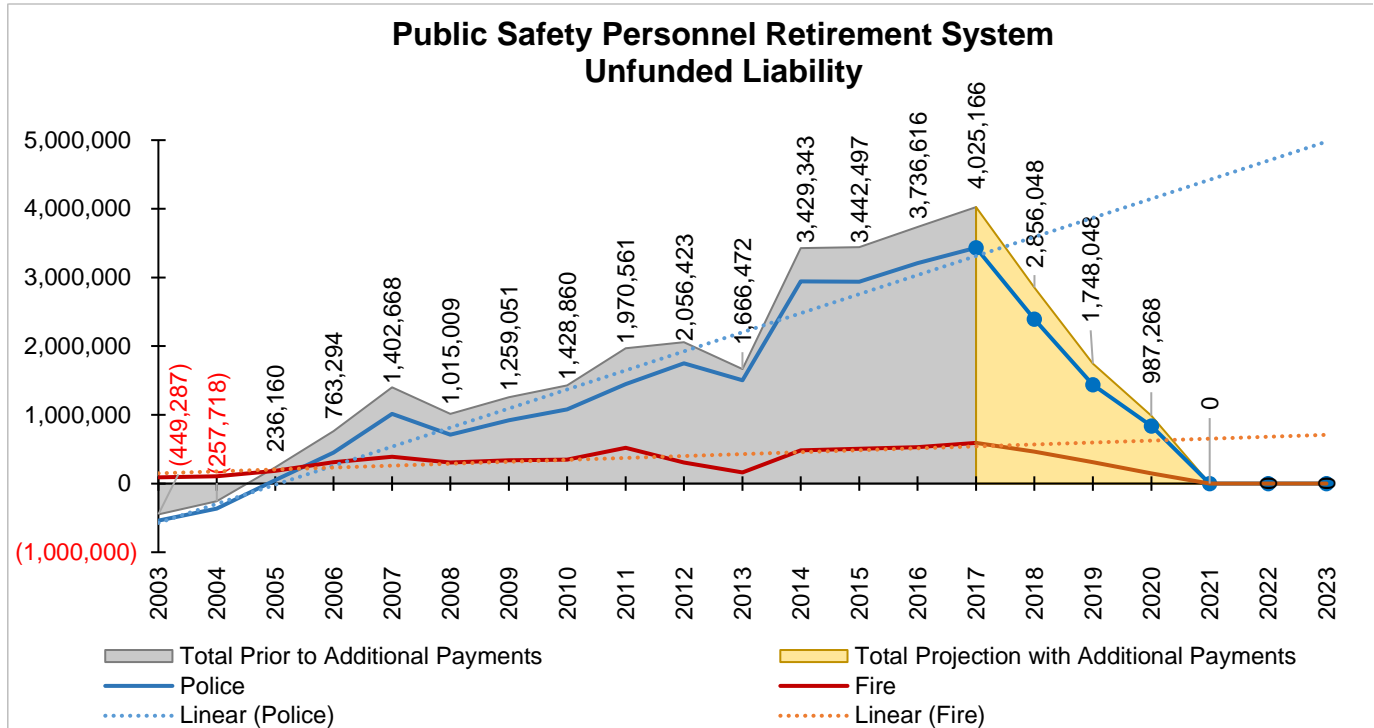


Series 2004 Bond (Airport) – This Bond is scheduled to mature in 2021 and the City will continue to follow the debt service schedule. The City has paid approximately \$844,000 in interest as of June 30, 2019, since bond was issued and will pay approximately \$16,000 more in interest depending on the varying coupon rate.



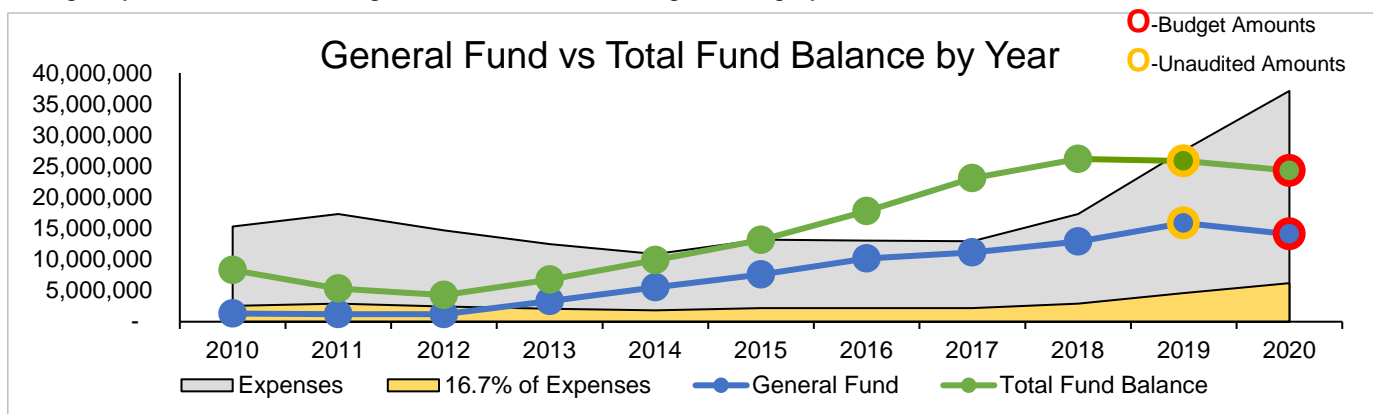
Payoff Unfunded Liability – As of June 30, 2018, the City has a balance of \$2.8 Million of unfunded liability with Public Safety Personnel Retirements Systems (PSPRS). The City has been paying the higher recommended contribution rate (26.03% for Tier 1 and 2 members, 27.11% for Tier 3 members) as opposed to the normal contribution rate (12.21% for Tier 1 and 2 members, 9.94 for Tier 3 members). Although this has assisted in slowing the continued growth of the unfunded liability balance, it continues to accumulate. The City has decided to make additional payments to eliminate this balance beginning in FY2018. The City has budgeted an additional \$1.1 million payment toward the balance in FY2020 and will continue to make additional payments until the unfunded liability is eliminated. The City paid the first additional payment toward the unfunded liability of \$1 million in FY2018 and increased that amount to \$1.5 million in FY2019. If the City continues to make similar additional payments toward the PSPRS unfunded liability balance, it is estimated the unfunded liability balance could be paid off in FY2021.

The blue and red dotted lines in the graph below display the projected liability amount if additional payments were not scheduled.



4. Emergency Reserve Fund

The City wants to ensure adequate levels of fund balance are maintained to abate potential current and future risks to avoid revenue shortfalls and be equipped for unexpected expenditures maintained in the General Fund. Best Practice established by the Government Finance Officers Association recommends at minimum 16.7% or equivalent to two months of either expenses or revenues. Reviewing the past ten years, the City has made a great recovery and has established a healthy fund balance. City leaders have authorized the establishment of an Emergency Reserve Fund of eight million dollars in a long-term high yield account in FY2020.



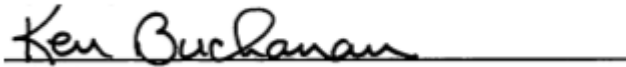
Summary

Financial stability will continue to be maintained through the City's ongoing commitment to provide highest quality, efficient, and cost-effective service. Establishing and following sound financial management policies protect the public's finances and provide accountability to the taxpayers. This is of the utmost importance to our City government and its operations.

The City Council provided input and direction during the budget process so that the City could move forward in fulfilling the Strategic Priorities that have been outlined. I would like to recognize Former City Manager, Michael Celaya; Finance Director, Linda Watson and Finance Analyst, Kristy Monroe for their efforts in compiling this detailed document and for providing their financial analysis.

I am confident that the upcoming fiscal year will be yet another year of progress and improvement for the City of Page community. It has been a pleasure to be able to work with City Staff and the City Council during this few months as your Interim City Manager. I welcome your comments and suggestions as you review the attached information.

Respectfully submitted,

A handwritten signature in black ink that reads "Ken Buchanan". The signature is written in a cursive style and is positioned above a solid horizontal line.

Ken Buchanan
Interim City Manager

V. Strategic Goals and Objectives

Mission Statement

Develop a high standard of community life through shared vision, superior service, and sustainable practice.

Vision

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

Core Values



- Public Accountability/Transparency



- Safety and Security



- Fiscal Resiliency



- Community Engagement



- Integrity (fiscal)



- Customer Service



- Economic Vitality



- Cleanliness/Community Pride

Objective Criteria




Objective Criteria for Decision Making

- Brainstorm the “things that matter” to the community
- Generate creative ideas about best practices and alternatives
- Provide basis for consistently and transparently comparing alternatives
- There are no right or wrong criteria, but there are better and worse ones
- Focus on what matters in the decision, even when what matters is hard to quantify
- Execution










1 - Community Development

A pleasant environment is a source of pride for its residents and an important component of the quality of life in an area. Community aesthetics take on an economic meaning, encouraging tourism and business recruitment. Community Development is a process by which local decision-makers and residents work together to leverage resources to increase business development and job opportunities along with attracting capital to improve the physical, social and environmental conditions in the community. Implement economic development processes that assist in the development of a strong local economy; protect neighborhoods from blighting and deteriorating conditions that have a negative impact on area property values; and encourage residents and business owners efforts to maintain the physical environment through standards set in local ordinances.

Goal	Sponsoring Department	Objective
 <p>In partnership with stakeholders, create and implement a revitalization plan for Block 17 and a Master Streetscape Plan for the central business district that will establish design as well as strategies and policies for streetscape development, criteria for technical feasibility, and identify implementation costs associated with a streetscape enhancement program.</p>	Community/ Economic Development	The Connecting Downtown Page Plan to identify opportunities for downtown connectivity and revitalization concepts.
		The launch of the Façade Improvement Program. \$50,000 of funds have been allocated by the City of Page to implement a grant open to business within the downtown area for façade improvement.
		Begin Downtown Streetscape Plan a plan that identifies needs projects, and mechanisms to enhance the streetscape and façade of the downtown area.
 <p>Maintain and enhance attractive neighborhoods through City services, enforcement techniques, and compliance with City codes and regulations.</p>	Community/ Economic Development	Formation and support of the For Our City Group geared towards community pride through efforts such as beautification projects.
 <p>Begin 2019 General Plan Update.</p>	Community/ Economic Development	Beginning the General Plan Element Update to be completed by December 2019.
		Beginning the process of the General Plan Comprehensive update to be completed by 2021.





2 – Economic Development

The City's vision is to create a robust business environment that attracts employment, wealth, capital investment, and enhanced opportunities for investors and residents.

Goal	Sponsoring Department	Objective
 Promote Page as a location for clean industry, high-tech manufacturing, and development strategies.	Community/ Economic Development	Engage with industry experts to identify development potential. Identify land(s) and engage with property owners to gauge interest. Outline potential city support. Develop and share marketing collateral with industry opportunities.
 Continue hands-on approach with small business start-ups and retention/expansion opportunities.	Community/ Economic Development	Enhance and promote the small business support guide. Continue to engage with Chamber to identify new needs of small business community. Continue to offer educational courses related to small Business.
 Partner with Regional Chamber of Commerce to promote jobs.	Community/ Economic Development	Continue to partner on job fairs and special events. Utilize Chamber's contacts and resources to add value to recruitment/retention efforts. Continue to cross market with Chamber and other agencies in order to enhance Page jobs board. Encourage Chamber membership and city staff to continue "hire Page residents first" campaign.
 Investigate opportunities to attract family-oriented entertainment venues.	Community/ Economic Development	Identify opportunities through demand analysis. Engage with industry experts to identify development potential. Identify land(s) and connect with property owners to gauge interest. Outline potential city support. Develop and share marketing collateral with industry opportunities.
 Attract specialty medical and/or research clinics.	Community/ Economic Development	Inventory medical and research clinics in Page area. Identify opportunities through physician needs analysis. Engage with industry experts to identify development potential. Develop and share marketing collateral with industry opportunities. Coordinate with landowners on possible site visits from potential end-users.
 Assist property owners with development of City Center (Block 17).	Community/ Economic Development	Work with developer to brand any private/public collateral. Identify land options and outline potential city support. Continue to communicate the vision of the Surprise Center to potential projects. Leverage substantial city investments in discussions with potential end-users. Coordinate with landowners on possible site visits from potential end-users.
 Identify and secure additional funding methods for economic development.	Community/ Economic Development	Pursue grants that support economic development Initiatives. Continue to use creative earned revenue post performance incentives such as construction sales tax reimbursement for economic development initiatives with significant infrastructure costs


3 – Tourism

Infuse tourism dollars into Page's economy by diversifying the events, programs, and partnerships offered that make Page an attractive destination for a wide variety of interests.

Goal	Sponsoring Department	Objective
 Lay the groundwork for creating a multi-use facility/ expansion that will draw entertainment and tourism.	Community/ Economic Development	Conduct a needs analysis study.
		Develop a funding strategy.
 Develop an annual festival framework. Strategies:	Community/ Economic Development	Create a calendar that will highlight all events in Page.
	Community & Recreation Services	Develop an RFP process to recruit partners to hold tourism events in Page with defined criteria.
		Simplify application process for third parties to run a special event at the Amphitheater, Sports Complex, and City Parks.
		Arts and Jazz Festival.
 Develop a regional entertainment corridor.	Community/ Economic Development	Establish a value propositions, such as a sports village and entertainment district, soccer complex, or convention center.
	Community & Recreation Services	Identify possible site options.
		Conduct a feasibility study.
		Identify potential partners, both private and public/non-profit.
		Identify costs and incentives.
 Create partnerships that offer visitors a wide range of activities.	Community/ Economic Development	Develop partnerships with hotel associations.
	Community & Recreation Services	Develop partnerships with sports organizations.
		Develop partnerships with general tourism entities.


4 - Fiscal Responsibility

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

Goal	Sponsoring Department	Objective
 <p>Operate in a fiscally prudent manner, assuring the most efficient expenditure of public funds.</p>	City Manager	Develop and maintain a 10-year Capital Improvement Program that balances the anticipated cost of planned projects with a realistic forecast of available resources.
	Finance	Analyze existing revenue structures and explore alternative funding mechanisms to support infrastructure and economic development project funding.
		Striving for true fiscal resiliency in thinking long term 3-5 years with strong reserves. Looking beyond the annual budget year planning, strategizing, and setting goals.
		Developing a long-term fiscal approach that supports sustainability with 3-5 year of strategies addressing capital plans and operational plans.
		Promoting fiscal resiliency by looking beyond the annual budget year in and year out and making policy decisions and council commitment.
		Develop long-term financial forecasts that allow the City to annually identify future revenue and expenditure trends and prepare plans to address anticipated problems in a timely fashion.
	Page Utility Enterprises	The PUE Board has identified Water and Sewer Utility reserve levels to stabilize rates. The Board will make rate recommendations to the City Council.
		Page Utility Enterprises staff will continue long-term financial forecasting, carefully watching future wholesale energy costs, and the PUE Board will make rate recommendations to the City Council.


5 - High Performing Organization

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

Goal	Sponsoring Department	Objective
 <p>To create an environment that supports engaged, high performing employees; enable the City to recruit, retain and compete for talent; and ensure retention of institutional knowledge.</p>	Information Technology	Update City website to improve content, customer satisfaction, and optimize the use of technology to drive efficiency, productivity, and service.
		Provide a web-based, electronic payment capability for customers.
	City Manager	Complete organizational assessment to evaluate the City's current organizational structure.
	Human Resources/Risk Management	Recruit and retain a skilled workforce.
		Review and implement necessary security measures throughout City-owned public facilities.
		Encourage community involvement through the recruitment, retention, and engagement of volunteers.


6 - Infrastructure Improvement

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

Goal	Sponsoring Department	Objective
 <p>Maintain and improve critical City infrastructure, including streets, sidewalks, parks, trails and facilities to support economic growth and improve quality of life in Page.</p>	Public Works	Draft a ten-year Pavement Management Program (PMP) for inclusion in the Capital Improvement Plan.
		Strategically invest in City facilities, technology, and equipment.
		Develop a stable and equitable funding source for the preparation and implementation of a comprehensive storm water management plan.
		Extend, monitor, and maintain a storm water system to protect the public from flood and drainage.
	Public Works Community Development	Update utility infrastructure in coordination with Block 17 revitalization plan.
	Page Utility Enterprises	Identify areas for and project the costs of converting overhead electric lines underground. Develop strategic operation plan for water and sewer utilities to ensure financial stability and prepare for growth.


7 - Housing

A critical component of a vibrant city is an array of housing options. The City struggles with the lack of affordable and workforce housing, including ownership and rental options.

Goal	Sponsoring Department	Objective
 <p>Pursue affordable and workforce housing to expand housing options for low- and middle-income households.</p>	Community Development	Implement city-led incentives and programs to attract housing development focused on affordable and workforce housing to expand to housing opportunities for low- and middle-income households.
		Partner with local and outside resource to bring existing and new programs to the City which encourage homeownership, home-rehabilitation, and general opportunities for housing.
		Engage in public outreach to promote new and existing programs that preserve and improve the existing housing stock.

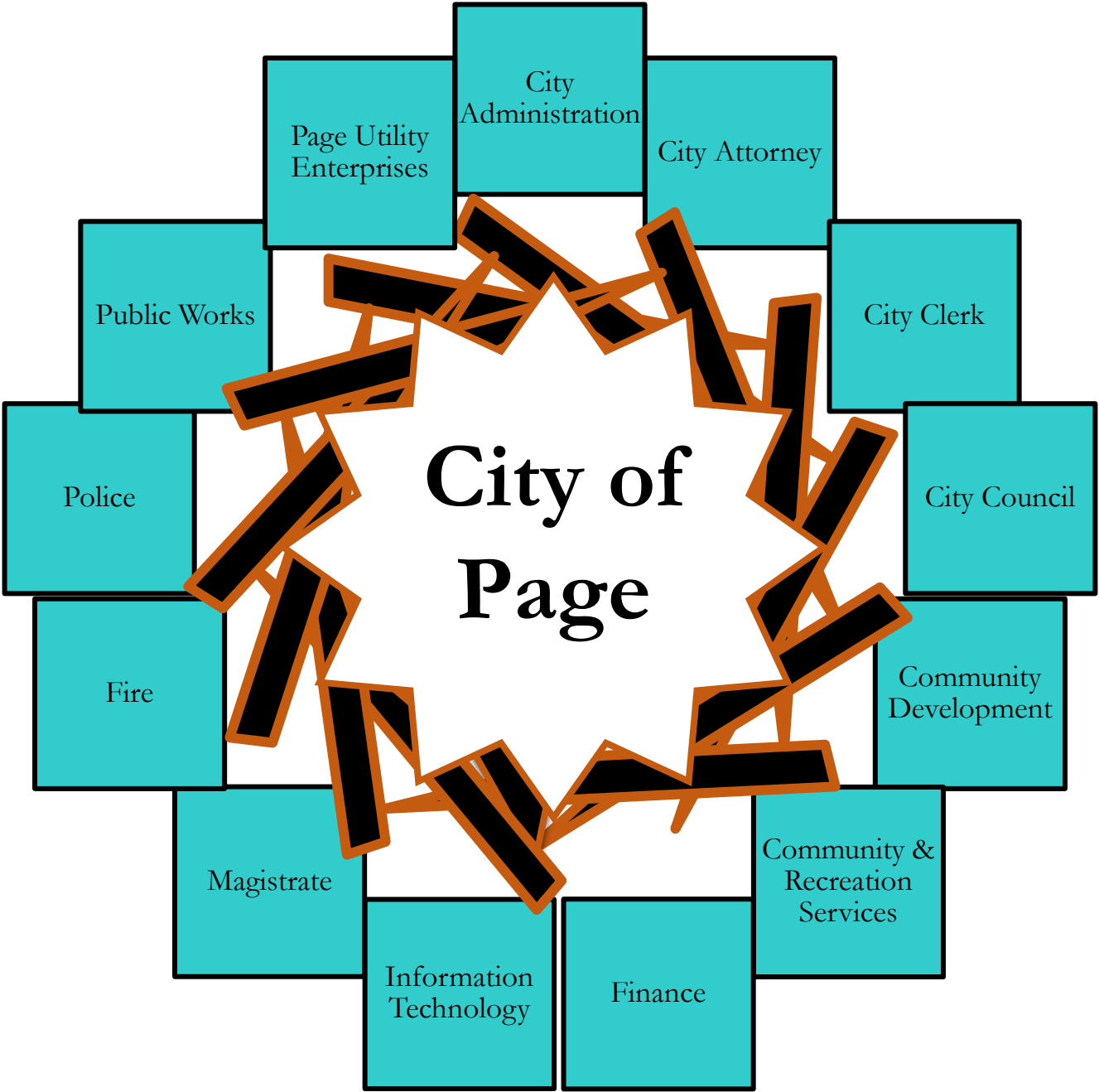
8 - Quality of Life

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

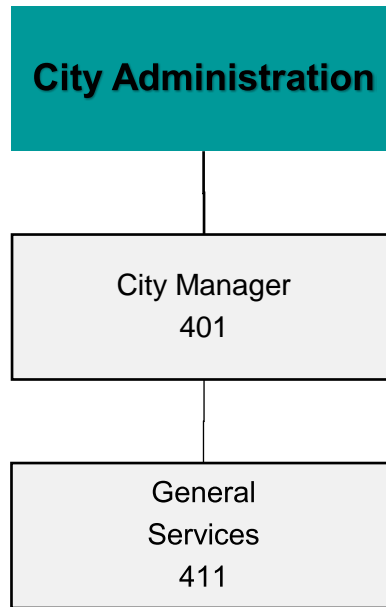
Goal	Sponsoring Department	Objective
 <p>Maximize resources that enhance the quality of life for our residents and visitors.</p>	All	Communicating Effectively
	Community & Recreation Services	Consistent implementation of the Parks Master Plan.
	Public Works	
	Community & Recreation Services	Plan, design and implement summer youth programs.
		Research and pursue grant opportunities to enhance recreation programs and facilities.
	City Manager	Improve public schools through collaboration with strategic partners including Page Unified School District and Coconino Community College.
	Information Technology	Attain an additional Internet bandwidth provider. Provide public Wi-Fi Internet access in all major public areas, I.E. Downtown City Center, John C Page Memorial Park, Library, Community center etc. Implement online payments and permits.

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VI. Department Profiles



City Administration





City Administration	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund					
Expense					
Personnel	210,389	176,970	247,187	240,177	-2.8%
401-City Manager	210,389	176,970	247,187	240,177	-2.8%
Operating	574,607	622,053	972,570	940,100	-3.3%
401-City Manager	9,406	8,201	7,170	12,100	68.8%
411-General Services	565,201	613,852	965,400	928,000	-3.9%
Grand Total	784,996	799,023	1,219,757	1,180,277	-3.2%

10-401 City Manager
2.00 FTE

- **1.00 FTE - City Manager**
- 1.00 FTE - Executive Administrative Assistant

10-411 General Services
0.00 FTE

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	City Administration - Effective Governance of City Council Adopted Strategic Priorities	Substantial Completion	Substantial Completion	Substantial Completion	Substantial Completion
	General Services - Mail processed within 24 hours	100%	100%	100%	100%

City Manager

PURPOSE

To effectively coordinate and lead the various City departments in administration of City affairs.

DEPARTMENT DESCRIPTION

Administration provides the overall administrative leadership necessary for the implementation of City Council policies, administration of the organization and delivery of services to citizens; and develops programs and policy alternatives for consideration by the City Council. Administration utilizes the City Code and City policies to provide effective management and leadership by communicating to employees.

DEPARTMENTAL ACTIVITIES

- ◆ Directs the administration of City Departments.
- ◆ Annual budget planning and financial oversight.
- ◆ Serves as the liaison to state and federal agencies for the City Council.
- ◆ Supports the information and policy-making needs of the City Council and implements City Council directives.

GOALS & OBJECTIVES

- ◆ Provide support services to the City Council in policy making.
- ◆ Provide direction and coordination to departments in accordance with City Council policies and community goals.
- ◆ Ensure positive communications and delivery of public service.
- ◆ Advise the City Council on financial and legislative matters.
- ◆ Ensure City Council directives are carried out.

FY 2019-20 Priorities

- Promote coordination and teamwork among City employees to provide quality services that add value to our community in a fiscally sound manner.
- Provide timely and accurate information about City services.
- Ensure implementation of the City Council Strategic Priorities.
- Ensure positive public communications.
- Identify departmental operational performance standards.
- Explore partnerships/collaborations with community and regional partners.
- Explore appropriate use of technology to improve efficiency such as timekeeping.

FY 2018-19 Major Objectives Accomplished

- Provided leadership and direction for the operation and management of all City Departments, including: the enforcement of all laws and ordinances; oversight of all municipal services and programs; appointment of personnel; and executive supervision for Department Managers.
- Provided communication and direction regarding City Council Policy.
- Prepared and submitted an annual operating budget and capital improvement budget premised upon Council strategies, goals, and objectives.
- Delivered services to the public in a cost-effective manner.
- Hiring of Police Chief, Community Development Director, Community & Recreation Service Director.
- Restructured Community Development Department.
- Facilitated the formation of New Department -Community & Recreation Services (CRS); Horseshoe Bend Fee Booths and Lake Powell National Golf Course.
- Facilitated the formation of the Economic Development Advisory Board.
- 1st Development of State Legislative Agenda.
- Promoted Contour Airlines servicing Page.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 2402 - Increase to include cell phone expense for Executive Assistant
- ◆ 2700 – Increase based on actual expenses in FY2019.
- ◆ 2804 – Increase due to re-instating International City Managers Association (ICMA) Membership.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
401-City Manager						
Personnel		210,389	176,970	247,187	240,177	-2.8%
10-401-1101	Salaries	156,155	136,125	178,547	172,292	-3.5%
10-401-1105	Overtime	-	-	2,500	2,500	0.0%
10-401-1201	Industrial Insurance	508	528	470	513	9.1%
10-401-1202	Medical Insurance	23,869	16,726	30,977	30,865	-0.4%
10-401-1203	FICA	11,609	9,078	13,329	12,840	-3.7%
10-401-1204	ASRS	18,250	14,513	21,364	21,167	-0.9%
Operating		9,406	8,201	7,170	12,100	68.8%
10-401-2101	Operating Supplies	1,440	1,346	750	1,000	33.3%
10-401-2402	Cell Phones	989	813	660	1,400	112.1%
10-401-2700	Travel, Meals, and Schools	1,654	2,241	1,500	3,500	133.3%
10-401-2804	Subscriptions/Memberships	5,323	3,800	4,260	6,200	45.5%
Grand Total		219,795	185,171	254,357	252,277	-0.8%

General Services

PURPOSE

To provide support services to all City departments.

DEPARTMENT DESCRIPTION

General Services has no associated personnel costs. The department is responsible for providing support services to all City departments and includes the functions of managing facilities, equipment, supplies, maintenance, and other support services.

DEPARTMENTAL ACTIVITIES

- ◆ Supplies and Equipment. Manage and track general purchases and leases.
- ◆ City Hall Vehicle Management. Manage City car travel use and cleaning.
- ◆ Contract Services. Manage contracts for pest control, miscellaneous janitorial services, and corrals.
- ◆ Contingency. Coverage for unexpected and unbudgeted expenses.
- ◆ Utilities. City-wide utility expense budget.

GOALS & OBJECTIVES

- ◆ Continue to provide proper customer service and maintenance to ensure that a neat and orderly environment may be provided for the transaction of public business.

FY 2019-20 Priorities

- Manage the purchases for General Services.
- Manage City fleet usage.

FY 2018-19 Major Objectives Accomplished

- Facilitated consultants for staff development.

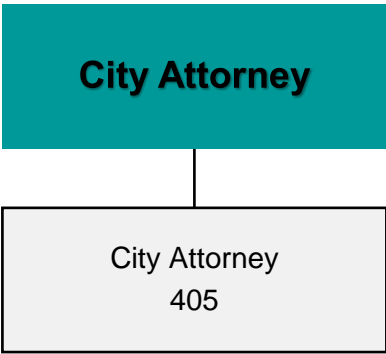
FY 2018-19 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 2101 – Increase based on prior year actual expenses.
- ◆ 2600 - Vermillion Downs Corral expense moved to separate department.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
411-General Services						
Operating		565,201	613,852	965,400	928,000	-3.9%
10-411-2100	Office Supplies	5,870	6,358	-	-	0.0%
10-411-2101	Operating Supplies	-	-	5,000	6,500	30.0%
10-411-2119	Office Equipment Leases	11,514	10,764	8,400	8,800	4.8%
10-411-2403	Postage	7,312	18,217	22,000	19,200	-12.7%
10-411-2404	Utilities	445,414	478,756	500,000	500,000	0.0%
10-411-2425	Copy Paper	3,029	3,661	4,000	4,000	0.0%
10-411-2590	Contract Services	14,762	13,946	14,000	14,500	3.6%
10-411-2600	Vermillion Cliffs/Corrals Expense	35,954	36,518	37,000	-	-100.0%
10-411-2806	Printing Costs	4,476	7,772	-	-	0.0%
10-411-9600	Contingency	36,871	37,859	375,000	375,000	0.0%
Grand Total		565,201	613,852	965,400	928,000	-3.9%

City Attorney






City Attorney	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund					
405-City Attorney					
Personnel	178,095	189,707	193,825	205,933	6.2%
Operating	3,596	10,570	26,460	32,110	21.4%
Grand Total	181,691	200,277	220,285	238,043	8.1%

10-405 City Attorney

1.63 FTE

- **1.00 FTE - City Attorney**
- 0.63 FTE - Administrative Assistant

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	Train boards on Open Meeting Law	NA	5	5	3
	Conviction rate on criminal trials	NA	100%	85%	85%
	Provide training sessions for the Police Department	NA	3	3	2

City Attorney

PURPOSE

To provide the City Council, City Departments, Boards, and Commissions with quality legal services.

DEPARTMENT DESCRIPTION

The City Attorney is the chief legal advisor to the City Council, City Manager, Page Utilities Enterprises Manager, City Departments, and the City's Advisory Boards and Commissions. The City Attorney, in consultation with the City Council, prosecutes and defends all suits, actions, or causes where the City is named, and reports to the City Council, when required, the condition of any suit or action to which the City is named. In addition to these civil duties, the City Attorney represents the City and the State of Arizona in the prosecution of criminal misdemeanor cases occurring within the City limits. In connection with these criminal matters, the City Attorney is responsible to ensure that the statutory rights of the victims of such crimes are protected.

DEPARTMENTAL ACTIVITIES

- ◆ Legal Advice. Provide legal advice to City Council members and staff members to ensure that the City conducts its activities legally.
- ◆ Legal Representation. Represent the City and Page Utilities Enterprises, defending the City against litigation and claims.
- ◆ Enforcement. Enforce and prosecute violations of the municipal code.
- ◆ Legal Services. Responsible for drafting, reviewing, and/or approving as to form all proposed ordinances, resolutions, and contracts, which may be considered for adoption by the City Council to ensure that they adequately protect the legal interests of the City.

GOALS & OBJECTIVES

- ◆ Provide the highest quality, competent legal advice and services to the City Council and all City Departments.
- ◆ Support the City Council in achieving stated goals and objectives.
- ◆ Prosecute crime within the authority of the Magistrate Court.

FY 2019-20 Priorities

- Provide quality legal advice and counsel in a cost-effective manner to reduce the liability exposure of the City and to provide legal advice for contemplated policy and administrative decisions.
- Represent the City, either directly or through coordination of services provided by outside counsel, in matters coming before various courts and administrative tribunals.
- Provide legal support for Council and all City departments to carry out their goals and accomplish their projects and transactions.

FY 2018-19 Major Objectives Accomplished

- Provided effective and timely legal advice and counsel in a cost-effective manner in order to reduce the liability exposure of the City and provided legal advice for policy and administrative decisions.
- Represented the City, either directly or through coordination of services provided by outside counsel, in all legal matters.
- Prosecuted all misdemeanor cases in the Page Magistrate Court.
- Provided quality legal support for Council and all City departments to carry out their goals and projects.

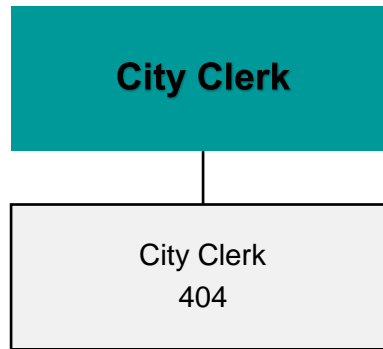
FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 2101 – Increase due to need of additional supplies for employee added in FY2019.
- ◆ 2116 – Increase due to need of additional equipment for employee added in FY2019.
- ◆ 2590 – Increase due to anticipated increase need of outside counsel with planned projects (Horseshoe Bend, Affordable Housing, etc).
- ◆ 2700 – Increase to provide specialize training for Executive Administrative Assistant.
- ◆ 2805 – Decrease based on previous years expenses.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
405-City Attorney						
Personnel		178,095	189,707	193,825	205,933	6.2%
10-405-1101	Salaries	134,239	144,167	148,181	157,846	6.5%
10-405-1105	Overtime	337	249	-	-	0.0%
10-405-1201	Industrial Insurance	270	280	332	398	19.9%
10-405-1202	Medical Insurance	17,296	17,583	16,756	16,769	0.1%
10-405-1203	FICA	10,178	10,735	11,071	11,805	6.6%
10-405-1204	ASRS	15,775	16,694	17,485	19,115	9.3%
Operating		3,596	10,570	26,460	32,110	21.4%
10-405-2101	Operating Supplies	165	9	350	750	114.3%
10-405-2116	Office Equipment	244	335	750	1,000	33.3%
10-405-2402	Cell Phones	664	664	660	660	0.0%
10-405-2590	Contract Services	935	8,163	20,000	25,000	25.0%
10-405-2700	Travel, Meals, and Schools	1,027	790	2,000	2,500	25.0%
10-405-2804	Subscriptions/Memberships	562	505	1,200	1,200	0.0%
10-405-2805	Publications and Advertising	-	105	1,500	1,000	-33.3%
Grand Total		181,691	200,277	220,285	238,043	8.1%




City Clerk



City Clerk	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund					
404-City Clerk					
Personnel	99,913	109,502	140,508	144,859	3.1%
Operating	31,871	27,199	74,710	79,944	7.0%
Grand Total	131,783	136,702	215,218	224,803	4.5%

10-404 City Clerk
2.00 FTE

- **1.00 FTE - City Clerk**
- 1.00 FTE - Deputy City Clerk

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	City Council Meetings Coordinated	54	54	54	54
	Meeting Notices posted	141	141	141	141
	City Council actions and agenda items prepared	144	144	144	144

City Clerk

PURPOSE

To maintain integrity and promote public trust in the governing process.

DEPARTMENT DESCRIPTION

The City Clerk's office main function is to process, maintain, and preserve the official records of the City of Page in accordance with the State Statutes in a timely manner and ensuring that all records are easily accessible to the public.

DEPARTMENTAL ACTIVITIES

- ◆ Customer Relations. Provide the best customer service by maintaining and preserving comprehensive City records accessible to the public. Fulfill Public Information Requests of City documents.
- ◆ City Council Support. Provide administrative and support services to the City Council:
 - Prepare agendas, packets, minutes, proclamations.
 - Process ordinances and resolutions.
 - Process applications for voluntary service on City Boards and Commissions.
 - Post, publish and record all official actions of the City Council.
- ◆ Records Management. Organize, disseminate, archive, maintain, store, and secure all official City records and documents in a systematic and easily accessible manner.
- ◆ Elections. Function as Filing Officer for Candidate packets and Campaign Finance documents. Maintain voter records and conduct early voting with accuracy and consistency in accordance with federal and state requirements.
- ◆ Business Registrations. Process, record, and issue Business Registrations.
- ◆ Maintain City Code of Ordinances.
- ◆ Bid Process. Publish and post bid proposal submissions and hold bid openings.
- ◆ Liquor Licenses. Receive, process, and submit liquor license applications.

GOALS & OBJECTIVES

- ◆ Implement record retention management system and backlog control.
- ◆ Review other departments' record retention procedures and create a Clerk's master destruction file.
- ◆ Input existing contracts/agreements into the Document Tracking database.
- ◆ Create a master Clerk's vault index.
- ◆ Provide administrative and support services to the Mayor and City Council.
- ◆ Maintain and update City of Page Master Fee Schedule.

FY 2019-20 Priorities

- Essential Records Report (due every five years).
- Maintain records management.
- Implement measures to manage backlog.
- Continued staff education
- 2020 Council Election

FY 2018-19 Major Objectives Accomplished

- Master Fee Schedule.
- Continued education: City Clerk and Deputy City Clerk attended AMCA's Clerk's Best Practices, and several Region Meetings.
- Primary and General 2018 Elections.

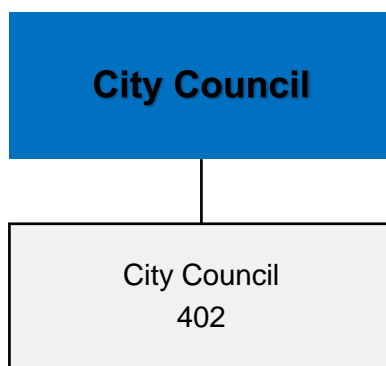
FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 2115 – Reduction based on anticipated needs.
- ◆ 2804 – Increase based on higher subscription costs.
- ◆ 2805 – Increase due publishing in daily versus weekly newspapers.
- ◆ 2850 – Reduction based on anticipated needs.
- ◆ 2880 – Increase to replace chairs.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
404-City Clerk						
Personnel		99,913	109,502	140,508	144,859	3.1%
10-404-1101	Salaries	81,898	90,260	115,569	118,843	2.8%
10-404-1105	Overtime	993	717	1,000	1,000	0.0%
10-404-1201	Industrial Insurance	222	223	304	352	15.8%
10-404-1202	Medical Insurance	708	790	962	983	2.2%
10-404-1203	FICA	6,436	6,964	8,918	9,168	2.8%
10-404-1204	ASRS	9,656	10,548	13,755	14,513	5.5%
Operating		31,871	27,199	74,710	79,944	7.0%
10-404-2100	Office Supplies	2,116	814	-	-	0.0%
10-404-2101	Operating Supplies	-	-	1,200	1,200	0.0%
10-404-2115	Equipment Repair/ Maintenance	95	-	500	200	-60.0%
10-404-2116	Office Equipment	-	347	900	900	0.0%
10-404-2402	Cell Phones	-	691	660	660	0.0%
10-404-2590	Contract Services	18,763	12,746	49,625	49,455	-0.3%
10-404-2700	Travel, Meals, and Schools	4,342	1,922	7,600	7,600	0.0%
10-404-2804	Subscriptions/Memberships	558	405	725	929	28.1%
10-404-2805	Publications and Advertising	5,908	10,150	11,000	13,000	18.2%
10-404-2850	Business Registration	-	125	2,500	1,000	-60.0%
10-404-2880	Council Chamber Upgrades	88	-	-	5,000	0.0%
Grand Total		131,783	136,702	215,218	224,803	4.5%

City Council







City Council	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund					
402-City Council					
Personnel	57,784	56,020	58,854	58,290	-1.0%
Operating	15,231	19,702	27,800	44,160	58.8%
Grand Total	73,015	75,722	86,654	102,450	18.2%

10-402 City Council

0.00 FTE

- 1 - Mayor
- 1 - Vice Mayor
- 5 - Council Members

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	Attendance to League of Cities at least 40%	29%	57%	58%	86%
	Number of Council meetings held	54	53	54	54
	Retreats held	1	1	1	1
	Annual budget adopted in accordance with Arizona Revised Statutes?	Yes	Yes	Yes	Yes

City Council

PURPOSE

To represent and serve the residents of the City of Page, formulate legislation, and establish City policy.

DEPARTMENT DESCRIPTION

The Council Members are elected officers of the City. There is one elected Mayor, one Vice-Mayor, and five Council Members. They are responsible for forming public policies to meet the needs of the community and accomplishing the City's mission. All powers of the City Council shall be exercised by ordinance, resolution, order, or motion.

DEPARTMENTAL ACTIVITIES

- ◆ Appoint City Officials. The City Council is responsible to appoint the City Clerk, City Magistrate, City Manager, City Attorney, and Board and Commission members.
- ◆ The City Council meets the second and fourth Wednesday of each month at 6:30 p.m. They also attend work sessions and special meetings, as scheduled.
- ◆ The City Council assumes the duties of office as directed by law.
- ◆ The City Council encourages citizen participation in the decision-making process through Advisory Boards, telephone calls, letters, or e-mails.

GOALS & OBJECTIVES

- ◆ The City Council sets the vision for our City and adopts goals to reflect that vision and guide decision-making at all levels of City government. The strategic planning process builds City Council consensus on policies and projects that impact City residents, businesses, and the community. The City Manager utilizes the City Council vision and goals to set priorities, direct work activities, and allocate staff and financial resources.

FY 2019-20 Priorities

- Oversee the implementation of the City Council 2019-20 Strategic Priorities.

FY 2018-19 Major Objectives Accomplished

- Provided strong political leadership in public policy making.
- Identified strategic priorities, goals, and objectives to address key issues affecting the City.

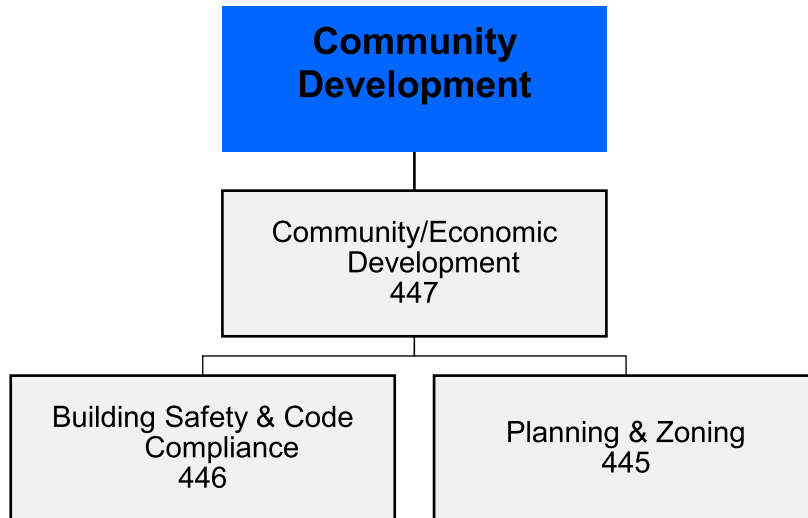
FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 2402 – Added line item for Cell phone for Mayor
- ◆ 2680 – Added line item for promotional items.
- ◆ 2700 – Increase for three Council Members to attend National League of Cities Conference.
- ◆ 2701 – Increase for Council Retreat, Meet and Greets, and public outreach.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
402-City Council						
Personnel		57,784	56,020	58,854	58,290	-1.0%
10-402-1101	Salaries	54,145	52,602	54,539	54,000	-1.0%
10-402-1201	Industrial Insurance	169	134	143	159	11.2%
10-402-1203	FICA	3,470	3,284	4,172	4,131	-1.0%
Operating		15,231	19,702	27,800	44,160	58.8%
10-402-2101	Operating Supplies	686	605	1,500	1,500	0.0%
10-402-2402	Cell Phones	-	-	-	660	0.0%
10-402-2680	City Promotional Items	-	-	-	3,000	0.0%
10-402-2700	Travel, Meals, and Schools	5,960	6,607	12,000	21,000	75.0%
10-402-2701	In Town Meetings	918	4,435	5,000	8,000	60.0%
10-402-2804	Subscriptions/Memberships	7,667	8,055	9,300	10,000	7.5%
Grand Total		73,015	75,722	86,654	102,450	18.2%

Community Development



Community Development	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund	256,811	647,669	1,673,874	1,208,059	-27.8%
Expense	256,811	647,669	1,673,874	1,208,059	-27.8%
Personnel	193,578	395,062	460,924	481,449	4.5%
445-Planning & Zoning	74,120	72,944	66,334	68,061	2.6%
446-Building Safety & Code Compliance	119,458	129,756	140,745	149,056	5.9%
447-Community Development	-	192,362	253,845	264,332	4.1%
Operating	63,233	252,606	1,212,950	726,610	-40.1%
445-Planning & Zoning	58,217	44,791	345,010	297,500	-13.8%
446-Building Safety & Code Compliance	5,016	4,825	10,120	18,700	84.8%
447-Community Development	-	202,990	857,820	410,410	-52.2%
42-Community Development Fund	435,100	0	0	0	0.0%
Expense	320,699	0	0	0	0.0%
Personnel	139,101	0	0	0	0.0%
Operating	181,598	0	0	0	0.0%
Transfer Out	526,029	0	0	0	0.0%
Interfund-transfer	526,029	0	0	0	0.0%
Grand Total	1,103,539	647,669	1,673,874	1,208,059	-27.8%

**10-447 Community/Economic Development
3.00 FTE**












- **1.00 FTE - Community Development Director**
- 1.00 FTE - Economic Development Coordinator
- 1.00 FTE - Executive Administrative Assistant

**10-446 Building Safety and Code Compliance
2.00 FTE**

- 1.00 FTE - Building Inspector
- 1.00 FTE - Community Enhancement Technician

**10-445 Planning and Zoning
1.00 FTE**

- 1.00 - Planner/GIS

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	Amount of new commercial/industrial space created (sq. ft.)	N/A	N/A	N/A	2,000
	Number of new jobs created	N/A	N/A	N/A	50
	Number of new housing units created	N/A	N/A	N/A	15
 	Lodging tax collected (US Dollars)	3,932,472	4,626,752	4,000,000	4,500,000
	Average commercial & multi-family plan review turnaround time (weeks)	N/A	N/A	N/A	2
	Number of new construction permits	138	156	176	175
	Number of building inspections	N/A	N/A	480	450
	Number of code-compliance cases opened	N/A	N/A	172	150
	Number of code-compliances cases resolved	N/A	N/A	80	90
	Number of code-compliance notices sent	N/A	N/A	86	80

Community/Economic Development

PURPOSE

To facilitate high-quality and sustainable growth and development by attracting economic opportunities, developing robust neighborhoods, and enhancing the community's overall quality of life.

DEPARTMENT DESCRIPTION

The Community and Economic Development Department provides high-quality and customer-oriented development services, long-range planning and zoning, sustainable economic development and comprehensive code compliance.

DEPARTMENTAL ACTIVITIES

- ◆ Implements the City Council Strategic Priorities for Community and Economic Development.
- ◆ Works with Planning and Zoning on development projects within the community.
- ◆ Develops and implements Economic Development and Tourism strategies to grow and maintain a strong local economy.
- ◆ Participates in capital improvement planning; seeks and administers grants.
- ◆ Manages tourism marketing.

GOALS & OBJECTIVES

- ◆ Implement economic development and tourism processes to maintain a strong local economy and have a positive impact on property values.
- ◆ Maintain strong sales tax revenues.

FY 2019-20 Priorities

- Collaborate with economic development partners to develop and support common objectives; promote local job creation and retention; and explore options for affordable housing.
- Market Page as a world class destination and encourage businesses to maintain a high level of quality in their goods and services.
- Explore options for Downtown revitalization and a Master Streetscape Plan.
- Continue implementation of the City-wide Parks Master Plan, including planning and construction of phase one of the John C. Page Memorial Park Master Plan.

FY 2018-19 Major Objectives Accomplished

- Collaborated with the Chamber for the Balloon Regatta and Vendor Fair/Street Market.
- Developed plans and specifications for Horseshoe Bend trail realignment and parking lot.
- Implemented City Council Strategic Priorities for Community Development:
 - Received a Community Development Block Grant (CDBG) through the AZ Department of Housing for ADA restrooms and play equipment in parks.
 - Selected by the American Institute of Certified Planners to have experts travel to Page in December of 2018 to develop a plan for Downtown revitalization.
 - Collaborated with Salt River Project to complete a city-wide housing study.
 - Served on the project management team for Horseshoe Bend: parking area expanded, restrooms installed, project design consultant procured, design underway, grant resources identified.
- Worked with a number of interested parties on potential sale of city property.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 1202 – Increase due to changes in coverage elections.
- ◆ 2402 – Decreased to cost of one cell phone for department.
- ◆ 2510 – Increase due to higher costs of Balloon Regatta and addition of Page Attack Trash/For Our City.
- ◆ 2550 – Added for equipment for community outreach.
- ◆ 2590 – Decrease based on council approved projects.
- ◆ 9720 – Increase based on upcoming grants.
- ◆ 9800 – Horseshoe Bend Fee Split removed based on agreement with National Park Service.
- ◆ 9825 – Added to fund program to enhance business storefronts.
- ◆ 9850 – Added to fund projects from Community Retreat groups.
- ◆ 9865 – Contract no longer in effect.
- ◆ 9866 – Reduced per City Manager.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
Fund		Fund 42	Fund 10			
Personnel		139,101	192,362	253,845	264,332	4.1%
1101	Salaries	106,807	146,329	185,873	180,452	-2.9%
1201	Industrial Insurance	423	360	489	530	8.4%
1202	Medical Insurance	11,169	17,689	31,764	48,612	53.0%
1203	FICA	8,167	10,994	13,786	12,885	-6.5%
1204	ASRS	12,534	16,991	21,933	21,853	-0.4%
Operating		181,599	202,990	857,820	410,410	-52.2%
2101	Operating Supplies	2,923	1,152	3,000	3,000	0.0%
2402	Cell Phones	248	1,355	1,320	660	-50.0%
2403	Postage	1,763	-	-	-	0.0%
2404	Utilities	556	-	-	-	0.0%
2510	Events	31,216	30,141	34,000	60,250	77.2%
2540	Marketing & Promotion	50,260	59,372	77,000	85,000	10.4%
2550	Meetings/Community Outreach	-	-	-	4,000	0.0%
2590	Contract Services	2,121	5,405	115,000	100,000	-13.0%
2700	Travel, Meals, and Schools	5,774	7,187	8,500	8,500	0.0%
2804	Subscriptions/Memberships	1,581	2,036	3,000	3,000	0.0%
3285	Economic Development	53	-	-	-	0.0%
3290	Familiarization Tours	104	1,343	1,000	1,000	0.0%
9720	Grant City Match	-	-	20,000	50,000	150.0%
9800	Horseshoe Bend Fee Split	-	-	500,000	-	-100.0%
9825	Business Façade Program	-	-	-	50,000	0.0%
9850	Community Retreat Projects	-	-	-	25,000	0.0%
9865	Museum/Visitor Center	70,000	70,000	70,000	-	-100.0%
9866	Chamber of Commerce	15,000	25,000	25,000	20,000	-20.0%
Transfer Out						
9915	Transfer to Capital Projects	526,029	-	-	-	-100.0%
Grand Total		846,728	395,353	1,111,665	674,742	-39.3%

Building Safety and Code Compliance

PURPOSE

To assist the public in building safe structures within the community of Page while protecting neighborhoods from blighting and deteriorating conditions that have a negative impact on the community.

DEPARTMENT DESCRIPTION

The Building Safety/Code Compliance Department is responsible for: assisting the public in their efforts to design and build structures within the City and developing and implementing a proactive code enforcement program to maintain the physical environment through ordinance standards.

DEPARTMENTAL ACTIVITIES

- ◆ **Building Inspections:**
 - Plan review for residential and commercial construction projects.
 - Issue and maintain records of all permits.
 - Prepare and submit all State, County and City required reports on building inspections.
 - Schedule inspections.
 - Collect permit fees.
- ◆ **Code Compliance:**
 - Implement and manage a proactive code enforcement program.
 - Investigate, inspect, and evaluate complaints to determine violations of the municipal code and appropriate course of action.
 - Investigate complaints received by the department, enter, and maintain informational record keeping, obtain compliance.

GOALS & OBJECTIVES

- ◆ Provide services for residents and property owners by assuring that all construction projects within the City are designed and built to building code standards.
- ◆ Beautify the community through code enforcement.
- ◆ Work with residents and property owners to investigate complaints and bring them into compliance with applicable codes.

FY 2019-20 Priorities

- Strive for 100% compliance with building codes in all projects through accurate plan review and inspections.
- Establish a grease trap inspection and maintenance program.
- Adopt newer version of building code in conjunction with adoption of new the version of the fire code.
- Adopt a proactive approach to code enforcement.

FY 2018-19 Major Objectives Accomplished

- Participated in the Zoning Ordinance update.
- Building Inspections:
 - Hyatt Place, Wingate, Baymont and Country Inn & Suites, all completed.
 - Reviewed plans, issued permits and conducted inspections for 10 single family homes and 14 manufactured homes.
 - Reviewed plans and issued building permits for 11 single family residences.
 - Issued 10 manufactured home permits.
 - Worked with Public Works to solve flooding issues in Downtown buildings;
- Code Compliance:
 - Assessed the Code Enforcement Program by reviewing existing ordinances and began enforcement related to vacant residential properties, unsafe storage of appliances, accumulations of junk, and new outdoor storage violations.
 - Worked with Planning and Zoning and the Police Department on complaints.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 1202 – Increase due to changes in coverage elections.
- ◆ 2101 – Removed and centralized under Community/Economic Development.
- ◆ 2115 – Increase to combine costs with Planning and Zoning division.
- ◆ 2402 – Increase to account for cellular service for laptop.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
446-Building & Code Compliance						
Personnel		119,458	129,756	140,745	149,056	5.9%
10-446-1101	Salaries	78,190	87,841	93,125	95,230	2.3%
10-446-1105	Overtime	296	510	1,250	1,250	0.0%
10-446-1201	Industrial Insurance	3,195	3,134	5,116	5,533	8.2%
10-446-1202	Medical Insurance	23,199	21,832	23,219	28,440	22.5%
10-446-1203	FICA	5,473	6,206	6,899	6,919	0.3%
10-446-1204	ASRS	9,105	10,233	11,136	11,684	4.9%
Operating		5,016	4,825	10,120	18,700	84.8%
10-446-2101	Operating Supplies	3,038	184	1,500	-	-100.0%
10-446-2115	Equipment Repair/ Maintenance	-	-	200	400	100.0%
10-446-2260	Books	-	671	-	1,200	0.0%
10-446-2402	Cell Phones	647	1,710	1,320	2,000	51.5%
10-446-2590	Contract Services	-	-	1,500	1,500	0.0%
10-446-2700	Travel, Meals, and Schools	1,106	1,844	5,000	5,000	0.0%
10-446-2804	Subscriptions/Memberships	225	416	600	600	0.0%
10-446-9800	Abatement Program					
Grand Total		124,474	134,581	150,865	167,756	11.2%

Planning and Zoning

PURPOSE

To plan and manage Page's physical growth and development through sustainable land use and zoning practices and code enforcement.

DEPARTMENT DESCRIPTION

The Planning and Zoning Department responsibilities include: management of current and long-range planning and zoning issues; administration of the General Plan and Zoning Ordinance; review and approval of sign permits, site plans, conditional use permits, variances, subdivision plats and other related land use and zoning requests; and advising the public on zoning questions.

DEPARTMENTAL ACTIVITIES

- ◆ Staff Planning and Zoning Commission meetings and public hearings and issue staff reports and public notifications.
- ◆ Review zoning, site plan, subdivision, conditional use permit and sign permits, and verify for compliance.
- ◆ Coordinate with Page Police Dispatch pertaining to City addressing.
- ◆ Advise the public on land use and zoning regulations.
- ◆ Prepare and present variance requests to the Board of Adjustment.
- ◆ Coordinate and attend Subdivision Committee and Site Plan Review Committee meetings.
- ◆ Maintain, administer, and amend the City of Page Zoning Ordinance, Subdivision Regulations, and General Plan.

GOALS & OBJECTIVES

- ◆ Continue working with the Planning Commission, City Council, and the public to update, maintain and administer the City of Page Zoning Ordinance and establish a digital zoning map

FY 2019-20 Priorities

- Adoption, codification, and implementation of the updated Zoning Ordinance and Zoning Map.
- Update the City of Page General Development and Subdivision Regulations.
- Implement the Parks Master Plan, including Master Plan for John C. Page Memorial Park.
- Assist with Downtown revitalization planning.
- Assist with streetscape planning.
- Assist with Horseshoe Bend trail realignment and parking lot planning.
- Work with the Code Enforcement Division on a proactive code enforcement program.

FY 2018-19 Major Objectives Accomplished

- Zoning Ordinance Update and digital Zoning Map; ready for final review and adoption.
- Assisted with implementation of the Code Enforcement Program.
- Developed new application forms and updated the City website.
- Created a system to track development activity for every parcel in the City.
- Adopted an ordinance to remove Use Permit requirements for short term rentals.
- Started the site plan review process for 2 townhome projects.
- Established a formal site plan review and approval process.

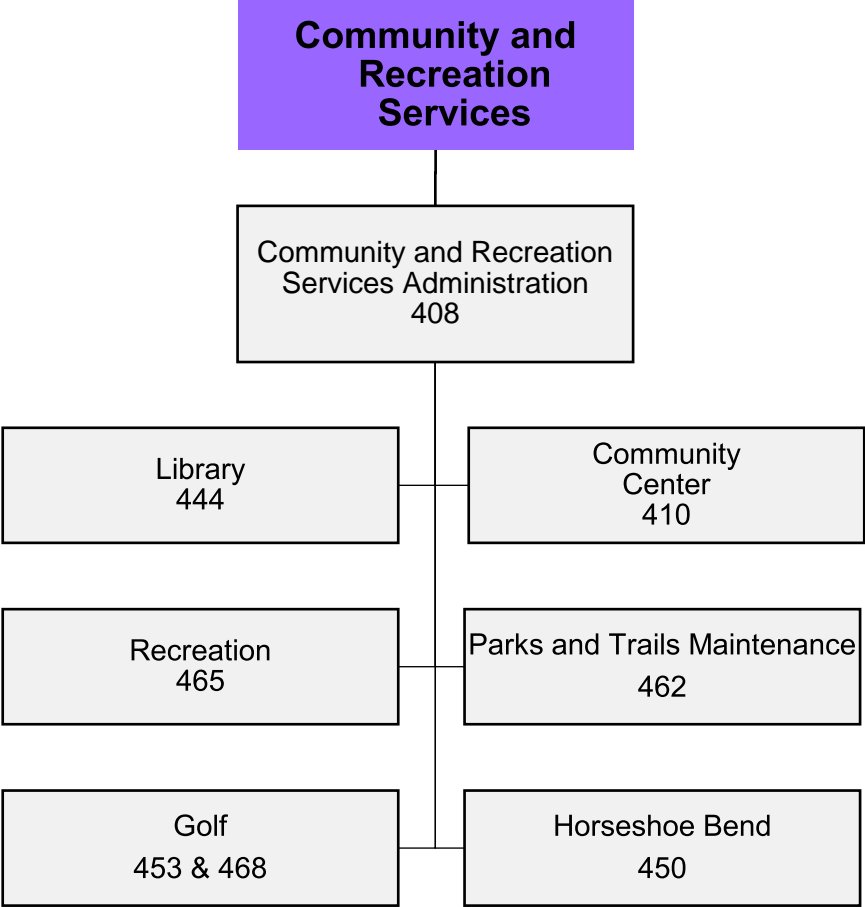
FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:
























- ◆ 2101 – Removed and centralized under Community/Economic Development.
- ◆ 2115 – Reallocated to Building Maintenance division.
- ◆ 2402 – Removed cell phone for this division.
- ◆ 2590 – Decrease based on council approved projects.
- ◆ 2804 – Reduced memberships.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
445-Planning & Zoning						
Personnel		74,120	72,944	66,334	68,061	2.6%
10-445-1101	Salaries	43,786	54,344	47,098	48,242	2.4%
10-445-1105	Overtime	-	-	500	500	0.0%
10-445-1201	Industrial Insurance	270	223	2,588	2,795	8.0%
10-445-1202	Medical Insurance	21,788	10,795	6,945	6,949	0.1%
10-445-1203	FICA	3,103	2,589	3,586	3,672	2.4%
10-445-1204	ASRS	5,174	4,992	5,617	5,903	5.1%
Operating		58,217	44,791	345,010	297,500	-13.8%
10-445-2101	Operating Supplies	536	2,478	750	-	-100.0%
10-445-2115	Equipment Repair/ Maintenance	-	-	200	-	-100.0%
10-445-2402	Cell Phones	578	774	660	-	-100.0%
10-445-2590	Contract Services	56,289	40,873	340,000	295,000	-13.2%
10-445-2700	Travel, Meals, and Schools	324	666	2,200	2,200	0.0%
10-445-2804	Subscriptions/Memberships	490	-	1,200	300	-75.0%
Grand Total		132,337	117,735	411,344	365,561	-11.1%

Community and Recreation Services



Community and Recreation Services	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund					
Expenses	1,218,018	1,487,592	1,640,000	1,388,751	-15.3%
Personnel	902,609	975,719	1,148,075	1,099,197	-4.3%
408-Community and Recreation Services Administration	100,047	109,670	114,663	28,548	-75.1%
410-Community Center	82,388	94,396	112,413	217,247	93.3%
444-Library	356,056	381,025	447,369	313,796	-29.9%
462-Parks and Trail Maintenance	237,419	252,617	310,096	334,658	7.9%
465-Recreation	126,699	138,010	163,534	204,948	25.3%
Operating	315,410	511,874	491,925	289,554	-41.1%
408-Community and Recreation Services Administration	1,639	2,993	2,910	5,030	72.9%
410-Community Center	7,905	4,751	9,005	18,215	102.3%
444-Library	79,575	214,426	91,737	75,290	-17.9%
462-Parks and Trail Maintenance	137,985	200,004	269,700	78,000	-71.1%
465-Recreation	53,977	47,836	77,183	113,019	46.4%
468-Golf Course Maintenance	34,328	41,863	41,390	-	-100.0%
45-Horseshoe Bend Fund	-	-	-	3,119,839	0.0%
Expenses	-	-	-	2,149,839	0.0%
Personnel	-	-	-	1,291,833	0.0%
Operating	-	-	-	858,006	0.0%
Transfer Out	-	-	-	970,000	0.0%
Interfund Transfer	-	-	-	970,000	0.0%
55-Golf	-	-	-	918,908	0.0%
Expenses	-	-	-	918,908	0.0%
Personnel	-	-	-	643,681	0.0%
463-Golf Course Clubhouse	-	-	-	334,367	0.0%
468-Golf Course Maintenance	-	-	-	309,314	0.0%
Operating	-	-	-	275,227	0.0%
463-Golf Course Clubhouse	-	-	-	190,327	0.0%
468-Golf Course Maintenance	-	-	-	84,900	0.0%
Grand Total	1,218,018	1,487,592	1,640,000	5,427,498	230.9%

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	 Library visits	160,933	163,614	145,000	145,000
	 Number of library card holders	N/A	16,964	16,000	16,000
	 Patron computer use per year	N/A	38,197	64,000	64,000
	 Patron Wi Fi usage per year	45,000	45,000	80,000	80,000
	 Circulation of materials	112,698	131,914	140,000	140,000
	  Congregate Meals	6,500	4,232	7,000	7,000
	  Meals on Wheels	3,500	2,871	4,000	4,000
	 Youth Registered for Sports Leagues	731	816	780	780
	 Number of teams registered for adult leagues	30	298	33	33
	  Number of children sponsored for youth sports	15	15	25	25

**10-408 Community and Recreations
Services Administration 0.25 FTE**

- **0.25 FTE - Community and Recreation
Services Director**

**10-444 Library
6.41 FTE**

- 1.00 FTE - Library Manager
- 1.00 FTE - Reference Librarian
- 1.00 FTE - Library Specialist
- 1.00 FTE - Children's Coordinator
- 2.22 FTE - Library Aides
- 0.19 FTE - Seasonal Library Aides

**10-410 Community Center
5.07 FTE**

- 1.00 FTE - Manager
- 1.00 FTE - Kitchen Supervisor/Cook
- 0.75 FTE - Cook's Assistant
- 0.49 FTE - Transportation Aide
- 0.12 FTE - Substitute Cook's Assistant
- 1.71 FTE - Community Center Aides

**10-462 Parks and Trail Maintenance
5.46 FTE**

- 1.00 FTE - Parks and Trail Manager
- 1.00 FTE - Maintenance Worker Lead
- 2.00 FTE - Maintenance Workers
- 1.46 FTE - Seasonal Maintenance Workers

**10-465 Recreation
3.65 FTE**

- 1.00 FTE - Recreation Department Manager
- 2.48 FTE - Recreation Assistants
- 0.07 FTE - Camp Lead
- 0.10 FTE - Camp Counselors
- Seasonal/Officials.

**45-450 Horseshoe Bend
21.75 FTE**

- 0.75 FTE - Director
- 1.00 FTE - Fee Facility Manager
- 2.00 FTE - Lead Cashiers
- 5.00 FTE - Cashiers
- 2.00 FTE - PT Cashiers
- 5.00 FTE - Security Guards
- 3.00 FTE - Maintenance Workers
- 1.00 FTE - Streets Maintenance Worker
- 1.00 FTE - Seasonal Parking Attendant
- 1.00 FTE - Account Clerk-Finance

**55-Golf
14.27 FTE**

- 463-Golf Course Clubhouse
 - 1.00 FTE -Golf Manager
 - 1.00 FTE - Pro Shop Associate
 - 1.35 FTE - Seasonal Pro Shop Associates
 - 1.00 FTE - Food Service Worker
 - 0.40 FTE - Seasonal Food Service Worker
 - 1.54 FTE - Seasonal Cart Service
- 468-Golf Maintenance
 - 1.00 FTE - Superintendent
 - 1.00 FTE - Assistant Superintendent
 - 1.00 FTE - Equipment Supervisor
 - 1.74 FTE - Equipment Operators
 - 1.00 FTE - Irrigation Tech I
 - 1.00 FTE - Pesticide Tech I
 - 1.24 FTE - Seasonal Equip. Operators

Community and Recreation Services Administration

PURPOSE

To develop and coordinate effective and innovative programs and services to enrich the lives of the City's residents and visitors.

DEPARTMENT DESCRIPTION

The Community and Recreation Services department is responsible for coordinating services and programs that promote citizen involvement and a strong sense of community while striving to increase the social, cultural, and physical well-being of its residents.

DEPARTMENTAL ACTIVITIES

- ◆ Improve the availability and effectiveness of recreational, athletic, arts and educational services that benefit the entire community.
- ◆ Support existing community programs and expand as financially feasible.
- ◆ Explore new innovative ideas and procedures to better meet the community's changing needs and trends. Recognize the value and significance of building partnerships to maximize resources while delivering the highest quality of community commitment.
- ◆ Generate an atmosphere of openness to promote dialogue and communication between the department and the citizens we serve; to develop a quality strategic plan growth in programs, services, and facilities.

GOALS & OBJECTIVES

- ◆ Provide staff and budget to support existing community & recreational programs and then expand as financially feasible.
- ◆ Continually improve the availability and effectiveness of recreational, athletic, arts and educational services that benefit the entire community.
- ◆ Generate an atmosphere of openness to promote dialogue and communication between the department and the citizens we serve.
- ◆ Explore new innovative ideas and procedures to better meet the community's changing needs and trends.
- ◆ Recognize the value and significance of building partnerships to maximize resources while delivering the highest quality of community commitment.
- ◆ Provide staff and budget to support the Horseshoe Bend facility to ensure that visitors to Page experience this location in a safe, memorable way with the highest level of customer satisfaction attainable.
- ◆ Maintain a great staff in all departments while maintaining a low turnover rate.

FY 2019-20 Priorities

- To develop quality strategic plan growth in programs, services, and facilities.
- Continue to build partnerships and conversation between clubs, organizations, and agencies, to leverage resources and aid in the growth of our City.
- Continue to apply for grant monies.
- Continue activities that promote the arts and provide cultural enrichment for the community.
- To enhance our education, recreational, and community programs.
- To provide all residents and visitors to our City with safe & beautiful facilities for their use.
- Increase awareness of Community & Recreational Services and its programs within the community via newsletters, Channel 4 City TV, and social media resources.
- Ensure that the public receives timely and responsive service from all departments and that the City's regulatory processes are fairly, efficiently, and courteously administered with a high degree of care for customers.
- Use the City's library, Sports Complex, parks, and Community Center to promote healthy lifestyles.
- Ensure that all staff has the correct tools to continue expanding their work knowledge and work efficiency.
- Allow management to attend workshops, seminars, and conferences on a state and national basis in order to grow their departments proficiently and to the best of their ability.
- Ensure that a successful transition occurs with the Lake Powell National Golf Course back to the City of Page.
- Work with all Boards to continually improve the availability and effectiveness of recreational, athletic, educational and leisure services that benefit the entire community.

FY 2018-19 Major Objectives Accomplished

- Successfully opened the Horseshoe Bend Parking Lot after hiring staff, establishing financial reporting and control measures, and creating website information to enhance the visitor experience.
- Improved the overall effectiveness and communication among all the CRS departments through division meetings and interdepartmental programming.
- Attended national conferences to improve knowledge of expanding tourism within the City.
- Mentored staff on managerial and supervisory skills which helped improved the efficiency of departments while helping to reduce the turnover rate of employees.
- Insured all IGA's were current and being adhered to.
- Received funding for programs, including NACOG congregate meals, Meals on Wheels, and Head Start programs.
- Received additional funding for library programs including teen and after-school events.
- Successfully opened the City Skate Park at the John C. Page Memorial Park.
- Created partnerships to sponsor many programs and training for staff including other departments.
- Finalized the Facility Usage application, policy, and procedure.
- Attended IPW Conference to gauge effectiveness of City's present marketing strategies for tourism.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ Personnel costs reduced to splitting expenses with Horseshoe Bend division.
- ◆ 2101 – Increase for additional printer supplies.
- ◆ 2402 – Increase for City cell phone instead of stipend.
- ◆ 2601 – Added for advertising of City community events.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
408-Community and Recreation Services Administration						
Personnel		100,047	109,670	114,663	28,548	-75.1%
10-408-1101	Salaries	70,739	79,214	82,267	20,959	-74.5%
10-408-1201	Industrial Insurance	201	193	216	403	86.6%
10-408-1202	Medical Insurance	15,586	15,383	16,443	3,093	-81.2%
10-408-1203	FICA	5,276	5,765	6,029	1,555	-74.2%
10-408-1204	ASRS	8,245	9,115	9,708	2,538	-73.9%
Operating		1,639	2,993	2,910	5,030	72.9%
10-408-2101	Operating Supplies	154	719	350	550	57.1%
10-408-2402	Cell Phones	769	768	660	780	18.2%
10-480-2601	Publications and Advertising	-	-	-	2,000	0.0%
10-408-2700	Travel, Meals, and Schools	716	1,506	1,900	1,700	-10.5%
Grand Total		101,686	112,663	117,573	33,578	-71.4%

Library

PURPOSE

To provide its patrons with access to quality collections of educational, inspirational, and recreational materials.

DEPARTMENT DESCRIPTION

The Library is dedicated to the assembly, preservation, and organization of resources from all types of media in a learning and recreational center serving all residents and visitors. It offers each patron an opportunity to seek knowledge, pleasure, personal betterment, and quiet reflection in surroundings dedicated to the pursuit of enlightenment.

DEPARTMENTAL ACTIVITIES

- ◆ Programming for all ages, including promotional reading contests, maker projects, teen and youth gaming activities, and adult events and clubs.
- ◆ Outreach to the community and local businesses and organizations, participating in many civic and commercial events and programs.
- ◆ Provide service to the community, educational, personal betterment, and quiet reflection in surroundings dedicated to the pursuit of enlightenment.
- ◆ Partnerships with local businesses and organizations, including commercial and educational enterprises, to increase community awareness and to pursue financial opportunities.

GOALS & OBJECTIVES

- ◆ To strengthen and improve public library services in the City of Page, Coconino County, Navajo Nation, Hopi Reservation, Southern Ute Reservation, and other surrounding communities.
- ◆ Access and outreach: we provide and promote access to all library services and materials to all library users through both in-house and outreach efforts.
- ◆ Acquire computer software to enable the library to mine circulation and collection data to determine turnover rates, weeding and to produce reports.
- ◆ Implement MobileCirc, to assist patrons by streamlining material transactions, off-site library card registration, and inventory.
- ◆ Rewrite the Policies and Procedures for each division, in accordance with the new Strategic Plan.
- ◆ Create a Maker Space as part of the proposed renovations of children's and facilities departments.
- ◆ To provide on-going professional development training.

FY 2019-20 Priorities

- Provide our patrons with access to quality educational, inspirational, and recreational materials.
- Encourage financial donations for the improvement and renewal of library services.
- Partner with community agencies to give voice to underserved or underrepresented individuals or groups.
- Align with the economic needs of the community to provide services, training and programming to augment the current endeavors towards workforce development within the City and County.
- Develop a five-year Strategic Plan.
- Provide Passport services to the community.
- Coordinate summer learning opportunities with educators and commercial programs.
- Review all current library procedures and policies in order to amend, discard, or create new ones that reflect current library practices, and to update training manuals.
- Participate in state and national conferences to ensure that knowledge and opportunities are being instilled into our City library.

FY 2018-19 Major Objectives Accomplished

- New Community Partners were made to bring in more classes and activities for all ages: Child Care Basics, parenting classes, First Aid and CPR, etc.
- CPR/First Aide Training for new employees including Public Works and Police Department staff.
- Provided new checkout items to public, such as pickleball racquets and balls.
- Partnership with local businesses to provide prizes for the Adult Summer Reading Program.
- Received grant funds to provide programs within the Library and Community Center.
- Provided mobile hotspots 24/7 access to the internet with unlimited data on a fast, secure network. The purpose of the circulation of mobile hotspots is to lessen the gap of the digital divide by providing our patrons with greater access to the internet away from the library.
- Provided quality entertainment and promoted literacy programs using library material and electronic resources.
- Marketed library service adding Instagram to our social media campaign to promote library services.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ Personnel costs decrease due to reduction from 10.35 to 6.41 FTEs.
- ◆ 2106 – Changed to average of four years of actual expenses.
- ◆ 2109 – Changed to average of four years of actual expenses.
- ◆ 2110 – Changed to average of four years of actual expenses.
- ◆ 2115 – Changed to average of four years of actual expenses.
- ◆ 2590 – Changed to average of four years of actual expenses.
- ◆ 2700 – Changed to average of four years of actual expenses.
- ◆ 2700 – Reduced per City Administration.
- ◆ 2804 – Reduced per City Administration.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
444-Library						
Personnel		356,056	381,025	447,369	313,796	-29.9%
10-444-1101	Salaries	262,058	274,021	323,105	232,842	-27.9%
10-444-1105	Overtime	28	-	-	-	0.0%
10-444-1201	Industrial Insurance	846	722	850	683	-19.6%
10-444-1202	Medical Insurance	45,754	56,423	61,566	35,378	-42.5%
10-444-1203	FICA	19,627	20,173	23,722	17,263	-27.2%
10-444-1204	ASRS	27,744	29,687	38,126	27,630	-27.5%
Operating		79,575	214,426	91,737	75,290	-17.9%
10-444-2101	Operating Supplies	20,663	18,246	18,400	17,800	-3.3%
10-444-2106	Library Material-Audios	4,065	2,123	4,400	3,420	-22.3%
10-444-2108	Library Material-Videos	6,987	7,708	6,000	6,800	13.3%
10-444-2109	Library Material-Books	32,939	30,715	37,000	28,500	-23.0%
10-444-2110	Janitorial Supplies	323	320	700	320	-54.3%
10-444-2111	Internet Equipment Replacement	850	447	-	-	0.0%
10-444-2115	Equipment Repair/ Maintenance	467	1,098	1,300	900	-30.8%
10-444-2119	Office Equipment Leases	-	5,610	5,500	6,000	9.1%
10-444-2265	Licensing Fees	-	-	1,600	1,600	0.0%
10-444-2590	Contract Services	6,668	4,990	9,070	5,700	-37.2%
10-444-2700	Travel, Meals, and Schools	3,162	2,471	3,300	1,500	-54.5%
10-444-2804	Subscriptions/Memberships	3,448	2,778	4,467	2,750	-38.4%
10-444-2835	Retirement/Leave Benefit	4	-	-	-	0.0%
10-444-2950	Facility Upgrade	-	137,920	-	-	0.0%
Grand Total		435,631	595,451	539,106	389,086	-27.8%

Community Center

PURPOSE

To enhance the quality of life by nutrition, education, fellowship and fun leisure activities.

DEPARTMENT DESCRIPTION

The Page Community Center was established to provide a place where community members of all ages can meet in a friendly, supportive, and non-judgmental environment that is safe, supervised and substance free. Community members can enhance the quality of their life by nutrition, education, fellowship and leisure activities.

DEPARTMENTAL ACTIVITIES

- ◆ Kitchen staff prepares daily Congregate Meals.
- ◆ Daily Meals on Wheels delivery to our seniors.
- ◆ Monthly community field trip.
- ◆ Lending library, books and DVD's are available for check out.
- ◆ Educational opportunities and guest speakers.
- ◆ Exercise, billiard room, and workshops (crafts, nutrition, etc.).
- ◆ Specialty rooms for community use.
- ◆ Computer classes offered to the community at no cost to them.

GOALS & OBJECTIVES

- ◆ To help build a sense of community and belonging while engaging residents of all ages.
- ◆ To provide opportunities for social activities, social development, physical fitness, and overall health.
- ◆ To organize and sponsor community-wide events.
- ◆ To provide information about community issues, people, and events; refer citizens needing assistance to appropriate individuals and agencies.
- ◆ To provide congregate dining and home-delivered meals in the most productive, yet engaging manner, for all of those seniors in need.

FY 2019-20 Priorities

- Provide more opportunities for social activities, education, and social development.
- To develop and implement a long-range public relations/marketing plan (via newsletter, Channel 4 City TV, and handouts) designed to increase awareness of Community Services and the programs we offer within the community.
- Hire additional staff to assist with Special Events for the City.
- Integrate the City permit and event registration processes into the Community Center.
- Continue to seek grants for facility upgrades and programming.
- Create more opportunities to involve people in community activities.
- Complete a community needs assessment to identify new programs and activities.
- Renovate the manager's office area to be more conducive and assessable.
- Expand existing programs to larger facilities to accommodate larger groups, if needed.

FY 2018-19 Major Objectives Accomplished

- Received additional funds from NACOG for Meals.
- Received Grant funding/donations for Meals on Wheels.
- Provided space and activities for seniors to be active and healthy.
- Continued with cooking classes, yoga, Bingo, and Zumba.
- Upgraded facility by adding a pathway to the patio from the Boulevard.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ Increase in personnel costs due to addition of part-time Aides and full-time Manager.
- ◆ 2101 – Increase for shirts for staff and miscellaneous expenses.
- ◆ 2115 – Increase to replace sound system and fan in walk-in refrigerator.
- ◆ 2402 – Increase to add stipend for Manager.
- ◆ 2590 – Increase to advertising costs.
- ◆ 2595 – Added for program supplies and equipment.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
410-Community Center						
Personnel		82,388	94,396	112,413	217,247	93.3%
10-410-1101	Salaries	63,712	74,571	91,563	162,923	77.9%
10-410-1201	Industrial Insurance	1,555	967	1,420	3,129	120.4%
10-410-1202	Medical Insurance	6,017	6,214	6,887	24,854	260.9%
10-410-1203	FICA	4,801	5,582	6,960	12,078	73.5%
10-410-1204	ASRS	6,303	7,061	5,583	14,263	155.5%
Operating		7,905	4,751	9,005	18,215	102.3%
10-410-2101	Operating Supplies	3,306	1,620	2,000	3,000	50.0%
10-410-2115	Equipment Repair/ Maintenance	922	-	2,000	6,500	225.0%
10-410-2119	Office Equipment Leases	2,536	1,934	3,000	3,100	3.3%
10-410-2402	Cell Phones	-	-	350	960	174.3%
10-410-2590	Contract Services	1,141	1,197	500	1,500	200.0%
10-410-2592	Certificates and Licenses	-	-	1,155	1,155	0.0%
10-410-2595	Activities Expense	-	-	-	2,000	0.0%
Grand Total		90,293	99,147	121,418	235,462	93.9%

Parks and Trails Maintenance

PURPOSE

To provide a safe, clean, and productive environment for City employees and the public who utilize these facilities.

DEPARTMENT DESCRIPTION

The Parks and Trails Department is responsible for the repair, maintenance and development of City parks, street-side and desert landscaping, facility grounds as well as airport landscaping (outside of air operations areas), trails, cemetery and the Sports Complex's grounds, equipment, all irrigation systems, weed control, snow and ice control on facility walkways, perpetual care of the cemetery, burials, and headstones.

DEPARTMENTAL ACTIVITIES

- ◆ Maintenance of 20 acres of lawns, 3.7 miles of street-side landscaping, 2.7 acres of desert landscaping.
- ◆ Upkeep of sidewalks adjoining City owned facilities and property, including Elm Street shopping center.
- ◆ Maintenance and weed control on the City's trail system.
- ◆ Maintain recreation grounds to play standards (softball, soccer, football).

GOALS & OBJECTIVES

- ◆ Thorough ongoing inspection and maintenance to ensure the condition and safety of parks and grounds maintenance equipment.
- ◆ Work with departments to maintain and operate the City Community and Recreation Services (CRS) facilities, in accordance with the needs of the CRS departments and community.
- ◆ Provide clean and safe parks and grounds.
- ◆ Provide maintenance workers with the vehicles, tools, and equipment necessary to perform their duties to the best of their ability.
- ◆ Ensure the ongoing certification and continual education opportunities are present for all maintenance staff and management.

FY 2019-20 Priorities

- Install new playground equipment in Children's Park and Sport Complex Annex Park
- Upgrades and weed abatement on the City's trail system.
- Assist Golf Course with the water retention project along the Rim Trail and the Golf Course.
- Provide opportunities for maintenance staff to attend the *Playground Maintenance Course* (PMC) for playground safety.
- Complete the landscaping and irrigation layout at the City Skate Park.
- Aid in the analysis of the potential for a City Disc Golf Course.
- Purchase additional vehicle for the use and maintenance of the Parks & Trail system in the City.

FY 2018-19 Major Objectives Accomplished

- Successfully transitioned Parks and Trails Maintenance Department from Public Works to the CRS Division.
- Assisted in the plan development of the new skate park design.
- Supported other Public Works departments with staff and equipment as needed.
- Purchased new service truck, trail groomer, Toro Dingo and Gator for use at Horseshoe Bend and trail maintenance around town.
- Installed new shade structures at Sports Complex Park, Sports Complex, and Golliard Park.
- Aided in the installation of the Golliard Park ADA restrooms per the NACOG grant.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 1202 – Increase due to changes in coverage elections.
- ◆ 2101 – Increase to cover anticipated costs for added parks and features.
- ◆ 2115 – Increase to cover anticipated costs for added parks and features.
- ◆ 2600 – Line item moved to Horseshoe Bend.
- ◆ 2650 – Reduced based on anticipated funding for projects.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
462-Parks and Trails Maintenance						
Personnel		237,419	252,617	310,096	334,658	7.9%
10-462-1101	Salaries	165,592	171,045	217,421	227,429	4.6%
10-462-1105	Overtime	3,058	2,206	1,800	1,800	0.0%
10-462-1201	Industrial Insurance	6,902	6,483	10,932	12,057	10.3%
10-462-1202	Medical Insurance	29,565	41,464	43,872	55,035	25.4%
10-462-1203	FICA	12,685	12,636	16,112	16,571	2.8%
10-462-1204	ASRS	19,617	18,784	19,959	21,766	9.1%
Operating		137,985	200,004	269,700	78,000	-71.1%
10-462-2101	Operating Supplies	8,310	9,392	8,000	10,000	25.0%
10-462-2102	Uniform Allowance	1,200	1,032	1,500	1,500	0.0%
10-462-2103	Safety Supplies	-	402	1,000	1,000	0.0%
10-462-2104	Clothing Allowance	300	400	500	500	0.0%
10-462-2115	Equipment Repair/ Maintenance	4,873	7,017	8,000	10,000	25.0%
10-462-2590	Contract Services	660	2,127	2,200	2,500	13.6%
10-462-2600	Sanitation Facilities/ Services	98,792	166,580	180,000	-	-100.0%
10-462-2650	Park & Playground Maintenance	23,318	12,221	66,000	50,000	-24.2%
10-462-2700	Travel, Meals, and Schools	533	834	2,000	2,000	0.0%
10-462-2750	Equipment Rental	-	-	500	500	0.0%
Grand Total		375,405	452,621	579,796	412,658	-28.8%

Recreation

PURPOSE

To create recreational opportunities for growth and enhancement while striving to increase the social, cultural, and physical well-being of its residents.

DEPARTMENT DESCRIPTION

The Recreation Department offers a variety of year-round activities, sports, and special events for both the youth and adults in the community of Page. We provide economic benefits by improving the quality of life in the community and helping to attract businesses and residents to Page. The department also provides benefits to individuals by promoting physical fitness and self-improvement opportunities for exercise and being outdoors result in greater physical fitness, and emotional well-being.

DEPARTMENTAL ACTIVITIES

- ◆ Youth sports include soccer, football, basketball, softball/baseball and camps and clinics.
- ◆ Adult sports include softball.
- ◆ Community events include the Easter Egg Hunt, Rec Fest, carnivals, 5k and other races/walks.

GOALS & OBJECTIVES

- ◆ Set priorities and plan for operation and capital improvements.
- ◆ Support partnerships between Page Unified School District, Little League, other departments and the community.
- ◆ Increase participation in all sporting events and activities for youth and adults.
- ◆ Continually analyze existing programs in order to improve participation and management of activities.
- ◆ Implement new recreation programs.
- ◆ Continually promote Safety First within leagues, guidelines, and regulations thereof.
- ◆ Continually inspect fields, facilities, and equipment to ensure that safety is the number one priority.

FY 2019-20 Priorities

- Continue to provide high quality services and recreation programs for the community.
- Increase community relations, community involvement and volunteerism.
- Offer sports clinics and coaching/referee training for all sporting activities.
- Recruit volunteers to create a greater impact and build relationship between community and the Recreation Department.
- Maintain public safety in regard to programs, equipment, and facilities.
- Continually update the Recreation policies and procedures.
- Provide on-going professional development training for all staff.
- Work to find a summer coach to assist with the Summer Youth Basketball Camp.
- Participate in citywide events such as the Pickleball Ribbon-Cutting, Page High School College & Career Readiness Night, and events with the Public Library and Coconino Community College.
- Ensure all staff members are 1st Aid/CPR/AED trained.
- Ensure all staff members are Food Handlers and/or Food Manager trained.

FY 2018-19 Major Objectives Accomplished

- Continued with the second year of Rec Fest.
- Worked with Page Little League in administering the IGA for the youth softball and baseball programs and their games which are held at the Sports Complex.
- Collaborated with Page High School Soccer to provide a youth league coaches clinic and facilitate team practices during Super Soccer Saturday.
- Collaborated with Page Elks Club to host a soccer kickoff challenge.
- Participated in community events, such as school open house, Desert View Health Fair, Page/Lake Powell Job Fair, Page Attacks Trash, and National Night Out.
- Certified Recreation Department, Page Public Library, Page Police Department, and Page Public Works staff in American Red Cross CPR/AED/First aid.
- Participated in customer service and field maintenance professional development.
- Utilized the voucher program to reward coaches with free future registrations and assistant coaches with ½ price vouchers.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 1202 - Increase due to increasing one Aide from 0.74 to 1.00 FTE.
- ◆ 1204 – Increase due to increasing one Aide from 0.74 to 1.00 FTE.
- ◆ 2101 – Decrease due to moving cost of Rec Desk to Information Technology.
- ◆ 2402 – Increase for additional cell phone.
- ◆ 2530 – Increase additional events and increased expenses.
- ◆ 2550 – Increase for Movies in the Park moved from Library.
- ◆ 2700 – Increase for additional training (Food Manager, Field Maintenance, and Certified Park and Recreation Professional).

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
465-Recreation						
Personnel		126,699	138,010	163,534	204,948	25.3%
10-465-1101	Salaries	104,243	111,591	131,955	150,776	14.3%
10-465-1201	Industrial Insurance	2,929	2,277	6,635	3,654	-44.9%
10-465-1202	Medical Insurance	6,300	6,416	6,682	24,329	264.1%
10-465-1203	FICA	8,056	8,437	10,050	11,148	10.9%
10-465-1204	ASRS	5,171	9,289	8,212	15,041	83.2%
Operating		53,977	47,836	77,183	113,019	46.4%
10-465-2101	Operating Supplies	5,406	2,501	6,100	3,160	-48.2%
10-465-2102	Uniform Allowance	393	289	300	300	0.0%
10-465-2105	Janitorial Supplies	136	45	300	300	0.0%
10-465-2115	Equipment Repair/ Maintenance	2,462	8,405	8,000	8,500	6.3%
10-465-2130	Program Expenses	22,015	19,458	31,000	31,000	0.0%
10-465-2402	Cell Phones	1,607	1,510	1,431	2,079	45.3%
10-465-2530	Special Event Promotions	1,831	1,712	3,000	37,100	1136.7%
10-465-2545	Pool Expenses	-	-	-	-	0.0%
10-465-2550	Recreation Expenses	4,723	3,883	5,500	8,700	58.2%
10-465-2555	Summer Camps	-	-	5,000	5,000	0.0%
10-465-2560	Tennis Court Expenses	51	848	2,000	2,000	0.0%
10-465-2565	Concession Supplies/ Equipment	2,826	429	1,000	1,000	0.0%
10-465-2590	Contract Services	8,812	8,184	12,000	12,000	0.0%
10-465-2700	Travel, Meals, and Schools	3,417	147	707	1,035	46.4%
10-465-2804	Subscriptions/Memberships	300	425	845	845	0.0%
Grand Total		180,676	185,846	240,717	317,967	32.1%

Horseshoe Bend

PURPOSE

To ensure that all visitors to the Horseshoe Bend facility in Page experience this “bucket-list” item in a safe, memorable way with the highest level of customer satisfaction attainable.

DEPARTMENT DESCRIPTION

The Horseshoe Bend parking facility gives visitors a safe place to park while enjoying their time visiting this landmark.

DEPARTMENTAL ACTIVITIES

- ◆ The Department staffs the fee booths for the visitors to Horseshoe Bend.
- ◆ Maintenance crews keep the facility clean, safe and landscape cared for.
- ◆ Security Staff ensures the safety of all visitors in the parking lot and on the City-side of the trail.

GOALS & OBJECTIVES

- ◆ Ensure all visitors to Horseshoe Bend have a safe, memorable experience.
- ◆ Safeguard all funds and ensure that controls for cash handling and deposits are in place and working.
- ◆ Provide feedback to City Manager, City Attorney and City Council regarding needs, issues and successes of the Department.

FY 2019-20 Priorities

- Maintain a superb level of customer satisfaction.
- Continue to ensure that the safety of guests and employees are the top priority.
- Train and certify all staff in CPR/1st Aid/ Automated External Defibrillator (AED).
- Ensure that the facility is adequately staffed.
- Work to optimize the sales for the City.
- Foster a relationship with the National Park System so that both entities may maximize their joint efforts for the enjoyment of all visitors.
- Work towards the completion of the final Horseshoe Bend Phase 3.

FY 2018-19 Major Objectives Accomplished

- Successfully opened the first half of the Horseshoe Bend Parking Lot in April 2019.
- Hired fee booth cashiers and an on-site manager to oversee the safety, productivity and logistics of the Horseshoe Bend location.
- Reported good sales data for three months during the FY 2018-19 year.
- Hired a Security Staff to ensure the safety of the employees & visitors.
- Successfully opened the entire facility in June 2019.
- Finished the use of shuttle, as the facility was now able to encapsulate all visitors on-site.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ New fund and division.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
45-Horseshoe Bend Fund						
450-Horseshoe Bend						
Expense		-	-	-	2,149,839	0.0%
Personnel		-	-	-	1,291,833	0.0%
45-450-1101	Salaries	-	-	-	805,960	0.0%
45-450-1105	Overtime	-	-	-	28,754	0.0%
45-450-1201	Industrial Insurance	-	-	-	42,717	0.0%
45-450-1202	Medical Insurance	-	-	-	257,218	0.0%
45-450-1203	FICA	-	-	-	59,392	0.0%
45-450-1204	ASRS	-	-	-	97,792	0.0%
Operating		-	-	-	858,006	0.0%
45-450-2101	Operating Supplies	-	-	-	8,000	0.0%
45-450-2102	Uniform Allowance	-	-	-	5,400	0.0%
45-450-2110	Janitorial Supplies	-	-	-	4,000	0.0%
45-450-2115	Equipment Repair/ Maintenance	-	-	-	750	0.0%
45-450-2215	Bank Fees	-	-	-	75,000	0.0%
45-450-2402	Cell Phones	-	-	-	660	0.0%
45-450-2590	Contract Services	-	-	-	335,500	0.0%
45-450-2700	Travel, Meals, and Schools	-	-	-	2,000	0.0%
45-450-2850	Facilities Maintenance	-	-	-	100,000	0.0%
45-450-2858	Depreciation Costs	-	-	-	180,000	0.0%
45-450-9601	Publications and Advertising	-	-	-	7,500	0.0%
45-450-9800	Principal PUE Loan	-	-	-	106,082	0.0%
45-450-9850	Interest PUE Loan	-	-	-	33,114	0.0%
Transfer Out		-	-	-	970,000	0.0%
45-450-9715	Transfer To General Fund	-	-	-	215,000	0.0%
45-450-9840	Transfer To Capital Fund	-	-	-	755,000	0.0%
Grand Total		-	-	-	3,119,839	0.0%

Golf Course

PURPOSE

To ensure the Lake Powell National Golf Course is prepared, preserved, and maintained as a major asset of the City and to afford the opportunity to provide enjoyment to its members and guests.

DEPARTMENT DESCRIPTION

The City of Page resumed control and management of the Lake Powell National Golf Course; the service agreement with Aramark duly ended this fiscal year 2019-20 per the request of the Aramark Corporation.

DEPARTMENTAL ACTIVITIES

- ◆ The golf course exists for the benefit of those individuals desiring to play, learn or compete in the sport of golf.
- ◆ The Mulligan's Tavern and Patio provides lunch and bar facilities for those seeking food and beverage.

GOALS & OBJECTIVES

- ◆ Create opportunities for golfers of all ages to learn, play, compete and enjoy the game of golf.
- ◆ Provide access to a golf professional for those desiring the opportunity to learn more about playing golf.
- ◆ Maintain top-notch facilities and grounds to golfers and participants.
- ◆ Provide diners with great service and fabulous food from the staff at the Mulligan's Tavern and Patio.
- ◆ Adequately stock and display the pro shop with golf essentials, fashionable soft lines, and the most state-of-the-art hard lines.
- ◆ Be known as a premier golf facility to locals and visitors, alike.

FY 2019-20 Priorities

- Ensure that all restaurant and tavern staff are food manager and Training for Intervention Procedures (TIPS) certified.
- Secure funding to work on fixing and/or upgrading the restaurant food equipment.
- Continue to work on upgrading the irrigation system, in accordance with the golf superintendent's schedule.
- Purchase carts, either existing ones from Aramark or via a new lease, at the time of the transition.
- Purchase rough mower and fairway mower, either existing ones from Aramark or via a new lease, at the time of the transition.
- Successfully transition all golf course staff and management employees from Aramark to the City of Page.
- Work to expand the golf clientele, season pass holders, and additional tournaments and events.
- Work to expand the restaurant capabilities, via extra hours, meals or variety of entrees.
- Establish cash handling and Point of Sale controls in accordance with the City of Page financial guidelines.
- Increase advertising and marketing for the golf course.

FY 2018-19 Major Objectives Accomplished

- Irrigation system upgrade continued.
- Received proper notification from Aramark regarding the termination of the Lake Powell National Golf Course agreement in accordance with their legal responsibility.

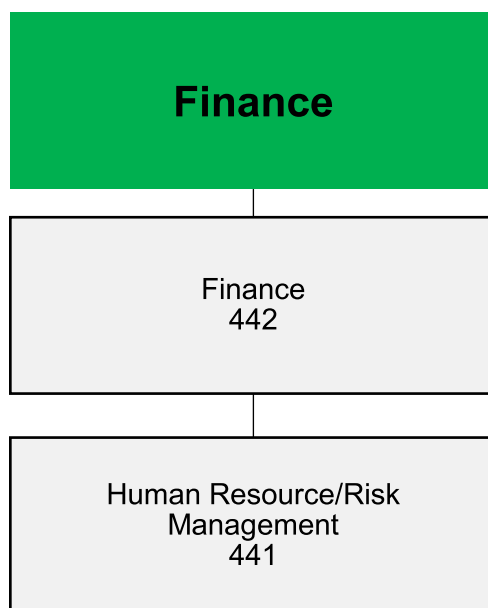
FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ City resumed golf oversight from third-party management company.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
		Fund 10			Fund 55	
55-Golf Fund						
463-Golf Course Clubhouse		-	-	-	524,694	0.0%
Personnel		-	-	-	334,367	0.0%
463-1101	Salaries	-	-	-	249,049	0.0%
463-1201	Industrial Insurance	-	-	-	4,784	0.0%
463-1202	Medical Insurance	-	-	-	39,634	0.0%
463-1203	FICA	-	-	-	18,460	0.0%
463-1204	ASRS	-	-	-	22,440	0.0%
Operating		-	-	-	190,327	0.0%
463-2101	Operating Supplies	-	-	-	2,500	0.0%
463-2120	Point of Sale Cost	-	-	-	2,000	0.0%
463-2121	Golf Merchandise	-	-	-	56,731	0.0%
463-2122	Golf Food & Beverage	-	-	-	81,126	0.0%
463-2130	Special Event Expenses	-	-	-	8,000	0.0%
463-2404	Utilities	-	-	-	24,000	0.0%
463-2590	Contract Services	-	-	-	8,500	0.0%
463-2700	Travel, Meals, and Schools	-	-	-	1,200	0.0%
463-2804	Subscriptions/Memberships	-	-	-	1,770	0.0%
463-9601	Publications and Advertising	-	-	-	4,500	0.0%
468-Golf Course Maintenance		34,328	41,863	41,390	394,214	852.4%
Personnel		-	-	-	309,314	0.0%
55-468-1101	Salaries	-	-	-	217,188	0.0%
55-468-1201	Industrial Insurance	-	-	-	4,172	0.0%
55-468-1202	Medical Insurance	-	-	-	45,604	0.0%
55-468-1203	FICA	-	-	-	16,049	0.0%
55-468-1204	ASRS	-	-	-	26,301	0.0%
Operating		34,328	41,863	41,390	84,900	105.1%
468-2101	Operating Supplies	-	-	-	8,500	0.0%
468-2103	Agricultural	-	-	-	32,000	0.0%
468-2115	Equipment Repair/Maintenance	-	5,445	13,000	18,000	38.5%
468-2125	Building Repair and Maintenance	8,302	6,641	4,000	4,000	0.0%
468-2126	Carts Repairs and Maintenance	-	-	-	2,400	0.0%
468-2127	Driving Range	-	-	-	3,500	0.0%
468-2404	Utilities	25,725	29,407	24,000	-	0.0%
468-2590	Contract Services	292	170	220	-	0.0%
468-2601	Fuel	-	-	-	16,500	0.0%
468-2804	Subscriptions/Memberships	9	201	170	-	0.0%
Grand Total		34,328	41,863	41,390	918,908	2220.1%

Finance












Finance	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund					
Personnel	356,635	335,930	397,834	409,532	2.9%
441-Human Resource/Risk Management	68,761	37,217	84,119	87,198	3.7%
442-Finance	287,874	298,713	313,715	322,334	2.7%
Operating	546,639	1,499,818	1,940,710	1,764,868	-9.1%
441-Human Resource/Risk Management	467,893	1,433,409	1,853,810	1,620,593	-12.6%
442-Finance	78,746	66,409	86,900	144,275	66.0%
Grand Total	903,273	1,835,748	2,338,544	2,174,400	-7.0%

10-442 Finance
4.00 FTE

- **1.00 FTE - Finance Director**
- 1.00 FTE - Finance Analyst
- 1.00 FTE - Account Clerk Senior
- 1.00 FTE - Account Clerk

10-441 Human Resources
1.00 FTE

- 1.00 FTE - Human Resource Administrator

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	Material weakness(es) identified in audit of financial statements?	No	No	No	No
	Significant deficiency(ies) identified that are not considered to be material weaknesses in audit of financial statements?	No	No	No	No
	Material weakness(es) identified in audit of federal awards?	No	No	No	No
	Significant deficiency(ies) identified that are not considered to be material weaknesses in audit of federal awards?	No	No	No	No
	GFOA Certificate of Excellence in Financial Reporting	Yes	Yes	Yes	Yes
	GFOA Distinguished Budget Presentation Award	N/A	Yes	Yes	Yes
	Number of workshops, assessments, and programs related to wellness, benefits education, and retirement	7	7	7	7
	Turnover Rate	19.7%	16.8%	Less than 7%	Less than 7%
	OSHA reportable injuries (Calendar Year)	18	13	Less than 15	Less than 15

Finance

PURPOSE

To provide excellent financial management and information technology services with integrity, accountability, superior customer service, and low cost.

DEPARTMENT DESCRIPTION

The City has an important responsibility to its citizens to carefully account for public funds, to manage its finances wisely, and to plan for the adequate funding of services desired by the public, including the provision and maintenance of public facilities. Ultimately, the City's reputation and success will depend on the public's awareness and acceptability of the management and delivery of these services.

DEPARTMENTAL ACTIVITIES

- ◆ Accounts Payable. Process timely and accurate payments to vendors for goods and services rendered to the City.
- ◆ Accounts Receivable. Generate invoices for services rendered by the City to customers including other governmental agencies and follow up as needed to ensure prompt payment.
- ◆ Ambulance Billing. Work with third-party biller to ensure timely claims and payment processing for ambulance services provided by the Fire Department.
- ◆ Budgeting. Plan, oversee, and report all anticipated revenues and expenditures of the City, and compile financial and demographic information into an annual budget book.
- ◆ Cash receipting and record maintenance. Ensure financial records are in accordance with accounting principles generally accepted in the United States of America known as GAAP.
- ◆ Customer Service. Committed to providing exceptional customer service.
- ◆ Debt Management. Provide for the preservation and enhancement of the City's bond ratings, the maintenance of adequate debt service reserves, compliance with debt instrument covenants and provisions, and required disclosures to investors, underwriters, and rating agencies, and ensure compliance with public debt laws.
- ◆ Financial Reporting and Audit Compliance. Maintain financial records that are complete and accurate, and fully cooperates and assists with the completion of annual audits. The result of these efforts can be found in our Comprehensive Annual Financial Reports.
- ◆ Grants Management and Reporting. Assist City departments in all phases of the grant process including research, application, editing, reporting, monitoring, auditing, and grant closeout.
- ◆ Investment and cash analysis. Ensure maximum cash availability and reasonable investment yield on the government's cash, and the cash collection function.
- ◆ Payroll. Work closely with Human Resources and all City departments to ensure timely and accurate payments to City employees, accrual of paid leave hours, and reporting and payment of payroll tax and benefit obligations.
- ◆ Purchasing. Ensure that all purchases are done in the best interest of the City in compliance with city, state, and federal guidelines.

GOALS & OBJECTIVES

- ◆ Strive for complete accuracy in financial reporting.
- ◆ Offer great customer service within the organization.

FY 2019-20 Priorities

- Maintain standards of accounting and financial reporting excellence.
- Continue to make financial decisions based on a sustainable long-term outlook.
- Review and update City policies and procedures, including personnel, purchasing, travel policies.
- Implement the Caselle Connect Timekeeping Program City Wide.

FY 2018-19 Major Objectives Accomplished

- Received Certificate of Achievement for Excellence in Financial Reporting (CAFR) Program award from Government Finance Officers Association.
- Earned a "clean audit opinion" for our FY 2018 audit.
- Received the Distinguished Budget Presentation Award for Fiscal Year Beginning 2018.
- Provided City Council with a monthly itemized financial report in timely manner.
- This fiscal year, we have transferred a total of \$9.2 million in cash reserve to put toward the 2011 Series Bond Debt payment for the first call date on July 1, 2021.

FY 2019-20 BUDGET HIGHLIGHTS

Budgetary changes are as follows:

- ◆ 2116 – Increase due to additional of staff from Horseshoe Bend.
- ◆ 2590 – Added cost for Grant Writer.
- ◆ 2700 – Increase due to additional staff from Horseshoe Bend.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
442-Finance						
Personnel		287,874	298,713	313,715	322,334	2.7%
10-442-1101	Salaries	200,977	215,662	221,754	232,007	4.6%
10-442-1105	Overtime	37	414	900	900	0.0%
10-442-1201	Industrial Insurance	880	533	583	684	17.3%
10-442-1202	Medical Insurance	47,851	41,431	47,868	43,382	-9.4%
10-442-1203	FICA	14,754	15,786	16,337	17,156	5.0%
10-442-1204	ASRS	23,374	24,886	26,273	28,205	7.4%
Operating		78,746	66,409	86,900	144,275	66.0%
10-442-2101	Operating Supplies	4,658	3,679	3,600	4,000	11.1%
10-442-2115	Equipment Repair/ Maintenance	-	-	1,000	1,000	0.0%
10-442-2116	Office Equipment	203	185	500	1,000	100.0%
10-442-2215	Bank Fees	11,281	9,396	12,700	11,500	-9.4%
10-442-2402	Cell Phones	-	196	660	660	0.0%
10-442-2590	Contract Services	59,448	50,316	63,315	118,890	87.8%
10-442-2700	Travel, Meals, and Schools	2,010	744	3,000	5,000	66.7%
10-442-2803	Over and Short	93	1	50	50	0.0%
10-442-2804	Subscriptions/ Memberships	449	319	525	525	0.0%
10-442-2806	Printing & Binding	604	1,573	1,550	1,650	6.5%
Grand Total		366,620	365,122	400,615	466,609	16.5%

Human Resources/Risk Management

PURPOSE

To optimize the City's largest asset by recruiting, developing, and retaining a workforce that achieves the mission and goals of the organization. To protect the City's assets against accidental loss in a fiscally responsible manner.

DEPARTMENT DESCRIPTION

Human Resources is committed to providing exceptional customer service to all City employees and applicants in all aspects of hiring, retirement, compensation, training, and employee relations. The department provides guidance to all City employees on current policies, proposes new policies as necessary, and ensures compliance with all federal and state employment laws. Risk Management protects the City from financial loss outside of the control of the governing body through risk analysis, safety trainings and education, and other loss control measures.

DEPARTMENTAL ACTIVITIES

- ◆ Collaborate with all City departments in the identification of present and future staffing needs.
- ◆ Comply with applicable laws and best practices regarding the management, retention, and disposal of its human resources records.
- ◆ Establish new classification and salaries while also reviewing existing classifications to determine appropriate placement within City departments.
- ◆ Assist with establishing and maintaining effective work relationships that contribute to the overall satisfaction, productivity, motivation, and morale of our workforce.
- ◆ Partner with the Strategic Planning Teams, elected officials, and department directors to develop effective training programs for our organization that align with the City's strategic goals and objectives.
- ◆ Provide and review quality health insurance, retirement, and voluntary benefits to City employees in a fiscally responsible manner at the lowest possible cost to the City and our employees.
- ◆ Review and renew public, property, workers' compensation, general liability, and health insurance policies.
- ◆ Promote employee safety on the job and utilize safety standards designed to minimize accident related losses.

GOALS & OBJECTIVES

- ◆ Providing safety training throughout the organization.
- ◆ Establish, administer, and effectively communicate sound policies, rules and practices that treat employees with dignity while maintaining City compliance with employment and labor laws, and City policies.
- ◆ Efficiently recruit and retain the best-qualified people while recognizing and encouraging diversity in the City.
- ◆ Update and maintain the City's compensation program.
- ◆ Provide cost effective, benefit programs that enable the City to attract and retain employees.

FY 2019-20 Priorities

- Launch NeoGov as our new Performance Evaluation Program
- Create new performance evaluation measures.
- Continued review and revision of the Personnel Policies and Procedures.
- Obtain SHRM Certification for Human Resources Manager
- Launch of our first Employee Appreciation Day
- Continued monitoring to improve employee morale city wide through proper training
- Research and develop a proper pay system that allows the City to recruit top candidates

FY 2018-19 Major Objectives Accomplished

- Completed our first Performance Evaluation using Performance Pro
- Employee training that encourages safety, confidence, and positive impact with the departments
- Completed implementation and re-organization of the personnel filing system for Human Resources
- Streamlined orientation process by instituting electronic communication with new hires prior to hire date
- Instituted formal background check policy and procedure

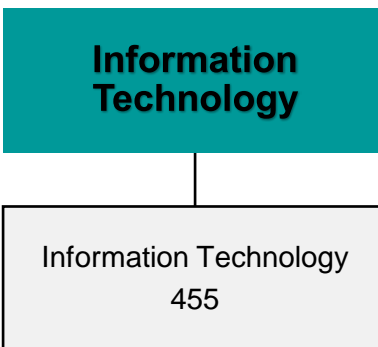
FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 2101 – Increase based on prior years actuals.
- ◆ 2590 – Increase for specialty legal/counseling services.
- ◆ 2700 – Increase for SHRM Certification.
- ◆ 2704 – Increase for travel expenses for trainer to come to Page.
- ◆ 2750 – Added Federal background checks for all employees.
- ◆ 2816 – Increase due to higher costs.
- ◆ 2830 – For unbudgeted salary increases.
- ◆ 2835 – Reduced amount of additional payment to Public Safety Personnel Retirement unfunded liability.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
441-Human Resource/Risk Management						
Personnel		68,761	37,217	84,119	87,198	3.7%
10-441-1101	Salaries	45,560	23,074	55,550	58,000	4.4%
10-441-1105	Overtime	2,383	1,441	-	-	0.0%
10-441-1201	Industrial Insurance	137	300	146	170	16.4%
10-441-1202	Medical Insurance	11,517	7,385	17,952	17,907	-0.3%
10-441-1203	FICA	3,572	2,198	3,916	4,097	4.6%
10-441-1204	ASRS	5,590	2,819	6,555	7,024	7.2%
Operating		467,893	1,433,409	1,853,810	1,620,593	-12.6%
10-441-2101	Operating Supplies	1,289	1,233	1,000	1,300	30.0%
10-441-2402	Cell Phones	647	537	660	660	0.0%
10-441-2590	Contract Services	83	200	3,000	7,000	133.3%
10-441-2700	Travel, Meals, and Schools	3,385	30	3,500	6,000	71.4%
10-441-2703	Recruitment & Retention	6,278	13,764	13,500	12,000	-11.1%
10-441-2704	Employee Training	48	109	1,500	6,000	300.0%
10-441-2750	Background/Pre-Employment	-	-	-	10,000	0.0%
10-441-2804	Subscriptions/Memberships	669	361	700	700	0.0%
10-441-2809	Employee Programs	4,623	16,891	13,600	16,100	18.4%
10-441-2815	Employee Safety	4,873	4,516	7,000	7,000	0.0%
10-441-2816	Risk Management	9,578	16,777	30,000	40,000	33.3%
10-441-2820	Unemployment Insurance	8,589	1,037	15,000	15,000	0.0%
10-441-2830	Personnel Compensation	-	-	-	27,053	0.0%
10-441-2835	Retirement/Leave Benefit Distributions	168,519	1,149,065	1,528,000	1,210,780	-20.8%
10-441-2840	Class & Compensation Study	28,500	-	-	-	0.0%
10-441-9601	Publications and Advertising	1,459	2,166	3,000	3,000	0.0%
10-441-9850	Liability & Property Insurance	229,354	226,724	233,350	258,000	10.6%
Grand Total		536,654	1,470,626	1,937,929	1,707,791	-11.9%








Information Technology



Information Technology	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund					
455-Information Technology					
Personnel	217,768	233,343	248,674	255,977	2.9%
Operating	96,633	326,819	222,985	272,234	22.1%
Grand Total	314,401	560,161	471,659	528,211	12.0%

10-455 Information Technology
3.00 FTE

- **1.00 FTE - Information Technology Director**
- 1.00 FTE - Information Technology Specialist
- 1.00 FTE - Information Technology Technican

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	  IT – Televised meetings	24	24	24	24
	 IT-Server Uptime	99%	99%	99%	99%
	 IT-System Backup Success	99%	99%	99%	99%

Information Technology

PURPOSE

To empower the City to be successful by providing and managing reliable state-of-the-art technologies.

DEPARTMENT DESCRIPTION

The Information Technology Department collaborates with the departments to provide support for and manage the City's communication systems, internal and external web services, computer-based hardware and software systems, and programming services to increase the efficiency and effectiveness of the City and provide cost-effective solutions.

DEPARTMENTAL ACTIVITIES

- ◆ **Application Development & Support Services.** Promote and lead the effective integration of technology into the City's mission through planning, programming, training, consulting, and other support activities.
- ◆ **Infrastructure Development & Support Services.** Facilitate system implementation, development, enhancements, and support. Develop, enhance, and manage the City's enterprise networks to provide high-speed, transparent, and highly-functional connectivity among all information resources.
- ◆ **Administration.** Facilitate the collection, storage, security, and integrity of electronic data while ensuring appropriate access. Develop and maintain highly effective, reliable, secure, and innovative information systems to support administrative and research functions.

DEPARTMENTAL ACTIVITIES

- ◆ Provide the basis for future information technology capital expenditures through planned end of life scheduling of software and hardware.
- ◆ Revamp City of Page website.
- ◆ Provide in-house training resources for IT staff.
- ◆ Add Statelink to police department vehicles to increase efficiencies.
- ◆ Remove old city wireless systems from poles and buildings
- ◆ Simulated backup and disaster recovery exercises.
- ◆ Provide consulting to Department Directors regarding the potential for relevant Business Technologies.

GOALS & OBJECTIVES

- ◆ Improve and upgrade systems and equipment to improve connectivity and efficiency.
- ◆ Update old IT policies to coincide with existing technologies.

FY 2019-20 Priorities

- Public Safety digital radio network.
- Statelink for police vehicles.
- Telephone Line Reconciliation to identify unused services.
- Horseshoe Bend.
- Golf Course.
- Centralized hardware monitor and alert system.
- Airport Internal Cameras.
- Connectivity to Community Center.

FY 2018-19 Major Objectives Accomplished

- Council Chambers upgrades with live streaming.
- Phone system upgrade to use new connectivity and decrease phone charges.
- PD Satellite Office.
- Camera system expansion, Airport, Library, Golliard Park and John C. Page Memorial Park.
- Full system and network documentation.

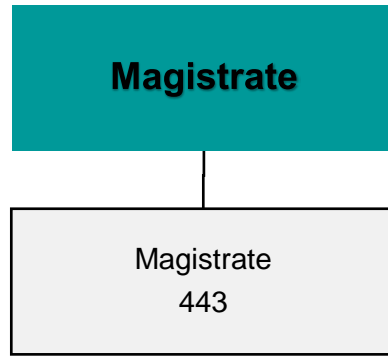
FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 2115 – Increase based on planned repairs and upgrades.
- ◆ 2404 – Increase due to increased internet bandwidth for Library and Police Department.
- ◆ 2590 – Increase for Spillman Consulting.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
455-Information Technology						
Personnel		217,768	233,343	248,674	255,977	2.9%
10-455-1101	Salaries	167,323	173,710	179,473	185,103	3.1%
10-455-1105	Overtime	283	78	1,000	1,000	0.0%
10-455-1201	Industrial Insurance	439	434	472	546	15.7%
10-455-1202	Medical Insurance	17,265	26,441	33,156	33,094	-0.2%
10-455-1203	FICA	12,748	12,530	13,277	13,697	3.2%
10-455-1204	ASRS	19,711	20,150	21,296	22,537	5.8%
Operating		96,633	326,819	222,985	272,234	22.1%
10-455-2101	Operating Supplies	1,844	1,713	1,200	1,200	0.0%
10-455-2115	Equipment Repair and Upgrades	30,280	156,416	42,000	50,000	19.0%
10-455-2265	Software Licensing	30,965	129,159	139,465	157,534	13.0%
10-455-2402	Cell Phones	1,974	3,150	2,820	2,820	0.0%
10-455-2404	Utilities	10,622	12,147	16,400	23,880	45.6%
10-455-2590	Contract Services	14,366	18,499	15,100	20,800	37.7%
10-455-2700	Travel, Meals, and Schools	6,580	5,735	6,000	6,000	0.0%
10-455-9720	Grant City Match	-	-	-	10,000	0.0%
Grand Total		314,401	560,161	471,659	528,211	12.0%

Magistrate









Magistrate	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund					
443-Magistrate					
Personnel	312,749	343,525	368,617	375,838	2.0%
Operating	20,123	21,946	58,910	53,910	-8.5%
Grand Total	332,872	365,470	427,527	429,748	0.5%

10-443 Magistrate

5.45 FTE

- **0.63 FTE - Magistrate Judge**
- 1.00 FTE - Magistrate Court Supervisor
- 1.00 FTE - Court Data Clerk
- 1.00 FTE - Court Clerk Senior
- 1.00 FTE - Court Clerk
- 0.82 FTE - Assistant Magistrate

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	 Civil traffic - time to disposition (within 60 days) %	96%	91%	85%	85%
	 Misdemeanor - time to disposition (within 60 days) %	86%	88%	80%	80%
	 DUI - time to disposition (within 60 days) %	88%	86%	80%	80%

Magistrate

PURPOSE

To provide professional, fair, efficient, and respectful service to our citizens and guests in the administration of justice.

DEPARTMENT DESCRIPTION

The Page Magistrate Court is the judicial branch of the City of Page. The Court has authority over civil traffic, criminal traffic, and criminal misdemeanor offenses, as well as, violations of the City Code and Ordinances. In addition, the Magistrate Court Judge has the authority to issue arrest/search warrants, orders of protection, and injunctions against harassment.

As part of the Arizona State Court System, the Page Magistrate Court is subject to the authority and administrative supervision of the Arizona Supreme Court. The Page Magistrate Court has legal obligations and reporting responsibilities to the State, as well as to the City of Page.

In addition to the Presiding and Assistant Magistrates, the Page Magistrate Court has a Court Administrator and supporting court service specialists for providing the administrative, clerical, scheduling, record-keeping, and reporting functions of the Court.

DEPARTMENTAL ACTIVITIES

- ◆ Judges complete initial hearings, arraignments, sentencing and conduct multiple hearings (orders to show cause, restitution, status), issue arrest/search warrants, orders of protection, injunctions against harassment and preside over jury trials and trials to the Court.

GOALS & OBJECTIVES

- ◆ The Page Magistrate Court is committed to professionally serve the citizens and guests of Page by administering justice in a fair, efficient, and respectful manner, to enhance public safety and community confidence in our court system.
- ◆ To continue to maintain current funding levels with existing resources.

FY 2019-20 Priorities

- Plan for and fund mandated security improvements for the Court (ballistic window screen for the courtroom and replacement of office windows with brick construction in the judge/clerks offices).
- Continue to utilize AZTEC program (provided by Az Supreme Court) to enforce and increase fine and restitution payments.
- Provide judicial college training for one assistant magistrate judge (a Judicial Collection Enhancement Fund grant will pay for tuition, housing and per diem expenses).
- Continue to execute arrest warrants and enforce delinquent payment agreements.
- Complete mandatory continuing education for the judge and clerks, including the annual judicial conference mandated by the Arizona Supreme Court.
- Continue to apply for new grant opportunities.
- Comply with all new and continuing obligations imposed by Federal, State, and local laws.

FY 2018-19 Major Objectives Accomplished

- Increased functionality of newly remodeled building with updated furniture, intercom, computer equipment, recording equipment, etc.
- Continued payment audits to enforce fine and restitution obligations.
- Continued (in-house) education for assistant magistrate judges.
- Added ballistic proof windows with grant funds.
- Attended the annual judicial conference.
- Brought all cases to disposition within the time frames established by the Az Supreme Court.

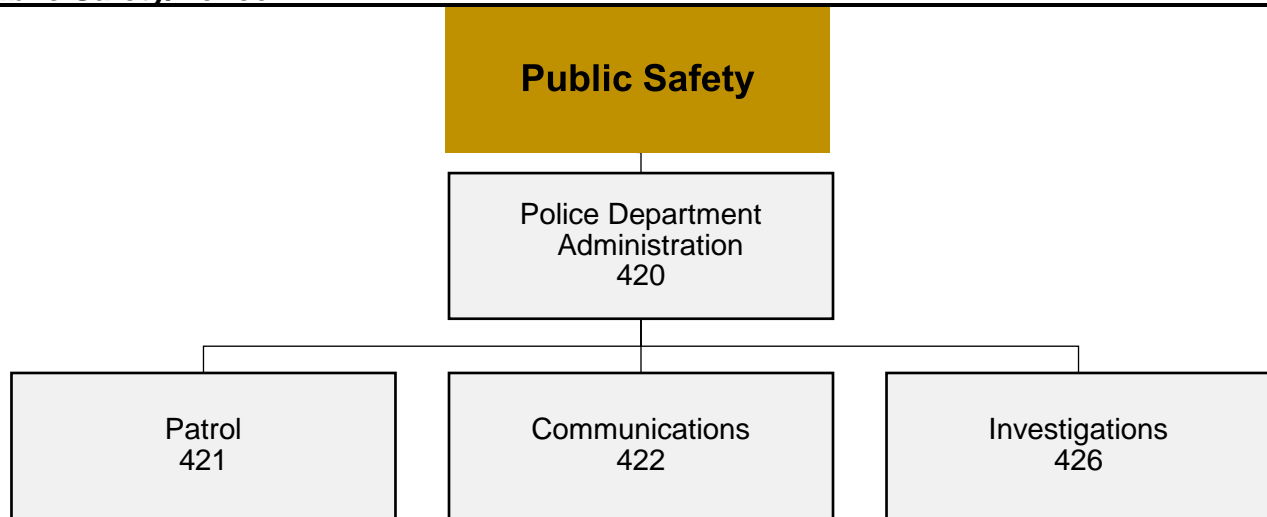
FY 2018-19 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 1202 – Increase due to changes in coverage elections.

Title		FY2016 Actual	FY2017 Actual	FY2018 Budget	FY2019 Budget	% Change
10-General Fund						
443-Magistrate						
Personnel		312,749	343,525	368,617	375,838	2.0%
10-443-1101	Salaries	240,095	262,914	285,487	285,740	0.1%
10-443-1105	Overtime	4,795	3,995	1,000	1,000	0.0%
10-443-1201	Industrial Insurance	741	697	751	842	12.1%
10-443-1202	Medical Insurance	23,777	30,004	31,932	38,418	20.3%
10-443-1203	FICA	18,650	19,905	21,483	21,437	-0.2%
10-443-1204	ASRS	24,691	26,009	27,964	28,401	1.6%
Operating		20,123	21,946	58,910	53,910	-8.5%
10-443-2101	Operating Supplies	4,235	3,523	4,500	4,500	0.0%
10-443-2116	Office Equipment	-	-	15,000	15,000	0.0%
10-443-2119	Office Equipment Leases	4,585	2,145	2,400	2,400	0.0%
10-443-2402	Cell Phones	647	648	660	660	0.0%
10-443-2590	Contract Services	9,341	12,883	30,000	25,000	-16.7%
10-443-2700	Travel, Meals, and Schools	648	2,064	5,000	5,000	0.0%
10-443-2804	Subscriptions/Memberships	667	682	1,350	1,350	0.0%
Grand Total		332,872	365,470	427,527	429,748	0.5%

Public Safety/Police



Police Department	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund					
Public Safety-Police					
Personnel	2,473,767	2,735,244	3,134,669	3,281,586	4.7%
420-Police Department Administration	246,747	236,736	310,088	332,392	7.2%
421-Patrol	1,474,812	1,757,482	1,991,525	2,003,779	0.6%
422-Communications	386,893	371,365	445,873	577,586	29.5%
426-Investigations	365,315	369,661	387,183	367,829	-5.0%
Operating	325,016	324,480	304,177	332,334	9.3%
420-Police Department Administration	31,676	36,151	34,175	50,363	47.4%
421-Patrol	219,678	222,641	206,298	210,295	1.9%
422-Communications	32,362	22,252	24,176	31,336	29.6%
426-Investigations	41,301	43,436	39,529	40,340	2.1%
Grand Total	2,798,784	3,059,723	3,438,846	3,613,920	5.1%

10-420 Police Administration
4.00 FTE

- **1.00 FTE - Chief of Police**
- 1.00 FTE - Executive Management Assistant
- 2.00 FTE - Records Clerks

10-421 Patrol
21.25 FTE









- 1.00 FTE - Patrol Lieutenant
- 3.00 FTE - Sergeants
- 15.00 FTE - Patrol Officers
- 1.00 FTE - Animal Control Officer
- 1.00 FTE - School Resource Officer
- 0.25 FTE - Reserve Patrol Officer

10-422 Communications
9.33 FTE

- 1.00 FTE - Dispatch Supervisor
- 8.33 FTE - Communication Specialists

10-426 Investigations
4.00 FTE

- 1.00 FTE - Support Lieutenant
- 1.00 FTE - Sergeant
- 1.00 FTE - Detective
- 1.00 FTE - Evidence Technician

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	 Yearly call volume	53,510	Not available	51,500	54,000
	 Admin calls for services (calls not through dispatch)	46,088	Not available	21,150	46,500
	 9-1-1 calls for services	7,422	Not available	8,000	8,000
	 911 calls answered in less than 10 seconds	89%	Not available	90%	90%

Police Administration

PURPOSE

To provide leadership and administrative services in support of our operational missions.

DEPARTMENT DESCRIPTION

Police Administration provides the overall administrative leadership and supervision necessary to sustain an innovative, forward-thinking police workforce dedicated to excellence and professionalism. We are committed to reducing crime, fear, and disorder in the community using modern tactics, relevant training, and maintaining a robust community policing philosophy.

DEPARTMENTAL ACTIVITIES

- ◆ Oversee daily operations.
- ◆ Analyze processes in order to improve efficiency
- ◆ Create regional public safety partnerships.
- ◆ Participate in Regional, State, Federal County, and Navajo Nation Law Enforcement meetings.
- ◆ Implement pro-active crime control strategies focusing on the prolific offender.
- ◆ Maintain fiscal responsibility.
- ◆ Protect the lives and property of our community.

GOALS & OBJECTIVES

- ◆ Utilize efficient and effective strategies and processes within the organization.
- ◆ Implement Data-Driven Crime Prevention strategies, utilizing smart police initiatives.
- ◆ Promote and mentor staff to achieve high standards of service.
- ◆ Create community partnerships.
- ◆ Reduce the fear of crime in the community.
- ◆ Use Problem Oriented Policing Strategies.

FY 2019-2020 Priorities

- Achieve agency accreditation through Arizona Association of Chiefs of Police (AACOP)
- Complete and implement a Policy and Procedures Manual (ongoing).
- Establish partnerships to address the downtown intoxication problem
- Continue to participate in community events such as National Night Out, Ask the Chief, and other community-oriented programs.
- Maintain partnership with Page School District (PUSD) to provide a school resource officer.
- Create an annual report for the police department.
- Update the police strategic plan.
- Seek additional funding sources for equipment (e.g. grants).
- Obtain and implement AZTraCs software in patrol vehicles in order to improve efficiency while investigating traffic accidents and during traffic/pedestrian stops
- Continue employee recognition/awards programs.
- Continue organization-wide meetings.
- Begin process to transition from a Summary Reporting System to National Incident Based Reporting System (NIBRS) for our Uniformed Crime Reporting.
- Work to improve our communication system hardware in order to become P25 compliant and prepare for statewide implementation of 700 Mhz system

FY 2018-19 Major Objectives Accomplished

- Continue to remain fiscally responsible.
- Utilized Incident Command System/National Incident Management System on significant events.
- Participated in listed Community Policing events.
- Established an emergency operation plan through Coconino County Emergency Management.
- Trained five new phlebotomists which will enhance DUI convictions.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 1202 – Increase due to changes in coverage elections.
- ◆ 1204 – Decrease due to no longer needing to pay Alternative Contribution Rate to Arizona State Retirement.
- ◆ 1206 – Increase due to budgeting cost at higher rate.
- ◆ 2101 – Increase to account for additional supplies needed for substation.
- ◆ 2780 – Increase for additional events.
- ◆ 2804 – Increase for Lexipol Membership and update services.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
420-Police Department Administration						
Personnel		246,747	236,736	310,088	332,392	7.2%
10-420-1101	Salaries	161,831	156,686	199,694	213,962	7.1%
10-420-1105	Overtime	8,228	7,514	7,000	7,000	0.0%
10-420-1201	Industrial Insurance	3,762	3,228	4,126	4,631	12.2%
10-420-1202	Medical Insurance	19,000	16,382	38,745	49,632	28.1%
10-420-1203	FICA	13,172	12,491	15,205	16,001	5.2%
10-420-1204	ASRS	20,051	19,047	24,390	14,225	-41.7%
10-420-1206	PSPRS	20,703	21,389	20,928	26,941	28.7%
Operating		31,676	36,151	34,175	50,363	47.4%
10-420-2101	Operating Supplies	14,827	20,054	10,400	14,200	36.5%
10-420-2102	Uniform Allowance	-	-	-	1,200	0.0%
10-420-2402	Cell Phones	935	1,383	1,320	1,320	0.0%
10-420-2700	Travel, Meals, and Schools	7,568	9,310	11,500	10,500	-8.7%
10-420-2780	Special Events	5,272	4,048	2,500	4,000	60.0%
10-420-2804	Subscriptions/Memberships	3,074	1,356	8,455	19,143	126.4%
Grand Total		278,422	272,887	344,263	382,755	11.2%

Patrol

PURPOSE

To provide police first response capability to our community.

DEPARTMENT DESCRIPTION

The Patrol Division provides the day-to-day police service and serves as our agency first response to criminal activity in an effort to reduce crime, fear, and disorder in the community.

DEPARTMENTAL ACTIVITIES

- ◆ Emergency response to 911 and non-emergency calls for service
- ◆ Traffic enforcement and accident investigation
- ◆ Service of search and arrest warrants
- ◆ Crime prevention
- ◆ Animal control
- ◆ Security checks
- ◆ Police K-9
- ◆ Parking control
- ◆ Community Oriented Policing

GOALS & OBJECTIVES

- ◆ Improve reporting efficiency
- ◆ Become more proactive rather than reactive in relation to crime prevention.
- ◆ Promote police conduct that is responsive and sensitive to the needs of the community.
- ◆ Develop strategies to recruit/retain employees, enhance employee satisfaction and staff development.
- ◆ Use problem solving efforts to address longer term community problems
- ◆ Operate using our community oriented policing philosophy.

FY 2019-20 Priorities

- Upgrade the police patrol fleet
- Improve mobile data terminal use efficiency (In-car report writing capability)
- Establish an improved patrol staffing system
- Fill open police officer positions with capable candidates
- Decrease drug activity
- Maintain and strengthen partnerships with other agencies
- Maintain partnership with Page Unified School District to continue our School Resource Officer program.
- Strengthen relationships within the community
- Continue our ongoing efforts to promote positive interactions with all stakeholders.
- Add a part-time Animal Control position.
- Upgrade departmental long guns and less than lethal capabilities.

FY 2018-19 Major Objectives Accomplished

- Implemented smart police initiatives in an effort to improve efficiencies.
- Maintained partnerships with other agencies
- Installed mobile data terminals in patrol units.
- Partnered with other agencies in multi-agency drug investigations
- Maintained a "No Kill" Animal Shelter
- Partnered with State and Federal law enforcement entities for training and major investigations.
- Filled vacant sergeant position with experienced candidate.
- Upgraded Departmental handguns.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 1206 – Decrease due to lower contribution rate.
- ◆ 2101 – Decrease due to removal of tactical gear costs.
- ◆ 2115 – Added costs for firearm upgrade.
- ◆ 2402 – Increase due to higher service costs.
- ◆ 2590 – Lexipol costs moved to Police Administration.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
421-Patrol						
Personnel		1,474,812	1,757,482	1,991,525	2,003,779	0.6%
10-421-1101	Salaries	807,717	982,782	1,117,208	1,181,085	5.7%
10-421-1105	Overtime	118,372	111,033	106,500	106,500	0.0%
10-421-1201	Industrial Insurance	31,818	29,325	44,208	53,323	20.6%
10-421-1202	Medical Insurance	154,510	174,254	234,479	238,741	1.8%
10-421-1203	FICA	70,800	82,057	90,010	94,597	5.1%
10-421-1204	ASRS	13,353	4,481	4,662	4,895	5.0%
10-421-1206	PSPRS	278,242	373,549	394,458	324,638	-17.7%
Operating		219,678	222,641	206,298	210,295	1.9%
10-421-2101	Operating Supplies	31,547	54,310	36,426	19,306	-47.0%
10-421-2102	Uniform Allowance	21,213	32,842	30,353	29,176	-3.9%
10-421-2115	Equipment Repair/ Maintenance	59,141	37,869	20,500	42,183	105.8%
10-421-2119	Office Equipment Leases	10,617	8,140	9,440	9,440	0.0%
10-421-2402	Cell Phones	10,204	11,211	10,440	15,840	51.7%
10-421-2590	Contract Services	23,341	28,669	37,471	26,546	-29.2%
10-421-2700	Travel, Meals, and Schools	12,285	25,313	38,000	42,686	12.3%
10-421-2705	Program Expenses	2,369	10,637	10,000	11,450	14.5%
10-421-2750	K-9 Expense	-	9,783	7,875	7,875	0.0%
10-421-2804	Subscriptions/Memberships	3,271	280	863	863	0.0%
10-421-2806	Printing & Binding	528	3,502	2,930	2,930	0.0%
10-421-2825	Firearms Range Expenses	1,145	84	2,000	2,000	0.0%
10-421-2900	Computer/I.T.	44,016	-	-	-	0.0%
Grand Total		1,694,491	1,980,122	2,197,823	2,214,074	0.7%

Communications

PURPOSE

To serve as the direct link between citizens and emergency response services.

DEPARTMENT DESCRIPTION

The Page Communications Center operates 24 hours a day, 7 days a week. It is a 9-1-1, Phase II (capable of receiving the latitude and longitude of a cell phone caller), Public Safety Answering Point (PSAP). Serving the City of Page and primarily dispatch for the Page Police Department, the Page Fire Department, and the Greentown Fire Department. Serve as the 9-1-1 answering point for the communities surrounding Page in Northern Arizona and Southern Utah, the Glen Canyon National Recreation Area, Lake Powell, and the adjacent Navajo Reservation.

DEPARTMENTAL ACTIVITIES

- ◆ Answer 9-1-1 and other non-emergency calls for service and provide communications support for police and fire field operations.
- ◆ Monitor multiple radio frequencies and dispatch calls to Police and Fire/EMS.
- ◆ Access local, state, and federal databases assign case numbers, and track officer/firefighter activities in the field.

GOALS & OBJECTIVES

- ◆ Serve the area with efficiency, professionalism, and compassion to all responders, citizens, and visitors.
- ◆ Enhance employee satisfaction and staff development by providing essential training and a quality work environment to all the dispatchers.
- ◆ Improve the quality and dependability of the radio system currently in use allowing for enhanced communication between users.

FY 2019-20 Priorities

- Work to implement our digital communication system.
- Become fully staffed.
- Send new dispatcher(s) to attend and graduate from the Western Arizona Law Enforcement Training Academy (WALETA).
- Increase in training opportunities.
- Establish an Arizona Criminal Justice Information System (ACJIS) interface between Spillman Computer Aided Design and Mobile system for officers

FY 2018-19 Major Objectives Accomplished

- Four dispatchers successfully completed the Western Arizona Law Enforcement Training Academy (WALETA) dispatch academy.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ Personnel costs increase due to addition of 2.00 FTE Communication Specialists.
- ◆ 2590 – Increase to add AZDPS I.T. Bureau
- ◆ 2700 – Increase to add Public Safety Answering Point Manager Training.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
422-Communications						
Personnel		386,893	371,365	445,873	577,586	29.5%
10-422-1101	Salaries	259,513	244,894	294,974	380,989	29.2%
10-422-1105	Overtime	16,654	26,293	10,000	16,000	60.0%
10-422-1201	Industrial Insurance	862	729	776	1,165	50.1%
10-422-1202	Medical Insurance	56,837	48,368	82,147	106,321	29.4%
10-422-1203	FICA	20,677	19,880	21,989	28,426	29.3%
10-422-1204	ASRS	32,350	31,202	35,987	44,685	24.2%
Operating		32,362	22,252	24,176	31,336	29.6%
10-422-2101	Operating Supplies	2,991	2,140	3,200	3,200	0.0%
10-422-2102	Uniform Allowance	197	323	650	650	0.0%
10-422-2115	Equipment Repair/ Maintenance	1,834	3,089	3,500	3,500	0.0%
10-422-2119	Office Equipment Leases	1,743	1,516	2,000	2,360	18.0%
10-422-2402	Cell Phones	1,932	1,560	3,486	3,486	0.0%
10-422-2590	Contract Services	6,928	8,000	4,080	8,880	117.6%
10-422-2700	Travel, Meals, and Schools	11,523	5,326	6,500	8,500	30.8%
10-422-2804	Subscriptions/Memberships	368	299	760	760	0.0%
10-422-2825	GIS	777	-	-	-	0.0%
10-422-2900	Computer/I.T.	4,069	-	-	-	0.0%
Grand Total		419,255	393,617	470,049	608,922	29.5%

Investigations

PURPOSE

To serve as the investigative component of the Police Department.

DEPARTMENT DESCRIPTION

The Criminal Investigations Division is tasked with conducting complete, thorough, and comprehensive investigations into all complex crimes, such as sex crimes, homicides, crimes against children and major property crimes, within the City of Page. These investigations include crime scene investigation, evidence collection, victim/witness/suspect interviews, case preparation and presentation to grand juries, attorneys, and courts.

DEPARTMENTAL ACTIVITIES

- ◆ Gather facts and evidence of criminal activity. Conduct interviews and obtain statements from victims, witnesses, and suspects of alleged crimes.
- ◆ Collect, package and preserve physical evidence.
- ◆ Preparation and execution of search warrants.
- ◆ Testify in the court of appropriate jurisdiction regarding investigative activities.
- ◆ Maintain the department evidence room using current best practice protocols

GOALS & OBJECTIVES

- ◆ Continually strive to meet the ever-changing investigative needs of the Police Department
- ◆ Seek training that will continue to increase investigative capabilities
- ◆ Develop and maintain excellent working relations with all other law enforcement and prosecutorial agencies, residents, businesses, and other relevant partner organizations.
- ◆ Foster interagency cooperation and maintain communication skills under adverse conditions.

FY 2019-20 Priorities

- Continue to provide needed investigative and evidence related training to members of this division.
- Upgrade 3D FARO scanner software.
- Upgrade surveillance equipment.
- Enhance Evidence Technician field response capabilities.
- Add a Detective position.

FY 2018-19 Major Objectives Accomplished

- Attended multiple training and conferences.
- Purchased new evidence drying cabinet.
- Completed evidence room audit.

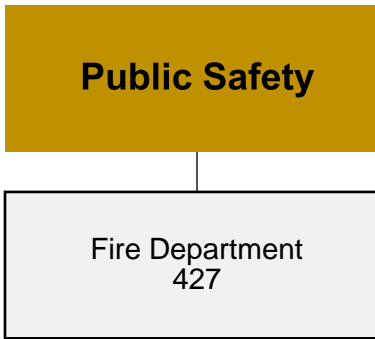
FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 1202 – Decrease due to changes in coverage elections.
- ◆ 1206 – Decrease due to lower contribution rate.
- ◆ 2115 – Decrease due to removal of Self-Contained Breathing Apparatus and HAZMAT Suit.
- ◆ 2590 – Increase to add AZ Medical Waste expense.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
426-Investigations						
Personnel		365,315	369,661	387,183	367,829	-5.0%
10-426-1101	Salaries	217,660	217,689	226,015	229,941	1.7%
10-426-1105	Overtime	7,748	8,506	13,000	13,000	0.0%
10-426-1201	Industrial Insurance	5,943	6,312	7,558	8,567	13.4%
10-426-1202	Medical Insurance	48,122	46,423	52,010	40,498	-22.1%
10-426-1203	FICA	16,916	16,436	17,482	17,988	2.9%
10-426-1204	ASRS	4,052	4,257	4,662	4,701	0.8%
10-426-1206	PSPRS	64,874	70,038	66,456	53,134	-20.0%
Operating		41,301	43,436	39,529	40,340	2.1%
10-426-2101	Operating Supplies	6,066	1,953	3,500	3,500	0.0%
10-426-2102	Uniform Allowance	3,544	2,292	2,820	2,800	-0.7%
10-426-2115	Equipment Repair/ Maintenance	10,650	9,238	3,704	500	-86.5%
10-426-2119	Office Equipment Leases	34	2,885	3,495	3,495	0.0%
10-426-2190	Investigations	50	387	2,000	2,000	0.0%
10-426-2402	Cell Phones	1,823	1,854	1,980	1,980	0.0%
10-426-2590	Contract Services	4,460	3,616	4,000	6,950	73.8%
10-426-2700	Travel, Meals, and Schools	6,944	13,113	8,500	9,500	11.8%
10-426-2710	Silent Witness	4,000	3,000	3,000	3,000	0.0%
10-426-2804	Subscriptions/Memberships	2,477	2,876	3,382	3,382	0.0%
10-426-2806	Printing & Binding	1,254	2,223	3,148	3,233	2.7%
Grand Total		406,616	413,097	426,712	408,169	-4.3%







Public Safety/Fire



Fire Department	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund					
427-Fire Department					
Personnel	1,421,398	1,580,300	1,895,695	1,941,782	2.4%
Operating	301,021	313,072	356,960	391,864	9.8%
Grand Total	1,722,419	1,893,371	2,252,655	2,333,646	3.6%

10-427 Fire Department
21.00 FTE

- **1.00 FTE - Fire Chief**
- 1.00 FTE - Administrative Assistant
- 3.00 FTE - Captains
- 3.00 FTE - Engineers
- 12.00 FTE - Firefighters/EMT's
- 1.00 FTE - Fire/EMT Reserves

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	 Average emergency response time	4:31	4:27	less than 5:00	less than 5:00
	 Firefighters per 1,000 population	2.24	2.38	2.60	2.50
	 Total number of emergency medical incident calls	1,475	1,495	1,500	1,500+

Fire

PURPOSE

To provide for the safety and welfare of the public through preservation of life, property, and the environment.

DEPARTMENT DESCRIPTION

The Page Fire Department (PFD) is an all hazards, combination Fire/EMS department providing services 24 hours a day, 7 days a week. Three shifts of six employees are on duty working a 48 / 96-hour schedule. These crews are cross trained to provide fire, emergency medical services, vehicle extrication, hazmat, search and rescue, canyon rescues, waterway fire/rescue and assistance of varying degrees to the citizens of Page and our surrounding communities. Firefighters are also trained in Aircraft Rescue Firefighting as mandated by the FAA for the Page Airport. Additionally, prevention activities include fire inspections and preplans for local businesses and new commercial construction, fire hydrant testing and hazmat inspections.

DEPARTMENTAL ACTIVITIES

- ◆ Provide effective and efficient service delivery for fire, emergency medical, hazardous material, and technical rescue responses within the City and surrounding regions.
- ◆ Provide the firefighting and emergency medical training necessary to ensure that all firefighters have the essential knowledge and skills needed to provide professional and high-quality services to the citizens we serve in as safe a manner as possible.
- ◆ Provide long range interfacility transport services by ambulance.
- ◆ Provides standby and maintenance service at the City of Page Airport.
- ◆ Review plans and conducts commercial business and new construction fire inspections.
- ◆ Community activities include: station tours, community open houses, and fire prevention presentations; staff participates in the Easter Egg Hunt, Library Cook Out, and Shop with a Cop or Firefighter events; and the department provide standby services at local football games and rodeos.

GOALS & OBJECTIVES

- ◆ Improve interagency partnerships through collaborative training for joint emergency situations.
- ◆ Provide excellent Fire/EMS services to the customers we serve by increasing employee training.
- ◆ Implement the new Reserve Program with more focus on recruitment.
- ◆ Implement the Fire Cadet Program with cooperation from Page High School.
- ◆ Increase public relations and community involvement through media announcements and community events.
- ◆ Certify three members of the department as Live Fire Instructors to enhance our inhouse training capabilities.
- ◆ Implement a department sponsored EMT class with Coconino Community College or Wizard Education.

FY 2019-20 Priorities

- Continually improve internal communications through bi-annual department meetings and regular administrative staff meetings
- Continually improve our training capabilities for reserve program recruitment and retention.
- Increase employee training and knowledge by utilizing all resources both within our agency and outside our agency.
- Increase utilization of ERS (Emergency Reporting System) for better data management, equipment/maintenance tracking, and statistics.
- Seek grant funds to assist with upgrading department equipment for coming budget cycles.

FY 2018-19 Major Objectives Accomplished

- Responded to 2,787 Calls for Service in 2018.
- Had 1,762 emergency calls for service – a 3.4% decrease from 2017. Average response time to those calls was 5:05 minutes.
- Fought 34 fires – Building fires, mobile homes, vehicles, recreational vehicles, boats, trash, vegetation.
- Using Medic 20, our long-range transport ambulance, Page Fire Department provided 36 medically necessary inter-facility long range transports.
- Inspected 581 fire hydrants.
- Improved interagency partnerships through collaborative training for joint emergency situations.
- Implemented the Fire Explorer Program with cooperation from Page High School.
- Revamped our Reserve Program with a stronger focus on recruitment.

- Increased public relations and community involvement through media announcements, our website, and community events.
- Hosted an Emergency Medical Services and Fire Open House.
- Provided Emergency Planning and Disaster Recovery informational material packets for the public at two PFD Open Houses, and several other community events.
- Transitioned to a fully electronic fire inspection program through ERS.
- Flow tested and inspected 581 fire hydrants.
- Successfully completed Federal Aviation Administration inspections with monthly required training and will complete our annual live fire burn in Dallas TX.
- One employee attended the 40-hour basic Aircraft Rescue Firefighting class in Dallas TX.
- Increased personal development and leadership training among all members with emphasis on senior staff.
- Completed monthly department reports and summarized in an annual department report.

FY 2019-20 BUDGET HIGHLIGHTS

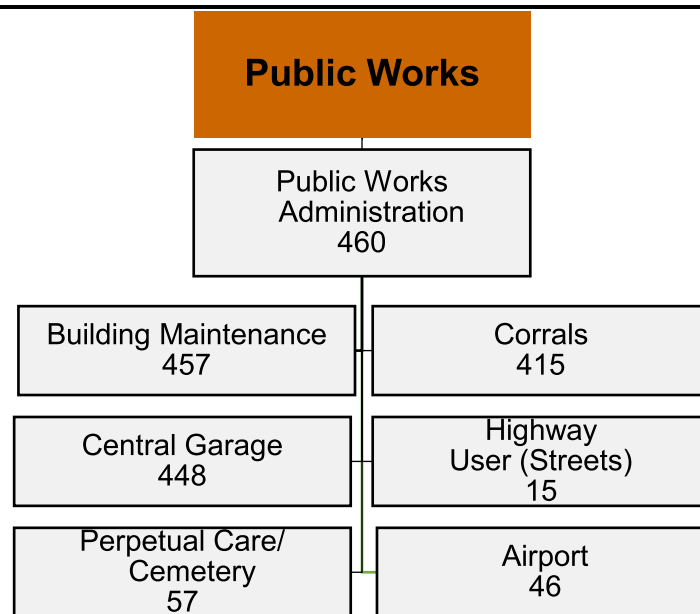
Significant changes are as follows:

- ◆ 1201 – Increase in worker comp rates.
- ◆ 2106 – Increase due to rising cost of specialty equipment.
- ◆ 2450 – Increase to replace outdated equipment.
- ◆ 2950 – Increase to expand outreach program.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
427-Fire Department						
Personnel		1,421,398	1,580,300	1,895,695	1,941,782	2.4%
10-427-1101	Salaries	830,711	915,371	1,079,680	1,099,508	1.8%
10-427-1102	Salaries-Volunteers/Reserves	12,539	24,464	32,320	32,000	-1.0%
10-427-1103	Transport Salaries	23,323	22,654	54,000	54,000	0.0%
10-427-1105	Overtime	99,478	102,799	104,500	104,500	0.0%
10-427-1201	Industrial Insurance	61,796	70,382	82,603	100,850	22.1%
10-427-1202	Medical Insurance	176,173	190,757	204,916	228,330	11.4%
10-427-1203	FICA	72,624	78,392	94,146	95,078	1.0%
10-427-1204	ASRS	5,319	4,450	5,917	5,140	-13.1%
10-427-1206	PSPRS	139,436	171,032	237,613	222,376	-6.4%
Operating		301,021	313,072	356,960	391,864	9.8%
10-427-2101	Operating Supplies	23,139	20,675	21,500	24,000	11.6%
10-427-2102	Uniform Allowance	16,012	16,978	20,000	20,000	0.0%
10-427-2104	Rescue Supplies	-	2,603	5,000	5,000	0.0%
10-427-2106	Rescue Equipment	5,013	4,265	5,000	7,000	40.0%
10-427-2115	Equipment Repair/Maintenance	34,076	37,439	40,000	40,000	0.0%
10-427-2119	Office Equipment Leases	2,762	2,121	3,000	3,000	0.0%
10-427-2226	Turnout Replacement	12,148	13,510	14,000	16,500	17.9%
10-427-2402	Cell Phones	4,779	4,701	9,000	9,000	0.0%
10-427-2450	Safety Supplies	3,169	7,440	3,300	5,000	51.5%
10-427-2480	Fire Training Grounds	584	799	3,000	3,000	0.0%
10-427-2590	Contract Services	105,112	108,772	114,000	125,400	10.0%
10-427-2595	Medical Supplies	42,080	40,356	40,000	45,000	12.5%
10-427-2600	Interfacility Transport Expense	1,550	1,667	2,000	2,000	0.0%
10-427-2650	Radio Tower Rent	9,056	9,800	10,050	10,854	8.0%
10-427-2700	Travel, Meals and Schools	30,850	31,092	52,000	60,000	15.4%
10-427-2804	Subscriptions/Memberships	2,896	2,749	3,610	3,610	0.0%
10-427-2875	SCBA Cylinders	-	3,333	4,000	4,000	0.0%
10-427-2900	Fire Hose Replacement	3,902	1,306	4,000	4,000	0.0%
10-427-2950	Fire Prevention Education	3,894	3,465	3,500	4,500	28.6%
Grand Total		1,722,419	1,893,371	2,252,655	2,333,646	3.6%

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Public Works



Public Works	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund	863,137	1,122,561	1,258,461	1,490,865	18.5%
Personnel	622,303	827,895	918,561	1,069,165	16.4%
448-Central Garage	125,647	126,693	131,625	134,827	2.4%
457-Buildings Maintenance	147,345	177,916	192,693	204,612	6.2%
460-Public Works Administration	349,311	523,286	594,243	667,962	12.4%
415-Corrals	-	-	-	61,764	0.0%
Operating	240,833	294,667	339,900	421,700	24.1%
448-Central Garage	137,346	159,977	159,200	164,900	3.6%
457-Buildings Maintenance	93,336	132,199	133,600	172,700	29.3%
460-Public Works Administration	10,152	2,491	47,100	47,100	0.0%
415-Corrals	-	-	-	37,000	0.0%
15-Highway User Revenue Fund	253,309	1,302,650	3,275,400	1,055,400	-67.8%
Expense	174,503	710,690	220,400	920,400	317.6%
Personnel	23	-	-	-	0.0%
Operating	174,480	710,690	220,400	920,400	317.6%
Transfer Out	78,806	591,960	3,055,000	135,000	-95.6%
46-Airport Fund	376,214	334,833	506,792	1,319,088	160.3%
Expense	177,672	113,337	201,792	387,713	92.1%
Personnel	62,275	1,931	20,592	79,913	288.1%
Operating	115,397	111,406	181,200	307,800	69.9%
Transfer Out	198,542	221,496	305,000	931,375	205.4%
57-Cemetery	21,957	14,866	66,300	146,300	120.7%
Expense	6,117	14,866	11,300	21,300	88.5%
Operating	6,117	14,866	11,300	21,300	88.5%
Transfer Out	15,840	-	55,000	125,000	127.3%
Grand Total	1,514,616	2,774,911	5,106,953	4,011,653	-21.4%

**10-460 Public Works Administration
8.25 FTE**

- **1.00 FTE - Public Works Director**
- 1.00 FTE - Public Works Manager
- 1.00 FTE - Officer Manager
- 1.00 FTE - Streets Supervisor
- 3.00 FTE - Streets Maintenance Workers
- 2.24 FTE - Seasonal Street Maintenance Workers

**10-457 Building Maintenance
4.00 FTE**

- 1.00 FTE - Lead Maintenance Worker
- 2.00 FTE - Maintenance Workers
- 1.00 FTE - Custodian

**10-448 Central Garage
2.00 FTE**

- 1.00 FTE - Heavy Equipment Technician
- 1.00 FTE - Auto Technician

**15-459 Highway User/Street Maintenance
0.00 FTE**

- 0.00 FTE

**57-456 Perpetual Care/Cemetery
0.00 FTE**








- 0.00 FTE

**46-489 Airport
1.49 FTE**

- 0.49 FTE - Administrative Assistant
- 1.00 FTE - Maintenance Worker

**10-415 Corrals
1.00 FTE**

- 1.00 FTE - Maintenance Workers

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
	 Maintain building assessment inspection scores above 80% in City facilities	NA	75%	80%	80%
	  Annual evaluation of roadways completed	NA	Yes	Yes	Yes
	 Average mileage between maintenance of City fleet	NA	5,000	5,000	5,000

Public Works Administration

PURPOSE

To provide oversight of street maintenance, storm sewer, park and cemetery maintenance, airport maintenance and the operation of all city owned facilities.

DEPARTMENT DESCRIPTION

Public Works Administration is to account for administrative costs in public works administration and street personnel. The Public Works Department provides a variety of services to the City departments and the community. The division is divided into five work units: Administration, Streets, Building Maintenance, and Central Garage.

DEPARTMENTAL ACTIVITIES

- ◆ Preparation of construction plans, specifications, and contracts.
- ◆ Presenting information on projects to the City Council, community, and other agencies.
- ◆ Oversight of the bidding process and contract administration.
- ◆ Develop and maintain City mapping system.
- ◆ Develop and maintain City's infrastructure maintenance records.

GOALS & OBJECTIVES

- ◆ Maximize funds through effective infrastructure analysis and management.

FY 2019-20 Priorities

- Develop storm water management design for southside drainage.
- Develop Pavement Maintenance Policy and Program
- Create a multi-year Capital Improvement Plan for maintaining and extending the life of the City's infrastructure.
- Develop and implement plans for city streets maintenance.
- Increase staff FTE's for improved service levels

FY 2018-19 Major Objectives Accomplished

- Supported needs of other city wider departments.
- Develop plan to address deferred maintenance on City facilities and equipment.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ Increase in Personnel Costs due to addition of 1.00 FTE Streets Maintenance Worker position.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
460-Public Works Administration						
Personnel		349,311	523,286	594,243	667,962	12.4%
10-460-1101	Salaries	225,709	357,661	416,533	456,649	9.6%
10-460-1105	Overtime	1,502	3,490	1,800	2,300	27.8%
10-460-1201	Industrial Insurance	33,261	34,984	41,648	48,414	16.2%
10-460-1202	Medical Insurance	45,490	62,773	63,379	80,854	27.6%
10-460-1203	FICA	16,909	26,403	31,091	33,850	8.9%
10-460-1204	ASRS	26,441	37,975	39,792	45,895	15.3%
Operating		10,152	2,491	47,100	47,100	0.0%
10-460-2101	Operating Supplies	10,152	2,385	4,400	4,400	0.0%
10-460-2119	Office Equip Leases	-	-	1,500	1,500	0.0%
10-460-2590	Contract Services	-	28	40,000	40,000	0.0%
10-460-2700	Travel, Meals & Schools	-	78	1,200	1,200	0.0%
Grand Total		359,463	525,777	641,343	715,062	11.5%

Building Maintenance

PURPOSE

To provide a safe, clean, and productive environment for City employees and the public who utilize these facilities.

DEPARTMENT DESCRIPTION

The Building Maintenance Department is responsible for the repair and maintenance of all City facilities, include electrical, carpentry, painting, plumbing, HVAC, security control and janitorial services. The Building Maintenance Department also covers the cost of all janitorial supplies throughout the City.

DEPARTMENTAL ACTIVITIES

- ◆ Responsible for the repair and maintenance of all City facilities.
- ◆ Aid the City's Information Technology (IT) Department with electrical, wiring and cable.
- ◆ Provide high level security access system through lock and key control.

GOALS & OBJECTIVES

- ◆ Maintain the value and appearance of City property through timely and economical maintenance and repair services.
- ◆ Maintain the operation and safety of all City building facilities for the public and City staff.

FY 2019-20 Priorities

- Establish standard operation procedures for all employees.
- Improve response time for all facility needs.
- Purchased new service bucket truck chassis.
- Remodel City Hall front lobby for personal and ballistic securities.
- Paint Airport Terminal and FBO Hangar

FY 2018-19 Major Objectives Accomplished

- Improved staff coordination for the maintenance of city facilities with proper scheduling.
- Remodeled several offices in City Hall
- Repainted Library exterior.
- Replaced main HVAC unit at Library.
- Replaced two HVAC units at Airport Terminal.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 2590 – Increase for elevator testing.
- ◆ 2850 – Increase based on projects scheduled.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
457-Buildings Maintenance						
Personnel		147,345	177,916	192,693	204,612	6.2%
10-457-1101	Salaries	104,182	126,695	130,950	140,007	6.9%
10-457-1105	Overtime	40	138	900	1,050	16.7%
10-457-1201	Industrial Insurance	5,653	6,574	8,332	8,880	6.6%
10-457-1202	Medical Insurance	17,438	20,499	27,185	27,183	0.0%
10-457-1203	FICA	7,872	9,415	9,768	10,410	6.6%
10-457-1204	ASRS	12,159	14,594	15,558	17,082	9.8%
Operating		93,336	132,199	133,600	172,700	29.3%
10-457-2101	Operating Supplies	1,694	2,490	2,000	2,000	0.0%
10-457-2102	Uniform Allowance	935	258	1,200	1,200	0.0%
10-457-2103	Safety Supplies	74	168	500	500	0.0%
10-457-2104	Clothing Allowance	400	300	400	400	0.0%
10-457-2105	Janitorial Supplies	20,322	18,270	21,000	22,000	4.8%
10-457-2110	Building Materials	1,042	1,622	2,000	2,000	0.0%
10-457-2115	Equipment Repair/ Maintenance	4,462	15,459	11,000	11,000	0.0%
10-457-2120	Office Equipment Leases	1,441	1,249	-	-	0.0%
10-457-2590	Contract Services	15,776	13,339	15,000	20,000	33.3%
10-457-2700	Travel, Meals and Schools	-	-	-	1,600	0.0%
10-457-2850	Facilities Maintenance	47,191	79,044	80,500	112,000	39.1%
Grand Total		240,680	310,115	326,293	377,312	15.6%

Central Garage

PURPOSE

To ensure the safety of all vehicles and equipment pieces used by City departments.

DEPARTMENT DESCRIPTION

The Central Garage is responsible for the repair and maintenance of all light and heavy vehicles and equipment in the City fleet. Department personnel consist of a heavy equipment mechanic and an ASE certified senior auto tech. Duties are assigned and funded per department and vehicle and equipment type. The Central Garage is responsible for the General Services Fleet, Airport vehicles and equipment, and Street Department vehicles and equipment that are funded by Fund 15 (Highway User Revenue Fund - HURF). Mechanics also service and maintain the emergency generators for the Public Safety building, Magistrate Court building and City Hall; and the generators required for IT and communications and airport lighting and communication.

DEPARTMENTAL ACTIVITIES

- ◆ Provide preventive maintenance and repair to 64 vehicles, 18 heavy trucks, 14 tractors and mowers, 3 emergency generators, 10 heavy equipment pieces and 84 pieces of small machinery.
- ◆ Provide machinist and welding services for the City.
- ◆ Provide contract fuel services for the City fleet.
- ◆ Assist City departments with new vehicle and equipment purchases through State contract/co-op purchasing agreements.

GOALS & OBJECTIVES

- ◆ To assess department priorities and operations to impact efficiency and cost effectiveness.
- ◆ Provide efficient service to all departments as needed.

FY 2019-20 Priorities

- Design Future Central Garage and Public Works Building.
- Acquire and train in the use of new diagnostic tools for diesel engines used by Fire Department and Public Works.

FY 2018-19 Major Objectives Accomplished

- Purchased a new service truck and body to improved field response for the City Owned fleet.
- Provided preventive maintenance and repair to 64 vehicles, 18 heavy trucks, 14 tractors and mowers, 3 emergency generators, 10 heavy equipment pieces and 84 pieces of small machinery.
- Utilized iWorQ program for fleet maintenance management.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 2610 – Increase to add loader tires.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund						
448-Central Garage						
Personnel		125,647	126,693	131,625	134,827	2.4%
10-448-1101	Salaries	88,351	89,595	91,131	93,365	2.5%
10-448-1105	Overtime	125	-	1,000	1,000	0.0%
10-448-1201	Industrial Insurance	3,131	2,763	3,295	3,572	8.4%
10-448-1202	Medical Insurance	17,177	17,561	18,543	18,511	-0.2%
10-448-1203	FICA	6,541	6,465	6,785	6,951	2.4%
10-448-1204	ASRS	10,323	10,309	10,871	11,428	5.1%
Operating		137,346	159,977	159,200	164,900	3.6%
10-448-2101	Operating Supplies	63	155	500	500	0.0%
10-448-2102	Uniform Allowance	513	234	600	600	0.0%
10-448-2104	Clothing Allowance	200	200	200	200	0.0%
10-448-2115	Equipment Repair/ Maintenance	544	-	900	900	0.0%
10-448-2590	Contract Services	2,712	3,850	3,500	3,500	0.0%
10-448-2601	Fuel	63,404	80,569	84,000	84,000	0.0%
10-448-2603	Vehicle Repair/ Maintenance	24,081	25,901	26,000	28,500	9.6%
10-448-2607	Oil	5,272	6,648	5,300	5,500	3.8%
10-448-2608	Heavy Equipment Repair	19,979	25,628	23,000	23,000	0.0%
10-448-2610	Tires	18,932	16,792	15,000	18,000	20.0%
10-448-2700	Travel, Meals, and Schools	-	-	200	200	0.0%
10-448-2804	Subscriptions/Memberships	1,649	-	-	-	0.0%
Grand Total		262,994	286,670	290,825	299,727	3.1%

Highway User/Streets Maintenance

PURPOSE

To provide the operation and maintenance of city streets, storm drains, traffic signals, lighting in conjunction with Page Utility.

DEPARTMENT DESCRIPTION

The Street Department is responsible for the maintenance and repair of City streets, parking lots, sidewalks and storm drainage. The department is funded by Highway User Revenue Funds which are distributed between street maintenance operations and capital improvement. Areas include asphalt and concrete maintenance, traffic markings, signs and signals, snow and ice control, street sweeping, maintaining storm drains, weed abatement, as well as providing limited landfill operations. The Street Department provides all heavy equipment and heavy truck operations for the City and assists other departments with their needs as well as providing for the maintenance needs of the City's landfill post closure requirements.

DEPARTMENTAL ACTIVITIES

- ◆ Maintain approximately 51 miles of streets, adjoining sidewalks, and parking lots.
- ◆ Maintain storm drains and drainage channels.
- ◆ Provide interdepartmental heavy equipment/trucking activities including landfill operations.
- ◆ Maintain markings, signage, and traffic signals in accordance with the Federal Highway Administration's Manual of Uniform Traffic Control Devices.

GOALS & OBJECTIVES

- ◆ Continue with streets reconstruction, and rehabilitation as planned.

FY 2019-20 Priorities

- Work with Public Works Administration to develop Pavement Management Plan for streets and sidewalks.
- Continue in Major Street Maintenance (Slurry and Chip seals)
- Continue implementation of thermoplastic markings for crosswalks.
- Develop 10-year CIP plan based upon PMP

FY 2018-19 Major Objectives Accomplished

- Replaces numerous deficient street signs with assistance of NACOG and ADOT funding.
- Completed Major Street Maintenance Project (17.7 miles of surface treated)
- Replace street signs and upgrade to new Highway specifications with grant assistance.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 2114 – Increase based on scheduled projects.
- ◆ 2117 – Increase based on scheduled projects.
- ◆ 9720 – Decreased in transfer based on budgeted equipment and projects.

Title	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
15-Highway User Revenue Fund					
Expense	174,503	710,690	220,400	920,400	317.6%
Personnel	23	-	-	-	0.0%
15-459-1203 FICA	23	-	-	-	0.0%
Operating	174,480	710,690	220,400	920,400	317.6%
15-459-2101 Operating Supplies	6,842	7,936	10,000	10,000	0.0%
15-459-2102 Uniform Allowance	814	1,153	1,800	1,800	0.0%
15-459-2103 Safety Supplies	331	715	2,500	2,500	0.0%
15-459-2104 Clothing Allowance	300	323	600	600	0.0%
15-459-2114 Street Repair	18,809	518,741	30,000	715,000	2283.3%
15-459-2117 Sidewalk, Curb, and Gutter	9,581	18,104	15,000	30,000	100.0%
15-459-2118 Street Lighting	114,135	134,681	125,000	125,000	0.0%
15-459-2590 Contract Services	7,636	1,247	3,500	3,500	0.0%
15-459-2601 Fuel	10,128	15,782	15,000	15,000	0.0%
15-459-2603 Vehicle Repair/Maintenance	5,209	10,701	15,000	15,000	0.0%
15-459-2700 Travel, Meals, and Schools	695	1,308	2,000	2,000	0.0%
Transfer Out	78,806	591,960	3,055,000	135,000	-95.6%
15-459-9720 Transfers to Capital Fund	78,806	591,960	3,055,000	135,000	-95.6%
Grand Total	253,309	1,302,650	3,275,400	1,055,400	-67.8%

Airport

PURPOSE

To ensure the airport meets all Federal Aviation Administration (FAA) and Arizona Department of Transportation (ADOT) Aeronautics rules and regulations.

DEPARTMENT DESCRIPTION

Page Municipal Airport is a commercial service airport owned by the City of Page. The facility is situated on a 536-acre parcel bordering Lake Powell. Full airline services FBO's, charter service and air tours are offered. Aircraft Rescue Fire Fighting (ARFF) with index A capability is available with prior permission of Airport Management.

DEPARTMENTAL ACTIVITIES

- ◆ Ensure that the facility is safe and free of hazards.
- ◆ Ensure preventive maintenance is performed on a timely basis and that communication facilities are operable.
- ◆ Ensure that all rental contracts are properly administered.
- ◆ Oversee capital improvements and administer grants.

GOALS & OBJECTIVES

- ◆ Provide scheduled maintenance of terminal, hangars, and airport to maximize the life of the public's investment.

FY 2019-20 Priorities

- Work with FAA and ADOT to complete Main Apron Construction.
- Develop plan to achieve City Council Strategies.
- Complete updated Airport Master Plan.

FY 2018-19 Major Objectives Accomplished

- Initiated new Commercial Airline provider to PHX.
- Work with FAA and ADOT to complete Taxiway C Construction
- Began Airport Masterplan Update.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ Increase in Personnel costs due to additional of 1.00 FTE Maintenance Worker.
- ◆ 2125 – Increase to add cost of exterior painting.
- ◆ 2601 – Increase for additional vehicle assignment.
- ◆ 9719 – Increase for scheduled Capital projects.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
46-Airport						
Expense		177,672	113,337	201,792	387,713	92.1%
Personnel		62,275	1,931	20,592	79,913	288.1%
46-489-1101	Salaries	46,213	1,741	18,200	51,557	183.3%
46-489-1105	Overtime	358	-	-	300	0.0%
46-489-1201	Industrial Insurance	1,673	43	1,000	2,381	138.1%
46-489-1202	Medical Insurance	6,201	13	-	17,802	0.0%
46-489-1203	FICA	3,552	133	1,392	3,627	160.6%
46-489-1204	ASRS	4,278	-	-	4,246	0.0%
Operating		115,397	111,406	181,200	307,800	69.9%
46-489-2101	Operating Supplies	530	499	500	500	0.0%
46-489-2115	Equipment Repair/ Maintenance	4,889	613	1,000	1,000	0.0%
46-489-2119	Office Equipment Leases	-	-	-	1,600	0.0%
46-489-2125	Buildings Repair & Maintenance	10,537	8,323	50,000	175,000	250.0%
46-489-2402	Cell Phones	-	556	-	-	0.0%
46-489-2404	Utilities	58,989	73,106	75,000	75,000	0.0%
46-489-2590	Contract Services	29,922	16,053	40,500	40,000	-1.2%
46-489-2601	Fuel	1,565	2,560	2,000	2,500	25.0%
46-489-2603	Vehicle Repair/Maintenance	399	481	2,000	2,000	0.0%
46-489-2700	Travel, Meals, and Schools	1,488	425	1,500	1,500	0.0%
46-489-2804	Subscriptions/Memberships	75	-	100	100	0.0%
46-489-2820	Airfield Maintenance	1,903	3,691	3,500	3,500	0.0%
46-489-9850	Liability & Property Insurance	5,100	5,100	5,100	5,100	0.0%
Transfer Out		198,542	221,496	305,000	931,375	205.4%
46-489-9718	Transfer to Debt Service	194,559	200,046	205,000	206,250	0.6%
46-489-9719	Transfer to Capital Fund	3,984	21,450	100,000	725,125	625.1%
Grand Total		376,214	334,833	506,792	1,319,088	160.3%

Perpetual Care/Cemetery

PURPOSE

To provide quality, cost efficient support services to the public, bereaved families, and death care service providers.

DEPARTMENT DESCRIPTION

The Perpetual Care Cemetery Fund provides materials for services and maintenance of cemetery grounds as well as improvements to those grounds and equipment. Park Maintenance personnel perform maintenance and interment services.

DEPARTMENTAL ACTIVITIES

- ◆ Provide cemetery interment services.
- ◆ Establish schedules, and methods for the operation and maintenance of the cemetery.
- ◆ Implement and monitor policies and procedures.

GOALS & OBJECTIVES

- ◆ Provide well maintained grounds.
- ◆ Provide quality and compassionate support services.

FY 2019-20 Priorities

- Built new cross in memorial section.
- Pave parking lot expansion

FY 2018-19 Major Objectives Accomplished

- New equipment purchased for interment use.
- Installation of curbs around blocks and paved roads.
- Expansion of parking area curbing
- Install new flagpole at memorial garden.

FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ 9690 – Increase for small tool purchase due to division reorganization.
- ◆ 9650 – Increase due to scheduled Capital equipment and projects.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
57-Cemetery						
Operating		6,117	14,866	11,300	21,300	88.5%
57-456-9690	Miscellaneous Expense	640	7,828	5,000	15,000	200.0%
57-456-9925	Utilities	5,477	7,038	6,300	6,300	0.0%
Transfer Out		15,840	-	55,000	125,000	127.3%
57-456-9650	Transfer to Capital Fund	15,840	-	55,000	125,000	127.3%
Grand Total		21,957	14,866	66,300	146,300	120.7%

Corrals

PURPOSE

To provide a safe, clean, quiet and secure place for horses.

DEPARTMENT DESCRIPTION

Vermillion Downs Rodeo Grounds and Corrals is a 25.26-acre site owned by the City. The arena is leased for events such as rodeos and carnivals. In addition, the City generates revenue by leasing corrals/stalls for residents and visitors.

DEPARTMENTAL ACTIVITIES

- ◆ Provide boarding services.
- ◆ Establish schedules, and methods for the operation and maintenance of the corrals.
- ◆ Implement and monitor policies and procedures.

GOALS & OBJECTIVES

- ◆ Provide well maintained grounds.
- ◆ Provide quality support services.

FY 2019-20 Priorities

- Condense corral spaces to West area
- Removal of unused corrals/ structures in East area
- Improve the safety of arena area.
- Hire FTE to maintain Facility

FY 2018-19 Major Objectives Accomplished

- New division in FY2020

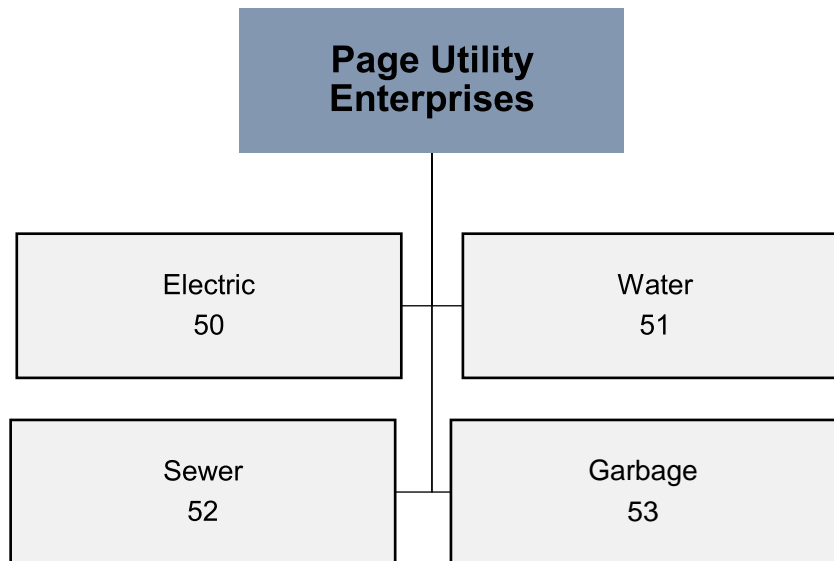
FY 2019-20 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ New Division in FY2020.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
415-Corrals						
Personnel		-	-	-	61,764	0.0%
10-415-1101	Salaries	-	-	-	35,433	0.0%
10-415-1201	Industrial Insurance	-	-	-	1,864	0.0%
10-415-1202	Medical Insurance	-	-	-	17,805	0.0%
10-415-1203	FICA	-	-	-	2,371	0.0%
10-415-1204	ASRS	-	-	-	4,291	0.0%
Operating		-	-	-	37,000	0.0%
10-415-2600	Corral Expenses	-	-	-	37,000	0.0%
Grand Total		-	-	-	98,764	0.0%

Page Utility Enterprises



	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
Enterprise					
Expense	15,176,887	14,009,490	14,642,197	14,507,047	-0.9%
Personnel	2,231,110	2,306,402	2,640,131	2,699,775	2.3%
50-Electric	1,292,226	1,370,995	1,445,000	1,472,000	1.9%
51-Water	500,625	484,576	573,518	588,500	2.6%
52-Sewer	438,260	450,832	621,613	639,275	2.8%
Operating	8,594,302	8,739,327	7,510,566	7,493,772	-0.2%
50-Electric	5,808,347	5,949,992	5,412,500	5,399,500	-0.2%
51-Water	1,120,623	1,155,031	834,100	804,100	-3.6%
52-Sewer	999,935	945,226	573,500	572,500	-0.2%
53-Garbage	665,397	689,078	690,466	717,672	3.9%
Capital	4,351,474	2,963,761	4,491,500	4,313,500	-4.0%
50-Electric	3,550,992	1,835,838	3,577,000	3,156,500	-11.8%
51-Water	687,708	473,078	383,500	462,000	20.5%
52-Sewer	112,774	654,845	531,000	695,000	30.9%
Transfer	232,096	140,108	144,000	144,000	0.0%
50-Electric	93,162	-	-	-	0.0%
51-Water	138,934	140,108	144,000	144,000	0.0%
Grand Total	15,408,983	14,149,598	14,786,197	14,651,047	-0.9%

50 Electric
19.00 FTE

- **1.00 FTE - General Manager**
- 1.00 FTE - Finance Director
- 1.00 FTE - Rclds/Procurement
- 1.00 FTE - Utility IT Tech
- 1.00 FTE - Officer Manager
- 1.00 FTE - Customer Service Rep -Accounting
- 1.00 FTE - Customer Service Rep -Collections
- 1.00 FTE - Customer Service Representative
- 1.00 FTE - Field Manager
- 5.00 FTE - Linemen
- 1.00 FTE - Engineer
- 1.00 FTE - Equipment Maintenance
- 1.00 FTE - Construction Foreman
- 2.00 FTE - Field Technician

51 Water
9.00 FTE












- 1.00 FTE - Office Manager
- 1.00 FTE - Engineer
- 1.00 Treatment Plant Supervisor
- 5.00 Water/Sewer Operators
- 1.00 Utility Workers
- 1.00 Distribution Supervisor
- 3.00 Water/Sewer Technicians
- 1.00 Meter Reader

52 - Sewer
10.00 FTE

- 0.00 FTE

53 - Garbage
0.00 FTE

- 0.00 FTE

Department Performance Measures		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
  	Active electrical accounts (annual average)	4,273	4,315	4,290	4,290
 	Meters in Use	4,273	4,315	4,290	4,290
 	Transformers in use	1,046	1,049	1,046	1,046
	Monthly safety meetings held - Electric	12	12		
	Monthly safety meetings held – Water/Sewer	12	12	12	12
 	Water outages/sewer backups	1	3	0	0

Page Utility Enterprises

PURPOSE

Provide our customers/owners with utility services that are reliable, safe, and economical.

DEPARTMENT DESCRIPTION

The Page Utility Enterprises is comprised of four enterprise funds: Electric, Water, Sewer and Garbage. The Electric Department is a not-for-profit public power entity, owned by the City of Page. It serves both residential and commercial customers within the corporate boundaries of the City of Page and serves the locations outside of corporate boundaries as far as Greenehaven, Marble Canyon, Wahweap, Lees Ferry, Cliff Dwellers & Vermillion Cliffs. The Water, Sewer and Garbage services are provided for our customers that reside within the corporate boundaries of the City of Page only.

DEPARTMENTAL ACTIVITIES

- ◆ Provide metered electric and water services throughout the community.
- ◆ Provide weekly recycle and garbage service through a third-party company.
- ◆ Provide wastewater treatment of our sewer water within the community of Page, Arizona.

GOALS & OBJECTIVES

- ◆ The Electric Division strives to provide its customers with an electric service that is reliable, safe and economical.
- ◆ The Water Division endeavors to satisfy customer demand by providing quality water that meets or exceeds the drinking water standards in sufficient quantities for domestic, commercial, and fire protection use.
- ◆ The Sewer Division's mission is to collect and treat sewage safely with no cross contamination into the potable water supply.
- ◆ The Garbage Division provides billing and administrative services only. Garbage collection is contracted out to Republic Services which provides residential trash and recycling collection within the corporate boundaries of the City of Page.

FY 2019-20 Priorities

- Provide electrical infrastructure to Horseshoe Bend, the City of Page's tourist attraction four miles outside of town
- Continue to replace annually, \$500,000 of direct buried electrical cable.
- Replace one of the seven pond liners at the waste water treatment plant.
- Build a berm at Powell Substation to reduce the effects of blowing sand.
- Expand the number of collectors for wireless metering data to provide our billing system with some redundancy.

FY 2018-19 Major Objectives Accomplished

- A new transformer, regulators and breakers were all installed at Powell Substation at a cost of \$1.1 million.
- \$500,000 of direct buried electrical cable was replaced.
- The highwater tower was blasted and re-coated and installed with a VFD transfer pump and valve to make maintenance easier.
- All utility premises were connected through a fiber optic link which enhanced security.

FY 2018-19 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ◆ Electric – Decrease in Miscellaneous Expenses due to splitting credit card costs with all funds.
- ◆ Electric – Increase in Capital Additions for line extension out to Horseshoe Bend.
- ◆ Electric – Decrease in Capital Replacement based on scheduled projects.
- ◆ Water – Increase in Administrative & General for Credit Card processing fees.
- ◆ Water – Decrease in Outside Services based on scheduled projects.
- ◆ Water – Increase in Capital Replacements to replace outdated meters.
- ◆ Sewer – Increase in Administrative & General for Credit Card processing fees.
- ◆ Sewer – Increase in Capital Replacements based on scheduled projects.

	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	Variance %
Expense	15,176,887	14,008,890	14,639,602	14,504,452	-0.9%
50-Electric	10,651,565	9,156,825	10,434,500	10,028,000	-3.9%
Personnel	10,651,565	9,156,825	10,434,500	10,028,000	-3.9%
Operating	5,808,347	5,949,992	6,412,500	6,399,500	-0.2%
Purchase & Generated Power	3,700,956	3,868,482	4,551,000	4,551,000	0.0%
Distribution	153,624	233,906	265,000	280,000	5.7%
Administrative & General	180,909	182,544	228,000	228,000	0.0%
Outside Services	88,404	99,932	307,500	292,500	-4.9%
Miscellaneous Expenses	372,169	397,579	61,000	48,000	-21.3%
Purchased Power Contingency	-	-	1,000,000	1,000,000	0.0%
Loss on Disposal of Capital Assets	1,312,285	1,167,550	-	-	0.0%
Capital	3,550,992	1,835,838	2,577,000	2,156,500	-16.3%
Capital Additions	85,878	278,502	620,000	820,000	32.3%
Capital Replacements	3,465,114	1,557,336	1,957,000	1,336,500	-31.7%
51-Water	2,308,956	2,112,685	1,791,118	1,854,600	3.5%
Personnel	500,625	484,576	573,518	588,500	2.6%
Operating	1,120,623	1,155,031	834,100	804,100	-3.6%
Treatment Cost of Sales and Service	391,440	432,119	470,600	470,600	0.0%
Distribution Cost of Sales and Services	82,840	55,412	73,400	73,400	0.0%
Administrative & General	52,979	52,781	75,100	92,100	22.6%
Outside Services	7,219	14,909	215,000	168,000	-21.9%
Loss on Disposal of Capital Assets	586,145	599,810	-	-	0.0%
Capital	687,708	473,078	383,500	462,000	20.5%
Capital Additions	-	106,950	8,500	-	-100.0%
Capital Replacements	687,708	366,128	375,000	462,000	23.2%
52-Sewer	1,550,969	2,050,903	1,726,113	1,906,775	10.5%
Personnel	438,260	450,832	621,613	639,275	2.8%
Operating	999,934	945,226	573,500	572,500	-0.2%
Sewer Collections-Cost of Sales and Service	70,406	33,115	36,500	36,500	0.0%
WTP-Cost of Sales and Services	378,033	353,561	401,500	388,500	-3.2%
Administrative & General	35,184	40,812	45,000	57,000	26.7%
Outside Services	57,973	52,276	90,500	90,500	0.0%
Loss on Disposal of Capital Assets	458,338	465,462	-	-	0.0%
Capital	112,774	654,845	531,000	695,000	30.9%
Capital Additions	-	-	15,000	-	-100.0%
Capital Replacements	112,774	654,845	516,000	695,000	34.7%
53-Garbage	665,397	688,478	687,871	715,077	4.0%
Operating	665,397	688,478	687,871	715,077	4.0%
Cost of Sales and Services	665,397	688,478	687,871	715,077	4.0%
Transfer Out (To Debt Service)	232,096	140,108	144,000	144,000	0.0%
52 – Sewer	93,162	-	-	-	0.0%
53 – Garbage	138,934	140,108	144,000	144,000	0.0%
Grand Total	15,408,982	14,148,998	14,783,602	14,648,452	-0.9%

VII. Capital

Current Budgeted Expense and Prior Years Summary

	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
City of Page	1,108,399	2,709,480	11,714,550	13,580,023	15.9%
40-Capital Project Fund	1,108,399	2,709,480	11,714,550	13,580,023	15.9%
Capital Equipment	600,659	662,229	557,550	770,953	38.3%
Capital Project	507,741	2,047,251	11,157,000	12,809,070	14.8%
Page Utility Enterprises	4,351,474	2,963,761	3,491,500	3,313,500	-5.1%
50-Electric	3,550,992	1,835,838	2,577,000	2,156,500	-16.3%
Capital Replacements	3,465,114	1,557,336	1,957,000	1,336,500	-31.7%
Capital Additions	85,878	278,502	620,000	820,000	32.3%
51-Water	687,708	473,078	383,500	462,000	20.5%
Capital Replacements	687,708	366,128	375,000	462,000	23.2%
Capital Additions	-	106,950	8,500	-	-100.0%
52-Sewer	112,774	654,845	531,000	695,000	30.9%
Capital Replacements	112,774	654,845	516,000	695,000	34.7%
Capital Additions	-	-	15,000	-	-100.0%
Grand Total	5,459,873	5,673,241	15,206,050	12,842,703	-15.5%

Capital Equipment

The City of Page has created a schedule for capital equipment purchase to plan for equipment needs for the next five years. These expenses are included in the annual budget each year and is reviewed annually to make any changes and adjustments necessary based on new developments throughout the current year. All purchases over \$10,000 must be approved by City Council.

Definition of Capital Equipment

The City of Page defines a capital equipment as a single item or system \$5,000 or more that:

- a) Has a useful life of at least two years?
and
- b) Is not a routine/recurring expense incurred in the normal course of business?
and
- c) Belongs in a major class:
 1. Vehicles
 2. Machinery
 3. Equipment

Equipment that is appropriate for Capital Equipment are place in one of eight categories:

- Streets
- Public Works
- Police
- Fire
- Community Development
- Community and Recreation Services
- General Government
- Enterprise

Sources of Funding for Capital Equipment

Airport Fund – Special Revenue Fund is used track all airport operating transactions for the City of Page. Revenues are generated through fuels sales, leases, storage fees, tie down fees, and maintenance reimbursements.

Cemetery Fund – Special Revenue Fund that accounts for services and maintenance of cemetery grounds as well as improvements to those grounds and equipment. Revenues are generated from the sales of grave plots, the opening and closing of grave sites, perpetual care, and headstone and flower settings.

Grants – The City of Page applies for and receives grants to assist with capital project costs. For FY2019 the City of Page was awarded grants from the Federal Aviation Administration, Arizona Department of Transportation, Administrative Office of Courts, and the Community Development Block Grant from Department of Housing and Urban Development.

Highway User Revenue Fund – Special Revenue Fund that accounts transportation related revenue and expenditures associated to the construction or maintenance of city streets. This revenue is derived from the gas tax, a portion of which is returned to cities by the State.

General Fund – In Ordinance No. 632-17, it states that revenues generate by the final one percent of the two percent tax increase imposed by Ordinance 558-10 shall be dedicated to (B) Capital Projects in the amount of fifteen percent (15%). This amount would have been about \$600,000 for FY2019, but the City has several major projects budgeted and decided to dedicate \$1.5 million from the General Fund, this amount includes the 15% of 1% designated by ordinance.

Enterprise Funds – Page Utilities Enterprises monitors and controls the Electric, Water, Sewer, and Garbage Funds. These funds are used to track operating transactions for the City of Page. Revenues are generated from fees assessed for electric, water, sewer, and garbage services.

Five Year Capital Equipment Plan

Five Year Capital Equipment Plan – City of Page

Capital Projects	2020	2021	2022	2023	2024
City of Page					
Community Development 40-480-9825	35,000		35,000		
Vehicle	35,000		35,000		
Community& Recreation Services 40-480-9820	184,000	124,400	212,400	54,000	111,500
Golf Carts	75,000				
Mower Leases	47,500	21,000	3,400		
Vehicle	35,000				45,000
Homerun Fence Windscreen	15,000				
Furniture	10,000				
Interest Expense	1,500	1,500	1,500	1,500	
Fire Suppression system for grill					3,500
Micro-fiche		8,000			
Automatic Doors		30,000			
Mower				17,500	
Scoreboards			19,500		
Field Equipment					8,000
JD 2500A Greens Mower				35,000	
Shelving			80,000		
Utility Trailers			5,000		
Tractors & Attachments		55,000			
JD 770A Fairway Mower					55,000
Delivery Van			50,000		
Seed Drill/Aerator			15,000		
JD Terrain Cut Rough Mower			38,000		
JD Utility Vehicle		8,900			
Fire 40-480-9810	162,000	150,000	205,000	645,000	116,500
Replace Command Vehicle	90,000				95,000
Zoll Cardiac Monitor	40,000			45,000	
Mobile Radios and Repeater	32,000				21,500
Power Gurney			30,000		
Fire Apparatus			175,000	600,000	
Re-Chassis Ambulance		150,000			
General Government 40-480-9830	70,000	95,000	55,000	25,000	25,000
Vehicle	35,000	40,000			
Spillman Software-Patrol	20,000				25,000
Spillman Server - Patrol			55,000		
Server Upgrades	15,000			25,000	
Computer Workstations		55,000			
Horseshoe Bend 40-480-9850	163,000				
3/4 Ton Truck w/ Utility Bed	45,000				
Tractor - Dingo	42,000				
F250 Standard Cab	40,000				
Trail Groomer w/ attachment	26,000				
Gator	10,000				
Police 40-480-9815	105,953	143,000	368,000	93,000	68,000
Evidence Drying Cabinet	12,000				
Vehicle	68,000	68,000	68,000	68,000	68,000
Vehicle Outfitting	3,800				
Radio Repeater and Equip	22,153				
K-9 Dog		25,000		25,000	
E-Citation/Accident Technology		50,000			
CAD/RMS			150,000		
Radio Console			150,000		
Public Works 40-480-9805 / *40-480-9800	150,000	132,000	122,000	120,000	220,000
Backhoe	100,000				
Electrical Bucket Truck-Chassis	50,000				
Tire Machine		8,000			
Cart-away Mixer				45,000	
Vehicle			40,000		

Skid Loader Attachments			10,000	10,000	10,000
Dozer			40,000		
Snow Plow			12,000		
Sweeper					210,000
Service Bed	8,000				
Track Skid Loader	66,000				
Service Truck	50,000				
Vehicle Lift				25,000	
Service Truck/Van				40,000	

Grand Total	869,953	679,400	962,400	937,000	541,000
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Five Year Capital Equipment Plan – Page Utility Enterprises

Capital Projects	2020	2021	2022	2023	2024
Page Utility Enterprises					
Electric	129,000	100,000	100,000	100,000	100,000
Radio Upgrade	9,000				
Computer Software/Hardware/Office Equipment	20,000				
Power Operated Equipment	100,000	100,000	100,000	100,000	100,000
Sewer	695,000	500,000	500,000	500,000	500,000
Capital Equipment	695,000	500,000	500,000	500,000	500,000
Water	0	8,500	8,500	8,500	8,500
Capital Equipment	0	8,500	8,500	8,500	8,500
Grand Total	824,000	608,500	608,500	608,500	608,500

Funding Sources and Impact on Operating Budget

Equipment Funded by Fund 40- Capital Fund (General Funds)				
Project	Category	Cost of Projects	Funding Source	Operating/ Maintenance Budget Impacted <small>Fund, Department, Division</small>
Furniture	Community & Recreation Services	\$10,000	40 – Capital Fund	General Fund, Community & Recreation Services, Human Services
Homerun Fence Windscreen	Community & Recreation Services	\$15,000	40 – Capital Fund	General Fund, Community & Recreation Services, Recreation
Mower Leases	Community & Recreation Services	\$49,000	40 – Capital Fund	General Fund, Community & Recreation Services, Golf Maintenance
Vehicle	Community & Recreation Services	\$35,000	40 – Capital Fund	General Fund, Public Works, Central Garage
Golf Carts	Community & Recreation Services	\$75,000	40 – Capital Fund	General Fund, Community & Recreation Services, Golf Maintenance
Vehicle	Community Development	\$35,000	40 – Capital Fund	General Fund, Public Works, Central Garage
Mobile Radios, Portable Radios, and Radio Repeater	Fire	\$32,000	40 – Capital Fund	General Fund, Fire
Replace Command Vehicle	Fire	\$90,000	40 – Capital Fund	General Fund, Public Works, Central Garage
Zoll Cardiac Monitor	Fire	\$40,000	40 – Capital Fund	General Fund, Fire
Server Upgrades	General Government	\$15,000	40 – Capital Fund	General Fund, Information Technology
Spillman Software-Patrol	General Government	\$20,000	40 – Capital Fund	General Fund, Information Technology
Vehicle	General Government	\$35,000	40 – Capital Fund	General Fund, Public Works, Central Garage
Evidence Drying Cabinet	Police	\$12,000	40 – Capital Fund	General Fund, Police, Investigations
Radio Repeater and Equip	Police	\$22,153	40 – Capital Fund	General Fund, Information Technology
Vehicle	Police	\$68,000	40 – Capital Fund	General Fund, Public Works, Central Garage
Vehicle Outfitting	Police	\$3,800	40 – Capital Fund	General Fund, Police, Patrol
Electrical Bucket Truck-Chassis	Public Works	\$50,000	40 – Capital Fund	General Fund, Public Works, Central Garage

Total \$606,953

Equipment Funded by Special Revenue Funds				
Project	Category	Cost of Projects	Funding Source	Operating/ Maintenance Budget Impacted Fund, Department, Division
Backhoe	Public Works	\$100,000	57-Cemetery Fund 15-Highway User Fund	Cemetery Fund, Public Works, Streets
Total		\$100,000		

Equipment Funded by Enterprise Funds				
Project	Category	Cost of Projects	Funding Source	Operating/ Maintenance Budget Impacted Fund, Department, Division
Gators	Community & Recreation Services	\$10,000	45-Horseshoe Bend Fund	Horseshoe Bend Fund, Horseshoe Bend
F250 Standard Cab	Community & Recreation Services	\$40,000	45-Horseshoe Bend Fund	Horseshoe Bend Fund, Horseshoe Bend
3/4 Ton Truck w/ Utility Bed	Community & Recreation Services	\$45,000	45-Horseshoe Bend Fund	Horseshoe Bend Fund, Horseshoe Bend
Tractor - Dingo	Community & Recreation Services	\$42,000	45-Horseshoe Bend Fund	Horseshoe Bend Fund, Horseshoe Bend
Trail Groomer w/ attachment	Community & Recreation Services	\$26,000	45-Horseshoe Bend Fund	Horseshoe Bend Fund, Horseshoe Bend
Radio Upgrade	Electric	\$9,000	50-Electric	Electric Fund, Electric
Computer Software/Hardware/Office Equipment	Electric	\$20,000	50-Electric	Electric Fund, Electric
Power Operated Equipment	Electric	\$100,000	50-Electric	Electric Fund, Electric
Capital Equipment	Sewer	\$695,000	52-Sewer	Sewer Fund, Sewer
Total		\$987,000		

Impact Summary

The City of Page has created a schedule for capital equipment purchase to plan for equipment needs for the next five years. These expenses are included in the annual budget each year and is reviewed annually to make any changes and adjustments necessary based on new developments throughout the current year. All purchases over \$10,000 must be approved by City Council.

Five Year Capital Equipment Impact on Operating Budget – City of Page					
Equipment / Description	2020	2021	2022	2023	2024
Community & Rec Services					
Furniture	0	0	0	0	0
Gator	600	800	800	800	800
Homerun Fence Windscreen	0	0	0	0	0
Mower Leases	5,000	5,000	8,800	9,000	9,500
Vehicle	1,950	1,986	2,261	2,066	2,110
Golf Carts	22,500	61,000	61,000	55,000	55,000
F250 Standard Cab	2,670	2,533	3,309	2,799	2,869
3/4 Ton Truck w/ Utility Bed	3,497	3,601	3,691	3,826	3,947
Tractor - Dingo	600	800	800	800	800
Trail Groomer w/ attachment	600	800	800	800	800
Community Development					
Vehicle	2,350	2,407	3,067	2,530	2,596
Fire					
Replace Command Vehicle	4,097	4,201	4,291	4,426	4,547
Zoll Cardiac Monitor	2,300	2,300	2,300	2,300	2,300
Mobile Radios and Repeater	15,200	14,500	14,500	15,200	14,500
General Government					
Server Upgrades	2,000	1,200	1,200	1,200	1,200
Spillman Software-Patrol	53,000	46,500	46,500	46,500	51,000
Vehicle	750	786	1,061	866	910
Police					
Evidence Drying Cabinet	0	0	0	0	0
Radio Repeater and Equip	1,200	500	500	1,200	500
Vehicle	6,207	7,317	6,952	7,799	7,458
Vehicle Outfitting	0	0	0	0	0
Public Works					
Backhoe	2,130	2,211	2,296	2,385	2,479
Electrical Bucket Truck-Chassis	3,597	3,701	4,461	3,926	4,047

Capital Improvements Program

The City of Page has created a Capital Improvement Program (CIP) to plan for infrastructure improvements for the next five years. The CIP is a tool to ensure that the City's infrastructure needs are addressed, and the related expenses are planned for. These expenses are included in the annual budget each year. The CIP is reviewed annually to make any changes and adjustments necessary based on new developments throughout the current year.

In planning the CIP, it is necessary to forecast the funds available and the funds needed each year in the plan. The forecast is formulated using facts and educated assumptions based on prior year trends and data, debt capacity and economic trends. The City does not have all the funds available to finance all desired projects. With suggestions and input from City staff and the citizens of the community, the City Council must prioritize the numerous projects and allocate them to future years as funds are available. The CIP is formally approved after the budget is adopted each year and is a fully funded program based on future revenue projections.

Definition of Capital Improvement

The City of Page defines a capital improvement as an investment of \$5,000 or more that:

- a) Extends the original life of the asset or
- b) Returns to like-new condition or
- c) Significant alteration or structural change or
- d) Provides addition value, not just retain current value

Projects that are appropriate for CIP are place in one of seven categories:

- Streets
- Public Works
- Police
- Community Development
- General Government
- Airport Improvements
- Enterprise

Sources of Funding for Capital Improvement Projects

Airport Fund – Special Revenue Fund is used track all airport operating transactions for the City of Page. Revenues are generated through fuels sales, leases, storage fees, tie down fees, and maintenance reimbursements.

Cemetery Fund – Special Revenue Fund that accounts for services and maintenance of cemetery grounds as well as improvements to those grounds and equipment. Revenues are generated from the sales of grave plots, the opening and closing of grave sites, perpetual care, and headstone and flower settings.

Grants – The City of Page applies for and receives grants to assist with capital project costs. For FY2019 the City of Page was awarded grants from the Federal Aviation Administration, Arizona Department of Transportation, Administrative Office of Courts, and the Community Development Block Grant from Department of Housing and Urban Development.

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Enterprise Funds – Page Utilities Enterprises monitors and controls the Electric, Water, Sewer, and Garbage Funds. These funds are used to track operating transactions for the City of Page. Revenues are generated from fees assessed for electric, water, sewer, and garbage services.

Five Year Capital Improvements Plan

Department	2020	2021	2022	2023	2024
City of Page	9,529,203	11,496,763	4,787,386	5,109,560	2,216,380
Community Development 40-485-9825 / *40-485-9954	886,000	530,000	520,000	510,000	
Airport Business Center	40,000	30,000	20,000	10,000	
PERA Club & Master Plan	100,000				
Cityscape / Block 17 Revitalization	500,000	500,000	500,000	500,000	
CDBG	246,000				
Community & Recreation Services 40-485-9820	2,955,000	6,816,000	70,400	955,000	
JCPMP Construction	1,500,000	500,000			
JCPMP Design	150,000	75,000			
Trail Improvements/Lakeview Nature Park	10,000	10,000			
Horseshoe Bend	980,000		60,000	770,000	
Horseshoe Bend Construction Management	70,000			60,000	
Community Center Building Improvements	30,000				
Shade Structure from HSB to Sports Annex	30,000				
Library Facility Upgrade	110,000				
Softball Infield Soil Conditioner		26,000	10,400		
Aquatic Facility	75,000	6,000,000			
Bathroom Renovation		15,000			
Desert Dog park		50,000			
Carpet		140,000			
Playground Equipment				125,000	
Fire 40-485-9810		30,000	30,000		
Kitchen Remodel		30,000			
Bunkrooms Remodel			30,000		
General Government 40-485-9830	30,000				
Park/Community Center Fiber	30,000				
Police 40-485-9815			75,000		
Command Post Upgrade			75,000		
Public Works 40-485-9805/ *40-485-9800 +40-485-9953/9965/9966	8,938,070	2,811,363	1,659,586	3,547,560	1,675,380
Streets Capital Projects	1,650,000	2,076,363	1,509,586	1,897,560	1,625,380
NW Taxilane Design	80,000				
Main Apron Construction	4,000,000				
Master Plan Update	125,000				
State Match	105,125				
City Match	355,125				
Pavement	75,000				
Pedestrian Lighting LP Blvd	135,000				
Public Safety Improvements- Exhaust Fans	15,000				
Storm Water Improvements-Construction	816,200				
Storm Water Improvements-Design	81,620				
Central Garage/Public Works Relocation	1,500,000				
NW Taxilane Construction		500,000			
Cabinet Remodel (Public Safety)		45,000			
Swamp Cooler FBO Hangar		40,000			
City owned parking lots		150,000		150,000	
South Ramp Design			100,000		
Westside Development			50,000		50,000
South Ramp Construction				1,500,000	
Page Utility Enterprise	2,489,500	3,200,000	3,200,000	3,200,000	3,200,000
Electric	2,027,500	2,000,000	2,000,000	2,000,000	2,000,000
Water	462,000	600,000	600,000	600,000	600,000
Sewer	0	600,000	600,000	600,000	600,000
Grand Total	12,018,703	14,696,763	7,987,386	8,309,560	5,416,380

Funding Sources and Impact on Operating Budget

Projects Funded by Fund 40 – Capital Fund				
Project	Category	Cost of Projects	Funding Source	Operating/ Maintenance Budget Impacted Fund, Department, Division
John C. Page Memorial Park Design	Community & Recreation Services	\$90,000	40 – Capital Fund	General Fund, Public Works, Building Maintenance
Community Center Building Improvements	Community & Recreation Services	\$30,000	40 – Capital Fund	General Fund, Public Works, Building Maintenance
Trail Improvements/ Lakeview Nature Park	Community & Recreation Services	\$10,000	40 – Capital Fund	General Fund, Community & Recreation Services, Parks and Trails Maintenance
City Center - Downtown Revitalization	Community Development	\$250,000	40 – Capital Fund	General Fund, Public Works, Streets
PERA Club & Master Plan	Community Development	100,000	40 – Capital Fund	General Fund, Public Works, Building Maintenance
Park/Community Center Fiber	General Government	\$30,000	40 – Capital Fund	General Fund, Information Technology
Central Garage/Public Works Relocation	Public Works	\$80,000	40 – Capital Fund	General Fund, Public Works, Building Maintenance
Pedestrian Lighting LP Blvd	Public Works	\$67,500	40 – Capital Fund	Highway User Fund, Public Works, Streets
Public Safety Improvements- Exhaust Fans	Public Works	\$15,000	40 – Capital Fund	General Fund, Public Works, Building Maintenance
Total		\$672,500		

Projects Funded by Special Revenue Funds				
Project	Category	Cost of Projects	Funding Source	Operating/ Maintenance Budget Impacted Fund, Department, Division
Community Development Block Grant Projects	Community Development	\$246,000	Grant - Community Development Building Grant	General Fund, Community & Recreation Services, Parks and Trails Maintenance
Court Improvements	Magistrate	\$10,000	Grant – Administrative Office of the Courts	General Fund/JCEF Fund, Magistrate
Pavement	Public Works	\$75,000	57-Cemetery Fund	Cemetery Fund, Public Works, Cemetery
Pedestrian Lighting LP Blvd	Streets	\$67,500	15-Highway User Revenue Fund	Highway User Fund, Public Works, Streets
Storm Water Imp-Construction	Streets	\$85,000	15-Highway User Revenue Fund	Highway User Fund, Public Works, Streets
Airport Elevator	Airport Improvements	100,000	46-Airport Fund	Airport Fund, Airport
Main Apron Construction	Airport Improvements	\$4,133,000	Grants - Federal Aviation Administration	Airport Fund, Airport
		\$109,000	Grants - Arizona Dept. of Transportation	
		\$620,000	46-Airport Fund	
Master Plan Update	Airport Improvements	\$125,000	Grants - Federal Aviation Administration	Airport Fund, Airport
		\$3,125	Grants - Arizona Dept. of Transportation	
		\$3,125	46-Airport Fund	
NW Taxilane Design	Airport Improvements	\$80,000	Grants - Federal Aviation Administration	Airport Fund, Airport
		\$2,000	Grants – Arizona Dept of Transportation	
		\$2,000	46 – Airport Fund	
	Total	\$ 5,660,750		

Projects Funded by Enterprise Funds				
Project	Category	Cost of Projects	Funding Source	Operating/ Maintenance Budget Impacted Fund, Department, Division
Horseshoe Bend Construction	Community & Recreation Services	\$1,980,000	45-Horseshoe Bend Fund	Horseshoe Bend Fund, Horseshoe Bend
Horseshoe Bend Construction Mgt	Community & Recreation Services	\$316,000	45-Horseshoe Bend Fund	Horseshoe Bend Fund, Horseshoe Bend
Shade Structure move to Sports Annex	Community & Recreation Services	\$30,000	45-Horseshoe Bend Fund	Horseshoe Bend Fund, Horseshoe Bend
Distribution Capital Expenses – Poles, Transformers, etc	Electric	\$40,000	50-Electric	Electric
Capitalized Time	Electric	\$425,000	50-Electric	Electric
25kv Cable Change Out/System Upgrade	Electric	\$500,000	50-Electric	Electric
Line Transformers	Electric	\$40,000	50-Electric	Electric
Street Lights	Electric	\$50,000	50-Electric	Electric
Wireless Meters/HMI Outage Management System	Electric	\$25,000	50-Electric	Electric
Tropos/Fiber	Electric	\$50,000	50-Electric	Electric
SCADA	Electric	\$7,500	50-Electric	Electric
Powell Substation	Electric	\$50,000	50-Electric	Electric
Slavens Substation	Electric	\$20,000	50-Electric	Electric
Horseshoe Bend Line Extension	Electric	\$600,000	50-Electric	Horseshoe Bend Fund, Horseshoe Bend
Distribution Items/New Service	Electric	\$40,000	50-Electric	Electric
Line Extensions	Electric	\$20,000	50-Electric	Electric
25kv Three Phase PME	Electric	\$40,000	50-Electric	Electric
25kv Three Phase Section Cubicles	Electric	\$20,000	50-Electric	Electric
Council-directed Infrastructure Improvements	Electric	\$100,000	50-Electric	Electric
Building Improvements	Water	\$380,000	51-Water	Water
Water Meter Replacement	Water	\$82,000	51-Water	Water
	Total	\$ 4,815,500		

Impact Summary

The City of Page has created a schedule for capital projects to plan for the needs for the next five years. These expenses are included in the annual budget each year and is reviewed annually to make any changes and adjustments necessary based on new developments throughout the current year. All expense over \$10,000 must be approved by City Council.

Five Year Capital Projects Impact on Operating Budget – City of Page					
Project / Description	2020	2021	2022	2023	2024
Community & Rec Services					
JCPMP Design	0	0	0	0	0
Building Improvements	0	3,000	3,000	3,000	3,000
Trail Improvements/Lakeview Nature Park	2,000	2,000	4,000	2,000	2,000
Community Development					
City Center/Streetscape	150,000	150,000	150,000	150,000	150,000
CDBG	2,000	2,000	4,000	2,000	2,000
PERA Club	26,200	26,200	26,200	26,200	26,200
General Government					
Park/Community Center Fiber	5,000	0	0	0	0
Court Improvements	0	0	0	0	0
Horseshoe Bend					
Horseshoe Bend Construction	100,000	550,000	550,000	550,000	550,000
Horseshoe Bend Construction Mgt	0	0	0	0	0
Shade Structure from Horseshoe Bend to Sports Annex	2,500	0	0	0	0
Public Works					
Main Apron Construction	0	0	0	0	8,000
Pedestrian Lighting LP Blvd	0	200	200	200	200
Master Plan Update	0	0	0	0	0
Airport Elevator	2,500	2,500	2,500	2,500	2,500
Storm Water Improvements-Design	0	0	0	0	0
Central Garage/Public Works Relocation Design	0	0	0	0	0
NW Taxilane Design	0	0	0	0	0
Pavement	2,000	0	0	1,000	500
Public Safety Improvements-Exhaust Fans	550	0	0	0	0

Projects (\$100,00 and over)

Community & Recreation Services

John C. Page Memorial Park Improvement

Type: Community Park - 7.88 Acres (excludes the approximately .5 acres paved parking area to a culvert that is on the north-west side of the park behind the Safeway Grocery Store (includes Senior/Recreation Center building and property).

Location: S Navajo Drive & 6th Ave., Page Arizona 86040

Current Facilities:

- Tot Lot (1)
- Play Structure (1)
- Swing Sets (1)
- Basketball Court (3)
- Pickle Ball Courts (4)
- Skate Park (1) approximately 10,000 square feet
- Parking lot (1) approximately 22,500 square feet
- Restrooms (1 portable)
- Police Substation (1)
- Community use building (Townhouse) (1)
- Community Center building (1)
- BBQs (6)
- Picnic tables (7)

Facility Description: Page Park is the City's premier park with frontage on Lake Powell Boulevard. Located in the City's commercial core, this park is used as an event venue throughout the year.

Project Description: The John C. Page Memorial Park Master Plan process was executed in conjunction with the City of Page Citywide Park Master Plan Process. Through the Citywide Master Plan information about community needs and desires, existing park amenities and general use patterns, the role of John C. Page Memorial Park in the overall park system, and future vision for the park was collected. These resulted in a plan for John C. Page Memorial Park that provides new and upgraded amenities for residents and visitors, connects the park to the downtown, re-purposes the existing teen center and Townhouse buildings, provides usable spaces for events and festivals, and improves park access and parking. The former Teen Center is now the Police Department Substation.

Strategic Element: Quality of Life – Offering high quality recreation and leisure activities and improving parks.

	FY2020	FY2021	FY2022	FY2023	FY2024
Design	\$90,000	\$150,000	\$50,000		
Construction		\$1,500,000	\$500,000		
Equipment					
Total	\$90,000	\$1,650,000	\$550,000	0	0



Horseshoe Bend Improvements



Type: Specialty Park - 18.8 Acres

Location: Highway 89, between mileposts 544 and 545 in Page, Arizona.

Current Facilities:

- Paved parking lot
- Toll booths (3)
- Gated security access
- Interpretive signs
- Vault toilets (5 double)
- Shade structures (2)
- Storage shed

Facility Description: The site connects to the National Park Service Horseshoe Bend Trail, which leads to a dramatic overlook of Horseshoe Bend and the Colorado River. This is a heavily used site visited by tourists from all over the world (Page City-wide Adopted Plan).

Project Description: Horseshoe Bend has been a major project in partnership with National Park Service with total expenses about \$6 million over the next five years. This expense is expected to be recouped through revenues from entrance fees. The parking lot and toll booths construction were completed in Spring 2019 and Phase 3 Design is scheduled to finish in FY2020 and start construction near fourth quarter of FY2020. Phase 3 includes possibility of expanded parking lot, additional fee booth, widening road entrance, installation of utilities, visitor station, and exterior design. While this project has created new expenses for the City's operating budget, it has created new job opportunities within the Page community.

Strategic Element: Community Development - Encouraging tourism and job creation.

Expenses	FY2020	FY2021	FY2022	FY2023	FY2024
Design/management	316,000			60,000	
Construction	1,980,000		60,000	770,000	
Equipment					
Total	\$2,296,000	\$0	\$60,000	\$830,000	\$0



Community Development

Community Development Block Grant - ADA Park Improvements

Type: Parks

Location: Golliard Park - 126 10th Street, Page, Arizona 86040
 Children's Park – 121 Date Street Page, Arizona 86040
 Sports Complex Annex Park – 447 Haul Road, Page, Arizona 86040

Current Facilities:

- | Golliard | Children's Park | Sports Complex Annex |
|----------------------|--------------------------------------|---------------------------------------------|
| • Tot Lot (1) | • Tot Lot (2) | • Tot Lot (2) |
| • Play Structure (1) | • BBQ (3) | • Swings (1) |
| • Swing Sets (2) | • Picnic Table (4) | • Volleyball Court (sand) (1) |
| • Dog Park (1) | • Dirt pull in area used for parking | • Restroom (1) |
| • Practice Field (1) | | • Picnic Table (5) |
| • Restroom (1) | | • Shade Structures (4) |
| • Picnic Tables (9) | | • Parking Area (shared with Sports Complex) |
| • BBQ (2) | | |

Facility Description: These parks were old and outdated but new play equipment and structures have been replaced or scheduled to be replaced in FY2018-FY2020.

Project Description: The City received a grant through Community Development Block Grant. These funds will be used for ADA improvements and to update the restroom facilities. This project was originally scheduled for FY2019 and will be carried into FY2020.

Strategic Element: Quality of Life – Offering high quality recreation and leisure activities and improving parks.

	FY2020	FY2021	FY2022	FY2023	FY2024
Design/management					
Construction	246,000				
Equipment					
Total	\$246,000	0	0	0	0



PERA Club

Type: Building – Approx. 13,300 Square Feet

Location: 445 Haul Road

Current Facilities:

- Main Office
- Gazebo
- Storage Buildings
- Picnic areas
- Playground
- Volleyball court
- Basketball Court
- Horseshoe pits
- Parking Lot
- Kitchen

Facility Description: Facility initially built to serve as a recreation center for Salt River Project (SRP) employees. The building also currently contains a retail store and banquet area.

Project Description: Develop and implement master plan for acquisition of facility from SRP.

Strategic Element: Quality of Life – Maximize resources that enhance the quality of life for our resident and visitors.

Expenses	FY2020	FY2021	FY2022	FY2023	FY2024
Design/management	50,000				
Construction	50,000				
Equipment					
Total	\$100,000				

Cityscape/Block 17 Revitalization

Type: Design and improvements

Location: 600-699 Block North Navajo and Elm Street, 0-100 South Lake Powell Blvd and 6th Avenue. Page, Arizona 86040.

Current Facilities:

- Parking Lot
- Business Access

Facility Description: Block 17 is one of the most utilized parking facilities for over a dozen businesses and event use.

Project Description: The City will establish design for redevelopment for Block 17 and support façade and street improvements to the core business district.

Strategic Element: Quality of Life – Maximize resources that enhance the quality of life for our resident and visitors.

Expenses	FY2020	FY2021	FY2022	FY2023	FY2024
Design/management					
Construction	250,000	500,000	500,000	500,000	500,000
Equipment					
Total	\$250,000	\$500,000	\$500,000	\$500,000	\$500,000

Public Works

Airport Elevator

Type: Building – Approx. 18,000 Square Feet

Location: 238 10th Ave, Page, Arizona 86040.

Current Facilities:

- Main Office
- Terminal
- Elevator
- Hangars
- Board Room
- Business Offices

Facility Description: The airport is situated on 536-acres located in Northern Arizona bordering Lake Powell. The Airport terminal houses several businesses, such as, Westwind Scenic Air Tours, American Aviation, Grand Canyon Scenic Tours, and Avis Car Rental. Additional business offices and a board room are located on the second floor.

Project Description: Install new elevator. In order for the City to be in compliance with the Americans with Disabilities Act of 1990, the City needs to provide access to the second level of our airport by installing an elevator. This area on the second floor houses our Airport board room and several offices. Currently there is only a stairwell that allows access to this area.

Strategic Element: Infrastructure Improvement – Strategically invest in City facilities.

Expenses	FY2020	FY2021	FY2022	FY2023	FY2024
Design/management					
Construction	100,000				
Equipment					
Total	\$100,000	0	0	0	0



Main Apron Construction



Type: Airport Improvement

Location: Page Municipal Airport

Description: Current main apron pavement has reached the end of its design. Last updated December 2000.

Project Description: This project is to construct the Main Apron Reconstruction project (approximately 70,000 square yards) at the Page Municipal Airport. This project will consist of full depth pavement reconstruction across the main apron and placing a pavement maintenance treatment on the westernmost taxilane between the box hangars north of the reconstruction area. The current apron has reached the end of its design life and is in need of full reconstruction and this project will improve safety at the airport and reduce potential for foreign object debris hazards.

Strategic Element: Infrastructure Improvement – Maintaining and improving public infrastructure and City facilities to preserve both the physical character and livability of the community.

Expenses	FY2020	FY2021	FY2022	FY2023	FY2024
Design/management					
Construction	4,862,000				
Equipment					
Total	\$4,862,000	0	0	0	0

Airport Master Plan



Type: Plan

Location: Page Municipal Airport

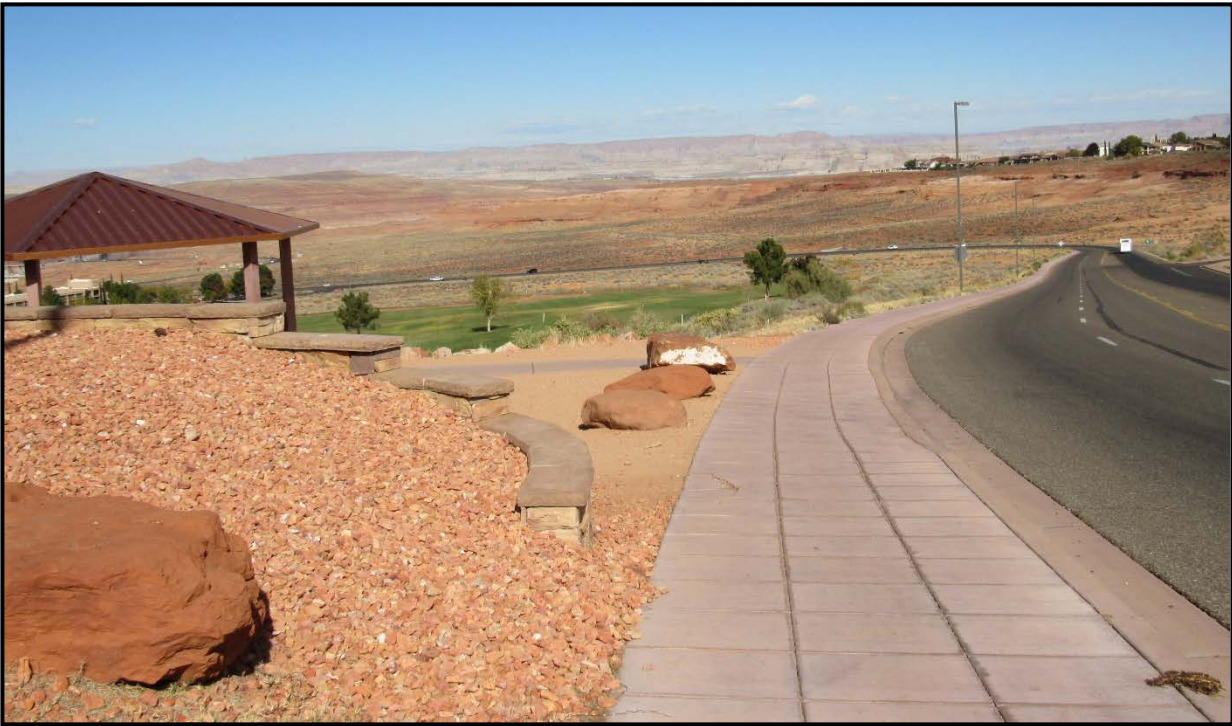
Description: Current Airport Master Plan approve June 2009.

Project Description: The Airport Master Plan will be a comprehensive study of the airport to develop a plan for short and long-term development to meet future and unmet aviation demand. Started in FY2019 and to be completed in FY2020.

Strategic Element: Infrastructure Improvement – Maintaining and improving public infrastructure and City facilities to preserve both the physical character and livability of the community.

Expenses	FY2020	FY2021	FY2022	FY2023	FY2024
Design/management					
Construction	131,000				
Equipment					
Total	\$131,000	0	0	0	0

Pedestrian Lighting Lake Powell Boulevard



Type: Lighting

Location: Lake Powell Boulevard (from 287 to Clubhouse Drive), Page, Arizona 86040.

Current Facilities:

- Sidewalk

Facility Description: Pedestrian sidewalk constructed completed at the end of FY2018.

Project Description: Project will add lighting along sidewalk. Costs will be shared with Marriott.

Strategic Element: Quality of Life – Maximize resources that enhance the quality of life for our resident and visitors.

	FY2020	FY2021	FY2022	FY2023	FY2024
Design/management					
Construction	135,000				
Equipment					
Total	\$135,000	\$0	\$0	\$0	\$0

Page Utility Enterprises FY2019 Projects (Over \$100,000)**25v Cable Change Out/System Upgrade****Type:** Cable replacement**Location:** Throughout the service territory.**Project Description:** To replace old direct buried electric cable throughout the service territory.**Strategic Element:** Infrastructure Improvement – Maintaining and improving public infrastructure and City facilities to preserve both the physical character and livability of the community.

Expenses	FY2020	FY2021	FY2022	FY2023	FY2024
Design/management					
Construction	500,000	500,000	500,000	500,000	500,000
Equipment					
Total	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000

Horseshoe Bend Line Extension**Type:** Infrastructure Improvements**Location:** Highway 89, between mileposts 544 and 545. Page, Arizona 86040.**Project Description:** Line extension to Horseshoe Bend.**Strategic Element:** Infrastructure Improvement – Maintaining and improving public infrastructure and City facilities to preserve both the physical character and livability of the community.

Expenses	FY2020	FY2021	FY2022	FY2023	FY2024
Design/management					
Construction	600,000	50,000		100,000	
Equipment					
Total	\$600,000	\$50,000	0	\$100,000	0

Water Building Improvements**Type:** Building Improvements**Location:** Water Plant – 814 Aqua Ave**Project Description:** This project consists of major valve replacements, meter replacements, re-coat water tower, fire hydrants, and lighting.**Strategic Element:** Infrastructure Improvement – Maintaining and improving public infrastructure and City facilities to preserve both the physical character and livability of the community.

Expenses	FY2020	FY2021	FY2022	FY2023	FY2024
Design/management					
Construction	380,000	300,000	300,000	300,000	300,000
Equipment					
Total	\$380,000	\$300,000	\$300,000	\$300,000	\$300,000

VIII. Special Revenue Funds

	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
Revenues	8,662,831	7,269,943	20,509,321	19,526,668
Revenue	2,260,256	2,689,246	11,482,321	12,031,293
15-Highway User Revenue Fund	860,678	906,469	852,903	919,312
16-Substance Abuse	3,237	676	4,000	4,000
20-Debt Service Fund	139,850	205,478	158,000	173,000
25-Miscellaneous Grants	106,255	114,757	4,659,000	5,074,500
32-JCEF Fund	4,783	4,222	5,050	4,550
36-Donation Funds	6,461	2,762	3,700	3,610
40-Capital Project Fund	287,445	902,305	4,228,000	4,755,321
46-Airport Fund	515,602	510,452	530,168	550,500
48-Land	297,258	0	1,006,000	505,000
57-Cemetery	38,688	42,125	35,500	41,500
Transfer In	6,402,575	4,580,697	9,027,000	7,495,375
20-Debt Service Fund	3,613,332	2,967,287	3,317,000	3,750,250
40-Capital Project Fund	2,444,428	1,613,410	5,710,000	3,745,125
42-Community Development	344,815	0	0	0
Expenses	(4,444,001)	(5,866,860)	(24,253,287)	(21,922,197)
Expense	(3,301,199)	(5,036,755)	(18,341,287)	(19,056,042)
15-Highway User Revenue Fund	(174,503)	(710,690)	(220,400)	(920,400)
16-Substance Abuse	(3,176)	(6,666)	(15,000)	(25,000)
20-Debt Service Fund	(1,388,780)	(1,393,433)	(1,399,388)	(3,024,700)
25-Miscellaneous Grants	(91,768)	(70,820)	(4,706,480)	(5,076,930)
32-JCEF Fund	(13,217)	(8,447)	(40,000)	(40,000)
36-Donation Funds	(16,870)	(9,015)	(32,377)	(30,796)
40-Capital Project Fund	(1,108,399)	(2,709,480)	(11,714,550)	(9,529,203)
42-Community Development	(320,699)	0	0	0
46-Airport Fund	(177,672)	(113,337)	(201,792)	(387,713)
57-Cemetery	(6,117)	(14,866)	(11,300)	(21,300)
Transfer Out	(1,142,802)	(830,105)	(5,912,000)	(2,866,155)
15-Highway User Revenue Fund	(78,806)	(591,960)	(3,055,000)	(135,000)
20-Debt Service Fund	0	0	(1,468,000)	(1,140,780)
25-Miscellaneous Grants	(26,326)	(16,649)	(29,000)	(29,000)
42-Community Development	(526,029)	0	0	0
46-Airport Fund	(198,542)	(221,496)	(305,000)	(931,375)
48-Land	(297,258)	0	(1,000,000)	(505,000)
57-Cemetery	(15,840)	0	(55,000)	(125,000)
+/- Net	\$4,218,829	\$1,403,082	(\$3,743,966)	(\$2,395,529)

Highway User Revenue Fund

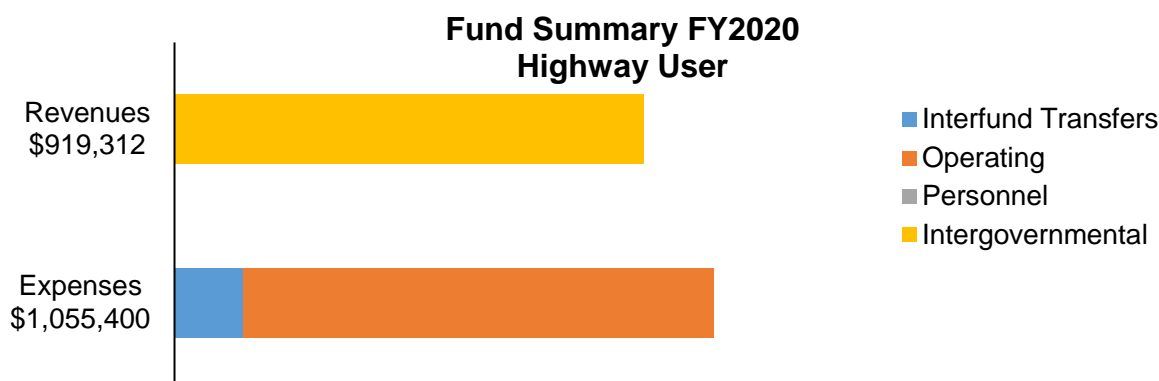
The Highway User Revenue Fund accounts for transportation related revenue and expenditures associated to the construction or maintenance of city streets. This revenue is derived from the gas tax, a portion of which is returned to cities by the State of Arizona.

FY 2019-20 Budget Highlights

Significant changes are as follows:

- ◆ 2114 – Increase based on scheduled projects.
- ◆ 2117 – Increase based on scheduled projects.
- ◆ 9720 – Decreased in transfer based on budgeted equipment and projects.

Title	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
15-Highway User Revenue Fund					
Revenues	860,678	906,469	852,903	919,312	7.8%
Revenue	860,678	906,469	852,903	919,312	7.8%
15-33-70000 Highway User Revenue	849,664	871,029	837,903	904,312	7.9%
15-39-90100 Interest Income	11,014	35,440	15,000	15,000	0.0%
Expenses	(253,309)	(1,302,650)	(3,275,400)	(1,055,400)	-67.8%
Expense	(174,503)	(710,690)	(220,400)	(920,400)	317.6%
15-459-1203 FICA	(23)	0	0	0	0.0%
15-459-2101 Operating Supplies	(6,842)	(7,936)	(10,000)	(10,000)	0.0%
15-459-2102 Uniform Allowance	(814)	(1,153)	(1,800)	(1,800)	0.0%
15-459-2103 Safety Supplies	(331)	(715)	(2,500)	(2,500)	0.0%
15-459-2104 Clothing Allowance	(300)	(323)	(600)	(600)	0.0%
15-459-2114 Street Repair	(18,809)	(518,741)	(30,000)	(715,000)	2283.3%
15-459-2117 Sidewalk, Curb and Gutter	(9,581)	(18,104)	(15,000)	(30,000)	100.0%
15-459-2118 Street Lighting	(114,135)	(134,681)	(125,000)	(125,000)	0.0%
15-459-2590 Contract Services	(7,636)	(1,247)	(3,500)	(3,500)	0.0%
15-459-2601 Fuel	(10,128)	(15,782)	(15,000)	(15,000)	0.0%
15-459-2603 Vehicle Repair/Maintenance	(5,209)	(10,701)	(15,000)	(15,000)	0.0%
15-459-2700 Travel, Meals, and Schools	(695)	(1,308)	(2,000)	(2,000)	0.0%
Transfer Out	(78,806)	(591,960)	(3,055,000)	(135,000)	-95.6%
15-459-9720 Transfers to Capital Fund	(78,806)	(591,960)	(3,055,000)	(135,000)	-95.6%
+/- Net	\$607,369	(\$396,181)	(\$2,422,497)	(\$136,088)	-94.4%



Substance Abuse Fund

The City of Page Substance Abuse Task Force is established to foster the health and well-being of the Citizens of the City of Page, Arizona by coordinating efforts to establish and strengthen programs to reduce and prevent substance abuse in the community.

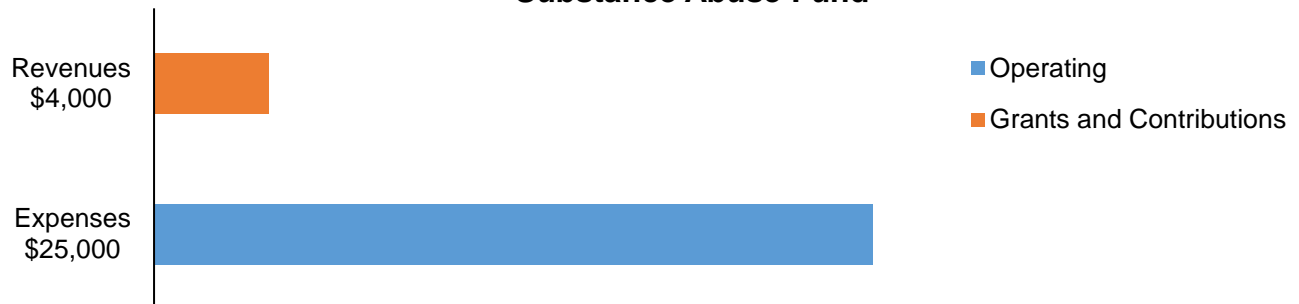
FY 2019-20 Budget Highlights

Significant changes are as follows:

- Increase in expenses based on available fund balance.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
16-Substance Abuse						
Revenues		3,237	676	4,000	4,000	0.0%
16-39-10100	Substance Abuse Revenue	3,237	676	4,000	4,000	0.0%
Expenses		(3,176)	(6,666)	(15,000)	(25,000)	66.7%
16-480-9940	Substance Abuse Expenses	(3,176)	(6,666)	(15,000)	(25,000)	66.7%
+/- Net		\$61	(\$5,990)	(\$11,000)	(\$21,000)	90.9%

Fund Summary FY2020 Substance Abuse Fund



Debt Service Fund

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

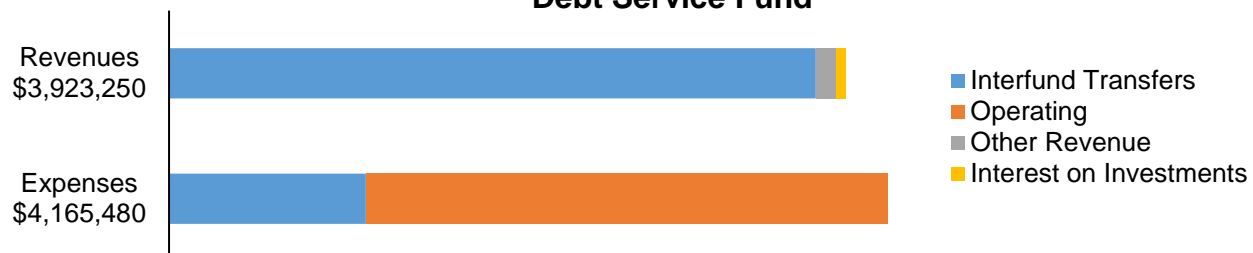
FY 2019-20 Budget Highlights

Significant changes are as follows:

- 75101 – Increase in increase based on prior years performance.
- 9712 – Decrease in transfer to General Fund due to lower payment to Public Safety Personnel Retirement Unfunded Liability from prior year.

Title	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
20-Debt Service Fund					
Revenues	3,753,182	3,172,765	3,475,000	3,923,250	12.9%
Revenue	139,850	205,478	158,000	173,000	9.5%
20-36-75000 Refuse-Bond Debt	119,315	117,313	118,000	118,000	0.0%
20-36-75101 Interest Income	20,535	88,165	40,000	55,000	37.5%
Transfer In	3,613,332	2,967,287	3,317,000	3,750,250	13.1%
20-38-75120 Transfer From General Fund	3,186,677	2,627,133	2,968,000	3,400,000	14.6%
20-38-75125 Transfer From Sewer Fund	93,162	0	0	0	0.0%
20-38-75130 Transfer From Refuse Fund	138,934	140,108	144,000	144,000	0.0%
20-38-75140 Transfer From Airport Fund	194,559	200,046	205,000	206,250	0.6%
Expenses	(1,388,780)	(1,393,433)	(2,867,388)	(4,165,480)	45.3%
Expense	(1,388,780)	(1,393,433)	(1,399,388)	(3,024,700)	116.1%
20-406-9890 Principal-2011 Bond Restruct	(775,000)	(800,000)	(825,000)	(855,000)	3.6%
20-406-9891 Interest-2011 Bond Restruct	(414,388)	(391,138)	(367,138)	(336,200)	-8.4%
20-406-9894 Principal-Airport	(184,329)	(184,997)	(189,000)	(190,250)	0.7%
20-406-9896 Interest/Fiscal Charge-Airport	(12,814)	(15,049)	(16,000)	(16,000)	0.0%
20-406-9899 Administration Fees	(2,250)	(2,250)	(2,250)	(2,250)	0.0%
20-406-9950 Payment to PUE	0	0	0	(1,625,000)	0.0%
Transfer Out	0	0	(1,468,000)	(1,140,780)	-22.3%
20-488-9712 Transfer To General Fund	0	0	(1,468,000)	(1,140,780)	-22.3%
+/- Net	\$2,364,402	\$1,779,331	\$607,612	(\$242,230)	-139.9%

Fund Summary FY2020 Debt Service Fund



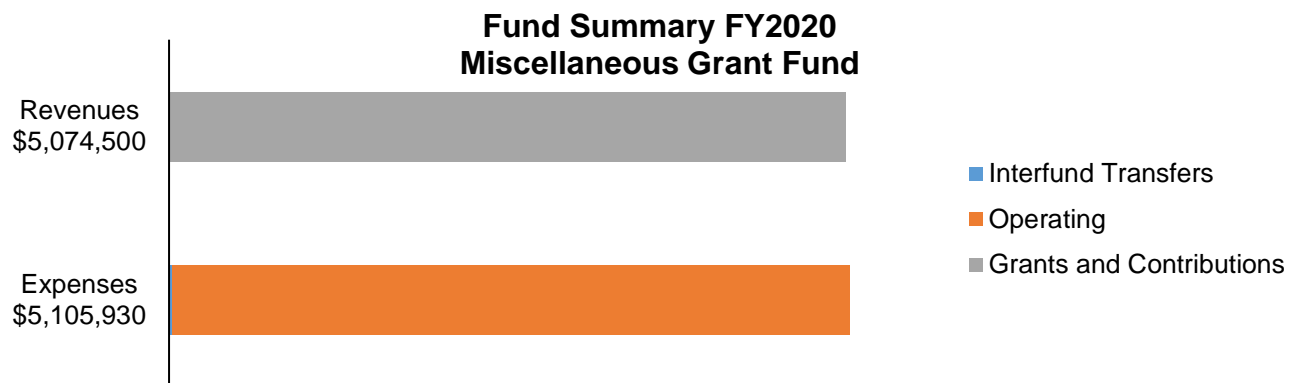
Miscellaneous Grant Fund

The Miscellaneous Grants Fund is used to account for many of the grant funds received by the City. Grant amounts are normally required to be tracked separately by State or Federal regulations and funds are specifically restricted for certain operating and/or equipment expenses. Grants are obtained through Federal, State and County organizations, as well as private entities.

FY 2019-20 Budget Highlights

Significant changes are as follows:

- Changes in revenues and expenses based on anticipated grant funding.
- New anticipated grants:
 - EDA City Center Grant
 - Information Technology Grant
 - Community Center grant for vehicle with temperature control to meal deliver
 - County funding for STEAM programs



Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
25-Miscellaneous Grant Fund						
Revenues		106,255	114,757	4,659,000	5,074,500	8.9%
Revenue		106,255	114,757	4,659,000	5,074,500	8.9%
		0	1,500	0	0	0.0%
25-32-92000	Bullet Proof Vest Grant Rev	500	0	2,000	2,500	25.0%
25-32-94000	Metro Grant Revenue	28,803	0	5,000	10,000	100.0%
25-32-95000	Highway Safety Grant Rev	6,996	17	17,000	0	-100.0%
25-33-40850	NACOG Grant Rev- Meals	26,083	29,519	29,000	33,000	13.8%
25-33-40860	Head Start Revenue	39,454	29,371	28,000	29,000	3.6%
25-34-80000	Alt Essential Air Serv Revenue	0	0	4,400,000	4,400,000	0.0%
25-34-99900	Miscellaneous Grants	1,419	0	55,000	390,000	609.1%
25-35-85000	Salt River Project-Study	0	0	24,000	0	-100.0%
25-36-99100	Recreation Grants	(2,000)	0	30,000	20,000	-33.3%
25-37-99100	Library Misc Grant Revenue	0	17,286	10,000	20,000	100.0%
25-37-99200	Collaborative/Cultural Grant	0	5,000	5,000	5,000	0.0%
25-37-99250	Young Adult/Children Program Revenue	5,000	5,000	10,000	5,000	-50.0%
25-37-99400	Library Outreach Grant	0	21,065	30,000	20,000	-33.3%
25-37-99500	Misc County Funds Revenue	0	6,000	6,000	80,000	1233.3%
25-37-99600	LTSA Grant Revenue	0	0	8,000	10,000	25.0%
25-37-99700	Community Center Grants	0	0	0	50,000	0.0%
Expenses		(118,094)	(87,469)	(4,735,480)	(5,105,930)	7.8%
Expense		(91,768)	(70,820)	(4,706,480)	(5,076,930)	7.9%
25-420-9700	Recreation Grants	(4,895)	0	(30,000)	(20,000)	-33.3%
25-421-8000	Alt Essential Air Serv Expenses	0	0	(4,400,000)	(4,400,000)	0.0%
25-421-9000	Miscellaneous Grants	0	0	(92,000)	(390,000)	323.9%
25-425-9900	Miscellaneous Grant Expense	0	(9,907)	(15,000)	(15,000)	0.0%
25-425-9955	Collaborative/Cultural Grants	(2,126)	(1,767)	(9,000)	(5,000)	-44.4%
25-425-9980	Young Adult/Children's Program	(1,607)	(3,484)	(10,000)	(5,000)	-50.0%
25-425-9984	Library Outreach Training	(479)	(58)	(1,480)	0	-100.0%
25-425-9985	Library Outreach Grant	(2,711)	(5,101)	(30,000)	(20,000)	-33.3%
25-425-9990	LTSA Grant Expense	0	0	(8,000)	(15,000)	87.5%
25-425-9995	Misc County Funds	0	(6,000)	(6,000)	(80,000)	1233.3%
25-426-8500	Community Development Grant Expenses	0	0	(24,000)	0	-100.0%
25-433-8500	Community Center Misc	0	0	0	(50,000)	0.0%
25-433-9800	NACOG Grant Exp- Meals	(12,774)	(14,906)	(29,000)	(33,000)	13.8%
25-433-9825	Head Start Expenses	(31,200)	(27,335)	(28,000)	(29,000)	3.6%
25-433-9885	NACOG- Stimulus Expenses	(75)	(761)	0	(2,430)	0.0%
25-437-9944	Police Grant Expense	0	(1,500)	0	0	0.0%
25-437-9945	Metro Grant Expenses	(28,803)	0	(5,000)	(10,000)	100.0%
25-437-9946	Highway Safety Grant	(4,748)	0	(17,000)	0	-100.0%
25-437-9949	Bullet Proof Vest Grant Expenses	(2,351)	0	(2,000)	(2,500)	25.0%
Transfer Out		(26,326)	(16,649)	(29,000)	(29,000)	0.0%
25-433-9712	Transfer To General Fund	(26,326)	(16,649)	(29,000)	(29,000)	0.0%
+/- Net		(\$11,839)	\$27,288	(\$76,480)	(\$31,430)	-58.9%

Judicial Collection Enhancement Fund (JCEF)

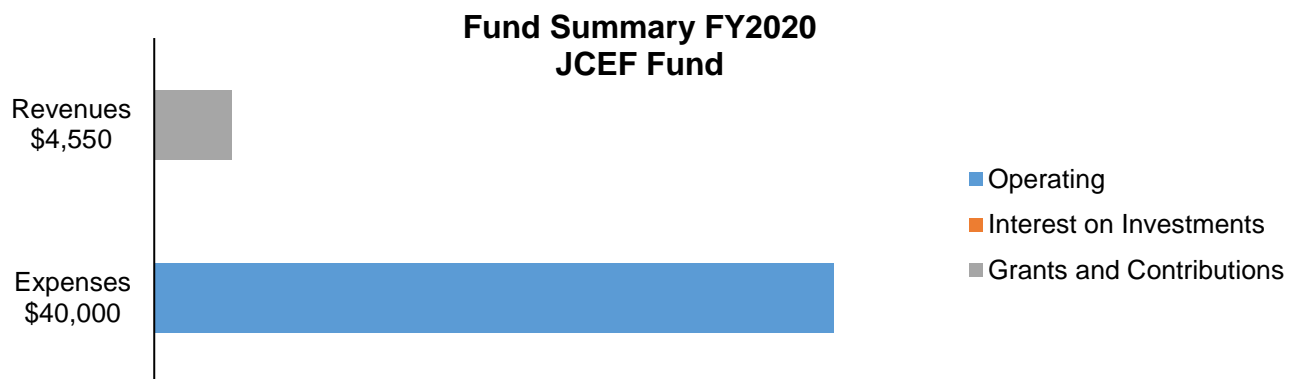
Judicial Collection Enhancement Fund (JCEF) is used to account for amounts received from the court's time payment fee of \$20, a portion of which is deposited into a court account for any court enhancement project. The courts can use up to \$2,500 for expenditures from this account without permission of the Administrative Office of the Courts (AOC). Any amount over that must be requested and approved either by a local or state grant to the Supreme Court AOC. The Magistrate Court applies for a local grant each year to cover the court's maintenance agreement with the AOC for our computers and printer. The amount each year for the maintenance contract is \$5,750. JCEF funds do not impact the general fund.

FY 2019-20 Budget Highlights

Significant changes are as follows:

- No significant changes

Title	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
32-Judicial Collection Enhancement Fund					
Revenues	4,783	4,222	5,050	4,550	-9.9%
Revenue	4,783	4,222	5,050	4,550	-9.9%
32-39-20100 JCEF Revenue	4,752	4,192	5,000	4,500	-10.0%
32-39-90100 Interest Income	30	30	50	50	0.0%
Expenses	(13,217)	(8,447)	(40,000)	(40,000)	0.0%
Expense	(13,217)	(8,447)	(40,000)	(40,000)	0.0%
32-425-2400 JCEF Expenses	(13,217)	(8,447)	(40,000)	(40,000)	0.0%
+/- Net	(\$8,434)	(\$4,225)	(\$34,950)	(\$35,450)	1.4%



Donation Fund

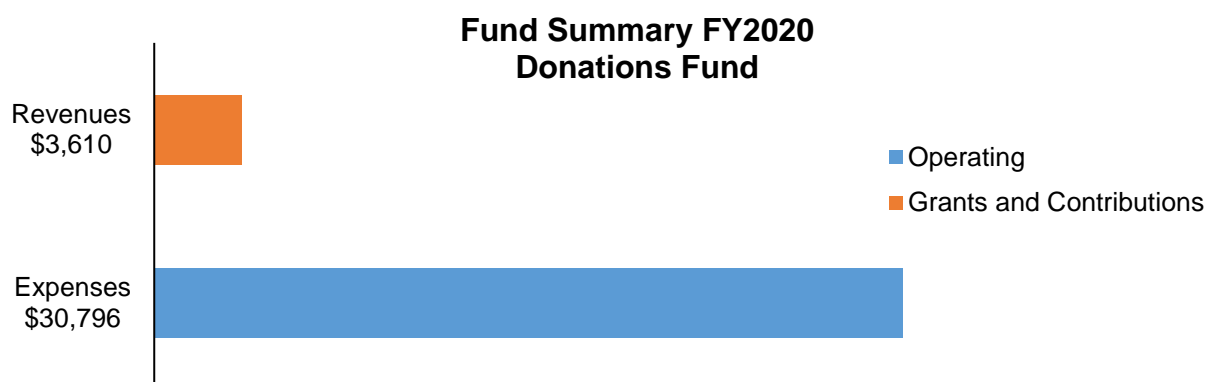
The Donation Fund accounts for all citizen donations received by the City of Page that are specified to support individual departments or programs. Donation funds support the purchase of supplies to offer extra activities, entertainment, and community enhancement to the public throughout the year. In addition, they provide hotel accommodations for transients in emergency situations.

FY 2018-19 Budget Highlights

Significant changes are as follows:

- Increase in Fire Donation Revenue based on donations received prior year.
- Increase in Library Donation Expenses based on anticipated needs.

	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
36-Donation Funds					
Revenues	6,461	2,762	3,700	3,610	-2.4%
Community Center Donation Revenue	740	354	1,200	550	-54.2%
Fire Donation Revenue	1,080	188	200	650	225.0%
Lake Powell Blvd Street Banner	0	0	0	0	0.0%
Library Donation Revenue	2,341	1,900	2,000	2,100	5.0%
Memorial Plaza Donation Rev	0	20	0	10	0.0%
Project Graduation Revenue	2,000	0	0	0	0.0%
Transient Revenue	300	300	300	300	0.0%
Expenses	(16,870)	(9,015)	(32,377)	(30,796)	-4.9%
Community Center Donation Expense	(4,921)	(5,357)	(23,000)	(19,000)	-17.4%
Fire Donation Expenses	0	0	(1,300)	(2,000)	53.8%
Lake Powell Blvd Street Banner	0	0	(600)	(600)	0.0%
Library Donation Expenses	(4,315)	(912)	(350)	(2,000)	471.4%
Memorial Plaza Donation Expense	0	0	(2,627)	(2,647)	0.8%
Project Graduation Expenses	(4,454)	(1,908)	0	0	0.0%
Transient Expenses	(364)	(526)	(2,000)	(2,000)	0.0%
Youth Center Donation Expense	(2,815)	(313)	(2,500)	(2,549)	2.0%
+/- Net	(\$10,409)	(\$6,254)	(\$28,677)	(\$27,186)	-5.2%



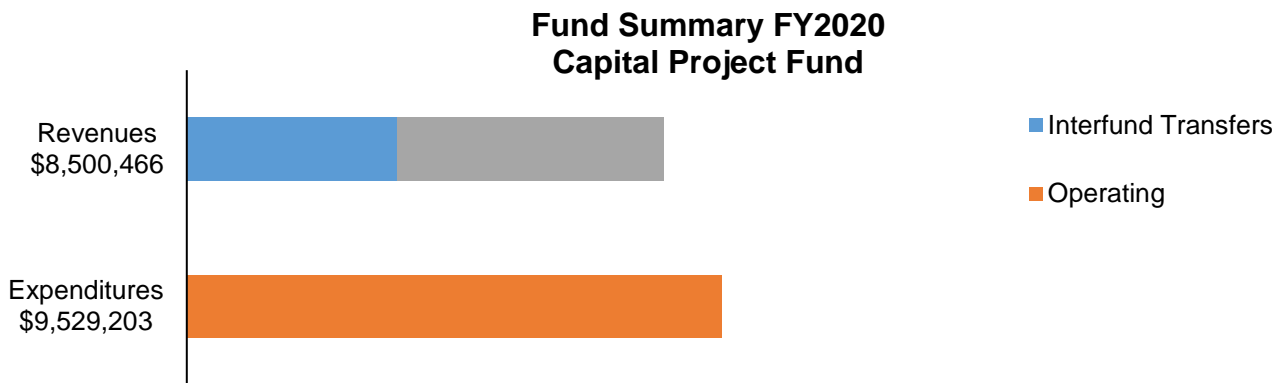
Capital Projects Fund

The 40-Capital Projects Fund is the fund that supports new infrastructure improvements, major capital acquisitions, and equipment replacement. Sources of income include grants and inter-fund transfers. Capital projects include infrastructure; equipment purchases or construction resulting in or making improvements to a capitalized asset costing more than \$5,000.

FY 2019-20 Budget Highlights

Significant changes are as follows:

- Changes in revenues and expenses based on scheduled Capital Equipment and Projects.



Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
40-Capital Projects Fund						
Revenues		2,731,874	2,515,715	9,938,000	8,500,446	-14.5%
Revenue		287,445	902,305	4,228,000	4,755,321	12.5%
40-36-25300	Airport Improvement Grant-Federal	158,209	808,353	3,672,000	4,338,000	18.1%
40-36-25310	Airport Improvement Grant-State	12,796	21,452	204,000	114,125	-44.1%
40-36-25400	CDBG Revenue	0	11,752	305,000	246,000	-19.3%
40-36-25450	Community Development Reimb	0	60,748	0	30,374	0.0%
40-36-25700	Misc Capital Projects	53,644	0	47,000	26,822	-42.9%
40-36-26000	Lease Proceeds	62,446	0	0	0	0.0%
40-36-40014	Airport Improvement Grant	351	0	0	0	0.0%
Transfer In		2,444,428	1,613,410	5,710,000	3,745,125	-34.4%
40-36-25315	Transfer From Airport	3,984	21,450	100,000	725,125	625.1%
40-38-75201	Transfer From Other Funds	526,029	0	0	0	0.0%
40-38-75205	Transfer From Land	297,258	0	1,000,000	505,000	-49.5%
40-38-75210	Transfer From General Fund	1,522,511	1,000,000	1,500,000	1,500,000	0.0%
40-38-75215	Transfer From HURF	78,806	591,960	3,055,000	135,000	-95.6%
40-38-75220	Transfer From Cemetery	15,840	0	55,000	125,000	127.3%
40-38-75225	Transfer From Horseshoe Bend	0	0	0	755,000	0.0%
Expenses		(1,108,399)	(2,709,480)	(11,714,550)	(9,529,203)	-18.7%
Expense		(1,108,399)	(2,709,480)	(11,714,550)	(9,529,203)	-18.7%
40-480-9800	Public Works - Streets	(39,465)	(26,630)	(75,000)	(50,000)	-33.3%
40-480-9805	Public Works	(7,275)	(81,031)	(55,000)	(100,000)	81.8%
40-480-9810	Public Safety - Fire	(95,040)	(348,388)	(192,000)	(162,000)	-15.6%
40-480-9815	Public Safety - Police	(192,820)	(107,799)	(100,000)	(105,953)	6.0%
40-480-9820	Community Services	0	(5,590)	0	(182,500)	0.0%
40-480-9825	Community Development	0	0	0	(35,000)	0.0%
40-480-9830	General Government	(253,774)	(91,309)	(134,050)	(70,000)	-47.8%
40-480-9850	Horseshoe Bend	0	0	0	(163,000)	0.0%
40-480-9896	Interest Expense	(1,364)	(1,484)	(1,500)	(1,500)	0.0%
40-480-9953	Airport Equipment	(10,921)	0	0	0	0.0%
40-485-9800	Public Works - Streets	(51,055)	(565,330)	(2,980,000)	(220,000)	-92.6%
40-485-9805	Public Works	(146,697)	(176,853)	(1,275,000)	(170,000)	-86.7%
40-485-9815	Public Safety - Police	0	0	(10,000)	0	-100.0%
40-485-9820	Community and Recreation Services	0	0	0	(130,000)	0.0%
40-485-9825	Community Development	(143,457)	(436,873)	(2,535,000)	(350,000)	-86.2%
40-485-9830	General Government	0	(17,294)	(52,000)	(40,000)	-23.1%
40-485-9850	Horseshoe Bend	0	0	0	(2,326,000)	0.0%
40-485-9953	Airport Improvements	(166,532)	(807,998)	(3,800,000)	(4,338,000)	14.2%
40-485-9954	CDBG Expenses	0	0	(305,000)	(246,000)	-19.3%
40-485-9965	Airport Improvements	0	(21,452)	(100,000)	(114,125)	14.1%
40-485-9966	Airport Improvements	0	(21,450)	(100,000)	(725,125)	625.1%
+/- Net		\$1,623,474	(\$193,765)	(\$1,776,550)	(\$1,028,757)	-42.1%

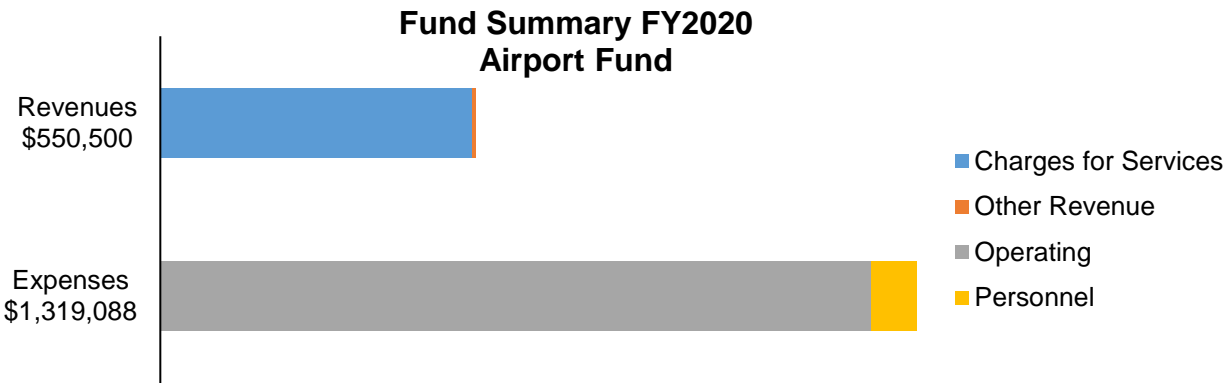
Airport Fund

The Airport Fund is used track all airport operating transactions for the City of Page.

FY 2019-20 Budget Highlights

Significant changes are as follows:

- 91750 – Decrease based on previous years revenue.
- Increase in Personnel costs due to additional of 1.00 FTE Maintenance Worker.
- 2125 – Increase to add cost of exterior painting.
- 2601 – Increase for additional vehicle assignment.
- 9719 – Increase for scheduled Capital Projects.



Title	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
46-Airport Fund					
Revenues	515,602	510,452	530,168	550,500	3.8%
Revenue	515,602	510,452	530,168	550,500	3.8%
46-38-91200 FBO Fuel	24,464	24,874	24,000	25,000	4.2%
46-38-91300 Land Lease	297,616	349,401	305,000	325,000	6.6%
46-38-91400 Auto Storage	5,430	4,229	6,000	5,000	-16.7%
46-38-91500 Aircraft Tie Downs	20,407	22,052	22,500	22,000	-2.2%
46-38-91600 Hangar Land Lease	65,178	9,682	65,000	65,000	0.0%
46-38-91700 Utilities	48,148	44,119	50,000	50,000	0.0%
46-38-91750 Custodial Services	944	944	2,000	1,000	-50.0%
46-38-91800 Maintenance Hangar	47,877	49,234	47,500	49,000	3.2%
46-38-92000 Building Maintenance	0	0	2,668	2,700	1.2%
46-38-99900 Miscellaneous Receipts	5,537	5,917	5,500	5,800	5.5%
Expenses	(376,214)	(334,833)	(506,792)	(1,319,088)	160.3%
Expense	(177,672)	(113,337)	(201,792)	(387,713)	92.1%
46-489-1101 Salaries	(46,213)	(1,741)	(18,200)	(51,557)	183.3%
46-489-1105 Overtime	(358)	0	0	(300)	0.0%
46-489-1201 Industrial Insurance	(1,673)	(43)	(1,000)	(2,381)	138.1%
46-489-1202 Medical Insurance	(6,201)	(13)	0	(17,802)	0.0%
46-489-1203 FICA	(3,552)	(133)	(1,392)	(3,627)	160.6%
46-489-1204 ASRS	(4,278)	0	0	(4,246)	0.0%
46-489-2101 Operating Supplies	(530)	(499)	(500)	(500)	0.0%
46-489-2115 Equipment Repair/Maintenance	(4,889)	(613)	(1,000)	(1,000)	0.0%
46-489-2119 Office Equipment Leases	0	0	0	(1,600)	0.0%
46-489-2125 Buildings Repair & Maintenance	(10,537)	(8,323)	(50,000)	(175,000)	250.0%
46-489-2402 Cell Phones	0	(556)	0	0	0.0%
46-489-2404 Utilities	(58,989)	(73,106)	(75,000)	(75,000)	0.0%
46-489-2590 Contract Services	(29,922)	(16,053)	(40,500)	(40,000)	-1.2%
46-489-2601 Fuel	(1,565)	(2,560)	(2,000)	(2,500)	25.0%
46-489-2603 Vehicle Repair/Maintenance	(399)	(481)	(2,000)	(2,000)	0.0%
46-489-2700 Travel, Meals and Schools	(1,488)	(425)	(1,500)	(1,500)	0.0%
46-489-2804 Subscriptions/Memberships	(75)	0	(100)	(100)	0.0%
46-489-2820 Airfield Maintenance	(1,903)	(3,691)	(3,500)	(3,500)	0.0%
46-489-9850 Liability & Property Insurance	(5,100)	(5,100)	(5,100)	(5,100)	0.0%
Transfer Out	(198,542)	(221,496)	(305,000)	(931,375)	205.4%
46-489-9718 Transfer To Debt Service	(194,559)	(200,046)	(205,000)	(206,250)	0.6%
46-489-9719 Transfer To Capital Fund	(3,984)	(21,450)	(100,000)	(725,125)	625.1%
+/- Net	\$139,388	\$175,618	\$23,376	(\$768,588)	-3387.9%

Land Fund

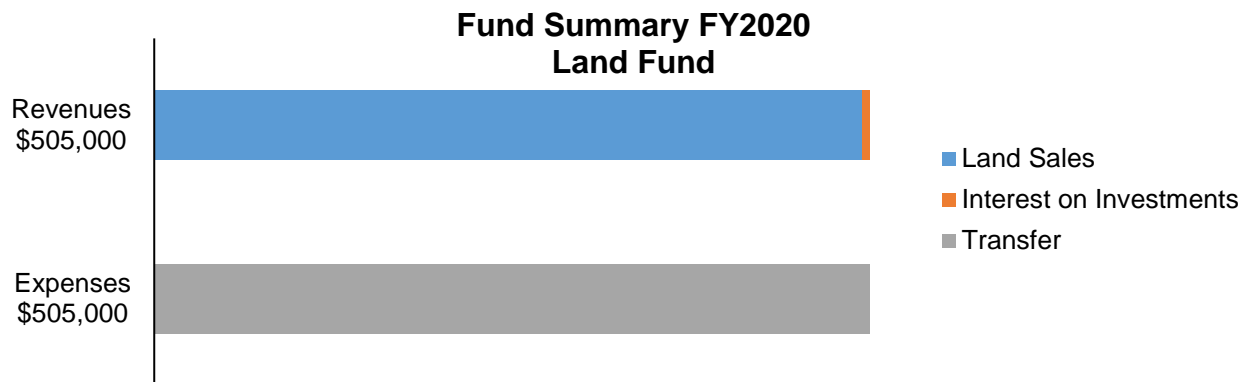
The Land Fund is used to track all land sale transactions for the City of Page.

FY 2019-20 Budget Highlights

Significant changes are as follows:

- Changes in revenue and expenses due to anticipated land sales.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
48-Land Fund						
Revenues		297,258	0	1,006,000	505,000	-49.8%
48-38-56000	Land Sales	288,600	0	1,000,000	500,000	-50.0%
48-38-90100	Interest Income	8,658	0	6,000	5,000	-16.7%
Expenses		(297,258)	0	(1,000,000)	(505,000)	-49.5%
Transfer Out		(297,258)	0	(1,000,000)	(505,000)	-49.5%
48-488-9715	Transfer To Capital Fund	(297,258)	0	(1,000,000)	(505,000)	-49.5%
+/- Net		\$0	\$0	\$6,000	\$0	-100.0%



Cemetery Fund

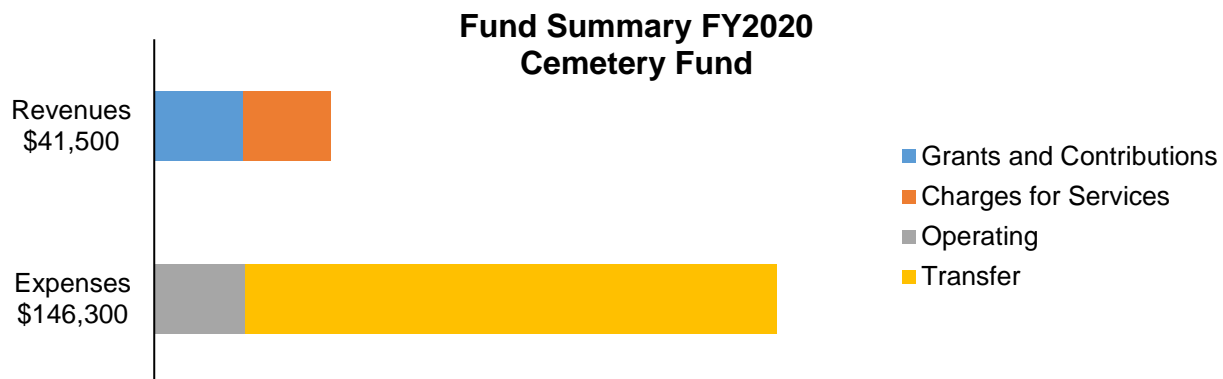
The Cemetery Fund is used to track all perpetual care and cemetery transactions for the City of Page.

FY 2019-20 Budget Highlights

Significant changes are as follows:

- 30250 - Increase in Perpetual Care revenue based on prior years' revenue.
- 9690 – Increase for small tool purchase due to division reorganization.
- 9650 – Increase due to scheduled Capital equipment and projects.

Title		FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
57-CemeteryFund						
Revenues		38,688	42,125	35,500	41,500	16.9%
57-39-30000	Sale of Cemetery Lots	9,347	10,636	8,500	10,000	17.6%
57-39-30250	Cemetery-Perpetual Care	9,802	10,359	9,000	11,000	22.2%
57-39-30500	Cemetery Labor	19,540	21,130	18,000	20,500	13.9%
Expenses		(21,957)	(14,866)	(66,300)	(146,300)	120.7%
Expense		(6,117)	(14,866)	(11,300)	(21,300)	88.5%
57-456-9690	Miscellaneous Expense	(640)	(7,828)	(5,000)	(15,000)	200.0%
57-456-9925	Utilities	(5,477)	(7,038)	(6,300)	(6,300)	0.0%
Transfer Out		(15,840)	0	(55,000)	(125,000)	127.3%
57-456-9650	Transfer to Capital Fund	(15,840)	0	(55,000)	(125,000)	127.3%
+/- Net		\$16,731	\$27,259	(\$30,800)	(\$104,800)	240.3%



IX. Fiduciary Funds

Volunteer Fire Pension Fund

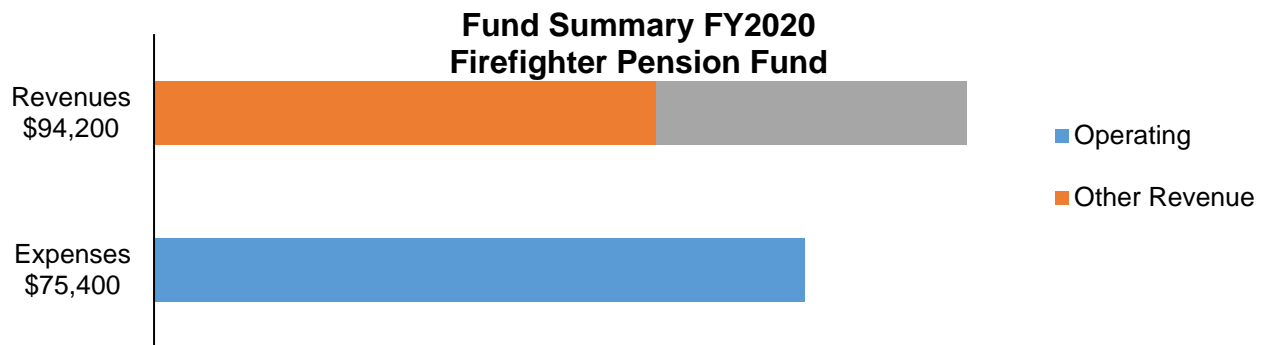
The City of Page has several volunteer firefighters. These volunteers/reserves serve the community and assist the full-time department as needed with fire and rescue calls. This fund is created as a fiduciary fund that tracks the pension contributions that the volunteers and the City make into the plan.

FY 2019-20 Budget Highlights

Significant changes are as follows:

- 99700 – Increase based on prior years' data.
- 99710 – Increase based on prior years' data.
- 2852 – Increase based on anticipated withdrawals.
- 2584 – Decreased based on prior years' data.

Title	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
72-Fire Pension Fund					
Revenues	119,222	79,531	92,800	94,200	1.5%
Revenue	119,222	79,531	92,800	94,200	1.5%
72-33-50000 Fire Pension Revenue	20,190	17,746	20,000	20,000	0.0%
72-39-90100 Interest Income	19,781	20,423	16,000	16,000	0.0%
72-39-99120 Unrealized Gain Or Loss	72,643	32,206	50,000	50,000	0.0%
72-39-99700 City Contributions	1,239	2,342	1,500	2,000	33.3%
72-39-99710 Employee Contributions	3,064	4,778	3,000	4,000	33.3%
72-39-99715 Misc FF Contributions	2,305	2,036	2,300	2,200	-4.3%
Expenses	(62,237)	(105,291)	(46,000)	(75,400)	63.9%
Expense	(62,237)	(105,291)	(46,000)	(75,400)	63.9%
72-428-2852 Pension Payments	(57,853)	(102,667)	(35,000)	(72,400)	106.9%
72-428-2854 Fiscal Agent Fees	(4,385)	(2,624)	(11,000)	(3,000)	-72.7%
+/- Net	\$56,984	(\$25,760)	\$46,800	\$18,800	-59.8%



X. Debt

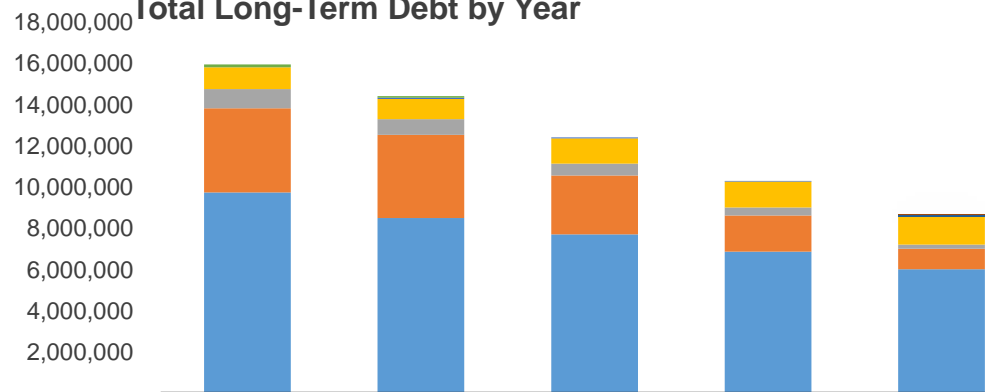
Debt Service Fund

Debt Service Fund is a separate fund within the City's chart of accounts designed to manage the accelerated repayment of outstanding debt and enhance the City's capacity to function. This strategy results in a stabilization policy which budgets predictable revenue streams for paying annual debt service payments in order to remain within the City's legal debt limits. Starting in FY2015, the City of Page placed building the Debt Service Fund as a primary focus.

	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget
20-Debt Service Fund				
Beginning Fund Balance	2,806,263	5,170,665	6,949,996	7,557,608
Revenue	139,850	205,478	158,000	173,000
Interest Income	20,535	88,165	40,000	55,000
Garbage-Bond Debt	119,315	117,313	118,000	118,000
Transfer In	3,613,332	2,967,287	3,317,000	3,750,250
Transfer from Airport Fund	194,559	200,046	205,000	206,250
Transfer from General Fund	3,186,677	2,627,133	2,968,000	3,400,000
Transfer from Garbage Fund	138,934	140,108	144,000	144,000
Transfer from Sewer Fund	93,162	0	0	0
Expense	(1,388,780)	(1,393,433)	(1,399,388)	(3,024,700)
Administration Fees	(2,250)	(2,250)	(2,250)	(2,250)
Interest/Fiscal Charge-Airport	(12,814)	(15,049)	(16,000)	(16,000)
Principal-Airport	(184,329)	(184,997)	(189,000)	(190,250)
Interest-2011 Bond Restructure	(414,388)	(391,138)	(367,138)	(336,200)
Principal-2011 Bond Restructure	(775,000)	(800,000)	(825,000)	(855,000)
Payment to PUE	0	0	0	(1,625,000)
Transfer Out	0	0	(1,468,000)	(1,140,780)
Transfer to General Fund	0	0	(1,468,000)	(1,140,780)
+/- Net	2,364,402	1,779,331	607,612	(242,230)
Ending Fund Balance	5,170,665	6,949,996	7,557,608	7,315,378

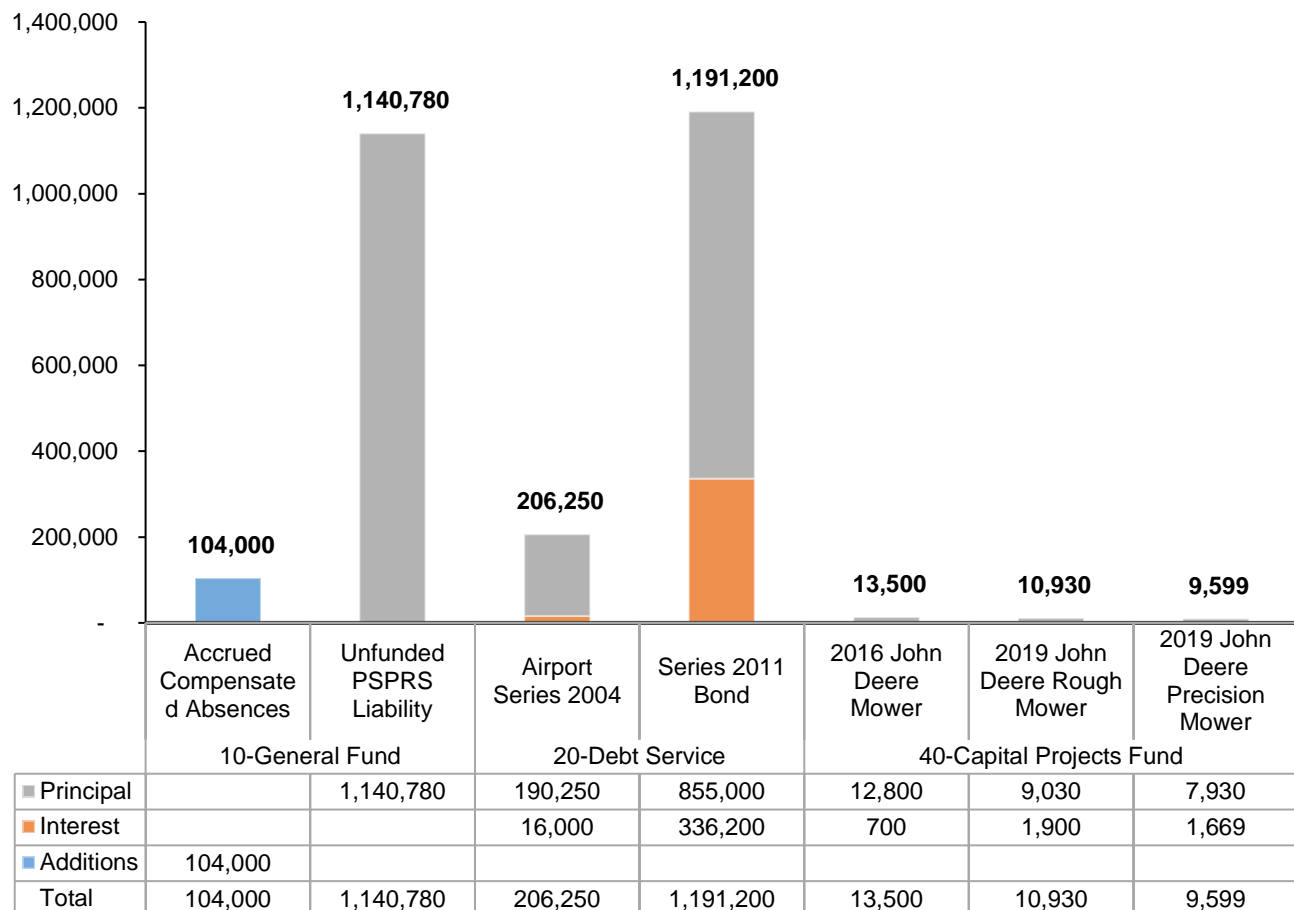
Total Debt

Total Long-Term Debt by Year



	FY2016	FY2017	FY2018	FY2019	FY2020
2019 John Deere Precision Cut Mower					49,841
2019 John Deere Rough Cut Mower					56,754
2011 Pierce Pumper	148,078	75,280	-	-	-
2016 John Deere Mower		53,688	41,683	29,262	16,430
Accrued Compensated Absences	1,040,488	987,251	1,231,245	1,257,671	1,351,671
Airport 2004 Series Bond	943,520	759,190	574,193	387,794	197,492
PSPRS Unfunded Liability	4,066,616	4,025,166	2,856,048	1,748,048	987,268
2011 Series Bond	9,764,837	8,520,000	7,720,000	6,895,000	6,040,000

FY2020 Long-Term Liability Payments

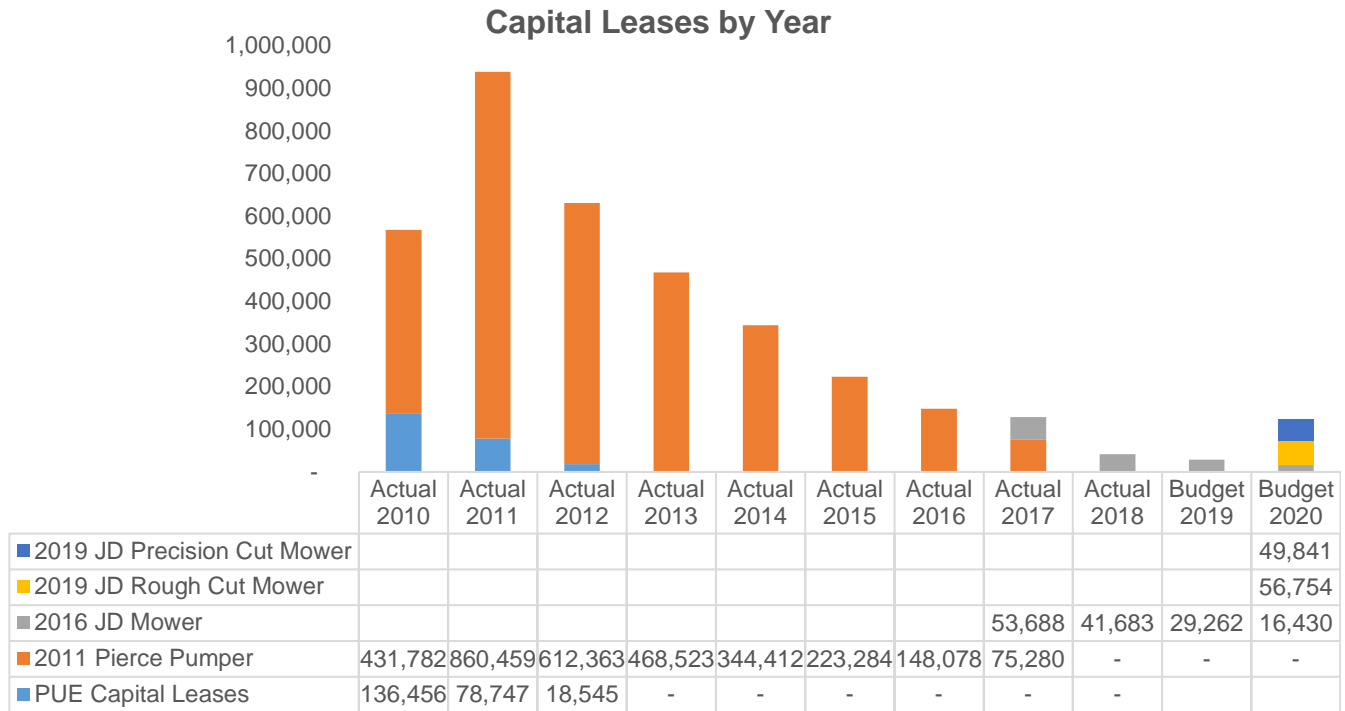


Notes Payable

In FY2000, the Electric Fund provided a loan to the General Fund and the current balance of the loan is \$1,625,000. The original loan agreement stated the loan was to be paid back to the Electric Fund within one year, but at the end of FY2019 was still outstanding. City leaders have budgeted to clear up this debt in FY2020.

Capital Leases

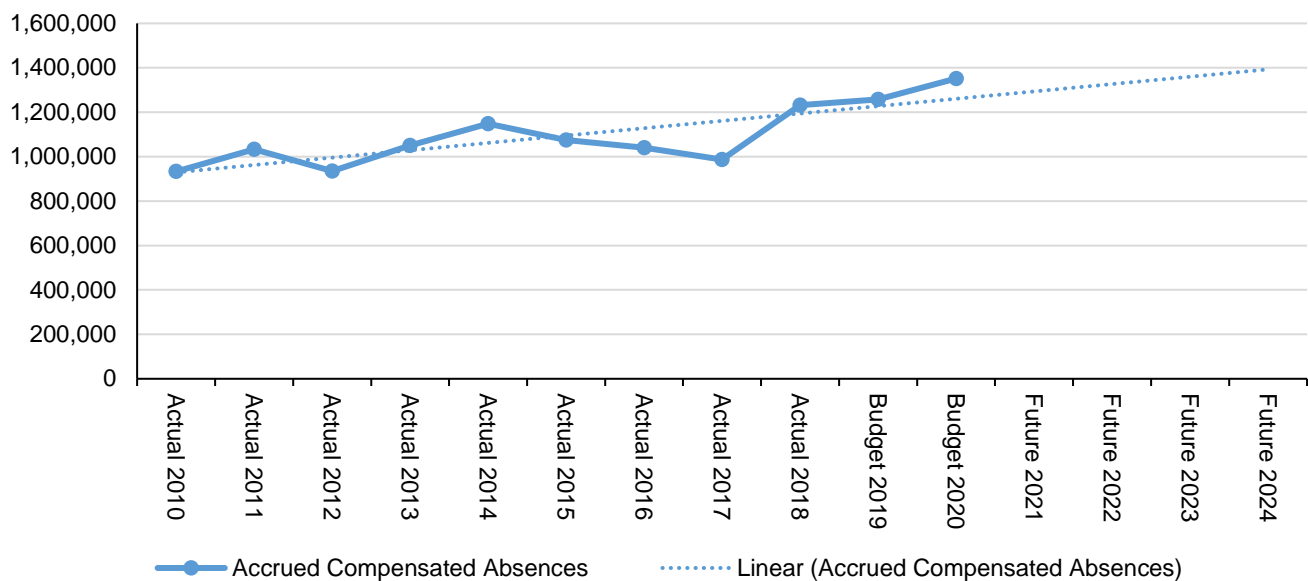
The City leased a 2016 John Deere Mower for 60 months starting October 2016. Balance of lease at beginning of FY2019 is \$41,646.



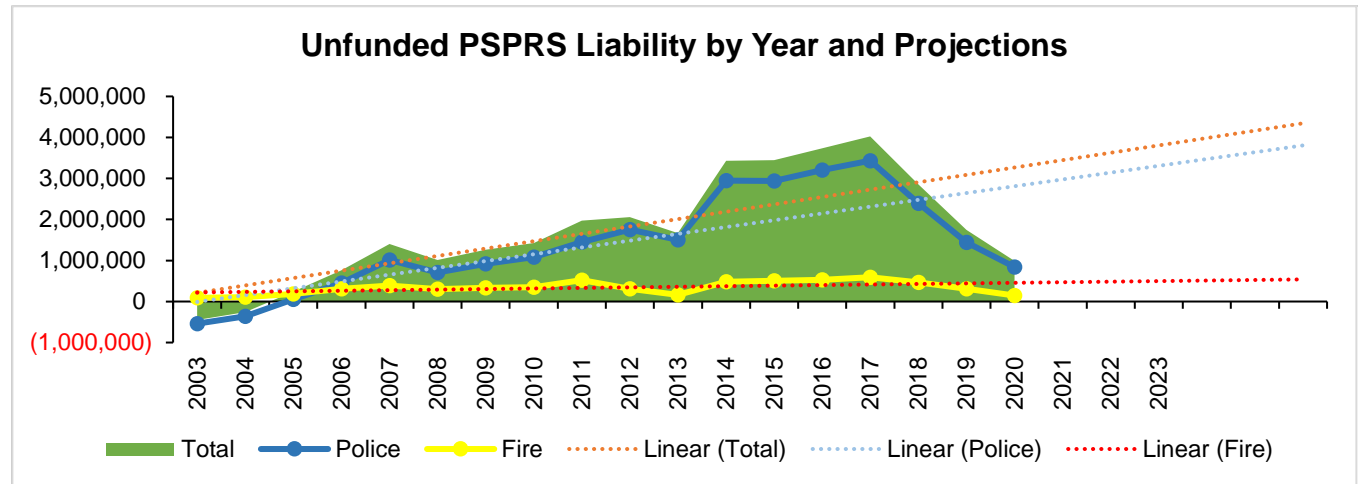
Accrued Compensated Absences

Per Governmental Accounting Standards Board, the city accounts for accrued compensated absences liabilities.

Accrued Compensated Absences

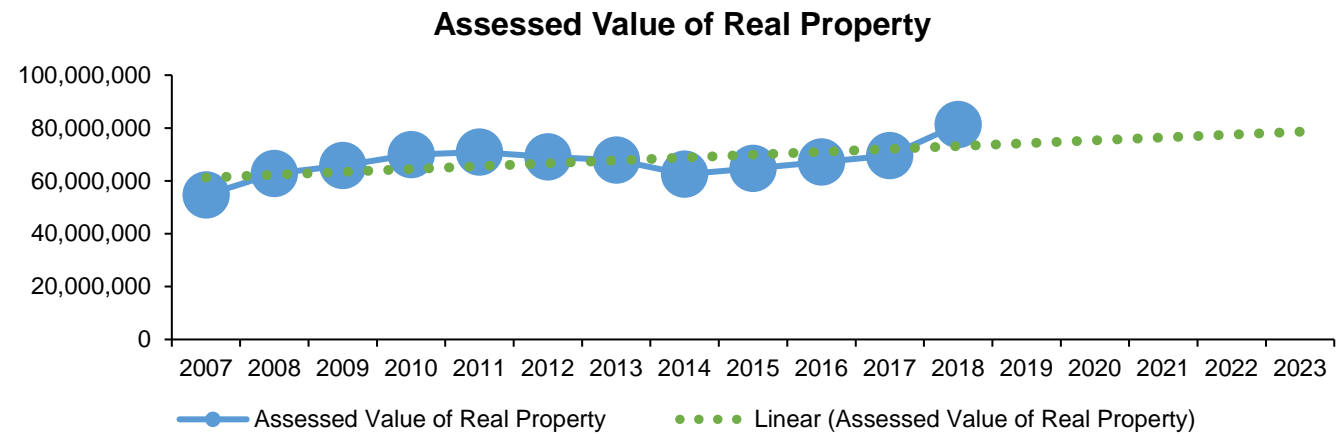


Unfunded Public Safety Personnel Retirement Systems Liability



Assessed Value of Real Property

Assessed value of real property based on Secondary Net Assessed Valuation



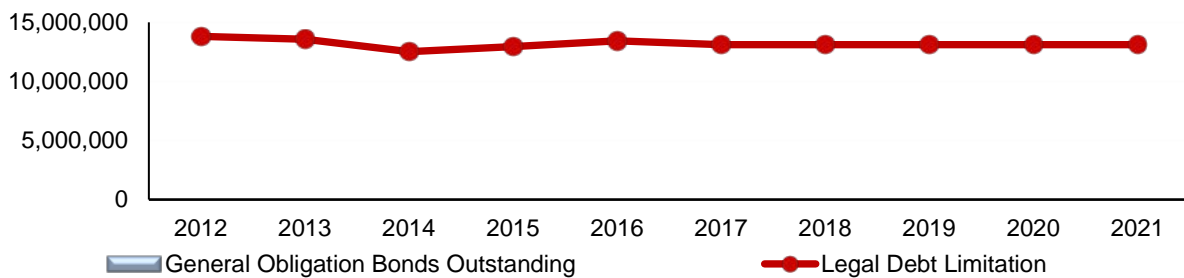
Bonds

The City of Page has two Bonds, one general obligation and one revenue obligation bond.

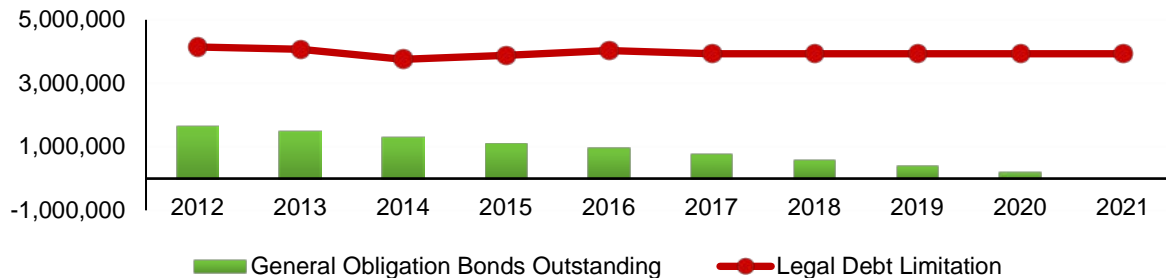
General Obligation Bond

Prior to fiscal year 2007, under Arizona law, cities could issue general obligation bonds for purposes of water, sewer, artificial light, open space preserves, parks, playgrounds, and recreational facilities, up to an amount not exceeding 20% of a City's Secondary Net Assessed Valuation. In fiscal year 2007, Arizona voters approved an amendment to the Arizona Constitution to allow cities to include debt for the acquisition and development of public safety, law enforcement, fire and emergency facilities, and streets and transportation facilities in the 20% debt limit. General Obligation Bonds for all other purposes may be issued up to an amount not exceeding 6% of Secondary Net Assessed Valuation. No Bond Debt is applicable to the 20% Limit.

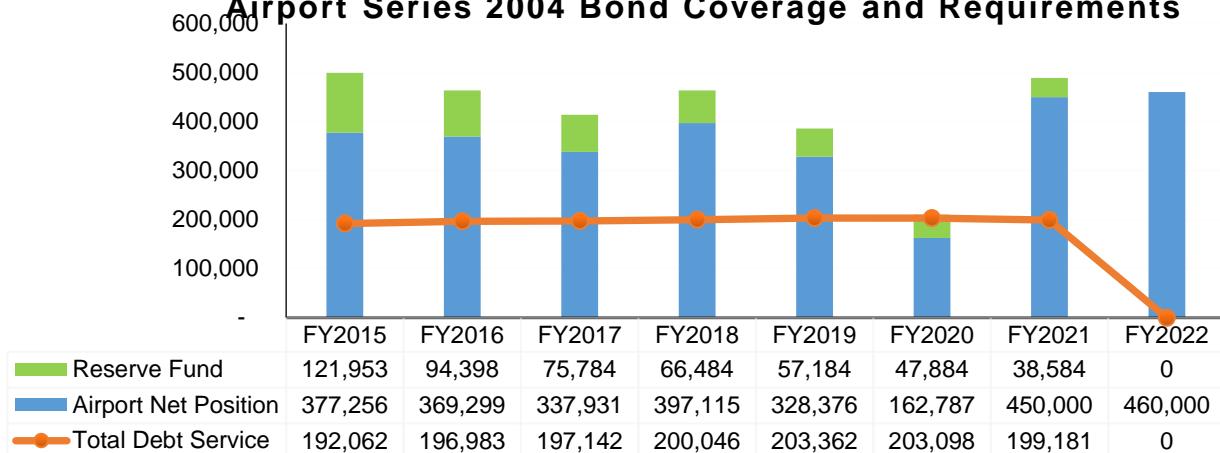
Bond Debt Applicable to 20% Limit



Debt Applicable to 6% Limit



Airport Series 2004 Bond Coverage and Requirements

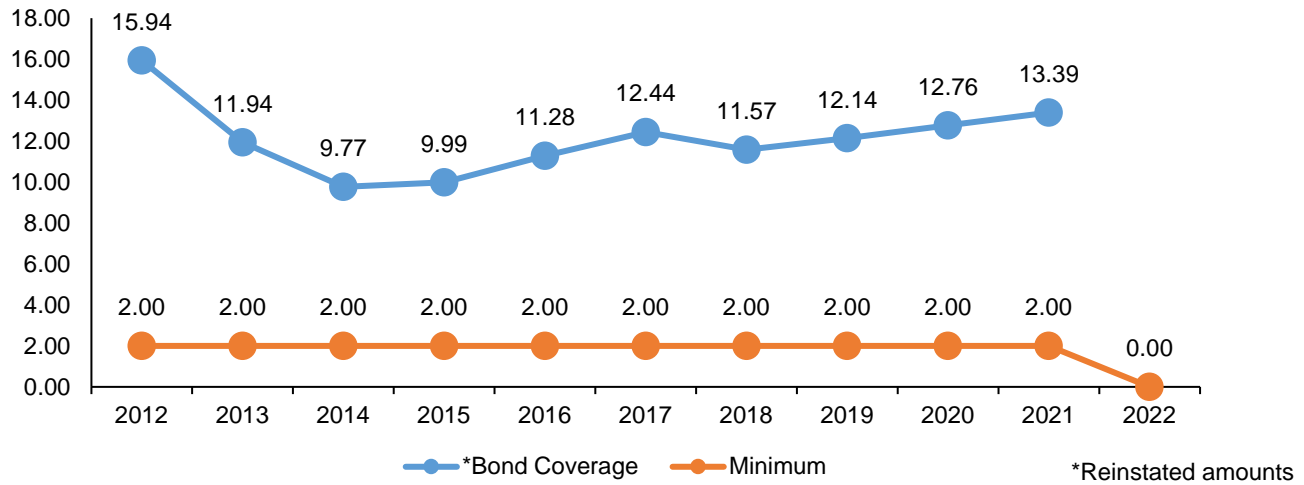


The Series 2004 Bond is a General Obligation Bond used for the lease purchase of our Municipal Airport Terminal. This lease has a 3.868% variable interest rate. Principal and interest payments are due semi-annually with a bond maturity date of February 1, 2021. This bond has a 6% bond debt limit and is showing the Airport revenue based on an average of the past five years.

Revenue Obligation Bond

The 2011 Series Bonds requires revenues generated to be at least 2.00 times the Total Debt Service for the year, less Golf, Rescue, Business Registration Fees, Vehicle License Tax, Interest Income, Transfers, and Attorney Fees Reimbursement revenue.

2011 Series Bond Coverage and Requirements



The Series 2011 Bond is a Revenue Obligation Bond that was restructured from the Series 1999 Bond debt using a variable interest rates ranging from 2% to 5%. Semi-Annual interest installments have been made beginning in January 2013. Beginning in July 2013, annual principal installments were added. This bond matures July 1, 2026. The minimum debt coverage ratio is 2.00.

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XI. Summary of Inter-Fund Transfers

	FY2017 Actual	FY2018 Actual	FY2019 Budget	FY2020 Budget	% Change
10-General Fund	(5,027,677)	(3,610,484)	(2,971,000)	(3,515,220)	18.3%
Transfer from Other Funds	26,326	16,649	1,497,000	1,169,780	-21.9%
Transfer to Capital Fund	(1,522,511)	(1,000,000)	(1,500,000)	(1,500,000)	0.0%
Transfer to Community Development	(344,815)	0	0	0	0.0%
Transfer to Debt Service	(3,186,677)	(2,627,133)	(2,968,000)	(3,400,000)	14.6%
Transfer from Horseshoe Bend	0	0	0	215,000	0.0%
15-Highway User Revenue Fund	(78,806)	(591,960)	(3,055,000)	(135,000)	-95.6%
Transfers to Capital Projects	(78,806)	(591,960)	(3,055,000)	(135,000)	-95.6%
20-Debt Service Fund	3,613,332	2,967,287	1,849,000	2,609,470	41.1%
Transfer from Airport Fund	194,559	200,046	205,000	206,250	0.6%
Transfer from General Fund	3,186,677	2,627,133	2,968,000	3,400,000	14.6%
Transfer from Garbage Fund	138,934	140,108	144,000	144,000	0.0%
Transfer from Sewer Fund	93,162	0	0	0	0.0%
Transfer to General Fund	0	0	(1,468,000)	(1,140,780)	-22.3%
25-Miscellaneous Grants	(26,326)	(16,649)	(29,000)	(29,000)	0.0%
Transfer to General Fund	(26,326)	(16,649)	(29,000)	(29,000)	0.0%
40-Capital Project Fund	2,444,428	1,613,410	5,710,000	3,745,125	-34.4%
Transfer from Airport	3,984	21,450	100,000	725,125	625.1%
Transfer from General Fund	1,522,511	1,000,000	1,500,000	1,500,000	0.0%
Transfer from Land	297,258	0	1,000,000	505,000	-49.5%
Transfer from Other Funds	526,029	0	0	0	0.0%
Transfer from HURF	78,806	591,960	3,055,000	135,000	-95.6%
Transfer from Cemetery	15,840	0	55,000	125,000	127.3%
Transfer from Horseshoe Bend	0	0	0	755,000	0.0%
42-Community Development	(181,215)	0	0	0	0.0%
Transfer from General Fund	344,815	0	0	0	0.0%
Transfer to Capital Projects	(526,029)	0	0	0	0.0%
45-Horseshoe Bend Fund	0	0	0	(970,000)	0.0%
Transfer to Capital Projects	0	0	0	(755,000)	0.0%
Transfer to General Fund	0	0	0	(215,000)	0.0%
46-Airport Fund	(198,542)	(221,496)	(305,000)	(931,375)	205.4%
Transfer to Capital Fund	(3,984)	(21,450)	(100,000)	(725,125)	625.1%
Transfer to Debt Service	(194,559)	(200,046)	(205,000)	(206,250)	0.6%
48-Land	(297,258)	0	(1,000,000)	(505,000)	-49.5%
Transfer to Capital Fund	(297,258)	0	(1,000,000)	(505,000)	-49.5%
52-Sewer	(93,162)	0	0	0	0.0%
Debt Service Paid to City of Page	(93,162)	0	0	0	0.0%
53-Garbage	(138,934)	(140,108)	(144,000)	(144,000)	0.0%
Transfer to Debt Service	(138,934)	(140,108)	(144,000)	(144,000)	0.0%
57-Cemetery	(15,840)	0	(55,000)	(125,000)	127.3%
Transfer to Capital Fund	(15,840)	0	(55,000)	(125,000)	127.3%
Grand Total	0	0	0	0	0.0%

XII. Summary of Authorized Full Time Staff

	FY2018 FTE Budget	FY2019 FTE Budget	FY2020 FTE Budget
City of Page	113.67	120.80	159.99
City Administration	1.00	2.00	2.00
401 City Administration	1.00	2.00	2.00
City Attorney	1.50	1.63	1.63
405 City Attorney	1.50	1.63	1.63
City Clerk	1.50	2.00	2.00
404 City Clerk	1.50	2.00	2.00
City Council	0.00	0.00	0.00
402 City Council	0.00	0.00	0.00
Community Development	6.00	6.00	6.00
445 Planning/Zoning	2.00	1.00	1.00
446 Building & Code Compliance	2.00	2.00	2.00
447-Community Dev-Economic Development	2.00	3.00	3.00
486 Community Development	0.00	0.00	0.00
Community & Recreation Services	20.78	23.69	21.59
408 Community Serv Admin	1.00	1.00	1.00
410 Community Center	3.03	3.52	5.07
444 Library	9.42	10.35	6.41
462 Parks & Trails Maintenance	4.49	5.47	5.46
465 Recreation	2.84	3.35	3.65
Finance	6.00	5.00	5.00
441 Human Resources	2.00	1.00	1.00
442 Finance	4.00	4.00	4.00
Fire	21.00	21.00	21.00
427 Fire Dept.	21.00	21.00	21.00
Golf Course	0.00	0.00	14.27
463-Golf Course Clubhouse	0.00	0.00	7.29
468-Golf Maintenance	0.00	0.00	6.98
Horseshoe Bend	0.00	0.00	21.75
450-Horseshoe Bend	0.00	0.00	21.75
Information Technology	3.00	3.00	3.00
455 Information Tech	3.00	3.00	3.00
Magistrate	5.84	5.44	5.44
443 Magistrate Court	5.84	5.44	5.44
Police	33.55	36.55	38.58
420 Police Dept Admin	3.00	4.00	4.00
421 Patrol	20.25	21.25	21.25
422 Communications	7.30	7.30	9.33
426 Investigations	3.00	4.00	4.00
Public Works	13.50	14.50	17.73
415-Corrals	0.00	0.00	1.00
448 Central Garage	2.00	2.00	2.00
457 Building Maintenance	4.00	4.00	4.00
460 Public Works Admin	7.25	8.25	9.24
489 Airport	0.25	0.25	1.49
Page Utility Enterprises	38.00	38.00	38.00
Enterprise	38.00	38.00	38.00
50 Electric	19.00	19.00	19.00
51 Water / 52 Sewer	19.00	19.00	19.00
Grand Total	146.67	153.80	192.99

Changes in FTE**City Administration**

	FY2018 FTE Budget	FY201 FTE Budget	FY2020 FTE Budget
City Administration			
401 City Administration	1.00	2.00	2.00
Administrative Assistant	0.00	0.00	0.00
Executive Assistant	0.00	1.00	1.00
City Manager	1.00	1.00	1.00
 455 Information Technology	 3.00	 3.00	 0.00
IT Director	1.00	1.00	0.00
IT Specialist	1.00	1.00	0.00
IT Technician	1.00	1.00	0.00
 46-489 Airport	 0.25	 0.00	 0.00
Airport Director	0.25	0.00	0.00
Maintenance Worker	0.00	0.00	0.00
Grand Total	4.25	5.00	2.00

FY2020 Changes

Moved 455 Information Technology to separate department from City Administration in FY2020.

Community and Recreation Services

Changes

	FY2018 FTE Budget	FY2019 FTE Budget	FY2020 FTE Budget
Community and Recreation Services			
408 Community and Recreation Service			
Administration	1.00	1.00	1.00
Community Service Director	1.00	1.00	1.00
410 Community Center	2.24	3.52	5.07
Community Center Manager	0.00	0.00	1.00
Community Center Aide	0.00	0.68	1.71
Cooks Assistant	0.75	0.75	0.75
Kitchen Supervisor/Cook	1.00	1.00	1.00
Substitute Cook Assistant	0.00	0.12	0.12
Transportation Aide	0.49	0.49	0.49
Program Coordinator	0.00	0.49	0.00
444 Library	9.68	10.35	6.41
Library Manager	0.00	0.00	1.00
Library Specialist	0.00	0.00	1.00
Children's Coordinator	1.00	1.00	1.00
Circulation Assistant	1.79	1.79	0.00
Circulation Lead	0.00	1.00	0.00
Library Aide	3.10	3.58	2.22
Library Assistant	1.00	1.00	0.00
Library Outreach Coordinator	0.79	0.79	0.00
Reference Assistant	1.00	0.00	0.00
Reference Librarian	1.00	1.00	1.00
Seasonal Aides	0.00	0.19	0.19
465 Recreation	2.48	3.25	3.65
Maintenance Worker	0.49	0.68	0.00
Recreation Assistant	0.99	1.41	2.48
Recreation Division Manager	1.00	1.00	1.00
Camp Lead	0.00	0.07	0.07
Camp Counselor	0.00	0.10	0.10
462 Park and Trail Maintenance	4.49	5.47	5.46
Maintenance Worker	2.49	3.47	3.46
Maintenance Worker Lead	1.00	1.00	1.00
Parks & Trails Managers	1.00	1.00	1.00
Grand Total	20.78	23.69	21.59

FY2020 Changes

Reclassified Circulation Assistant to Library Specialist

Additions

- Added Community Center Manager.
- Added two part-time aides to Community Center.
- Added one part-time Recreation Assistant to Recreation and increase from 0.68 FTE to 0.74 FTE.
- Increased one part-time Recreation Assistant from 0.74 FTE to 1.00 FTE.

Reductions in workforce

- Removed Program Coordinator position from Community Center.
- Added new position (Program Coordinator) to Community Center.
- Removed one part-time Circulation Assistant.
- Removed one full-time Circulation Lead.
- Removed 1.36 FTE from Library Aides.
- Removed Library Assistant.
- Removed Library Outreach Coordinator.
- Removed part-time Maintenance Worker from Recreation.

New Divisions Added to Community and Recreation Services in FY2020

	FY2018 FTE Budget	FY2019 FTE Budget	FY2020 FTE Budget
Community and Recreation Services			
463 Golf Course Clubhouse	0.00	0.00	7.29
Food Service Worker	0.00	0.00	1.00
Golf Manager	0.00	0.00	1.00
Pro Shop Associate	0.00	0.00	1.00
Seasonal Cart Service	0.00	0.00	1.54
Seasonal Food Service Worker	0.00	0.00	0.40
Seasonal Pro Shop Associate	0.00	0.00	1.35
Superintendent	0.00	0.00	1.00
468 Golf Course Maintenance	0.00	0.00	6.98
Assistant Superintendent	0.00	0.00	1.00
Equipment Operator	0.00	0.00	1.74
Equipment Supervisor	0.00	0.00	1.00
Irrigation Tech I	0.00	0.00	1.00
Pesticide Tech I	0.00	0.00	1.00
Seasonal Equip. Operator	0.00	0.00	1.24
450 Horseshoe Bend	0.00	0.00	21.75
Cashier	0.00	0.00	5.00
Cashier-Finance	0.00	0.00	1.00
Director	0.00	0.00	0.75
Fee Facility Manager	0.00	0.00	1.00
Lead Cashier	0.00	0.00	2.00
Maintenance Worker	0.00	0.00	3.00
PT Cashier	0.00	0.00	2.00
Seasonal Parking Attendant	0.00	0.00	1.00
Security Guard	0.00	0.00	5.00
Streets Maintenance Worker	0.00	0.00	1.00
Grand Total	0.00	0.00	36.02

Finance

	FY2018 FTE Budget	FY2019 FTE Budget	FY2020 FTE Budget
Finance			
441 Human Resources	2.00	1.00	1.00
Human Resources Coordinator	1.00	0.00	0.00
Human Resources Director	1.00	0.00	0.00
Human Resources Administrator	0.00	1.00	0.00
Human Resources/Risk Manager	0.00	0.00	1.00
442 Finance	4.00	4.00	4.00
Account Clerk	1.00	1.00	1.00
Account Clerk Senior	1.00	1.00	1.00
Finance Analyst	1.00	1.00	1.00
Finance Director	1.00	1.00	1.00
Grand Total	6.00	5.00	5.00

FY2020 Changes

- Reclassified Human Resources Administrator to Human Resources/Risk Manager.

Police

	FY2018 FTE Budget	FY2019 FTE Budget	FY2020 FTE Budget
Police			
420 Police Department Administration	3.00	4.00	4.00
Chief of Police	1.00	1.00	1.00
Administrative Assistant	1.00	0.00	0.00
Records Clerk	1.00	2.00	2.00
Executive Management Assistant	0.00	1.00	1.00
421 Patrol	21.25	21.25	21.25
Animal Control Officer	1.00	1.00	1.00
Patrol Lieutenant	1.00	1.00	1.00
Patrol Officer	17.25	15.25	15.25
Patrol Sergeant	2.00	3.00	3.00
School Resource Officer	0.00	1.00	1.00
422 Communications	7.11	7.30	9.33
Communication Specialist	6.11	6.30	8.33
Dispatch Supervisor	1.00	1.00	1.00
426 Investigations	3.00	4.00	4.00
Support Lieutenant	1.00	1.00	1.00
Detective	1.00	1.00	1.00
Investigator	0.00	1.00	0.00
Sergeant	0.00	0.00	1.00
Evidence Technician	1.00	1.00	1.00
Grand Total	34.36	36.55	38.58

FY2020 Changes

One Detective changed to Sergeant.

Additions

- Added two full-time Communication Specialists.

Public Works

	FY2018 FTE Budget	FY2019 FTE Budget	FY2020 FTE Budget
Public Works			
460 Public Works Administration	7.25	8.25	9.24
Public Works Director	1.00	1.00	1.00
Public Works Manager	1.00	1.00	1.00
Office Manager	1.00	1.00	1.00
Streets Supervisor	1.00	1.00	1.00
Streets Maintenance Worker	3.25	4.25	5.24
448 Central Garage	2.00	2.00	2.00
Auto Technician	1.00	1.00	1.00
Heavy Equipment Technician	1.00	1.00	1.00
457 Building Maintenance	4.00	4.00	4.00
Custodian	1.00	1.00	1.00
Electrician	1.00	0.00	0.00
Maintenance Worker Lead	0.00	0.00	1.00
Maintenance Worker	2.00	3.00	2.00
46-489 Airport	0.25	0.25	1.49
Administrative Assistant	0.00	0.00	0.49
Maintenance Worker	0.00	0.00	1.00
Airport Director	0.25	0.25	0.00
415 Corrals	0.00	0.00	1.00
Maintenance Worker	0.00	0.00	1.00
Grand Total	13.50	14.50	17.73

FY2020 Changes

Changed one Maintenance Worker to Maintenance Worker Lead in Building Maintenance.

Additions

- One full-time Streets Maintenance Workers.
- One full-time Maintenance Worker to Airport
- One part-time Administrative Assistant to Airport
- One Maintenance Worker in new Corral division.

Reduction in workforce

- Removed part-time Airport Director.

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Budget Resolution

RESOLUTION NO. 1226-19

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA, TENTATIVELY ADOPTING THE ESTIMATED REVENUES AND EXPENDITURES FOR THE FISCAL YEAR 2019-2020.

WHEREAS, in accordance with the provisions of Title 42 Chapter 17, Articles 1-5, Arizona Revised Statutes (A.R.S.), the City Council is required to tentatively adopt estimated revenues and expenditures ("Preliminary Budget") for the City of Page, on or before the third Monday of July 2019; and

WHEREAS, in accordance with said chapter of said title, the City Council has made an estimate of the different amounts as required and further the City Council has determined that no amount is necessary to be raised by taxation upon real and personal property within the City of Page; and

WHEREAS, certain projects and programs overlap budget years, and the Finance Director is directed to adjust budgets between years to reflect the overlap as verified by the external City Auditors; and

WHEREAS, the enterprise funds use depreciation expense rather than principle for budget purposes and the Finance Director is directed to make adjustments to reflect budgets on a non-cash basis as verified by the external City Auditors.

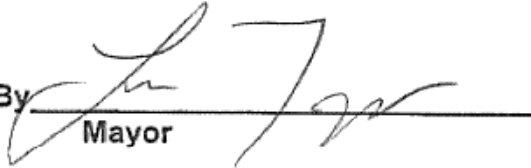
NOW, THEREFORE, BE IT RESOLVED BY the Mayor and City Council of the City of Page, Arizona, that said estimates as shown on attached Schedules A-G, and by reference made a part hereof, are hereby tentatively adopted as the Preliminary Budget of the City of Page for the fiscal year 2019-2020.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA this 22nd day of May, 2019, by the following vote:

Ayes	<u>6</u>
Nays	<u>0</u>
Abstentions	<u>0</u>
Absent	<u>1</u>

Resolution No. 1226-19
Page 2

CITY OF PAGE

By 
Mayor

ATTEST:


CITY CLERK



APPROVED AS TO FORM:


CITY ATTORNEY

Schedule A - Summary Schedule of Estimated Revenues and Expenditures/Expenses

City of Page
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2020

Fiscal Year	S c h	FUNDS										Total All Funds
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds				
2019	E	1	15,243,480	5,216,049	1,399,388	11,714,550	57,300	14,642,197	0	48,272,964		
2019	E	2	12,323,839	5,042,723	1,229,649	7,443,827	41,123	14,803,786	0	40,884,947		
2020		3								0		
2020	B	4	0							0		
2020	B	5								0		
2020	C	6	16,637,393	7,715,472	173,000	4,755,321	135,700	19,601,717	0	49,018,603		
2020	D	7	0	0	0	0	0	0	0	0		
2020	D	8	0	0	0	0	0	0	0	0		
2020	D	9	1,384,780	0	3,750,250	3,745,125	0	0	0	8,880,155		
2020	D	10	4,900,000	1,600,375	1,140,780	0	125,000	1,114,000	0	8,880,155		
2020		11										
LESS:										0		
Future Capital Projects										0		
Maintained Fund Balance for Financial Stability										0		
										0		
										0		
2020		12	13,122,173	6,115,097	2,782,470	8,500,446	10,700	18,487,717	0	49,018,603		
2020	F	13	14,913,173	6,480,839	3,024,700	9,529,203	96,700	17,575,794	0	51,620,409		

EXPENDITURE LIMITATION COMPARISON

- 1 Budgeted expenditures/expenses
- 2 Add/subtract: estimated net reconciling items
- 3 Budgeted expenditures/expenses adjusted for reconciling items
- 4 Less: estimated exclusions
- 5 Amount subject to the expenditure limitation
- 6 EEC expenditure limitation

2020

2019	2020
\$ 48,272,964	\$ 51,620,409
48,272,964	51,620,409
\$ 48,272,964	\$ 51,620,409
\$ 33,908,940	\$ 34,607,298

X The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

* Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

Schedule C - Revenues Other Than Property
City of Page
Revenues Other Than Property Taxes
Fiscal Year 2020

SOURCE OF REVENUES	ESTIMATED REVENUES 2019	ACTUAL REVENUES* 2019	ESTIMATED REVENUES 2020
GENERAL FUND			
Local taxes			
City Sales Tax	\$ 11,200,000	\$ 12,270,000	\$ 12,000,000
Licenses and permits			
Franchise Fees	243,000	252,796	240,000
License & Permits	276,675	228,887	277,600
Intergovernmental			
State Sales Tax	754,194	736,514	793,729
Vehicle License Tax	386,492	345,515	400,966
State Shared Revenue	932,860	919,090	999,698
Miscellaneous County Revenue	346,320	346,500	346,500
Charges for services			
City Services	665,500	141,862	162,000
Property Leases	69,500	68,741	77,700
Rescue Services	876,000	783,240	876,000
Fines and forfeits			
Court Fines	262,500	248,270	242,200
Library Services	38,000	29,217	34,000
Interest on investments			
Interest	80,000	263,136	175,000
Miscellaneous			
Miscellaneous Revenue	15,000	26,050	12,000
Total General Fund	\$ 16,146,041	\$ 16,659,818	\$ 16,637,393
SPECIAL REVENUE FUNDS			
Highway User	\$ 852,903	\$ 714,551	\$ 919,312
JCEF Fund	5,050	4,853	4,550
Airport	530,168	524,079	550,500
Golf Fund			654,000
Substance Abuse	\$ 4,000	\$ 23,380	\$ 4,000
Miscellaneous Grants	4,659,000	4,266,783	5,074,500
Miscellaneous Donations	3,700	3,025	3,610
Land Sales	1,006,000	52,000	505,000
Total Special Revenue Funds	\$ 7,060,821	\$ 5,588,671	\$ 7,715,472

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

City of Page
Revenues Other Than Property Taxes
Fiscal Year 2020

SOURCE OF REVENUES	ESTIMATED REVENUES 2019	ACTUAL REVENUES* 2019	ESTIMATED REVENUES 2020
DEBT SERVICE FUNDS			
Debt Service	\$ 158,000	\$ 194,397	\$ 173,000
Total Debt Service Funds	\$ 158,000	\$ 194,397	\$ 173,000
CAPITAL PROJECTS FUNDS			
Airport Improvements	\$ 3,876,000	\$ 573,159	\$ 4,452,125
CDBG	305,000	105,875	246,000
Misc Capital Grants	47,000	87,300	57,196
Total Capital Projects Funds	\$ 4,228,000	\$ 766,334	\$ 4,755,321
PERMANENT FUNDS			
Fire Pension	\$ 92,800	\$ 75,927	\$ 94,200
Cemetery	35,500	37,000	41,500
Total Permanent Funds	\$ 128,300	\$ 112,927	\$ 135,700
ENTERPRISE FUNDS			
Electric	\$ 8,558,365	\$ 9,357,858	\$ 8,883,286
Water	1,946,400	2,000,689	1,981,400
Sewer	1,951,590	1,875,906	1,944,590
Garbage	768,144	813,942	792,441
	\$ 13,224,499	\$ 14,048,395	\$ 13,601,717
Horseshoe Bend	\$	\$	\$ 6,000,000
	\$	\$	\$ 6,000,000
Total Enterprise Funds	\$ 13,224,499	\$ 14,048,395	\$ 19,601,717
INTERNAL SERVICE FUNDS			
	\$	\$	\$
Total Internal Service Funds	\$	\$	\$
TOTAL ALL FUNDS	\$ 40,945,661	\$ 37,370,542	\$ 49,018,603

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

Schedule D - Other Financing Sources/<Uses> and Interfund Transfers
City of Page
Other Financing Sources/(Uses) and Interfund Transfers
Fiscal Year 2020

FUND	OTHER FINANCING 2020		INTERFUND TRANSFERS 2020	
	SOURCES	(USES)	IN	(OUT)
GENERAL FUND				
From Miscellaneous Grants	\$	\$	\$ 29,000	\$
To Capital Projects Fund				1,500,000
To Debt Service Fund				3,400,000
From Debt Service Fund			1,140,780	
From Horseshoe Bend			215,000	
Total General Fund	\$	\$	\$ 1,384,780	\$ 4,900,000
SPECIAL REVENUE FUNDS				
Highway User Fund to Capital Projects	\$	\$	\$	\$ 135,000
Misc Grants to General Fund				29,000
Airport Fund to Capital Projects Fund				725,125
Airport Fund to Debt Service Fund				206,250
Land Fund to Capital Projects Fund				505,000
Total Special Revenue Funds	\$	\$	\$	\$ 1,600,375
DEBT SERVICE FUNDS				
From Airport Fund	\$	\$	\$ 206,250	\$
From General Fund			3,400,000	
From Refuse Fund			144,000	
To General Fund				1,140,780
Total Debt Service Funds	\$	\$	\$ 3,750,250	\$ 1,140,780
CAPITAL PROJECTS FUNDS				
From Cemetery Fund	\$	\$	\$ 125,000	\$
From Highway User Fund			135,000	
From Airport Fund			725,125	
From General Fund			1,500,000	
From Land			505,000	
From Horseshoe Bend			755,000	
Total Capital Projects Funds	\$	\$	\$ 3,745,125	\$
PERMANENT FUNDS				
Perpetual Care Fund:	\$	\$	\$	\$
To Capital Projects Fund				125,000
Total Permanent Funds	\$	\$	\$	\$ 125,000
ENTERPRISE FUNDS				
Refuse Fund:	\$	\$	\$	\$
To Debt Service Fund				144,000
Horseshoe Bend Fund:				
To Capital Fund				755,000
To General Fund				215,000
Total Enterprise Funds	\$	\$	\$	\$ 1,114,000
INTERNAL SERVICE FUNDS				
	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$	\$	\$ 8,880,155	\$ 8,880,155

Schedule E - Expenditures/Expenses by Fund
City of Page
Expenditures/Expenses by Fund
Fiscal Year 2020

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2019	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2019	ACTUAL EXPENDITURES/ EXPENSES* 2019	BUDGETED EXPENDITURES/ EXPENSES 2020
GENERAL FUND				
General Government	\$ 6,684,437	\$	\$ 5,211,239	\$ 6,017,119
City Council	86,654		76,462	102,450
City Services	901,241		1,310,026	1,355,173
Fire Department	2,252,655		1,871,845	2,333,646
Golf Course	41,390		38,947	
Police Department	3,438,846		2,694,075	3,613,920
Public Works	1,838,257		1,121,245	1,392,101
Corrals				98,764
Total General Fund	\$ 15,243,480	\$	\$ 12,323,839	\$ 14,913,173
SPECIAL REVENUE FUNDS				
Airport	\$ 201,792	\$	\$ 119,901	\$ 387,713
Grants/Donations	4,738,857		4,405,162	5,107,726
Highway User Revenue	220,400		490,829	920,400
JCEF	40,000		15,119	40,000
Substance Abuse	15,000		11,712	25,000
Total Special Revenue Funds	\$ 5,216,049	\$	\$ 5,042,723	\$ 6,480,839
DEBT SERVICE FUNDS				
Debt Service	\$ 1,399,388	\$	\$ 1,229,649	\$ 3,024,700
Total Debt Service Funds	\$ 1,399,388	\$	\$ 1,229,649	\$ 3,024,700
CAPITAL PROJECTS FUNDS				
Capital Projects/Equipment	\$ 11,714,550	\$	\$ 7,443,827	\$ 9,529,203
Total Capital Projects Funds	\$ 11,714,550	\$	\$ 7,443,827	\$ 9,529,203
PERMANENT FUNDS				
Cemetery	\$ 11,300	\$	\$ 10,768	\$ 21,300
Fire Pension	46,000		30,355	75,400
Total Permanent Funds	\$ 57,300	\$	\$ 41,123	\$ 96,700
ENTERPRISE FUNDS				
Electric/Water/Sewer/Refuse	\$ 14,642,197	\$	\$ 14,471,165	\$ 14,507,047
Horseshoe Bend			332,621	2,149,839
Golf				918,908
Total Enterprise Funds	\$ 14,642,197	\$	\$ 14,803,786	\$ 17,575,794
INTERNAL SERVICE FUNDS				
	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$ 48,272,964	\$	\$ 40,884,947	\$ 51,620,409

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

Schedule F - Expenditures/Expenses by Department
City of Page
Expenditures/Expenses by Department
Fiscal Year 2020

	ADOPTED BUDGETED EXPENDITURES/ EXPENSES	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED	ACTUAL EXPENDITURES/ EXPENSES*	BUDGETED EXPENDITURES/ EXPENSES
DEPARTMENT/FUND	2019	2019	2019	2020
GENERAL FUND				
City Administration	\$ 254,357	\$	\$ 254,748	\$ 252,277
City Attorney	220,285		200,586	238,043
City Clerk	215,218		183,222	224,803
City Council	86,654		76,462	102,450
Community Development	1,111,665		537,869	674,742
Community Dev-Bldg & Code Co	150,865		126,482	167,756
Community Dev-Planning & Zoni	411,344		113,530	365,561
Community Services Admin.	117,573		148,989	33,578
Community Services-Comm Ctr	121,418		127,772	235,462
Community Services-Library	539,106		454,464	389,086
Community Services-Recreation	240,717		202,306	317,967
Community Services -Park Maint	579,796		525,484	412,658
Community Services -Corrals				98,764
Finance	400,615		383,103	466,609
Fire Department	2,252,655		1,871,845	2,333,646
General Services	965,400		507,909	928,000
Golf Course Maintenance	41,390		38,947	
Human Resource/Risk Mgt	1,937,929		1,899,516	1,707,791
Information Technology	471,659		467,122	528,211
Magistrate	427,527		388,163	429,748
Police Dept. Administration	344,263		322,827	382,755
Police Dept.-Communications	470,049		405,118	608,922
Police Dept.-Investigations	426,712		406,302	408,169
Police Dept.-Patrol	2,197,823		1,559,828	2,214,074
Public Works Administration	641,343		523,004	715,062
Public Works-Building Maint.	326,293		308,283	377,312
Public Works-Central Garage	290,825		289,958	299,727
Department Total	\$ 15,243,480	\$	\$ 12,323,839	\$ 14,913,173
HORSESHOE BEND FUND				
Horseshoe Bend Fund	\$	\$	\$ 332,621	\$ 2,149,839
Department Total	\$	\$	\$ 332,621	\$ 2,149,839
GOLF				
Golf Administration	\$	\$	\$	\$ 524,694
Golf Maintenance				394,214
Department Total	\$	\$	\$	\$ 918,908
HIGHWAY USER FUND				
Highway User Fund	\$ 220,400	\$	\$ 490,829	\$ 920,400
Department Total	\$ 220,400	\$	\$ 490,829	\$ 920,400
SUBSTANCE ABUSE FUND				
Substance Abuse	\$ 15,000	\$	\$ 11,712	\$ 25,000
Department Total	\$ 15,000	\$	\$ 11,712	\$ 25,000

City of Page
Expenditures/Expenses by Department
Fiscal Year 2020

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED	ACTUAL EXPENDITURES/ EXPENSES*	BUDGETED EXPENDITURES/ EXPENSES
	2019	2019	2019	2020
DEBT SERVICE FUND				
Debt Service	\$ 1,399,388	\$	\$ 1,229,649	\$ 3,024,700
Department Total	\$ 1,399,388	\$	\$ 1,229,649	\$ 3,024,700
MISCELLANEOUS GRANTS				
Miscellaneous Grants	\$ 4,706,480	\$	\$ 4,394,367	\$ 5,076,930
Department Total	\$ 4,706,480	\$	\$ 4,394,367	\$ 5,076,930
JCEF FUND				
JCEF Expenses	\$ 40,000	\$	\$ 15,119	\$ 40,000
Department Total	\$ 40,000	\$	\$ 15,119	\$ 40,000
DONATION FUND				
Donation Account Expenses	\$ 32,377	\$	\$ 10,795	\$ 30,796
Department Total	\$ 32,377	\$	\$ 10,795	\$ 30,796
CAPITAL PROJECTS FUND				
Federal Grants	\$ 4,305,000	\$	\$ 636,074	\$ 4,584,000
State Grants	3,107,000		14,741	114,125
Capital Projects/Equipment	4,302,550		6,793,012	4,831,078
Department Total	\$ 11,714,550	\$	\$ 7,443,827	\$ 9,529,203
AIRPORT FUND				
Airport	\$ 201,792	\$	\$ 119,901	\$ 387,713
Department Total	\$ 201,792	\$	\$ 119,901	\$ 387,713
CEMETERY FUND				
Cemetery	\$ 11,300	\$	\$ 10,768	\$ 21,300
Department Total	\$ 11,300	\$	\$ 10,768	\$ 21,300
FIRE PENSION FUND				
Volunteer Fire Pension	\$ 46,000	\$	\$ 30,355	\$ 75,400
Department Total	\$ 46,000	\$	\$ 30,355	\$ 75,400

City of Page
Expenditures/Expenses by Department
Fiscal Year 2020

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED	ACTUAL EXPENDITURES/ EXPENSES*	BUDGETED EXPENDITURES/ EXPENSES
	2019	2019	2019	2020
PAGE ELECTRIC UTILITY FUND				
Electric	\$ 10,434,500	\$	\$ 10,562,959	\$ 10,028,000
Department Total	\$ 10,434,500	\$	\$ 10,562,959	\$ 10,028,000
PAGE WATER FUND				
Water	\$ 1,791,118	\$	\$ 1,611,913	\$ 1,854,600
Department Total	\$ 1,791,118	\$	\$ 1,611,913	\$ 1,854,600
PAGE SEWER FUND				
Sewer	\$ 1,726,113	\$	\$ 1,584,317	\$ 1,906,775
Department Total	\$ 1,726,113	\$	\$ 1,584,317	\$ 1,906,775
PAGE REFUSE FUND				
Refuse	\$ 690,466	\$	\$ 711,976	\$ 717,672
Department Total	\$ 690,466	\$	\$ 711,976	\$ 717,672

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

Schedule G - Summary Schedule of Estimated Revenues and Expenditures/Expenses

City of Page Full-Time Employees and Personnel Compensation Fiscal Year 2020

FUND	Full-Time Equivalent (FTE) 2020	Employee Salaries and Hourly Costs 2020	Retirement Costs 2020	Healthcare Costs 2020	Other Benefit Costs 2020	Total Estimated Personnel Compensation 2020
GENERAL FUND	122.48	\$ 6,560,923	\$ 1,041,071	\$ 1,215,983	\$ 745,808	\$ 9,563,785
SPECIAL REVENUE FUNDS						
Airport	1.49	\$ 51,857	\$ 4,246	\$ 17,802	\$ 6,008	\$ 79,914
Total Special Revenue Funds	1.49	51,857	4,246	17,802	6,008	79,914
DEBT SERVICE FUNDS						
Total Debt Service Funds	-	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECTS FUNDS						
Total Capital Projects Funds	-	\$ -	\$ -	\$ -	\$ -	\$ -
PERMANENT FUNDS						
Total Permanent Funds	-	\$ -	\$ -	\$ -	\$ -	\$ -
ENTERPRISE FUNDS						
Electric	18.00	\$ 1,401,000	\$ 165,000	\$ 189,000	\$ 142,000	\$ 1,897,000
Water	9.00	402,000	47,000	92,000	47,500	588,500
Sewer	10.00	448,000	54,000	92,000	45,275	639,275
Horseshoe Bend	21.75	834,714	97,792	257,218	102,109	1,291,833
Golf Course	14.27	466,237	48,741	85,238	43,465	643,681
Total Enterprise Funds	73.02	3,551,951	412,533	715,456	380,349	5,060,289
INTERNAL SERVICE FUND						
Total Internal Service Fund	-	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL ALL FUNDS	196.99	\$ 10,164,731	\$ 1,457,850	\$ 1,949,241	\$ 1,132,165	\$ 14,703,988

XIV. Glossary

1. **Accrual Basis of Accounting:** A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when a good or service is used.
2. **ADA:** Acronym that stands for Americans with Disabilities Act. A measure passed by the federal government that became effective January 1994, that requires, among other things, the City to make all programs and facilities accessible to any handicapped person who asks for it.
3. **Adopted Budget:** A plan of financial operations approved by the City Council and established by resolution which reflects approved tax rates, estimates of revenues, expenditures, transfers, departmental objectives, and performance/workload indicators for a fiscal year.
4. **ADOT:** Acronym that stands for Arizona Department of Transportation.
5. **Agency Funds:** These funds account for assets held by an entity in a trustee capacity or as an agent for individuals, private organizations, other governmental organizations, or other funds. This is a type of fiduciary fund.
6. **AHCCCS:** An acronym for "Arizona Health Care Cost Containment System." Arizona counties make a contribution to the State-managed AHCCCS system based on a formula proscribed by State law. The AHCCCS program provides indigent health care.
7. **ALTCS:** An acronym for "Arizona Long-Term Care System" which provides indigent long-term care. Counties make a contribution to ALTCS based on a formula established by State law.
8. **Annual Financial Audit:** The independent review of the financial position and reporting procedures of a local government entity.
9. **Annualize:** To calculate the full-year cost of any budget changes made mid-fiscal year for the purpose of adding that cost to a prepared annual budget.
10. **Appropriation Ordinance:** The official document adopted by the City Council establishing the legal authority to obligate and expend resources.
11. **Appropriation:** An authorization made by the City Council that permits the City to incur obligations and to make expenditures of resources.
12. **ASRS:** Acronym for Arizona State Retirement System, a state agency that administers a pension plan, long-term disability plan, retiree health insurance plans and other benefits to qualified government workers.
13. **Assessed Valuation:** A value that is established for real and personal property for use as a basis for levying property taxes. NOTE: The City of Page does not assess property tax at this time.
14. **Assessment Ratio:** The ratio at which the tax rate is applied to the tax base.
15. **Asset:** Resources owned or held by a government which have monetary value.
16. **Attrition:** A method of reducing personnel by not filling positions made vacant through resignation, reassignment, transfer, retirement, termination, or means other than layoff.
17. **Audit:** Prepared by an independent certified public accountant (CPA), the primary objective of an audit is to express an opinion of whether the City's financial statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a management letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.
18. **Balanced Budget:** A budget where total expenditures do not exceed total revenues and other sources.
19. **Basis of Accounting:** A term used to refer to when revenues and obligations are recognized in the accounts and reported in the financial statements.
20. **Bond Refinancing:** The payoff and re-issuance of bonds in order to obtain an improved interest rate and/or bond conditions.
21. **Bond:** A long-term promise to repay a specified amount (on the face of the bond) on or by a particular date; used primarily to finance capital projects.
22. **Budget Amendment:** A procedure to revise a budget appropriation either by City Council approval through the adoption of a supplemental appropriation ordinance for any interdepartmental or interfund adjustments, or by City Manager authorization to adjust appropriations within a departmental budget. These are discouraged.
23. **Budget Basis:** The form of accounting utilized throughout the budget process. The City's budget for general government is on the modified accrual basis. Revenues are recorded when they are both measurable and available. Liabilities are recognized when incurred (except for long-term debt which is carried in the general long-term debt account group). The City's accounting records for the Enterprise Funds are maintained on a full accrual basis; revenues are recognized when earned and expenses are recognized when incurred.
24. **Budget Calendar:** The schedule of key dates or milestones that the City follows during the preparation, adoption, and administration of the budget.

25. **Budget Carryforward:** The departments are responsible for requesting and verifying carry-forward. Carryforwards are most frequently used during construction of large capital projects such as buildings, streets, and sewers.
26. **Budget Document:** This document is used to present a comprehensive financial program to the citizens of the City of Page, the City Council, and other interested parties.
27. **Budget Message:** The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations regarding the financial policy for the coming period.
28. **Budget Policies:** General and specific guidelines that govern financial plan preparation and administration.
29. **Budget:** A financial plan for a specified period of time that matches planned revenues and expenditures to municipal services. City of Page prepares a financial plan each fiscal year. A fiscal year beginning July 1.
30. **Budgetary Basis:** The basis of accounting used by a government agency to estimate financing sources and uses in its budget, which are generally GAAP, cash, or modified cash accrual basis.
31. **Budgetary Control:** The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.
32. **Budgeted Funds:** Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body.
33. **Capital Assets:** Assets of a determined value (\$5,000 or more for City of Page) which generally have an assigned useful life of several years; also called fixed assets.
34. **Capital Expenditure:** An expenditure used from a department's operating budget for the acquisition of a capital asset. A capital asset is an item that costs \$5,000 or more and has an assigned useful life of at least one year. Capital assets should be budgeted and itemized in the capital outlay object codes.
35. **Capital Improvements Plan (CIP):** A plan to provide for the maintenance or replacement of existing public facilities and assets and for the construction or acquisition of new ones.
36. **Capital Improvements Plan Budget:** A Capital Improvement Plan (CIP) Budget is a budget separate from the operating budget. Items in the CIP are usually construction or renovation projects designed to improve the value of the government assets. Examples of capital improvement projects include new roads, sewer lines, buildings, recreational facilities, and large scale remodeling.
37. **Capital Project:** A major construction, acquisition, or renovation activity which adds value to a government's physical assets or significantly increases its useful life; also called a capital improvement.
38. **Capital Projects Budget:** A spending plan for improvements to or acquisition of city-owned land, facilities, and/or infrastructure. The capital budget (1) balances revenues and expenditures, (2) specifies the sources of revenues, (3) lists each project of acquisition, and (4) must ordinarily be approved by the legislative body.
39. **Capital Projects Fund:** A fund created to account for financial resources to be used for the acquisition, construction, or renovation of major capital facilities (other than those financed by proprietary funds, special assessment funds, and trust funds).
40. **Capitalized Interest:** A portion of the proceeds of an issue that is set aside to pay interest in the securities for a specified period of time. Interest is commonly capitalized for the construction period of a revenue producing project and sometimes for a period thereafter, so that debt service expense does not begin until the project is expected to be operational and producing revenues. Sometimes referred to as "funded interest."
41. **Carry Forward:** Cash available at the end of the fiscal year.
42. **Cash Basis:** A basis of accounting in which transactions are recognized only when cash is increased or decreased.
43. **CDBG:** Acronym that stands for Community Development Block Grant. A source of grant funding for a variety of projects.
44. **Chart of Accounts:** A chart that assigns a unique number to each type of transaction (e.g., salaries or for recording revenues and expenditures that fits the organizational structure and adheres to statutory and financial reporting requirements).
45. **CIP:** Acronym that stands for (1) Capital Improvements Program and (2) Construction in Progress.
46. **City Sales Tax:** A general excise tax levied on all applicable categories of sales expressed as a percentage of the State Sales Tax.
47. **Commodities:** Expendable items that are consumable or have a short life span, such as office supplies, gasoline, and small equipment.
48. **Compensated Absences:** Compensated absences are absences for which employees will be paid, such as vacation, sick leave, or other leave.
49. **Construction in Progress:** Entry records tracking the cost of construction work, which is not yet completed (typically, applied to capital budget items). A CIP item is not depreciated until the asset is placed in service.

50. **Consumer Price Index:** A statistical description of price levels provided by the U.S. Department of Labor and used as a measure of the increase in the cost of living to reflect economic inflation.
51. **Contingency:** A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.
52. **Contractual Services:** Services rendered to a government by private firms, individuals, or other governmental agencies (e.g., rents, maintenance agreements, and professional consulting services).
53. **Control Account or Control Group:** The identity given to expenditure types, such as personnel costs, services and supplies, and capital outlay expenditures.
54. **Debt Limitation:** The limit set on the issuance of general obligation bonds per State constitution. For general municipal purposes, a municipality cannot incur a debt exceeding six percent of the assessed valuation of taxable property in the city. Additional bonds amounting to twenty percent of the assessed valuation of taxable property can be issued for supplying such specific city services as water, lights, sewers, development of open spaces, preserves, parks, playgrounds and recreational facilities. The City currently has no general obligation bonds.
55. **Debt Service Fund Requirements:** The amounts of revenue which must be provided for a Debt Service Fund so that all principal and interest payments can be made in full on schedule.
56. **Debt Service Fund:** A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
57. **Debt Service:** The amount of interest and principal that a City must pay each year on net direct long-term debt plus the interest it must pay on direct short-term debt.
58. **Deferred Compensation Agency Fund:** The City administered fund that is used to account for the monies held for employees who elect to make cash contributions, through payroll deduction, to a tax-deferred plan known as the 457 Plan.
59. **Deficit:** The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.
60. **Department:** A major administrative division of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.
61. **Depreciation:** This is the amount of expense charged against earnings by an organization to write off the cost of a capital asset over its useful life, giving consideration to wear and tear, obsolescence and salvage value. If the expense is assumed to be incurred in equal amounts in each business period over the life of the asset, the depreciation method used is straight line (SL).
62. **Designated Fund Balance:** A portion of unreserved fund balance designated for a specific future use.
63. **Direct Debt:** The sum of the total bonded debt and any unfunded debt (i.e. short-term notes) of the City for which the City has pledged its "full faith and credit." This does not include the debt of overlapping jurisdictions.
64. **Employee Related Expenditures (ERE):** The ERE included in the Adopted Budget are the City's share of an employee's fringe benefits and taxes. ERE provided by the City of Page include FICA (Social Security), Medicare, employee and dependent health insurance, dental, vision, unemployment, life insurance, retirement, and workers compensation.
65. **Encumbrance:** A reservation of funds for an anticipated expenditure prior to actual payment of that specific item. Funds usually are reserved or encumbered with a purchase order prior to the actual cash payment being disbursed.
66. **Enterprise Fund:** A proprietary fund established to account for governmental facilities and services that are entirely or predominantly self-supporting by user charges; or when the governmental unit has decided periodic determination of revenues earned, expenses, and/or net income is appropriate, (i.e., governmentally-owned utilities.)
67. **Estimated Revenue:** The amount of projected revenue to be collected during the fiscal year.
68. **Expenditure Limitation:** A state imposed limit placed on expenditures of the City.
69. **Expenditure:** A decrease in net financial resources. Expenditures include payment in cash for current operating expenses, capital outlays and debt service.
70. **Expense:** Charges incurred for operations, maintenance, interest, or other charges.
71. **Fees:** Charges for direct receipt of a public service on the party receiving the service.
72. **FEMA:** Acronym that stands for Federal Emergency Management Agency. A federal agency that provides funding for grants related to hazard mitigation.
73. **FICA:** Acronym for Federal Insurance Contributions Act, federal law that requires three separate taxes from wages paid to employees. Comprised of Social Security tax, Medicare tax, and Medicare surtax (surtax for employees earning over \$250,000 annually).
74. **Fiduciary Fund:** The trust and agency funds used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other government units and/or other funds.

75. **Financial Accounting Standards Board (FASB):** This private, non-profit organization is responsible for determining standards of accounting principles. These principles are commonly referred to as the Generally Accepted Accounting Principles (GAAP).
76. **Financial Plan:** A parent document for the budget that establishes management policies, goals, and objectives for all programs within the City.
77. **Fiscal Policy:** A government agency's adopted policy for managing revenues, spending, and debt related to the government services and programs it provides and its capital investment; fiscal policy establishes agreed-upon principles and guidelines for the planning and programming of government budgets and their funding.
78. **Fiscal Year:** The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Page has specified July 1 through June 30 as its fiscal year.
79. **Fixed Assets:** Assets of long-term character that is intended to continue or to be held or used, such as land, building, machinery, furniture and other equipment. The City has defined such assets as those with an expected life of more than one year and an acquisition cost of more than \$5,000.
80. **Full Accrual Accounting:** A basis of accounting in which revenue is recognized when earned and expenses are recognized when incurred.
81. **Full-Time Equivalent (FTE):** A value equivalent to the number of employees paid full time (forty hours per week or from 2,080 to 2,096 hours per year, depending on the calendar). A half-time position that is paid 20 hours per week equates to a 0.5 FTE.
82. **Function:** A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., public safety).
83. **Fund Balance/Equity:** The difference between a fund's assets and its liabilities. Portions of the fund balance may be reserved for various purposes, such as contingencies or encumbrances, carried forward into the next fiscal year, or reverted back to a granting agency if such is contractually stipulated.
84. **Fund Transfers:** Transferring monies between funds is a tool for maintaining a structurally-balanced budget.
85. **Fund:** A fiscal and accounting entity with a self-balancing set of accounts which is segregated for the purpose of carrying on specific activities or objectives in accordance with specific regulations, restrictions, or limitations. The City of Page has several funds. Governmental accounting information is organized into funds, each with separate revenues, expenditures, and fund balances.
86. **FY:** Abbreviation for fiscal year, the time period designated by the City signifying the beginning and ending period for recording financial transactions.
87. **GASB 34:** Refers to Statement 34 issued by the Government Accounting Standards Board which establishes new requirements for the annual financial reports of state and local governments. The statement was developed to make annual reports easier to understand and more useful to the people who use governmental financial information to make their decisions (or who may do so in the future): legislators, their staff, and members of oversight bodies; investors, creditors, and others who provide resources to governments; and citizen groups and the public in general.
88. **General Fixed Asset Account Group:** A self-balancing group of accounts established to account for fixed assets of the City. This does not include fixed assets of the Enterprise Funds. These are included in the Enterprise Fund.
89. **General Fund:** The primary operating fund of the City; the General Fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General Fund revenues include city sales taxes, licenses and permits, service charges, and other locally generated types of revenue. This fund usually includes most of the basic operating services, such as police protection, finance, data processing, courts, attorneys, parks and recreation, and general administration.
90. **General Governmental Revenue:** The revenues of a government other than those derived from and retained in an enterprise fund.
91. **General Long-term Debt Account Group:** An account group that accounts for the balances due on long-term indebtedness that has been financed. The group also accounts for the dollar value of the accrued vacation and other compensated absences of city employees.
92. **General Obligation (GO) Bond:** General obligation bonds must be approved by a majority of City of Page residents. They are sold to raise funding for capital expenditures.
93. **Generally Accepted Accounting Principles (GAAP):** These are the uniform minimum standards for financial accounting and reporting, reflecting the rules and procedures that define accepted accounting principles.
94. **GIS:** Acronym for geographic information system, a system designed to capture, store, manipulate, analyze, manage, and present spatial or geographic data.
95. **Goal:** A goal is the purpose towards which an endeavor is directed. A goal supports a department's mission statement and a citywide priority. Goals should include expected performance levels (i.e., citizen satisfaction levels, turnaround times, efficiencies, etc.) and are results-oriented, specific, state outcomes in measurable terms, and attainable within a specifically-stated timeframe.

96. **GOHS:** Acronym that stands for Governor's Office of Highway Safety. A state agency that provides funding for grants related to traffic enforcement programs.
97. **Governmental Accounting Standards Board (GASB):** An independent not-for-profit organization that is responsible for issuing accounting standards for state and local governments.
98. **Governmental Fund:** A generic classification used by GASB to refer to all funds other than proprietary and fiduciary funds. The general fund, special revenue funds, capital projects funds, and debt service funds are the types of funds referred to as governmental funds. Governmental funds are said to be expendable; that is, resources are received and expended, with no expectation that they will be returned through user or departmental charges. Revenues and expenditures (not expenses) of governmental funds are recognized on the modified accrual basis of accounting.
99. **Grant Reversion:** When a government entity in receipt of a grant reverts any unexpended funds from the grant award to the granting agency.
100. **Grant:** A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.
101. **Gross Pledge or Gross Revenue Pledge:** A pledge that all revenues received will be used for debt service prior to deductions for any costs or expenses.
102. **Highway User Revenue Fund (HURF):** The Special Revenue Fund that accounts transportation related revenue and expenditures associated to the construction or maintenance of city streets. This revenue is derived from the gas tax, a portion of which is returned to Cities by the state.
103. **HURF:** Acronym that stands for Highway User Revenue Fund.
104. **Improvement District:** An area that is established to receive specific capital improvements or services deemed to benefit primarily those properties within its boundaries.
105. **Incremental Budgeting:** A budgeting process in which precedent determines how funds will be allocated among departments and programs. Under incremental budgeting, increases in allocations usually occur in small increases over past levels.
106. **Indirect Cost:** A fixed or overhead cost that cannot be attributed directly to the production of a particular item and is incurred even when there is no output. Indirect costs may include the cost center functions of finance and accounting, information technology, administration, and personnel.
107. **Industrial Insurance:** Insurance for work-related injuries and illnesses, and pays for approved medical, hospital, and related services essential to an injured worker's treatment and recovery. It also provides partial wage replacement for injured workers who are temporarily unable to work.
108. **Infrastructure:** The physical assets of a government (e.g., streets or bridges).
109. **Intergovernmental Revenue:** Revenues from other governments, such as the state and federal government, in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.
110. **iWorQ:** Web-based applications for work management, permit management, code enforcement, and license management for cities and counties.
111. **JCEF:** Acronym that stands for Judicial Criminal Enhancement Fund. The State of Arizona Department of Public Safety administers this fund. This fund provides grant money to local law enforcement authorities to be used to enhance projects designed to prevent or control crimes.
112. **Land Development:** Capital improvements to preserve land or to enhance its public use. This includes fencing, outdoor lighting, drainage/storm runoff, and planting vegetation, as well as forest thinning.
113. **Lease Purchase Agreement:** A contractual agreement by which capital outlay may be purchased by making annual lease payments.
114. **Lease Purchase:** This method of financing allows the City to construct or acquire property and pay for it over a period of time by installment payments rather than an outright purchase. The time payments include an interest charge, which is typically lower than standard rates because the recipient does not have to pay income tax on the interest.
115. **Levy Limit:** In 1980, the Arizona Constitution was amended to limit the amounts which could be levied on property by the City and other local governments.
116. **Levy:** To impose taxes for the support of governmentally-provided services.
117. **Liability:** Resources owned by a government which have monetary value.
118. **Limited Appointment:** A position whose appointment is made for a specific project within a specific time frame. Limited appointments must be for no more than 24 months in duration.
119. **Line-Item Budget:** A budget that lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.
120. **Long-Term Debt:** Debt with a maturity of more than one year after the date of issuance.
121. **Major Fund:** A fund consisting of 10% or more of the associated total revenues, expenditures/expenses, assets, or liabilities of all governmental or all enterprise funds, and 5% or more of revenues, expenditures/expenses, assets, or liabilities of all governmental funds and enterprise funds.

122. **Marginal Cost:** The additional cost of providing service to one more resident or consumer. Once capacity is reached, additional service capacity must be funded, and marginal cost increases substantially.
123. **Maturity Date:** The date by which long-term debt will be paid off.
124. **Mission Statement:** A clear, concise statement of purpose for the entire City or department. The mission's focal point is broad, yet distinctly describes the City or department goals.
125. **Modified Accrual Basis of Accounting:** A type of accounting in which revenue is recognized when it is measurable and available to finance the expenditures of the current period and expenditures are generally recorded when the related fund liability is incurred (with some exceptions).
126. **MPC Bonds:** A method of funding major municipal projects. Citizens do not have to vote on this means of financing, nor are the bonds subject to debt limitation as specified by State constitution.
127. **MPC:** Acronym that stands for Municipal Property Corporation. A non-profit corporation with the main purpose of providing a financing alternative to fund the cost of acquiring, constructing, reconstructing and improving various municipal properties and buildings suitable for use by and for leasing to the City.
128. **NACOG:** Acronym that stands for Northern Arizona Council of Governments. A council of governments representing western Arizona, headed by an executive board that assist member agencies with the administration of government, community development, planning of municipal facilities and road improvements. This council also determines the distribution of Community Development Block Grant (CDBG) allocations.
129. **Net Direct Debt (or Net Bonded Debt):** Direct debt minus self-supporting debt.
130. **Net Pledge or Net Revenue Pledge:** A pledge that net revenues will be used for payment of debt service.
131. **Non-major Fund:** A fund consisting of less than 10% of the associated total revenues, expenditures/ expenses, assets, or liabilities of all governmental or all enterprise funds, and less than 5% of revenues, expenditures expenses, assets, or liabilities of all governmental funds and enterprise funds.
132. **Non-operating Expense:** An expense that is not directly related to the provision of services, i.e. debt service.
133. **Non-operating Revenue:** Revenue that is generated from other sources, i.e. interest, and is not directly related to service activities.
134. **Non-recurring Expense:** Extraordinary or one-time expense that is not expected to continue over time, at least on a regular basis.
135. **Non-recurring Revenue:** Extraordinary or one-time revenue that is not expected to continue over time, at least on a regular basis.
136. **Object Code:** Identifies the expenditure type (e.g., cash, accounts payable, salaries and wages, etc.)
137. **Objective:** A statement of specific direction, purpose, or intent based on the goals established for a specific department.
138. **Obligations:** Amounts which a government may be legally required to meet out of its resources, including both actual liabilities and encumbrances not yet paid.
139. **Operating Budget:** The portion of the budget that pertains to daily operations that provides basic governmental services. The operating budget excludes the capital projects budget. It contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.
140. **Operating Expenses:** The cost for personnel, materials, and equipment required for a department to function.
141. **Operating Revenue:** Funds received as income, exclusive of other financing sources such as bond proceeds. In governmental fund types, this includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income. Proprietary Fund revenues are directly related to the primary activities of the fund, i.e. user charges.
142. **Operating Transfer:** City resources are transferred between various funds. Transfers are made in order to subsidize projects in other funds. Transfers to other funds always equal transfers from other funds.
143. **Overlapping Debt:** The City's proportionate share of the debt of other local governmental units that either overlap it or underlie it. The debt is generally apportioned based on relative assessed value.
144. **Performance Budget:** A budget that focuses upon departmental goals and objectives rather than those line items, programs, or funds. Workload and unit cost data are collected in order to assess the effectiveness and efficiency of services.
145. **Performance Indicators:** Specific quantitative and qualitative measures of work performed as an objective of specific departments or programs.
146. **Performance Measure:** As defined by GFOA, a specific quantitative measure or qualitative assessment of results obtained through a program or activity. It summarizes the relationship between inputs and outputs in achieving outcomes with respect to effectiveness, cost (efficiency) and quality.
147. **Performance Measurement:** As defined by GFOA, a process for determining how a program is accomplishing its mission, goals, and objectives through the delivery of products, services, or processes.
148. **Personal Property:** For property tax purposes in Arizona, personal property is designated as all types of property except land, buildings, or other real property improvements. Taxable personal property includes

movable items used for agricultural, commercial, industrial, or rental-residential purposes. Personal property is not attached permanently to real property and may be removed by its owner without damage to the real property. Mobile homes are also personal property unless the owners file an affidavit affixing the mobile home to their real property.

149. **Personnel Savings:** A savings in general, when budgeted positions are held vacant or employees are paid at a lower rate than was budgeted.
150. **Personnel Services:** A category of expenditures within the budget that includes salaries, benefits, temporaries, and overtime, etc.
151. **Pledged Revenues:** These are monies obligated for the payment of debt service and the making of other deposits required by the bond contract.
152. **Position:** A single specific instance of a job class, whether occupied or vacant, involving duties entailing the services of one person. A position may be full- or part-time as reflected in the FTE value.
153. **Program Budget:** A budget that focuses upon broad functions or activities of an agency or jurisdiction rather than upon its organizational budget units or object classes of expenditure.
154. **Program:** A set of activities that have a common purpose that produces results for customers. Programs are described in the department description and are aligned with the department's mission and goals.
155. **Proposed Budget:** A plan of financial operations submitted by the City manager to the City Council. This plan reflects estimated revenues, expenditures, transfers, and departmental goals, objectives, and performance/workload indicators.
156. **Proprietary Funds:** Sometimes referred to as "income determination," "non-expendable," or "commercial-type" funds. They are used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (enterprise and internal service funds). Revenues and expenses (not expenditures) are accounted for on the full accrual basis.
157. **PSPRS:** Acronym for Public Safety Personnel Retirement System, a state agency that administers governmental retirement plan for public safety personnel.
158. **Public Hearing:** An open meeting regarding proposed operating or capital budget allocations which provides citizens with an opportunity to voice their views on the merits of the proposals.
159. **PUE:** Acronym that stands for Page Utility Enterprises. Not-for-profit public power entity, owned by the City of Page.
160. **Real Property:** Real estate, including land and improvements (buildings, fencing, paving) classified for purposes of assessment.
161. **Recurring Expenditures:** Expenses expected to be funded every year in order to maintain current/status quo service levels.
162. **Recurring Revenues:** Revenues that can reasonably be expected to continue year to year, with some degree of predictability.
163. **Reserve:** An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.
164. **Resolution:** A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.
165. **Resources:** The total amount available for appropriation including estimated revenues, fund transfers, and beginning fund balances.
166. **Revenue Bond:** A bond that is payable from a specific source of revenue and to which the full faith and credit of an issuer with taxing power is not pledged. Revenue bonds are payable from identified sources of revenue and do not permit the bondholders to compel taxation or legislative appropriation of funds not pledged for payment of debt service. Pledged revenues may be derived from operation of the financed project, grants, and excise or other specified non-ad-valorem taxes. Revenue bonds are not subject to the debt limitation as regulated by the State constitution; however, they still must be submitted to the voters for approval.
167. **Revenue Neutral Position:** A position is considered to be revenue neutral when its expenditure impact, i.e., its total cost, is directly offset by the generation of incremental (or "new") revenue.
168. **Revenue:** Funds that the government receives as income. This includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.
169. **RICO:** Acronym that stands for Racketeering Influenced Criminal Organizations. A Special Revenue Fund that accounts for the RICO revenues and expenses of the Police Department. Expenditures from this fund are restricted to the furtherance of law enforcement efforts.
170. **Risk Management:** An organized attempt to protect a government's assets against loss in the most economical method.
171. **SCBA:** Acronym for self-contained breathing apparatus, a device worn by rescue workers, firefighters, and other to provide breathable air in an immediately dangerous to life or health atmosphere.

- 172. **Self-Supporting Debt:** Debt for which the City has pledged a repayment source separate from its general tax revenues (i.e. Wastewater bond repaid from wastewater user charges/improvement district (assessment) bonds utility income/special assessment bonds).
- 173. **Service Area:** These are made up of departments with similar goals and priorities with a common purpose and common issues to address.
- 174. **Service Level:** Services or products which comprise actual or expected output of a given program. Focus is on results, not measures or workload.
- 175. **Services:** A service is the productive outcome that the customer receives from a department.
- 176. **Source of Revenue:** Revenues are classified according to their source or point of origin.
- 177. **Special Assessment:** A tax or levy customarily imposed against only those specific parcels of real estate that will benefit from a proposed public improvement like a street or sewer. NOTE: The City of Page does not assess property tax at this time.
- 178. **Special Improvement District Bonds:** Special improvement district bonds can be issued by a city to finance improvements in specific areas of the municipality. The property owners benefiting from the improvements are assessed to pay for the cost of retiring the bonds. This type of finance mechanism is generally used for such projects as street improvements and the extension of sewer lines.
- 179. **Special Revenue Fund:** A fund that accounts for the proceeds of specific revenue sources (other than major capital projects) that is legally restricted to specific-purpose expenditures.
- 180. **Strategic Goal:** A strategic goal translates resources into significant results to be achieved over the next two to five years providing the basis for evaluating the department as a whole.
- 181. **Strategic Plan:** A strategic plan sets forth the purpose, strategic goals, operational organization, and performance expectations for a department. The strategic plan provides information to department staff, corporate decision makers, the City of Page, and the public about how the department is organized to deliver results to its customers. It outlines the results that the department is accountable for achieving. The plan provides the opportunity for all department staff to observe how they contribute at all levels in the organization.
- 182. **Structurally Balanced Budget:** Supports financial sustainability for multiple years into the future by identifying key items: recurring and non-recurring revenues, recurring and non-recurring expenditures, and reserves.
- 183. **Taxes:** Compulsory charges levied by a government for the purpose of financing services performed for the common benefits of the people. This term does not encompass special assessments.
- 184. **Tentative Budget:** A preliminary adoption of the budget that sets the expenditure “ceiling” that legally cannot be exceeded during a given fiscal year.
- 185. **Trend:** A documented recurrence of measurable events or circumstances over time that is increasing, decreasing, or even staying the same. The size of the number of occurrences often determines whether the recurrences constitute a trend.
- 186. **Unencumbered Fund Balance:** Amount of an appropriation neither expended nor encumbered; generally available for future purposes.
- 187. **Unreserved Fund Balance:** Unreserved fund balance is the excess of assets over liabilities and reserves that is available for general appropriation.
- 188. **Variable Cost:** A cost that increases or decreases relative to increases/decreases in the amount of service provided.
- 189. **Vehicle License Tax:** Also known as Auto-Lieu, a tax paid to the State by drivers when registering vehicles as part of the total registration cost, a portion of which is returned to the counties by the State.