

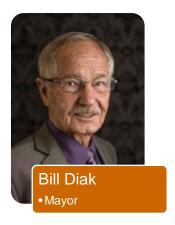
Annual Budget

2017 - 2018



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Mayor & City Council



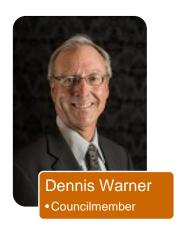












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City Manager and Finance Staff



Linda Watson Finance Director

Kristy Monroe Finance Analyst

Cathy Gomez Account Clerk Senior

> Glenda Cassidy Account Clerk

Table of Contents

Mayor & City Council	3
City Manager and Finance Staff	5
Table of Contents	6
Organizational Chart	11
Community Profile	12
City Limits	15
Population	16
Employment	17
Attractions	18
Fiscal Planning and Budgeting Policy	21
Expenditure Control	22
Fund Descriptions	22
Departments by Fund	23
Budget Process	24
Budget Message	26
Fund Accounting	27
Balancing the Budget	27
Revenues	28
Expenditures	32
Personnel Costs	34
Short-Term Financial Impacts	34
Long-Term Financial Goals	35
Summary	37
Strategic Goals and Objectives	39
Mission Statement	39
1 - Community Development	40
2 - Fiscal Responsibility	41
3 - High Performing Organization	42
4 - Infrastructure Improvement	43
5 - Housing	44
6 - Quality of Life	44
Department Profiles	45
Department Funding Sources	46
City Administration	47
City Administration	48

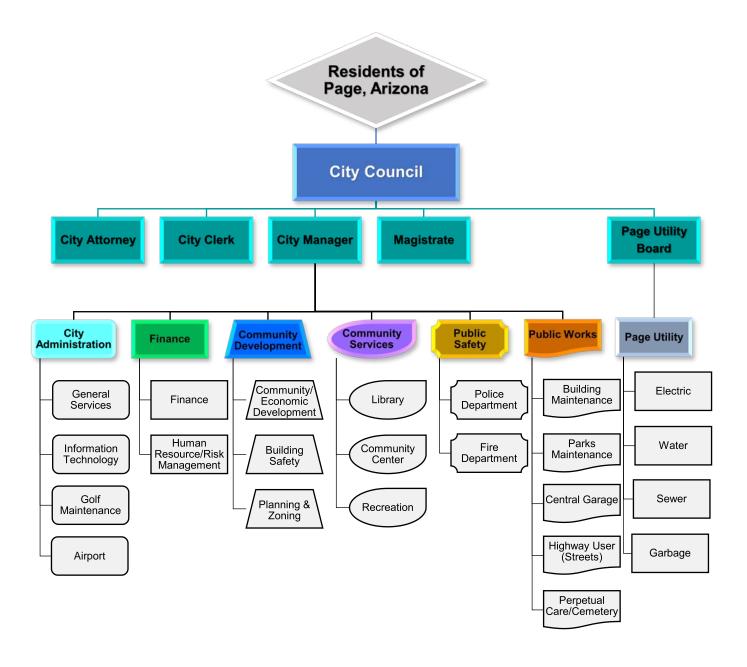
General Services	50
Information Technology	52
Golf Course Maintenance	54
Airport	56
City Attorney	59
City Attorney	60
City Clerk	63
City Clerk	64
City Council	67
City Council	68
Community Development	69
Community/Economic Development	70
Building Safety and Code Compliance	72
Planning and Zoning	74
Community Services	77
Community Services Administration	78
Library	80
Community Center	82
Recreation	84
Finance	87
Finance	88
Human Resource/Risk Management	90
Magistrate	93
Magistrate	94
Public Safety/Police	97
Police Administration	98
Patrol	100
Communications	102
Investigations	104
Public Safety/Fire	107
Fire	108
Public Works	111
Public Works Administration	112
Building Maintenance	114
Parks Maintenance	116
Central Garage	118

Highway User/Streets Maintenance	120
Perpetual Care/Cemetery	122
Page Utility Enterprises	123
Page Utility Enterprises	124
Capital Improvements	127
Capital Projects Fund	128
Five Year Capital Plan	129
Community Development	130
Horseshoe Bend	130
Golliard Park	131
Block 17 Revitalization/Streetscape	131
Rim Trail	132
Public Works	133
John C. Page Memorial Park Improvement	134
Streets	135
Sidewalks	135
Storm Water Management	136
Airport	137
Taxiway C Construction	138
Airport Master Plan	138
Main Apron Rehab Design	138
Page Utility Enterprises	139
25v Cable Change Out/System Upgrade	140
Building/Capital Improvements	140
Sewer Capital Improvements	140
Special Revenue Funds	141
Highway User Revenue Fund	142
Substance Abuse Fund	143
Debt Service Fund	144
Miscellaneous Grant Fund	145
Judicial Collection Enhancement Fund (JCEF)	146
Donation Fund	147
Airport Fund	148
Land Fund	149
Cemetery Fund	150
Closed Funds	151

Fiduciary Funds	152
Volunteer Fire Pension Fund	152
Debt	153
Debt Service Fund	153
Total Debt	154
Notes Payable	154
Capital Leases	155
Accrued Compensated Absences	155
Unfunded Public Safety Personnel Retirement Systems Liability	155
Assessed Value of Real Property	156
Bonds	156
General Obligation Bond	156
Revenue Obligation Bond	157
Summary of Inter-Fund Transfers	159
Summary of Authorized Full Time Staff	161
Changes in FTE	162
City Administration	162
Community Development	163
Community Services	164
Finance	165
Magistrate Court	165
Police	166
Fire	167
Public Works	168
Schedules and Summaries	169
Budget Resolution	170
Schedule A - Summary Schedule of Estimated Revenues and Expenditures/Expenses	172
Schedule C - Revenues Other Than Property	173
Schedule D - Other Financing Sources/ <uses> and Interfund Transfers</uses>	175
Schedule E - Expenditures/Expenses by Fund	176
Schedule F - Expenditures/Expenses by Department	177
Schedule G - Summary Schedule of Estimated Revenues and Expenditures/Expenses	180
Glossary	181

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Organizational Chart



ENTERING Page ELEVATION (4300 FOUNDED) (1937) IN JURISH MA BRITAN

Incorporated in March of 1975

The City of Page is a planned community near the Arizona/Utah border. Named for John C. Page, a 1930's Commissioner of the Bureau of Reclamation, the City was planned and developed for the construction workers building the Glen Canyon Dam in 1957. At an elevation of 4,300 feet atop Manson Mesa and overlooking Wahweap Bay of Lake Powell, Page has become a major tourist destination.

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.





Brief History

The City of Page is one of the youngest communities in the United States. It is located in northeastern Arizona, approximately 270 miles north of Phoenix and 270 miles east of Las Vegas. The city began in 1957 as a housing camp for workers building the Glen Canyon Dam. In 1958, some 24 square miles of Navajo land were exchanged for a larger tract in Utah, and "Government Camp" (later called Page in honor of Bureau of Reclamation Commissioner John C. Page) was born.

About Page

Though it began as a temporary camp for construction workers, Page has emerged as a self-sufficient and progressive city. Today, Lake Powell, the Navajo Generating Station, and tourism are the major contributors to 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, the Salt River Project's Navajo Generating Station has provided stability for Page.

The National Park Service estimates that the Page/Lake Powell area had 3.3 million visitors in 2016, up 29 percent over 2015. 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.



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].

Lake Powell is the center of recreational opportunities for Page. 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 1 million visitors in 2016.



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 Chelley. 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.

A broad range of community facilities in and near the City of Page. These include two museums, Community Center, four-star public library, visitor center, Lake Powell National Golf Course, six parks, lighted tennis courts, and a state of the art sports complex.

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.

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 marina 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 daily flights to Phoenix and Denver.



Charter service and tours are also available.

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

There are thirty hotels/motels with more than 2,616 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 month is July 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.

City Limits



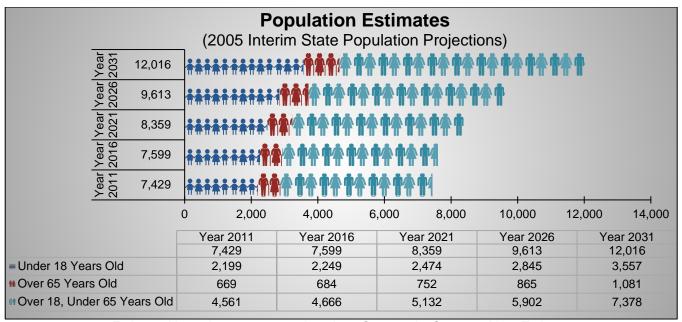
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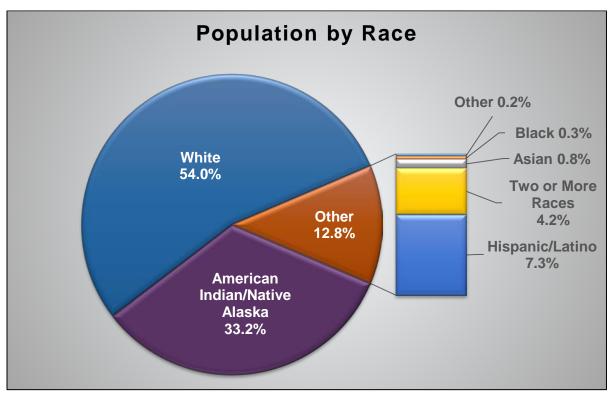
Population

The U.S. Census Bureau has predicted Arizona to be the second fastest growing State in the United States 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.



Estimated based on 2011-2015 American Community Survey 5-Year Estimates

The City of Page prides itself in the culture embedded in our community.



2011-2015 American Community Survey 5-Year Estimates

Employment

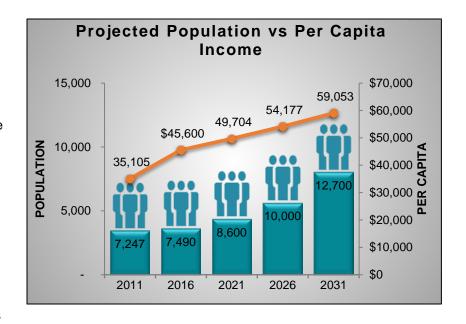
Major Private Employers

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

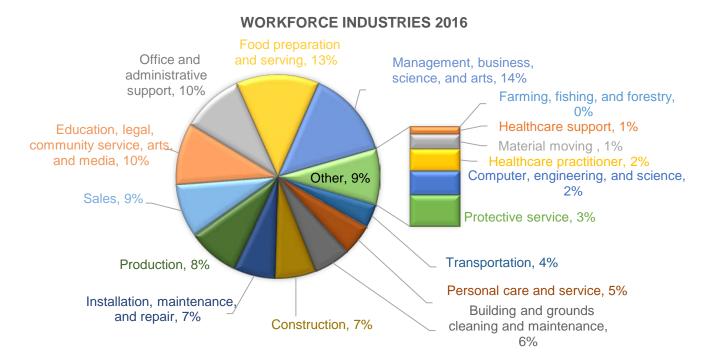
Major Public Employers

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

Office of Citizenship and Immigration Services



The Navajo Generating Station (NGS) has been the top employer with providing over 500 jobs in the area. Salt River Project has recently announced that NGS owners will no longer operate the power plant after December, 23 2019. According to a SRP news release dated June 27, 2017 "The owners made the difficult decision in February to end their participation in NGS when the current lease term ends in 2019 after it became clear that current and forecasted low natural gas prices had made coal generation there uneconomical." The plant decommissioning is expected to take at least two years. The economic impact on the City is unknown, SRP has contracted with Northern Arizona University to complete an economic impact study on the NGS closure. The tourism industry continues to increase with an estimate of over 2.3 million visitors annually. The City of Page is collaborating with other entities to bring more industries and higher paying professions to the region.



Employment Trends	2012	2013	2014	2015	2016
Employment	3,507	3,525	3,616	3,701	3,776
Unemployment Rate	9.2%	8.7%	7.6%	7.0%	6.4%

Office Economic Opportunity - Arizona Labor Statistics (not seasonally adjusted)

Attractions



Tourism - The Center of the Grand Circle

Lake Powell is the center of recreational opportunities for the City of Page. 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, such as world renowned Horseshoe Bend and Antelope Canyon, as well as the Rainbow Bridge National Monument that can be explored by watercraft.



Located in the center of "Grand Circle," Page is just a short drive away from the North or South Rim of the Grand Canyon, Bryce and Zion National Parks, Monument Valley, and Canyon De Chelley.

Annual events include golf tournaments on Lake Powell National Golf Course, Lake Powell Balloon Regatta, bass fishing tournaments, mountain bike racing, rodeos, Native American dance performances and pow wows, and art shows.

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

Page Municipal Airport

Page Airport is a commercial service airport with flights to Denver, Colorado; Farmington, New Mexico; and Phoenix, Arizona. 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.





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Fiscal Planning and Budgeting Policy

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.

- 1.01 The City Manager shall submit to the City Council a proposed annual budget, based on Council's established goals, and shall execute the budget as finally adopted pursuant to Title 42, Chapter 17, Article 3, Section 17105 of the Arizona Revised Statutes, as amended. The City will budget revenues and expenditures based on a fiscal year which begins July 1 and ends on the following June 30. Forecasting remainder of current fiscal year revenues and expenses and reviewing prior trends are utilized for setting the new year's budget. The City Council shall adopt the budget for the following fiscal year no later than the third Monday of every July per State law.
- 1.02 The City will prepare a budget in accordance with Government Finance Officers Association policies and best practices. The proposed budget will contain the following:
 - a) Revenue estimates by major category, by fund;
 - b) Expenditure estimates by program levels and major expenditure category, by fund;
 - c) Estimated fund balance by fund;
 - d) Debt service, by issue, detailing principal, and interest amounts;
 - e) Proposed personnel staffing levels;
 - f) A detailed schedule of capital projects;
 - g) Any additional information, data, or analysis requested of management by the City Council.
- 1.03 The City maintains its financial records in accordance with accounting principles generally accepted in the United States of America known as GAAP.
- 1.04 The operating budget will be based on the principle that current operating expenditures, including debt service, will be funded with current revenues. Each fund will pay the charges for services utilized and collected by that fund. The budget will not use one-time (non-recurring) sources to fund continuing (recurring) uses, postpone expenditures, or use external borrowing for operational requirements. The budget will incorporate the best available estimates of revenues and expenditures.
- 1.05 A system will be used to facilitate position control. The number of full-time and regular part-time employees on the payroll shall not exceed the total number of positions authorized by the City Council. The budget will identify the resources required to support the authorized staffing.
- 1.06 Ideas for improving the efficiency and effectiveness of the City's programs and the productivity of its employees will be considered during the budget process.
- 1.07 Unspent appropriations for significant programs and major projects will be considered for re-appropriation in the subsequent fiscal year. Such carryover of appropriation shall be included in the proposed budget.
- 1.08 The City's annual budget will include contingency appropriation to provide for unanticipated increases in service delivery costs, emergencies, and needs that may arise throughout the fiscal year.
- 1.09 The City shall establish appropriate management controls to monitor expenditure budgets to ensure they do not exceed authorizations as set forth in the most currently adopted Purchasing Policy for the City of Page.
- 1.10 A monthly financial report on the status of the all funds budgeted will be prepared and presented to the City Council within 45 days of the end of each month.
- 1.11 If a deficit is projected during the course of a fiscal year, the City will take steps to reduce expenditures, increase revenues or, if an emergency causes a deficit, consider using the Unassigned General Fund Balance. The City Manager may institute a cessation during the fiscal year on hiring, promotions, transfers, capital equipment purchases, and capital projects. Such action will not be taken arbitrarily or without knowledge of the City Council.

Expenditure Control

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.

- 3.01 Expenditures will be controlled by an annual budget at the department/fund level. The City Council shall establish appropriations through the budget process. The Council may transfer these appropriations as necessary through the budget amendment process. Written procedures will be maintained for administrative approval and processing of certain budget transfers within funds, e.g. only Council may transfer money between funds.
- 3.02 Department heads are responsible for monitoring expenditures to prevent exceeding their total departmental appropriation budget. It is the responsibility of these department heads to immediately notify the City's Manager & Finance Department of any circumstances that could result in a departmental appropriation being exceeded.

Fund Descriptions

Governmental funds are budgeted on a modified accrual basis and Proprietary (Enterprise) funds are budgeted on an accrual basis, same as our audited financial statements.

Major Funds

- General Fund-The General Fund is the City's primary operating fund. It accounts for all financial resources of the general government, except for those required to be accounted for in another fund.
- Capital Project Fund-The Capital Projects Fund accounts for the acquisition and construction of the City's major capital facilities, other than those financed by proprietary funds.
- Electric Fund- The Electric Fund accounts for the City's electrical services and operations.

Nonmajor Funds

- Airport Fund-The Airport Fund is used to account for activities related to the operation of the City's airport.
- Cemetery Fund-The Perpetual Care Fund is used to account for resources held by the City for the perpetual care of the cemetery.
- Debt Service Fund-The Debt Service Fund accounts for the accumulation of resources for and the payment of current and future debt service requirements of governmental debt.
- Donations Fund-The Miscellaneous Donations Fund is used to account for donations received by the City which are restricted for specific purposes.
- Highway User Revenue Fund-The Highway User Revenue Fund 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-The Judicial Collection Enhancement Fund is used to account for activities associated with the Magistrate Court.
- Land Fund- The Land Fund is used to account for activities related to land sales.
- Miscellaneous Grants Fund-The Miscellaneous Grants Fund is used to account for grants received by the City which are restricted for specific purposes.
- Substance Abuse Fund-The Substance Abuse Fund is used to account for the activity of the City's substance abuse funds received through the Magistrate Court.
- ★ Volunteer Fire Pension Fund-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.
- Garbage Fund-The Garbage Fund accounts for the City's garbage services and operations.
- Sewer Fund-The Sewer Fund accounts for the City's wastewater utility operations.
- Water Fund-The Water Fund accounts for the City's water utility operations.
 - Governmental Funds
- * Fiduciary Funds
- Proprietary Funds

Departments by Fund

						[Depar	tments	i				
	Fund	Mayor and City Council	City Administration	City Attorney	City Clerk	Magistrate	Finance	Community /Economic Development	Community Services	Public Safety	Public Works	Airport	Page Utility
	General Fund	Χ	Х	Х	Х	Х	Х	Х	Χ	Х	Χ	Х	
Major Funds	Electric Fund												Х
	Capital Project Fund*		Х					Х	Χ	Х	Х	Х	
	Highway User Revenue Fund										Х		
	Substance Abuse Fund					Х							
	Debt Service Fund							Х	Х	Х	Х	Х	
	Miscellaneous Grants Fund							Х	X	Х			
Special Revenue Funds	Judicial Collection Enhancement Fund					Х							
	Donations Fund	Х							Х	Х			
	Airport Fund											Х	
	Land Fund		Х					Х					
	Cemetery Fund										Х		
Fiduciary Funds	Volunteer Fire Pension Fund									Х			
	Water Fund												Х
Proprietary Funds	Sewer Fund												Х
	Garbage Fund FY2018 Budget												Х

^{*}Based on FY2018 Budget

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
January 11, 2017	General meeting with Department Managers/ Appointed Staff to discuss FY18 Budget process.	Finance
January 23, 2017	Compile pertinent budget information.	Finance
January 23, 2017	Distribute budget instructions, information, and work sheets to department heads.	All Departments
February 21, 2017	Complete compilation of the forthcoming fiscal year's revenue estimates including debt service requirements, etc.	Finance
February 21, 2017	Submit departmental budget estimates to Finance.	All Departments
March 2, 2017	City Manager/Finance Director review of departmental budgets and revenue estimates.	City Manager/ Finance Director
March 2017	An individual meeting with each department head may be held in conjunction with the review step.	All Departments
March 24, 2017	Make approved changes and prepare summary of tentative budget.	City Manager/ Finance
April 14, 2017	Complete preparation of proposed budget.	Finance
April 26, 2017	Deliver proposed budget to City Council for review.	City Manager
April 26, 2017 May 22, 2017 June 21, 2017	City Council Budget Work Session(s)	City Council
June 28, 2017	Adopt tentative Budget	City Council
June 28, 2017	Published Public Notice	City Clerk
July 26, 2017	Adopt Final Budget	City Council

Strategy Phase

The budget process begins with the City Manager and Finance staff meeting in early January 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 April 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 Statues (ARS) 42-17101.

Adoption/Implementation Phase

In accordance with Arizona Revised Statues (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 Message

Mayor and Council:

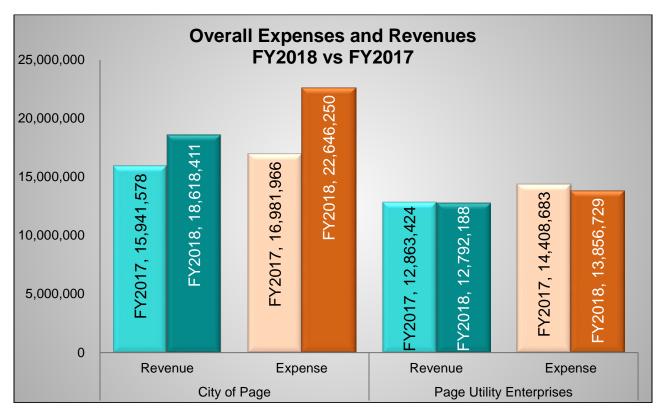
One of the most important tasks of the City Manager is the responsibility to recommend an annual budget to the City Council. This budget is a product of thoughtful collaboration between Department Managers to identify funding priorities and is designed to reflect the needs and desires of the community along with the City Council's strategic goals and objectives. The budget reflects Page's commitment to provide quality services to our residents in a cost-effective manner and enhance our visitor's experience, while maintaining the City's long-term financial stability.

I would like to recognize Finance Director, Linda Watson and Finance Analyst, Kristy Monroe for their efforts in compiling this detailed document and for providing the financial analysis.

Budget goals include:

- Increasing public awareness and understanding of the structure, functions, services, resources, and activities of the City of Page.
- Maintaining sound fiscal health by allocating resources consistent with the strategies, goals and objectives
 outlined in the City Council's Strategic Plan; and
- Providing a high level of cost-effective public services.

The preliminary budget includes \$18,618,411 in revenue and \$22,646,250 in expenditures and utilizes \$4,027,839 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.



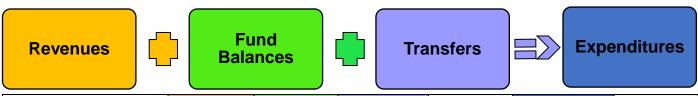
The Current cash fund balance of the General Fund is approximately \$12.4 million dollars which is 55% of expected FY18 Expenses. By comparison, this time last year, the cash balance in the General Fund was \$11,388,935; an increase of 9.0%. Revenue is expected to increase by 17% from FY17 and expenses are expected to increase from FY17 by 33%.

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 FY2018 (pre-audited numbers in blue).

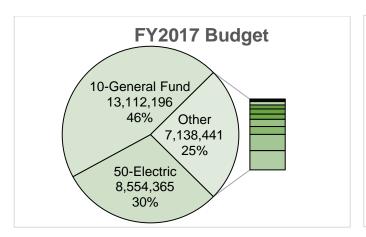


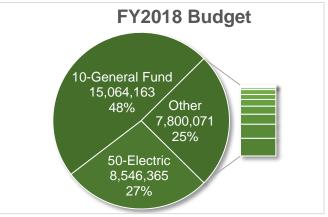
FY2018	Revenues	Fund Balance	Transfers	Total Resources	Expenditures	Net +/-
City of Page						
10-General Fund	15,064,163	12,414,106	(3,598,133)	23,880,136	(13,980,845)	9,899,291
15-Highway User Revenue Fund	890,827	2,438,438	(2,888,075)	441,190	(200,400)	240,790
16-Substance Abuse	6,000	19,554	0	25,554	(15,000)	10,554
20-Debt Service Fund	122,500	5,148,961	2,969,283	8,240,744	(1,390,538)	6,850,206
25-Miscellaneous Grants	203,000	33,411	(29,000)	207,411	(185,500)	21,911
32-JCEF Fund	7,035	46,961	0	53,996	(30,000)	23,996
36-Donation Funds	7,500	42,362	0	49,862	(47,875)	1,987
40-Capital Project Fund	1,101,450	2,228,190	5,029,761	8,359,401	(6,530,889)	1,828,512
46-Airport Fund	540,300	1,233,971	(717,650)	1,056,621	(215,503)	841,118
48-Land	547,186	0	(547,186)	0	0	0
57-Cemetery	30,000	302,391	(75,000)	257,391	(11,300)	246,091
72-Volunteer Fire Pension Fund	98,450	534,381	0	632,831	(38,400)	594,431
Total	18,618,411	24,442,725	144,000	43,205,136	(22,646,250)	20,558,886
Page Utility Enterprises						
50-Electric	8,546,365	15,996,961	0	24,543,326	(9,672,500)	14,870,826
51-Water	1,945,400	3,651,788	0	5,597,188	(1,871,118)	3,726,070
52-Sewer	1,555,760	2,116,307	0	3,672,067	(1,643,213)	2,028,854
53-Garbage	774,663	569,203	(144,000)	1,169,866	(669,898)	499,968
Total	12,792,188	22,334,259	(144,000)	34,982,447	(13,856,729)	21,125,718
Grand Total	31,410,599	46,776,984	0	78,187,583	(36,502,979)	41,684,604

Although expenditures for the City have increased by 33% from FY2017, the City has ensured the adopted budget is structurally balanced, financially sustainable over multiple years, and able to accomplish the set goals.

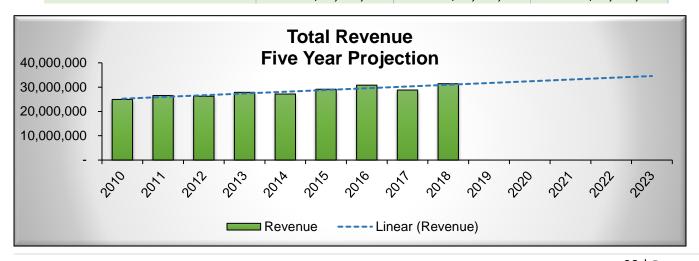
Revenues

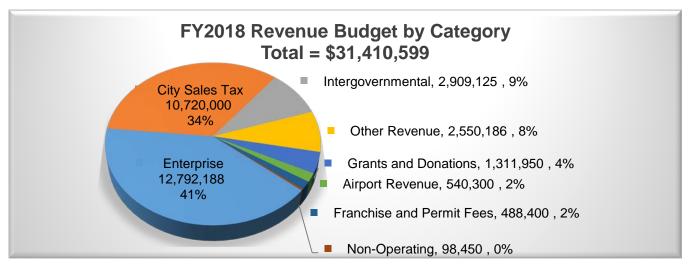
At the Strategic Priorities Work Session, the Council set priorities and goals that could be accomplished in the next two years. These goals are ones that can be achieved without the need to find additional revenues through bonding or increased fees.

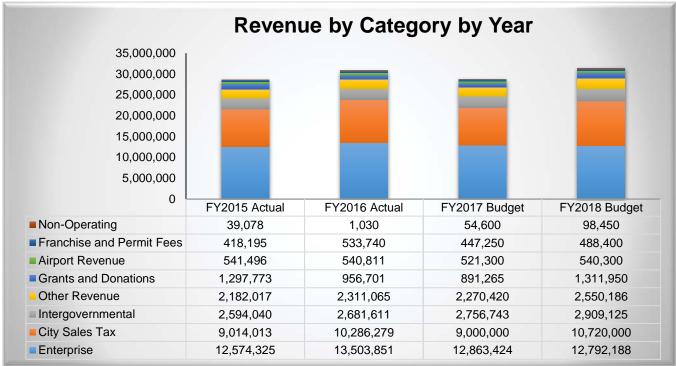




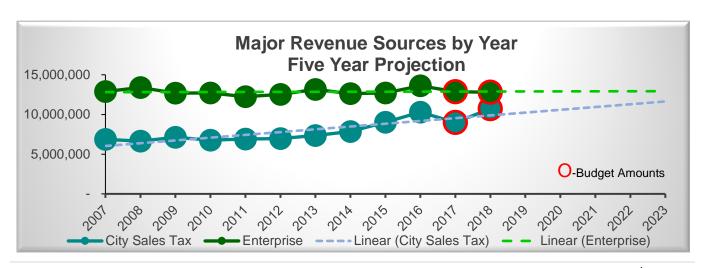
Fund	FY2016 Actual	FY2017 Budget	FY2018 Budget
10-General Fund	14,681,500	13,112,196	15,064,163
50-Electric	9,305,618	8,554,365	8,546,365
51-Water	1,876,348	1,943,400	1,945,400
52-Sewer	1,585,602	1,639,156	1,555,760
40-Capital Project Fund	869,706	341,000	1,101,450
15-Highway User Revenue Fund	811,457	796,682	890,827
53-Garbage	736,283	726,503	744,663
48-Land	152,958	405,000	547,186
46-Airport Fund	540,811	521,300	540,300
25-Miscellaneous Grants	80,755	526,965	203,000
20-Debt Service Fund	123,749	116,500	122,500
72-Volunteer Fire Pension Fund	1,030	54,600	98,450
57-Cemetery	33,169	30,000	30,000
36-Donation Funds	6,240	23,300	7,500
32-JCEF Fund	5,088	7,035	7,035
16-Substance Abuse	4,711	7,000	6,000
42-Community Development	63	-	-
Grand Total	\$30,815,089	\$28,805,002	\$31,410,599







In the past five years, we have seen a 50% increase in sales tax revenues from \$6.9 million in FY2012 to \$10.3 million in FY2016.

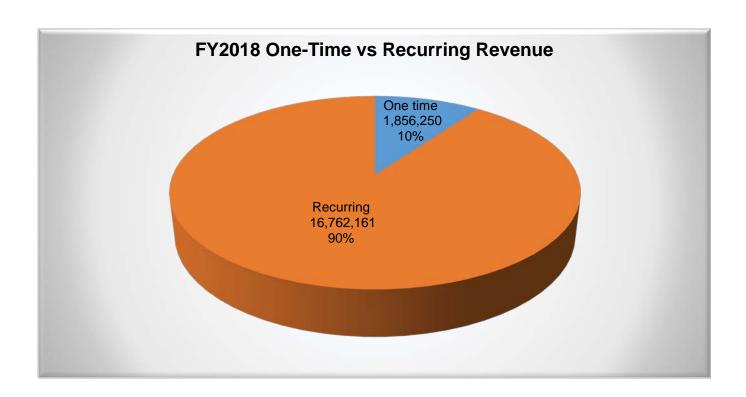


Recurring revenues are the portion of City funds that can reasonably be expected to continue year over year with a certain degree of predictability. Sales taxes and State Shared Revenues are an example of recurring revenues. One-time revenue is money that the City receives that we do not expect to reoccur in subsequent fiscal years. Primary sources of one-time revenue include: reserves, land sales, grants, and donations. We have approximately \$1,856,250 in one-time dollars and \$16,762,161 for the City and \$12,792,188 for Page Utility Enterprises in ongoing dollars to allocate for FY 2018.

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

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget
One time	1,655,473	1,101,001	1,290,493	1,856,250
Land Sales	357,700	144,300	399,228	544,300
Donations	18,967	6,240	23,300	7,500
Grants	1,278,806	950,461	867,965	1,304,450
Recurring	27,005,464	29,714,087	27,514,509	29,554,349
City Sales Tax	9,014,013	10,286,279	9,000,000	10,720,000
Intergovernmental – State Revenue Sharing, State Sales Tax, and Vehicle License Tax	2,594,040	2,681,611	2,756,743	2,909,125
Franchise and Permit Fee	418,195	533,740	447,250	488,400
Airport Revenue	541,496	540,811	521,300	540,300
All Other Revenue	1,863,395	2,167,795	1,925,792	2,104,336
Enterprise Revenue	12,574,325	13,503,851	12,863,424	12,792,188
Grand Total	28,660,937	30,815,088	28,805,002	31,410,599

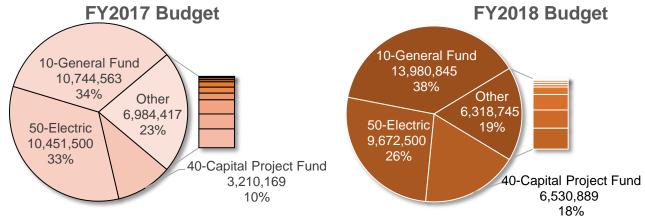
^{*}Note-table excludes Enterprise revenue



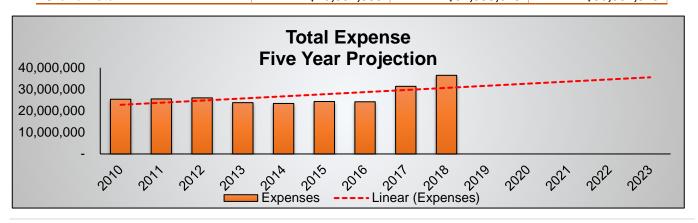
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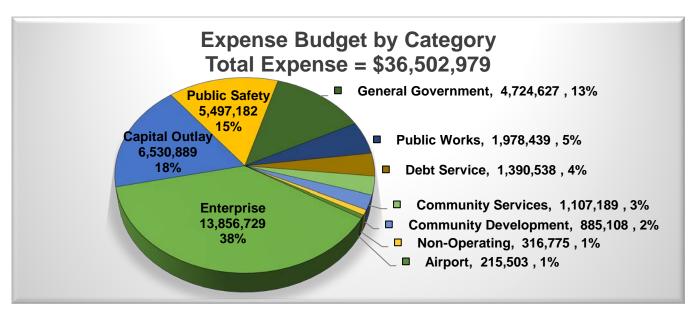
Expenditures

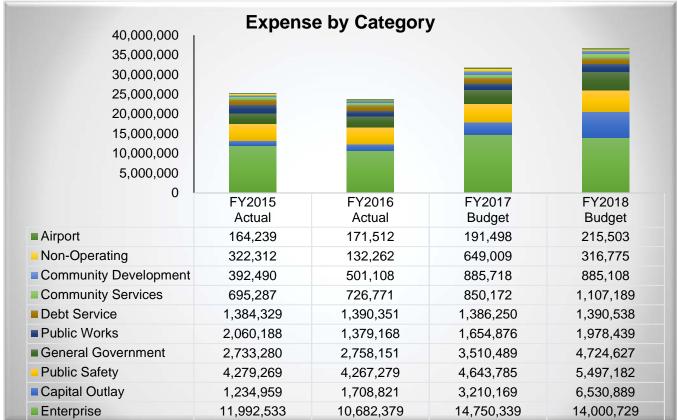
While our financial position is considerably better than in previous years, the budget reflects our efforts to pay off bond debt, and PSPRS liabilities along with investing in our infrastructure and capital equipment; both of which have been deferred. In the next 10 years 96% of our streets will require investments. The average age of the City's fleet is 17 years old (this does not include public safety). This year's budget reflects good progress towards restoring City services to a level consistent with the expectations of City Council and our community. The FY18 recommended budget provides for \$5,664,284 in new spending over last year for personnel, equipment, and services. Some of the spending details are outlined below.

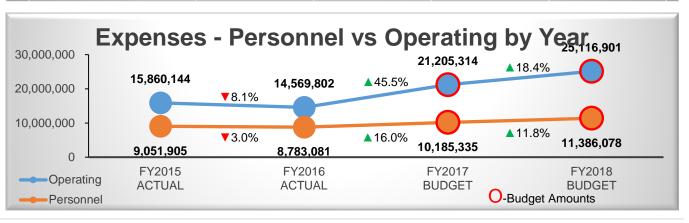


Fund	FY2016 Actual	FY2017 Budget	FY2018 Budget
10-General Fund	9,081,257	10,744,563	13,980,845
50-Electric	7,397,928	10,451,500	9,672,500
40-Capital Project Fund	1,708,821	3,210,169	6,530,889
51-Water	1,245,643	1,840,062	1,871,118
52-Sewer	1,031,625	1,463,406	1,643,213
20-Debt Service Fund	1,390,351	1,386,250	1,390,538
53-Garbage	642,263	653,715	669,898
46-Airport Fund	171,512	191,498	215,503
15-Highway User Revenue Fund	190,693	205,400	200,400
25-Miscellaneous Grants	74,993	526,965	185,500
36-Donation Funds	15,672	59,700	47,875
72-Volunteer Fire Pension Fund	10,235	23,000	38,400
32-JCEF Fund	8,062	30,000	30,000
16-Substance Abuse	23,300	9,344	15,000
57-Cemetery	25,427	11,300	11,300
42-Community Development	335,100	583,777	0
Grand Total	\$23,352,883	\$31,390,649	\$36,502,979









Personnel Costs

The FY18 recommended budget includes an additional \$1.1 Million in Personnel Costs. This additional funding includes the implementation of the 2016 Classification and Compensation Study and 10.84 FTE positions 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 Positions
 - 3.00 FTE Firefighter/EMTs
 - 1.00 FTE Human Resource Director
 - o 1.00 FTE Planning/GIS Technician
 - o 1.99 FTE Four Seasonal Public Works Maintenance Workers
 - 0.12 FTE Substitute Cook
- Increases
 - 0.18 Recreation Assistant, Increased from 0.50 FTE to 0.68 FTE
 - o 0.19 Recreation Maintenance Worker. Increased from 0.49 FTE to 0.68 FTE
 - o 0.15 Airport Director. Increased from 0.10 FTE to 0.25 FTE
 - 4.00 FTE Police Officers approved mid-FY2017
 - 0.25 FTE Reserve Patrol Officer approved mid-FY2017
- Reductions
 - o Eliminated 1 FTE Administrative Assistant in City Administration

The FY 18 budget includes an added payment to Arizona Public Safety Personnel Retirement System. In additional to regular payment (\$55,976 budgeted for FY2018), the City will pay \$1 Million toward the unfunded liability estimated at \$3.4 Million on June 30, 2015 Actuarial Reports for Police and Fire.

Short-Term Financial Impacts

Capital Improvements

The FY18 Budget includes \$6.4 million in Capital Projects and Equipment. Highlights include:

- \$1.3 million investments in City parks
- \$2.8 million in street, sidewalk, and storm water improvements
- \$777,000 in Airport improvements.
- \$443,347 in Public Safety equipment.

Leasing vs. Buying

The City has evaluated the option between leasing and cash purchases of vehicles and high cost equipment. In the past, the City has opted to lease equipment to better manage our cash flow for the organization. With the increase of financial stability, the City is choosing the cash purchase option over the leasing option. While this decision has a higher up-front cost, in the end, the City saves the associated interest expense and it does not bind future City leaders to debt.

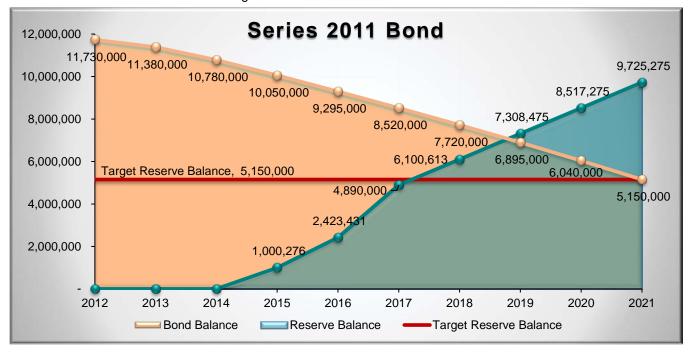
Payment Toward Unfunded Public Safety Personnel Retirement System (PSPRS) Liability

The City will make a \$1 million lump sum payment toward PSPRS liability balance, estimated to be \$3.7 million at end of FY2016 (most current data), in addition to the City's regular contribution.

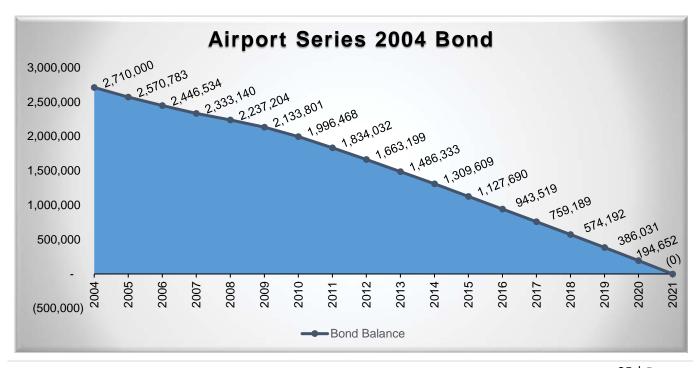
Long-Term Financial Goals

Debt Elimination-The City Council of the City of Page has made it a top priority to pay off the 2011 Series Bond Debt by the first call day of July 1, 2021. Beginning in fiscal year 2014, the budgets have reflected inter fund transfers into a reserve account with the intent of paying off this debt. On July 1, 2021, our bond balance will be \$5,150,000.

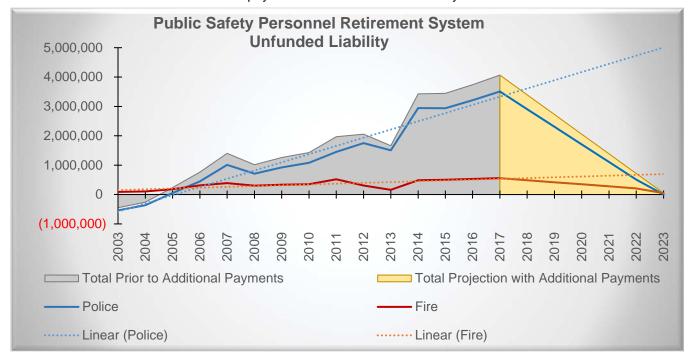
Series 2011 Bond - The City of Page has focused on eliminating debt in recent years. Beginning in FY2014, the City has designated 85% of the 1% sales tax will be allocated toward the Series 2011 Bond and ensure a reserve will be built to pay off the debt on the 2021 call date. If the City continues with current course of action, reserve balance will be met and exceed desired goal.



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 \$825,000 in interest as of June 30, 2017, since bond was issued and will pay approximately \$17,500 more in interest depending on the varying coupon rate.



Payoff Unfunded Liability – As of June 30, 2016, the City has a balance of \$3.7 Million of unfunded liability with Public Safety Personnel Retirements Systems. The City has been paying the higher recommended contribution rate of 37.11% as opposed to the normal contribution rate of 14.18%. 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 FY2018 with an additional \$1,000,000 payment toward the balance and continue to make additional payments until the unfunded liability is eliminated.



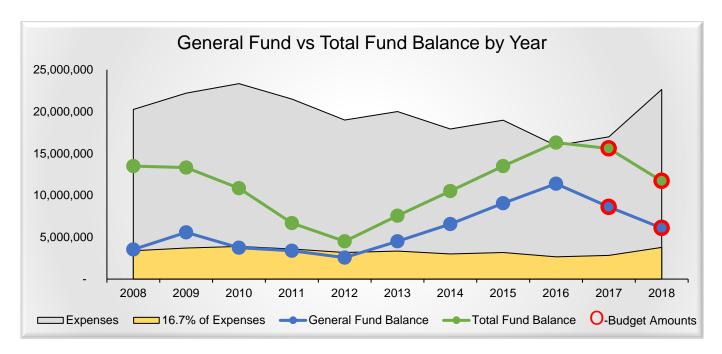
Capital Reserve Plan-The Capital Projects Fund supports new infrastructure improvements, major capital acquisitions, and equipment replacement. Sources of income include general revenues (via inter fund transfers), Federal grants, and Highway User Revenue funds. To avoid accumulating debt, the City has opted to begin building a reserve for Capital Projects.

In prior years, the City would transfer to the Capital Project Fund only the amounts expended from designated funds. Starting in FY2018, the City transfers the entire budgeted General Fund transfer amount to the Capital Projects Fund at the beginning each fiscal year. Although the City strives to complete projects as planned, due to time constraints and unforeseen hindrances not all are completed by the end of year or need to be aborted. These unexpended funds will accumulate and assist in funding future projects. The City will continue to only transfer amounts expended from restricted designated funds, such as, Highway User, Airport, and Cemetery Funds.

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
Capital Fund Revenues	1,148,336	1,841,633	3,464,169	6,131,211	77%
Capital Fund Expenses	(1,234,959)	(1,708,821)	(3,210,169)	(6,530,889)	103.5%
Net +/-	(86,623)	132,812	254,000	(399,678)	-257.4%
Capital Fund Balance - Year End	282,541	415,352	669,352	269,674	-36.2%

Unrestricted Fund Balance - Reserve

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. This City intends to keep building this balance to minimize need to borrow.



Summary

The FY 2018 budget continues to further the City Council's Strategic Priorities by allocating resources to community development, improving infrastructure, and the overall quality of life for the citizens of Page. With our steady increase in sales tax revenues trending upwards and the increased numbers of tourists to our community, the City Council has pledged to work toward using some of those funds to relieve the City of some of its debt and work toward maintaining fiscal stability for the organization and the citizens of Page.

I appreciate the City Council for providing input and direction so that we can move forward in fulfilling the Strategic Priorities that have been outlined for us over the next two years.

Prentice Dylhes

Respectfully Submitted,

J. Crystal Dyches, City Manager This page intentionally left blank

Strategic Goals and Objectives

Mission Statement

To provide municipal services that enhance the quality of life for our community.

Vision & Values

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.

Values

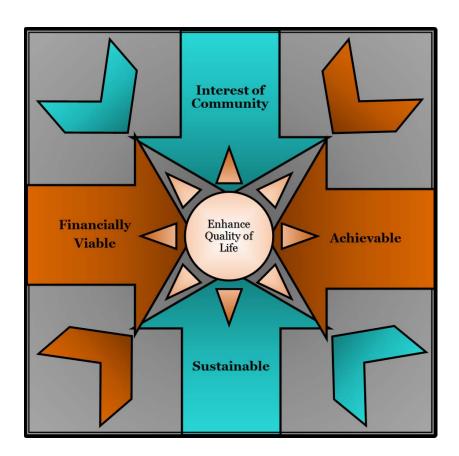
- Accountability and Transparency
- Fiscal Responsibility
- Integrity
- Customer Service
- Strategic Planning

We are accountable, transparent, and fiscally responsible. We act with integrity, value customer service, and plan and act strategically.

Criteria

Objective Criteria for Decision Making

- Is it in the best interest of the community and stakeholders?
- Does it align with our goals and mission?
- Is it achievable and sustainable?
- Is it financially viable?
- Is it legal?
- Is it fair?



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; and attract capital to improve the physical, social, and environmental conditions in the community.

Goal	Sponsor	Objective	Phase	Target Date
Implement economic development processes that assist in the development of a	City Manager Community Development Public Works	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.	Strategy Phase	FY2019 4 th Quarter
strong local economy; protect neighborhoods from blighting and	Community Development	Assist in the development of a plan for a farmer's market in partnership with a local not-for-profit/community group.	Implementation Phase	FY2017 4 th Quarter
deteriorating conditions that have a negative impact on area property values; and	Public Works	Research and draft an ordinance for City Council consideration that would allow Recreational Vehicle and other self-contained camping on designated City properties during permitted events.	Strategy Phase	FY2018 2 nd Quarter
encourage residents and business owners' efforts to maintain the physical environment through standards set in local ordinances.	Planning and Zoning	Maintain and enhance attractive neighborhoods through City services, enforcement techniques, and compliance with City codes and regulations.	Implementation Phase	Ongoing
	Planning and Zoning	Begin preparing for the 2019 General Plan Update.	Strategy Phase	FY2018 4 th Quarter
	City Clerk	Research and draft Business License Ordinance for City Council consideration to regulate and track business activity that occurs or is transacted within City limits.	Strategy Phase	FY2018 4 th Quarter

2 - 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	Sponsor	Objective	Phase	Target Date
	City Manager	Develop and maintain a 10-year Capital Improvement Program that balance the anticipated cost of planned projects with a realistic forecast of available resources.	Strategy Phase	FY2018 1 st Quarter
	Finance	Analyze existing revenue structures, and explore alternative funding mechanisms to support infrastructure and economic development project funding.	Development Phase	FY2018 3 rd Quarter
	Finance	Recommend strategy to pay down unfunded liabilities in PSPRS pension plan to stabilize contribution rates.	Implementation Phase	FY2020 4 th Quarter
Operate in a fiscally	Finance	Submit CAFR to GFOA to receive Certificate of Achievement for Excellence in Financial Reporting Award.	Development Phase	FY2018 2 nd Quarter
prudent manner, assuring the most efficient expenditure of public funds.	Finance	Prepare a budget that meets GFOA award criteria for Excellence in Financial Reporting and Distinguished Budget Presentation.	Review Phase	FY2018 1 st Quarter
	Finance	Develop long-term financial forecasts that allow the City to annually identify future revenue and expenditure trends and prepare plans to address anticipated programs in a timely fashion.	Review Phase	FY2018 1 st Quarter
	Page Utility Enterprises Page Utility Enterprises Page Utility Enterprises Page Utility Enterprises 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.		Implementation Phase	On-going evaluation
	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.	Implementation Phase	On-going evaluation

3 - 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	Sponsor	Objective	Phase	Target Date
	City Manager	Complete organizational assessment to evaluate the City's current organization structure.	Review Phase	FY2018 3 rd Quarter
Create an environment that	Human Resources/Risk Management	Recruit and retain a skilled workforce	Review Phase	FY2018 4 th Quarter
supports engaged, high performing employees: enable	Human Resources/Risk Management	Encourage community involvement through the recruitment, retention, and engagement of volunteers.	Review Phase	FY2018 4 th Quarter
the City to recruit, retain and compete for talent: and ensure retention of	Human Resources/Risk Management	Review and implement necessary security measures throughout Cityowned public facilities.	Review Phase	FY2018 4 th Quarter
institutional knowledge.	Information Technology	Update City website to improve content, customer satisfaction, and optimize the use of technology to drive efficiency, productivity, and service.	Strategy Phase	FY2018 3 rd Quarter
	Information Technology	Provide a web-based, electronic payment capability for customers.	Development Phase	FY2018 2 nd Quarter

4 - 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	Sponsor	Objective	Phase	Target Date
	Page Utility Enterprises	Identify areas and project the costs of converting overhead electric line underground.	Review Phase	FY2018 1 st Quarter
	Page Utility Enterprises	Develop strategic operation plan for water and sewer utilities to ensure financial stability and prepare for growth.	Implementation Phase	On-going Evaluation
Maintain and improve critical City infrastructure to	Public Works	Develop a stable and equitable funding source for the preparation and implementation of a comprehensive storm water management plan.	Strategy Phase	FY2018 3 rd Quarter
support economic growth and improve quality of life in	Public Works	Extend, monitor, and maintain a storm water system to protect the public from flood and drainage.	Development Phase	FY2018 2 nd Quarter
Page.	Public Works	Draft a ten-year Pavement Management Program (PMP) for inclusion in the Capital Improvement Plan.	Development Phase	FY2018 3 rd Quarter
	Public Works	Strategically invest in City facilities, technology, and equipment.	Strategy Phase	FY2018 3 rd Quarter
	Public Works	Update utility infrastructure in coordination with Block 17 revitalization plan.	Strategy Phase	FY2018 3 rd Quarter

5 - 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.

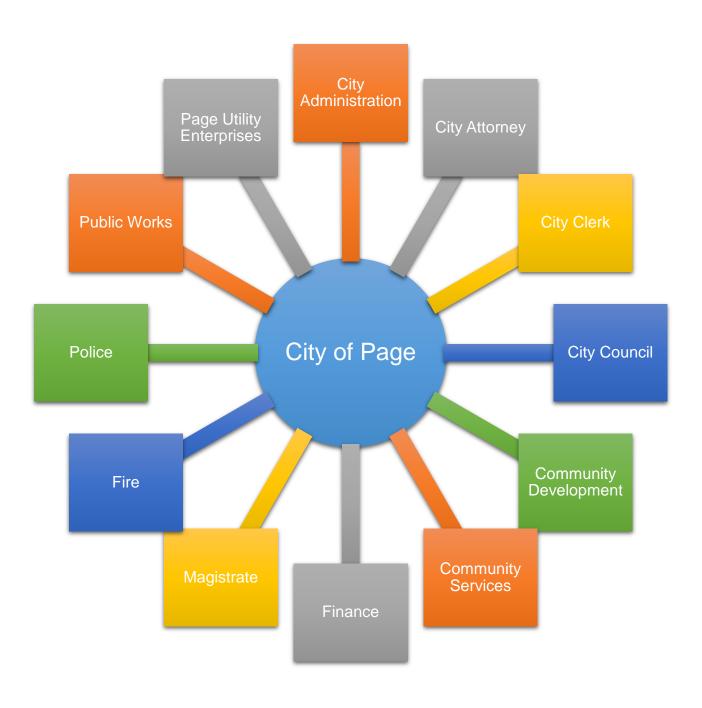
Goal	Sponsor	Objective	Phase	Target Date
Pursue affordable and workforce housing to expand	Community Development	Research incentives to encourage home ownership and new home construction.	Strategy Phase	On-going
housing opportunities for low and middle-income households.	Community Development	Research options for preserving the existing housing stock.	Strategy Phase	On-going

6 - 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.

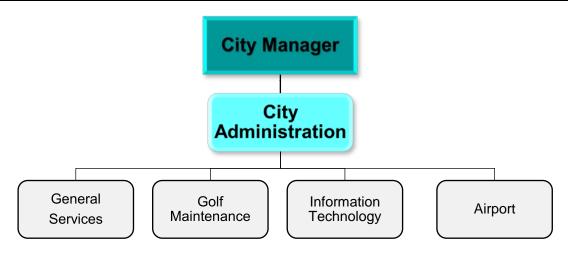
Goal	Sponsor	Objective	Phase	Target Date
Maximize resources that enhance the	Community Development Recreation Public Works	Consistent implementation of the Parks Master Plan	Implementation Phase	On-going
	City Manager	Improve public schools through collaboration with strategic partners including Page Unified School District, and Coconino Community College.	Strategy Phase	FY2018 4 th Quarter
quality of life for our residents and visitors.	Information Technology	Implement online payments and online permits.	Strategy Phase	FY2018 3 rd Quarter
Violetie	Recreation	Plan, design and implement summer youth programs	Implementation Phase	On-going
	Community Development Recreation	Research and pursue grant opportunities to enhance recreation programs and facilities.	Implementation Phase	On-going
	Public Works			

Department Profiles



Department Funding Sources

Department Funding Sources									
Departments and Funds	FY2015	FY2016	FY2017	FY2018	%				
Departments and Funds	Actual	Actual	Budget	Budget	Change				
City of Page	10,324,753	9,803,990	11,736,538	14,408,048	22.8%				
on, on age	10,02 1,100	0,000,000	11,100,000	1 1, 100,0 10					
City Administration	1,604,694	1,278,423	1,800,313	1,958,545	8.8%				
10-General Fund	1,440,455	1,106,911	1,608,815	1,743,042	8.3%				
46-Airport Fund	164,239	171,512	191,498	215,503	12.5%				
City Attorney	168,231	227,863	193,923	209,761	8.2%				
10-General Fund	168,231	227,863	193,923	209,761	8.2%				
To General Fund	100,201	227,000	133,323	203,701	0.270				
City Clerk	101,989	129,499	183,373	182,847	-0.3%				
10-General Fund	101,989	129,499	183,373	182,847	-0.3%				
10 General i una	101,505	120,400	100,070	102,047	0.570				
City Council	71,676	69,304	84,117	81,255	-3.4%				
10-General Fund	71,676	69,304	84,117	81,255	-3.4%				
10 General i una	71,070	05,504	04,117	01,200	5.470				
Community Development	392,490	501,108	885,718	885,108	-0.1%				
10-General Fund	80,192	166,008	301,941	885,108	193.1%				
42-Community Development	312,297	335,100	583,777	0	-100.0%				
42-community Development	312,231	333,100	303,777	U	-100.070				
Community Services	695,287	726,771	850,172	1,107,189	30.2%				
10-General Fund	695,287	726,771	850,172	1,107,189	30.2%				
10-General i unu	093,207	720,771	030,172	1,107,109	30.270				
Finance	626,737	886,499	1,072,174	2,091,862	95.1%				
10-General Fund	626,737	886,499	1,072,174	2,091,862	95.1%				
To General Fund	020,737	000,433	1,072,174	2,001,002	33.170				
Magistrate	324,194	338,075	368,087	415,860	13.0%				
10-General Fund	324,194	338,075	368,087	415,860	13.0%				
To General Fund	524, 154	330,073	300,007	410,000	13.070				
Public Safety-Fire	1,811,465	1,690,481	1,815,079	2,220,744	22.3%				
10-General Fund	1,811,465	1,690,481	1,815,079	2,220,744	22.3%				
To Contrain and	1,011,400	1,000,401	1,010,010	2,220,744	22.070				
Public Safety-Police	2,467,804	2,576,799	2,828,706	3,276,438	15.8%				
10-General Fund	2,467,804	2,576,799	2,828,706	3,276,438	15.8%				
To Contain and	2, 101,001	2,0.0,.00	2,020,700	3,273,133	10.070				
Public Works	2,060,188	1,379,168	1,654,876	1,978,439	19.6%				
10-General Fund	905,045	1,163,049	1,438,176	1,766,739	22.8%				
15-Highway User Revenue	000,010	1,100,010	1, 100, 170	1,700,700	22.070				
Fund	1,069,025	190,693	205,400	200,400	-2.4%				
57-Cemetery	86,119	25,427	11,300	11,300	0.0%				
or definitiony	00,113	20,421	11,500	11,500	0.070				
Page Utility Enterprises	8,534,897	8,102,680	10,835,683	10,903,229	0.6%				
p	-,-3.,1		, ,		5.576				
Enterprise	8,534,897	8,102,680	10,835,683	10,903,229	0.6%				
50-Electric	6,016,843	5,732,961	7,804,500	7,787,500	-0.2%				
51-Water	993,353	854,505	1,195,062	1,254,618	5.0%				
52-Sewer	891,644	872,951	1,182,406	1,191,213	0.7%				
53-Garbage	633,057	642,263	653,715	669,898	2.5%				
	333,007	5 .2,200	000,7 10	223,000	570				
Grand Total	18,859,650	17,906,670	22,572,221	25,311,277	12.1%				
	-,,	, , • - •	, , -	-,,					



City Administration	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund	1,440,455	1,106,911	1,608,815	1,743,042	8.3%
Expense					
Personnel	526,662	318,412	477,655	391,552	-18.0%
401-City Administration	220,890	213,382	222,231	166,084	-25.3%
411-General Services	68,724	0	0	0	0.0%
455-Information Technology	236,936	105,030	255,424	225,468	-11.7%
468-Golf Course Maintenance	112	0	0	0	0.0%
Operating	913,793	788,499	1,131,160	1,351,490	19.5%
401-City Administration	3,720	8,010	7,860	8,740	11.2%
411-General Services	746,365	652,075	1,016,900	1,005,500	-1.1%
455-Information Technology	90,935	99,116	74,400	305,080	310.1%
468-Golf Course Maintenance	72,772	29,297	32,000	32,170	0.5%
46-Airport Fund	357,881	397,426	405,498	933,153	130.1%
Expense	164,239	171,512	191,498	215,503	12.5%
Personnel	0	57,605	61,898	20,103	-67.5%
Operating	164,239	113,908	129,600	195,400	50.8%
Transfer Out	193,642	225,914	214,000	717,650	235.4%
Grand Total	\$1,798,336	\$1,504,337	\$2,014,313	\$2,676,195	32.9%

Department Performance Measures	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget
City Administration - Quarterly Newsletters distributed	NA	NA	4	4
City Administration - Effective Governance of City Council Adopted Strategic Priorities	NA	NA	Substantial Completion	Substantial Completion
General Services - Mail processed within 24 hours	NA	NA	100%	100%
IT – Televised meetings	NA	NA	24	24
IT-Server Uptime	NA	NA	99%	99%
IT-System Backup Success	NA	NA	99%	99%
Airport – Projects completed with shared funding	NA	NA	Complete	Complete

CITY ADMINISTRATION

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 and 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 2017-18 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.
- o Ensure positive public communications.
- o Identify departmental operational performance standards.
- Explore partnerships/collaborations with community and regional partners.
- Explore appropriate use of technology to improve efficiency.

- 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.
- Worked with the City Council to develop strategic priorities and set meaningful goals and objectives for 2017.
- 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.
- Supervised the performance of contractors.
- Delivered services to the public in a cost-effective manner.

Significant changes are as follows:

• Elimination of 1 FTE position

- Increase to Travel, Meals, and Schools based on historical expenses.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
401-City Admir	nistration					
Personnel		220,890	213,382	222,231	166,084	-25.3%
10-401-1101	Salaries	158,365	157,679	163,506	126,000	-22.9%
10-401-1201	Industrial Insurance	1,966	517	587	290	-50.6%
10-401-1202	Medical Insurance	30,417	26,037	27,231	15,917	-41.5%
10-401-1203	FICA	11,774	11,374	12,136	9,387	-22.7%
10-401-1204	ASRS	18,368	17,776	18,771	14,490	-22.8%
Operating		3,720	8,010	7,860	8,740	11.2%
10-401-2101	Operating Supplies	1,052	812	900	800	-11.1%
10-401-2402	Cell Phones	609	661	660	880	33.3%
10-401-2700	Travel, Meals, and Schools	1,839	2,470	1,200	1,800	50.0%
10-401-2804	Subscriptions/Memberships	220	4,066	5,100	5,260	3.1%
Grand Total		\$224,610	\$221,392	\$230,091	\$174,824	-24.0%

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.
- ♦ Facility Rental. Oversee and manage rental of City facilities including
 - Vermillion Cliffs Corral
 - Townhouse
 - Other venues
- 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 2017-18 Priorities

- Manage the purchases for General Services.
- Oversee and manage the Vermillion Cliffs Corrals.
- Manage City fleet usage.

- Increased communication to public through increased publishing of quarterly newsletter from the City Manager.
- o Successful rodeos and other events held at Vermillion Cliffs Arena.
- o Replacement and/or repair of equipment, fencing, staffs, and corrals at Vermillion Cliffs Arena.

Significant changes are as follows:

♦ Vermillion Downs Corral expense increased for replacement of panels for corrals, renewed contract, and general improvements.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
411-General Se	ervices					
Personnel		68,724	-	-	_	0.0%
10-411-1101	Salaries	44,297	-	-	_	0.0%
10-411-1201	Industrial Insurance	133	-	-	-	0.0%
10-411-1202	Medical Insurance	15,337	-	-	_	0.0%
10-411-1203	FICA	4,001	-	-	-	0.0%
10-411-1204	ASRS	4,955	-	-	-	0.0%
Operating		746,365	652,075	1,016,900	1,005,500	-1.1%
10-411-2100	Office Supplies	6,005	6,411	6,500	6,500	0.0%
10-411-2119	Office Equipment Leases	-	8,292	8,400	8,400	0.0%
10-411-2403	Postage	7,189	10,846	12,000	15,000	25.0%
10-411-2404	Utilities	458,175	467,160	539,000	539,600	0.1%
10-411-2425	Copy Paper	2,931	2,905	4,000	4,000	0.0%
10-411-2500	Compensated Absences	83,838	-	-	-	0.0%
10-411-2590	Contract Services	16,961	12,517	12,000	12,000	0.0%
10-411-2600	Vermillion Cliffs/Corrals Expense	26,398	27,829	25,000	35,000	40.0%
10-411-2680	City Promotions	2,036	-	-	-	0.0%
10-411-2804	Subscriptions/Memberships	-	63	-	-	0.0%
10-411-2806	Printing Costs	-	4,984	10,000	10,000	0.0%
10-411-9600	Contingency	134,874	111,067	400,000	375,000	-6.3%
10-411-9902	Capital Leases	7,959	-	-	-	0.0%
Grand Total		\$815,089	\$652,075	\$1,016,900	\$1,005,500	-1.1%

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 connectivity and computer to police and fire department vehicles to increase efficiencies.
- Assess existing data retention policies and ensure they comply with all Arizona statutes.
- Create disaster recovery plan with proper offsite backups.
- 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.
- Complete policies and standardization of equipment.

FY 2017-18 Priorities

- Improve Internet Service to City Facilities.
- Surveillance system upgrades.
- Update Internet presence.
- Expand mobile/remote access for staff.
- o Continue to expand the use of Cloud technologies.
- Use centralized content management for web content.
- Centralized hardware monitor and alert system.

- Email system upgrade and conversion to pageaz.gov.
- o All users converted to Microsoft Outlook for email.
- New PC's for all departments.

Significant changes are as follows:

- Increased Software Licensing and Utilities line items as additional services are moved to cloud services.
- Increased travel, meals, and schools to provide proper training to the IT staff on the new technology installed.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
455-Information	Technology					
Personnel		236,936	105,030	255,424	225,468	-11.7%
10-455-1101	Salaries	169,740	80,847	183,966	173,134	-5.9%
10-455-1105	Overtime	85	360	1,800	1,000	-44.4%
10-455-1201	Industrial Insurance	403	584	496	401	-19.2%
10-455-1202	Medical Insurance	34,697	8,518	34,185	17,904	-47.6%
10-455-1203	FICA	12,502	5,824	13,651	13,004	-4.7%
10-455-1204	ASRS	19,509	8,897	21,326	20,025	-6.1%
Operating		90,935	99,116	74,400	305,080	310.1%
10-455-2101	Operating Supplies	1,055	2,322	1,900	1,200	-36.8%
10-455-2115	Equipment Repair and Upgrades	15,002	31,452	17,000	120,400	608.2%
10-455-2260	Books	0	0	700	0	-100.0%
10-455-2265	Software Licensing	15,977	14,564	20,000	135,700	578.5%
10-455-2402	Cell Phones	2,683	2,763	1,880	1,980	5.3%
10-455-2404	Utilities	7,709	8,997	7,920	18,600	134.8%
10-455-2590	Contract Services	11,733	39,019	20,000	19,700	-1.5%
10-455-2700	Travel, Meals, and Schools	932	0	5,000	7,500	50.0%
10-455-9904	Capital Improvement	35,844	0	0	0	0.0%
Grand Total		\$327,871	\$204,146	\$329,824	\$530,548	60.9%

GOLF COURSE MAINTENANCE

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 has a professional service agreement with Aramark for the management, operation, and maintenance of the Lake Powell National Golf Course. Contract renewed June 10, 2015 through Dec 2020.

DEPARTMENTAL ACTIVITIES

♦ Oversight of Professional Services Agreement with Aramark.

GOALS & OBJECTIVES

- ♦ Continue professional service agreement with Aramark for the management, operation, and maintenance of the Lake Powell National Golf Course.
- ♦ Continue repair and refurbishment of irrigation electrical components.
- ♦ Continue turf recovery, with focus on greens.

FY 2017-18 Priorities

- Total pump system check-including all electronics and software.
- Cart path repair; install new pedestal lighting at Clubhouse.

- o Significant gains in recovery of turf on greens, tees, fairways etc.
- Develop 10-Year Equipment forecast.

Significant changes are as follows:

- ♦ No operating increase in the maintenance budget for the Golf Course.
- ♦ Request for a new John Deere 2500A Greens Mower (to be paid from Capital Fund 40).
- Request for a new John Deere Utility Vehicle TX MT16 (to be paid from Capital Fund 40).

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
468-Golf Course	e Maintenance					
Personnel		112	0	0	0	0.0%
10-468-1205	Unemployment	112	0	0	0	0.0%
Operating		72,772	29,297	32,000	32,170	0.5%
10-468-2115	Equipment Repair/ Maintenance	0	4,043	0	0	0.0%
10-468-2125	Building Repair and Maintenance	20,000	982	8,000	8,000	0.0%
10-468-2404	Utilities	21,033	23,610	24,000	24,000	0.0%
10-468-2590	Contract Services	8,249	170	0	170	0.0%
10-468-9896	Interest Expense	762	55	0	0	0.0%
10-468-9902	Capital Leases	22,727	438	0	0	0.0%
Grand Total		\$72,884	\$29,297	\$32,000	\$32,170	0.5%

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 2017-18 Priorities

- Work with FAA and ADOT to complete Taxiway C Construction.
- o Work with FAA and ADOT to complete Main Apron Design.
- o Complete updated Airport Master Plan.

- Wildlife Hazard Assessment AIP 27.
- Airfield Electrical Upgrades and Runway 7 Connector Taxiway Construction AIP 29.
- o Began Design for New Partial Parallel Northwest Taxiway C AIP 30.

Significant changes are as follows:

- ♦ Maintenance position moved to Public Works Building Maintenance Department.
- ♦ Increase in Buildings Repair & Maintenance to paint terminal and maintenance hangar and update planters.
- ♦ Increase in Transfer to Capital Funds to cover 2.5% City Match for Airport Capital Projects.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
46-Airport						
Expense		164,239	171,512	191,498	215,503	12.5%
Personnel		0	57,605	61,898	20,103	-67.5%
46-489-1101	Salaries	0	42,330	45,034	16,800	-62.7%
46-489-1105	Overtime	0	0	300	0	-100.0%
46-489-1201	Industrial Insurance	0	1,589	1,916	410	-78.6%
46-489-1202	Medical Insurance	0	6,054	6,260	0	-100.0%
46-489-1203	FICA	0	3,118	3,421	1,285	-62.4%
46-489-1204	ASRS	0	4,513	4,967	1,608	-67.6%
Operating		164,239	113,908	129,600	195,400	50.8%
46-489-2101	Operating Supplies	246	650	500	500	0.0%
46-489-2115	Equipment Repair/ Maintenance	1,704	797	1,000	1,000	0.0%
46-489-2125	Buildings Repair & Maintenance	19,998	12,149	17,000	66,000	288.2%
46-489-2402	Cell Phones	0	0	0	700	0.0%
46-489-2404	Utilities	61,508	70,016	75,000	75,000	0.0%
46-489-2590	Contract Services	19,730	18,174	25,000	40,500	62.0%
46-489-2601	Fuel	1,959	1,742	1,500	1,500	0.0%
46-489-2603	Vehicle Repair/Maintenance	625	1,242	1,000	1,000	0.0%
46-489-2700	Travel, Meals, and Schools	2,150	1,405	1,000	1,000	0.0%
46-489-2804	Subscriptions/Memberships	0	75	100	100	0.0%
46-489-2820	Airfield Maintenance	3,323	2,806	3,000	3,000	0.0%
46-489-9720	Grant City Match	48,323	351	0	0	0.0%
46-489-9850	Liability & Property Insurance	4,500	4,500	4,500	5,100	13.3%
46-489-9901	Capital Equipment	175	0	0	0	0.0%
Transfer Out		193,642	225,914	214,000	717,650	235.4%
46-489-9718	Transfer to Debt Service	193,642	195,313	195,000	198,150	1.6%
46-489-9719	Transfer to Capital Fund	0	30,601	19,000	519,500	2634.2%
Grand Total		\$357,881	\$397,426	\$405,498	\$933,153	130.1%

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City Attorney

City Attorney	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund					
405-City Attorney	168,231	227,863	193,923	209,761	8.2%
Personnel	164,619	145,907	171,613	183,051	6.7%
Operating	3,612	81,956	22,310	26,710	19.7%
Grand Total	\$168,231	\$227,863	\$193,923	\$209,761	8.2%

Department Performance Measures	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget
Train at least five boards on Open Meeting Law	NA	NA	5	5
Achieve 85% conviction rate on criminal trials	NA	NA	85%	85%
Provide three training sessions for the Police Department	NA	NA	3	3

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 ensures 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 2017-18 Priorities

- Provide preventive legal care program development in a cost-effective manner in order to reduce the liability exposure of the City and to provide adequate 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.
- o Complete the comprehensive personnel policy update.

- Reduced the need for outside counsel for both the City and PUE.
- Completed all documents for the North Navajo Wall project.
- Completion of the Mutual Aid Agreements between the Page Police Department and the Navajo Nation, and the Glen Canyon National Recreation Area.
- Assisted in RFP selection process for both on-call engineer and design for improvements at Horseshoe Bend, including negotiating and preparing agreements.
- Assisted with the completion of the City Code update.
- Assisted with policy updates and revising the training reimbursement contracts for both the Police Department and Fire Department.

Significant changes are as follows:

• Contract services line item be increased \$5,000 to align more closely with historical levels.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
405-City Attorn	ney					
Personnel		164,619	145,907	171,613	183,051	6.7%
10-405-1101	Salaries	125,025	112,599	128,462	138,268	7.6%
10-405-1105	Overtime	0	448	1,000	750	-25.0%
10-405-1201	Industrial Insurance	199	437	318	285	-10.4%
10-405-1202	Medical Insurance	15,199	11,671	17,347	17,444	0.6%
10-405-1203	FICA	9,695	8,322	9,624	10,317	7.2%
10-405-1204	ASRS	14,501	12,430	14,862	15,987	7.6%
Operating		3,612	81,956	22,310	26,710	19.7%
10-405-2101	Operating Supplies	383	240	250	350	40.0%
10-405-2116	Office Equipment	0	386	1,700	1,000	-41.2%
10-405-2402	Cell Phones	638	525	660	660	0.0%
10-405-2590	Contract Services	523	73,427	15,000	20,000	33.3%
10-405-2700	Travel, Meals, and Schools	1,442	3,591	2,000	2,000	0.0%
10-405-2804	Subscriptions/Memberships	575	2,780	1,200	1,200	0.0%
10-405-2805	Publications and	51	1,007	1,500	1,500	0.0%
	Advertising					
Grand Total		\$168,231	\$227,863	\$193,923	\$209,761	8.2%

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City Clerk

City Clerk	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund					
404-City Clerk	101,989	129,499	183,373	182,847	-0.3%
Personnel	83,577	87,117	88,488	107,674	21.7%
Operating	18,412	42,382	94,885	75,173	-20.8%
Grand Total	\$101,989	\$129,499	\$183,373	\$182,847	-0.3%

Department Performance Measures	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget
City Council Meetings Coordinated	43	41	40	40
Meeting Notices posted	183	181	181	181
City Council actions and agenda items prepared	60	75	75	75

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 and respond to requests for public information.
- City Council Support. Provide administrative and support services to the City Council:
 - o Prepare agendas, packets, minutes, proclamations.
 - Process ordinances and resolutions.
 - Process applications for voluntary service on City Boards and Commissions.
 - o 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. Maintain the City Code of the City of Page.
- ♦ Elections. Maintain voter records and conduct early voting with accuracy and consistency in accordance with federal and state requirements. Administer, prepare, conduct, and tally federal, state, and county elections in accordance with Arizona Revised Statutes.
- ♦ Business Registration. Process, record, and issue Business Registrations.

GOALS & OBJECTIVES

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

FY 2017-18 Priorities

- o Implement document tracking with Agenda Quick.
- Complete the Zoning Code recodification process.
- Maintain records management and work on backlog.
- Continued staff education

- Maintained the Master Fee Schedule.
- Continued education: City Clerk and Deputy City Clerk attended AMCA's Clerk's Best Practices, and several Region Meetings.
- Upgrades were made to the sound system in the Council Chambers, including the installation of two televisions, two speakers, new microphones, and new mixers.
- City Code codification with American Legal Publishing was completed, excluding the Zoning Code.
- o Implemented an automated Agenda Management Program.
- City Council began using I-Pads for the Council Meeting and eliminated printing books.

Significant changes are as follows:

- ♦ Equipment Repair/Maintenance increased by \$1,150 to replace time clock, desk, and monitor.
- ♦ Contract Services decreased by \$26,105. It is not a City Council election year.
- Travel, Meals, and Schools expense increased by \$838 due to an increase in registration fees, cost of lodging, and gas.
- Publications and Advertising Line expense decreased by \$4,700. We do not anticipate an increase in items to be published.
- New expense item, stipend for cell phone.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
404-City Clerk						
Personnel		83,577	87,117	88,488	107,674	21.7%
10-404-1101	Salaries	69,770	72,423	72,521	88,836	22.5%
10-404-1105	Overtime	177	222	1,000	750	-25.0%
10-404-1201	Industrial Insurance	166	269	255	206	-19.2%
10-404-1202	Medical Insurance	0	544	648	726	12.0%
10-404-1203	FICA	5,351	5,465	5,624	6,853	21.9%
10-404-1204	ASRS	8,113	8,193	8,440	10,303	22.1%
Operating		18,412	42,382	94,885	75,173	-20.8%
10-404-2100	Office Supplies	0	1,582	1,050	1,200	14.3%
10-404-2115	Equipment Repair/ Maintenance	1,466	158	450	1,600	255.6%
10-404-2116	Office Equipment	0	0	0	5,800	0.0%
10-404-2402	Cell Phones	0	0	0	660	0.0%
10-404-2590	Contract Services	2,549	17,198	71,955	45,850	-36.3%
10-404-2700	Travel, Meals, and Schools	3,132	1,696	5,500	6,338	15.2%
10-404-2804	Subscriptions/Memberships	524	428	530	725	36.8%
10-404-2805	Publications and Advertising	10,286	10,256	15,000	11,000	-26.7%
10-404-2850	Business Registration	454	0	400	2,000	400.0%
10-404-2880	Council Chamber Upgrades	0	11,064	0	0	0.0%
Grand Total		\$101,989	\$129,499	\$183,373	\$182,847	-0.3%

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City Council

City Council	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund					
402-City Council	71,676	69,304	84,117	81,255	-3.4%
Personnel	58,320	57,550	58,317	58,255	-0.1%
Operating	13,355	11,754	25,800	23,000	-10.9%
Grand Total	\$71,676	\$69,304	\$84,117	\$81,255	-3.4%

Department Performance Measures	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget
Attendance to League of Cities at least 40%	29%	58%	58%	58%
Number of Council meetings held	43	41	40	40
Annual Retreat held?	Yes	Yes	Yes	Yes
Annual budget adopted in accordance with Arizona Revised Statues?	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 2017-18 Priorities

Oversee the implementation of the 2018 strategic priorities.

FY 2016-17 Major Objectives Accomplished

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

FY 2017-18 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Decrease in Operating Supplies and Travel, Meals and Schools based on historical costs.
- Increased In Town Meetings due to addition of NACOG Meeting hosted by the City.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
402-City Counc	cil					
Personnel		58,320	57,550	58,317	58,255	-0.1%
10-402-1101	Salaries	54,166	54,033	54,000	54,000	0.0%
10-402-1201	Industrial Insurance	747	177	186	124	-33.3%
10-402-1203	FICA	3,408	3,340	4,131	4,131	0.0%
Operating		13,355	11,754	25,800	23,000	-10.9%
10-402-2101	Operating Supplies	178	387	4,000	700	-82.5%
10-402-2700	Travel, Meals, and Schools	4,134	3,187	10,000	7,000	-30.0%
10-402-2701	In Town Meetings	1,815	715	3,000	6,000	100.0%
10-402-2804	Subscriptions/Memberships	7,229	7,465	8,800	9,300	5.7%
Grand Total		\$71,676	\$69,304	\$84,117	\$81,255	-3.4%

Community Development

Community/Economic Development

Building Safety

Planning & Zoning

Community Development	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund	80,192	166,008	301,941	885,108	193.1%
Expense	80,192	166,008	301,941	885,108	193.1%
Personnel	75,870	151,901	215,641	465,098	115.7%
445-Planning & Zoning	0	73,885	62,499	135,176	116.3%
446-Building & Code Compliance	75,870	78,016	153,142	139,279	-9.1%
447-Community Development	0	0	0	190,643	0.0%
Operating	4,323	14,107	86,300	420,010	386.7%
445-Planning & Zoning	2,139	11,472	76,200	62,160	-18.4%
446-Building & Code Compliance	2,184	2,635	10,100	9,920	-1.8%
447-Community Development	0	0	0	347,930	0.0%
42-Community Development Fund	312,297	435,100	996,315	0	-100.0%
Expense	312,297	335,100	583,777	0	-100.0%
Personnel	104,566	173,087	199,117	0	-100.0%
Operating	207,732	162,014	384,660	0	-100.0%
Transfer Out	0	100,000	412,538	0	-100.0%
Operating	0	100,000	412,538	0	-100.0%
Grand Total	\$392,490	\$601,108	\$1,298,256	\$885,108	-31.8%

Department Performance Measures	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget
Community/Economic Development – hotel/motel tax revenue collected	2,562,717	3,254,468	3,804,272	4,000,000
Planning & Zoning - percentage of applications for Planning & Zoning Commission agendas scheduled within 90 days	NA	NA	NA	90%
Building & Code Compliance - percentage of field inspections completed within 24 hours	NA	NA	NA	75%
Building & Code Compliance – number of cases	NA	NA	36	50

COMMUNITY/ECONOMIC DEVELOPMENT

PURPOSE

To stimulate economic growth and development by creating a healthy local economy and quality of life for those who live, work, and play in the community.

DEPARTMENT DESCRIPTION

The Community/Economic Development Department is responsible for the functions of Economic Development/Redevelopment and Tourism, Housing, Park, Open Space and Trails planning, management of City land asset, procurement and management of grants.

DEPARTMENTAL ACTIVITIES

- ♦ Implements the City Council Strategic Priorities for Community/Economic Development and Parks.
- ♦ 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 and seeks and administers grant.
- Manages tourism marketing.

GOALS & OBJECTIVES

- ♦ Implement City Council Strategic Priorities for Community/Economic Development.
- 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 2017-18 Priorities

- Collaborate with economic development partners to develop and support common economic objectives; promote local job creation and retention; and explore options for affordable housing.
- Market Page as a world class destination and encourage businesses to obtain and maintain a high level of quality in their goods and services.
- Implement City Council Strategic Priorities for Community/Economic Development.
- Develop plans/specifications for Horseshoe Bend trail realignment and parking lot and construct phase one improvements.
- Explore options for Block 17 revitalization and a Master Streetscape Plan, including funding options.
- 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.

- Collaboration with the Chamber at Page Lake Powell and Coconino County in the 2017 Economic Outlook Conference; acted as City of Page Project Manager for the Balloon Regatta and Vendor Fair/Street Market; collaborated with Coconino County and the Chamber at Page Lake Powell to establish a farmer's market;
- Implemented City Council Strategic Priorities for Community Development
 - Applied for an entitlement Community Development Block Grant (CDBG) through the Arizona Department of Housing for ADA restroom and play equipment improvements in parks.
 - Began researching incentives to encourage new home construction.
 - Began discussions regarding strategies for the Block 17 Revitalization and Master Streetscape Plan.
 - Collaborated with Coconino County's effort to develop a long term economic development strategy for the upper part of Northern Arizona
 - Served on project management team for Horseshoe Bend-parking area expanded, restrooms installed, project design consultant procured, design underway, grant resources identified.
 - Plan for deferred maintenance-Page City-wide Parks Master Plan completed; play equipment at Golliard Park installed, dog park upgraded.
 - Provide quality parks, trails and open spaces, amenities, equipment, and programs- the Page City-wide Parks Master Plan and John C. Page Memorial Park Master Plan have been adopted; Rim Trail trailhead and on-trail signage designed and fabricated and map and brochure designed and printed.

- Economic Development Coordinator position filled.
- Community Development Director reappointed to serve on NACOG Economic Development Commission.
- Worked with a number of interested parties on potential sale of city property.

Significant changes are as follows:

- ♦ The Events line item was decreased to reflect historical expenditures and to address City Council directives related to event funding.
- ♦ Contract Services was increased significantly to provide for completion of the City-wide and John C. Page Park Master Plans, Block 17 redevelopment plan, Master Streetscape planning, and Horseshoe Bend trail realignment and parking lot improvements.
- ♦ Includes \$20,000 in Economic Development for matching grant funds.
- ♦ The Chamber of Commerce stipend was increase from \$15,000 to \$25,000.
- ♦ Department moved from Fund 42 (Community Development) to Fund 10 (General Fund).

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
Fund			Fund 42		Fund 10	
Personnel						
1101	Salaries	73,484	127,625	147,500	144,537	-2.0%
1201	Industrial Insurance	1,122	554	489	332	-32.1%
1202	Medical Insurance	15,937	21,032	23,229	18,316	-21.2%
1203	FICA	5,470	9,389	10,966	10,836	-1.2%
1204	ASRS	8,553	14,487	16,933	16,622	-1.8%
Operating						
2101	Operating Supplies	3,586	2,453	3,340	7,000	109.6%
2402	Cell Phones	0	0	660	1,520	130.3%
2403	Postage	1,914	1,301	2,000	5,000	150.0%
2404	Utilities	423	388	600	0	-100.0%
2510	Events	13,938	23,283	44,300	37,000	-16.5%
2512	Tourism Funded Marketing	15,435	0	0	0	0.0%
2540	Marketing & Promotion	64,155	55,756	52,000	62,600	20.4%
2590	Contract Services	13,713	5,932	159,000	105,000	-34.0%
2700	Travel, Meals, and Schools	15,443	8,743	12,500	9,500	-24.0%
2804	Subscriptions/Memberships	3,096	3,045	3,260	3,310	1.5%
3285	Economic Development	0	0	20,000	0	-100.0%
3290	Familiarization Tours	894	1,113	2,000	2,000	0.0%
3300	Beautification	4,127	0	0	0	0.0%
9720	Grant City Match	0	0	0	20,000	0.0%
9865	Museum/Visitor Center	45,000	45,000	70,000	70,000	0.0%
9866	Chamber of Commerce	15,000	15,000	15,000	25,000	66.7%
9901	Fireworks	11,009	0	0	0	0.0%
Transfer Out						
9915	Transfer to Capital Projects	0	100,000	412,538	0	-100.0%
Grand Total		\$312,297	\$435,100	\$996,315	\$538,573	-45.9%

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 in the community.

DEPARTMENT DESCRIPTION

The Building Safety/Code Compliance department is responsible for assisting the public in their efforts to design, build and occupy structures within the City; developing and implementing a proactive code enforcement program to maintain the physical environment though standards set in local ordinances.

DEPARTMENTAL ACTIVITIES

♦ Building Inspections:

- o Plan review for residential and commercial construction projects.
- o Issue and maintain records of all permits.
- o Prepare and submit all State, County and City required reports on building inspections.
- o Schedule inspections.
- o Collect permit fees.

♦ Code Compliance:

- o Implement and manage a proactive code enforcement program for the City of Page.
- Investigate, inspect, and evaluate complaints to determine violations of the municipal code (nuisance and zoning violations) and appropriate course of action.
- Validate complaints received by the department, enter, and maintain informational record keeping, obtain compliance.

GOALS & OBJECTIVES

- Continue to help Page grow with safe and efficient buildings.
- ♦ Provide services for Page residents and property owners by assuring that all construction projects within the City are designed and built to building code standards.
- Maintain accurate and complete records for every project being processed through the department.
- ♦ Beautify the community through code enforcement.
- ♦ Work with residents and property owners to investigate complaints and bring them into compliance with applicable codes.

FY 2017-18 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.
- o Adopt newer version of building code in conjunction with adoption of new version of fire code.
- Adopt a proactive approach to nuisance and zoning code enforcement.
- Adopt amendments to Chapter 9, Nuisances.
- Participate in the Zoning Ordinance update with a focus on residential parking, trash/recycling, exterior storage and screening, landscaping and weed control, and RV/boat/ATV/personal water craft parking/storage.
- o Implement the code compliance program.

- Building Inspections:
 - Reviewed plans and issued permits for major projects including Hyatt Place, Wingate, Baymont, Country Inn & Suites, and airport hangar construction;
 - Reviewed plans, issued permits and conducted inspections for ten single family homes and fourteen manufactured homes:
 - Worked with Public Works and Page Utility Enterprises to determine the source of and solution for an on-going odor in businesses in Block 17.
 - Inspected all new Vacation Home rentals.
 - Training for renewal of certifications.
- Code Compliance:
 - Re-staffed the Community Enhancement Technician vacancy.
 - Purchased and trained on new software (iWorQ) that tracks communications with property

- owners pertaining to reported code compliance issues.
- Assessed the Code Enforcement Program considering existing ordinances and began enforcement related to vacant residential properties, unsafe storage of appliances, accumulations of junk, and new outdoor storage violations.
- Incorporated the codified Nuisance Ordinances into the iWorQ software system.
- Worked with Planning and Zoning and the Police department on complaints.
- Started formulating a plan for a proactive code enforcement program.

- No significant changes are proposed. The budget includes funds to purchase new code books in anticipation of adopting a later version of the fire and building codes.
- ♦ Increase in Cell Phones for smart phones for Building Inspector and Community Enhancement Technician.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
446-Building &	Code Compliance					
Personnel		75,870	78,016	153,142	139,279	-9.1%
10-446-1101	Salaries	49,991	50,239	96,850	90,972	-6.1%
10-446-1105	Overtime	0	0	2,000	1,250	-37.5%
10-446-1201	Industrial Insurance	1,261	2,942	3,668	2,250	-38.7%
10-446-1202	Medical Insurance	15,337	15,823	32,210	27,621	-14.2%
10-446-1203	FICA	3,482	3,345	7,066	6,580	-6.9%
10-446-1204	ASRS	5,798	5,668	11,348	10,606	-6.5%
Operating		2,184	2,635	10,100	9,920	-1.8%
10-446-2101	Operating Supplies	1,537	785	3,000	3,000	0.0%
10-446-2115	Equipment Repair/ Maintenance	0	0	200	200	0.0%
10-446-2260	Books	0	31	1,500	1,500	0.0%
10-446-2402	Cell Phones	521	366	1,000	1,320	32.0%
10-446-2590	Contract Services	0	0	1,500	1,500	0.0%
10-446-2700	Travel, Meals, and Schools	0	1,318	2,500	2,000	-20.0%
10-446-2804	Subscriptions/Memberships	125	135	400	400	0.0%
Grand Total		\$78,053	\$80,650	\$163,242	\$149,199	-8.6%

PLANNING AND ZONING

PURPOSE

To plan and managing 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: the study of current and long-range planning and zoning issues; administration of the City of Page General Plan and City of Page Zoning Ordinance as they pertain to land use regulations; 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. Division staff provides services to the Planning and Zoning Commission and Board of Adjustment, and serves on various ad-hoc committees.

DEPARTMENTAL ACTIVITIES

- ♦ Attend Planning and Zoning Commission meetings and public hearings and issue staff reports and public/staff notifications.
- Review and approve 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.
- Review Subdivision Regulations and General Plan to determine needed updates.
- Enforcement of the newly adopted City of Page Zoning Ordinance.
- Create new application forms and procedures based on updated zoning ordinance.
- Establish a formal site plan review and approval process based on updated zoning ordinance.
- Work with the Planning and Zoning Commission and City Council on plans for a multi-phase, multi-year development of 866 acres in the southwest quadrant of the community.

FY 2017-18 Priorities

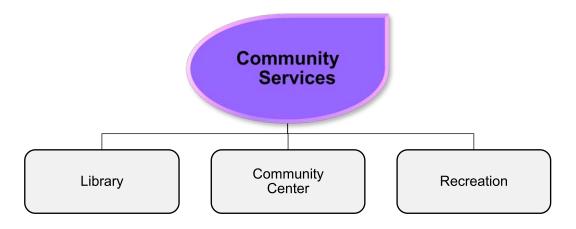
- o Adoption, codification, and implementation of the updated Zoning Ordinance and Zoning Map.
- o Update the City of Page General Development and Subdivision Regulations.
- Work with the developer of the southwest quadrant of the community to bring forward a high-quality master plan that meets the needs of the developer and the community.
- Assist with implementation of the Park Master Plan, including Master Plan for John C. Page Memorial Park.
- Assist with Block 17 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 for the City of Page.

- City of Page Zoning Ordinance Update and digital Zoning Map; ready for final review and adoption.
- Assisted with implementation of the Code Enforcement Program, including evaluation and enforcement of City-owned properties.
- Site plan and approval for conditional use permits for 20 new vacation home rentals, four new bed and breakfast homes, and four new hotels, including Hampton Inn, Baymont Inn, Hyatt, and Country Inn & Suites.
- Worked with 38 vacation home rentals and five bed and breakfast home owners to renew Conditional Use Permit
- Initiated discussion and review of concept plans for development of the southwest quadrant of the community.

- ♦ The Contract Services line item includes funding for City of Page Zoning Code completion and review should the City Council decide to take a hands-on approach to review of the document prior to adoption as well as funding for updates to the subdivision regulations.
- The Software line item includes a zoning module to track zoning projects and GIS software to maintain the digital zoning map as well as provide other mapping services for the Community Development Department.
- ◆ Increase in Personnel expenses for new position GIS/Planner
- Increase in Operating Supplies to purchase furniture for new position.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
445-Planning &	Zoning					
Personnel		0	73,885	62,499	135,176	116.3%
10-445-1101	Salaries	0	47,234	42,702	86,633	102.9%
10-445-1105	Overtime	0	0	0	3,000	0.0%
10-445-1201	Industrial Insurance	0	179	305	206	-32.5%
10-445-1202	Medical Insurance	0	18,049	11,480	28,668	149.7%
10-445-1203	FICA	0	3,087	3,110	6,361	104.5%
10-445-1204	ASRS	0	5,337	4,902	10,308	110.3%
Operating		2,139	11,472	76,200	62,160	-18.4%
10-445-2101	Operating Supplies	693	238	700	2,700	285.7%
10-445-2115	Equipment Repair/ Maintenance	435	0	200	200	0.0%
10-445-2402	Cell Phones	0	0	0	660	0.0%
10-445-2590	Contract Services	0	9,143	70,000	55,000	-21.4%
10-445-2700	Travel, Meals, and Schools	1,011	1,835	4,000	2,700	-32.5%
10-445-2804	Subscriptions/Memberships	0	256	1,300	900	-30.8%
Grand Total		\$2,139	\$85,357	\$138,699	\$197,336	42.3%

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Community Services	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund	695,287	726,771	850,172	1,107,189	30.2%
Community Services					
Personnel	584,205	592,233	682,977	734,740	7.6%
408-Community Services Administration	0	88,493	92,932	108,048	16.3%
410-Community Center	76,132	68,165	70,745	91,420	29.2%
444-Library	393,626	325,035	391,324	392,430	0.3%
465-Recreation	114,448	110,540	127,976	142,842	11.6%
Operating	111,081	134,538	167,195	372,449	122.8%
408-Community Services Administration	0	809	1,710	3,410	99.4%
410-Community Center	6,123	5,290	8,443	8,505	0.7%
444-Library	55,294	66,390	83,417	278,707	234.1%
465-Recreation	49,665	62,048	73,625	81,827	11.1%
Grand Total	\$695,287	\$726,771	\$850,172	\$1,107,189	30.2%

Department Berformance Messures	FY2015	FY2016	FY2017	FY2018
Department Performance Measures	Actual	Actual	Budget	Budget
Library visits	132,062	139,407	N/A	145,000
Number of library card holders	14,048	14,517	N/A	15,000
Patron computer use per year	50,525	54,837	60,000	64,000
Patron Wi Fi usage per year	27,965	38,351	45,000	50,000
Circulation of materials	142,355	113,441	120,000	130,000
Congregate Meals	6,712	6,699	6,500	6,500
Meals on Wheels	3,621	3,917	3,500	3,500
Youth Registered for Sports Leagues	701	734	731	740
Number of teams registered for adult leagues	38	29	30	30
Number of children sponsored for youth sports	NA	5	15	20

COMMUNITY 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 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

- Recruit volunteers for all three divisions.
- Provide staff and budget to support existing community programs and 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; to develop a quality strategic plan growth in programs, services, and facilities.
- 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.

FY 2017-18 Priorities

- Work with all Boards to continually improve the availability and effectiveness of recreational, athletic, educational and leisure services that benefit the entire community.
- o To develop a quality strategic plan growth in programs, services, and facilities.
- Encourage partnerships and conversation between clubs, organizations, and agencies, to leverage resources.
- Continue to apply for grant monies.
- Continue activities that promote the arts and provide cultural enrichment for the community.
- o To enhance our education, recreational, and community programs.
- To establish a program of new endowments to provide designated funds, separate from operating funds, for the Parks and Recreation Department.
- o To develop and implement a long-range public relations plan designed to increase awareness of Community Services and its programs within the community.
- Hire and retain accomplished staff to expertly manage our programs and services.
- 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 of the City's libraries, parks, and community center to showcase multimedia educational displays, and collection areas that help residents educate themselves on healthy lifestyles, e.g., sports, exercise, health, and nutrition.

- o Library services and programs achieved a four-star rating.
- Created additional Community Center programming including computer classes, scrapbooking, and lectures.
- Created Teen after hour programs at the Community Center
- contracted partnerships to sponsor many programs and training for staff including other departments.

- Personnel costs increased by percentage due to implementation of Class and Compensation Study.
- ◆ Increase in Travel, Meals, and Schools for ARLS Conference, State of Arizona Conference, and NACOG Meetings.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
408-Community	Services Administration					
Personnel		0	88,493	92,932	108,048	16.3%
10-408-1101	Salaries	0	63,413	65,000	77,580	19.4%
10-408-1201	Industrial Insurance	0	234	231	178	-22.9%
10-408-1202	Medical Insurance	0	13,114	15,482	15,685	1.3%
10-408-1203	FICA	0	4,582	4,757	5,683	19.5%
10-408-1204	ASRS	0	7,150	7,462	8,922	19.6%
Operating		0	809	1,710	3,410	99.4%
10-408-2101	Operating Supplies	0	0	300	350	16.7%
10-408-2402	Cell Phones	0	809	660	660	0.0%
10-408-2700	Travel, Meals, and Schools	0	0	750	2,400	220.0%
Grand Total		\$0	\$89,303	\$94,642	\$111,458	17.8%

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 Library department, in accordance with the new Strategic Plan.
- Create a Maker Space as part of the proposed renovations of children's and facilities departments.
- To organize multiple educational opportunities for all patrons, including an emphasis in corporate patrons through professional development courses in computer information systems, customer service, and specific training needs.
- To provide on-going professional development training.

FY 2017-18 Priorities

- Provide our patrons with access to quality collections of educational, inspirational, and recreational materials.
- Develop a public relations program to encourage financial donations for the improvement and renewal of library collection and programming.
- o Promote and provide literacy and access.
- o Increase accessibility to library services and technologies.
- o Develop a five-year Strategic Plan.
- Provide Passport services to the community.
- o Place all adult public computers in Reference area.
- o Redesign area in front of circulation area to be more welcoming.
- Add more computers to the children's area.

- Library was a four-star library in 2016.
- New Community Partners were made to bring in more classes and activities for all ages.
- Reopened library on Mondays.
- Children's department redesign.
- CPR/First Aide Training for all employees.
- Completed internet and wireless equipment upgrade.
- o Replaced 2 Staff printers (County provided).
- New volunteer partners to help make Children's First Library Card Book Bags.

- Increased operating supplies by \$2,500
- Personnel costs increased by percentage due to completion of Class and Compensation Study.
- New line item for lease for new Xerox copier
- ♦ \$188,600 of County Funds received in FY 2016 was not spent in FY16 or Budgeted in FY17. Budgeted for FY18. Funds will be used to buy new furniture, fixtures, and upgrade facility.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
444-Library						
Personnel		393,626	325,035	391,324	392,430	0.3%
10-444-1101	Salaries	292,011	236,556	275,804	289,752	5.1%
10-444-1105	Overtime	0	21	0	0	0.0%
10-444-1201	Industrial Insurance	752	741	975	666	-31.7%
10-444-1202	Medical Insurance	47,028	44,970	62,719	47,265	-24.6%
10-444-1203	FICA	21,703	17,114	20,164	21,426	6.3%
10-444-1204	ASRS	32,133	25,633	31,662	33,321	5.2%
Operating		55,294	66,390	83,417	278,707	234.1%
10-444-2101	Operating Supplies	14,221	18,339	16,820	16,820	0.0%
10-444-2106	Library Material-Audios	3,894	3,597	4,200	4,400	4.8%
10-444-2108	Library Material-Videos	5,301	7,238	5,000	6,000	20.0%
10-444-2109	Library Material-Books	22,556	27,781	35,000	38,000	8.6%
10-444-2110	Janitorial Supplies	244	379	700	700	0.0%
10-444-2111	Internet Equipment Replacement	30	809	1,800	1,800	0.0%
10-444-2115	Equipment Repair/ Maintenance	47	0	2,400	3,400	41.7%
10-444-2119	Office Equipment Leases	0	0	0	2,500	0.0%
10-444-2265	Licensing Fees	0	785	900	0	-100.0%
10-444-2590	Contract Services	6,914	4,417	8,505	8,720	2.5%
10-444-2700	Travel, Meals, and Schools	29	323	3,200	3,300	3.1%
10-444-2804	Subscriptions/Memberships	2,057	2,722	4,892	4,467	-8.7%
10-444-2950	Facility Upgrade	0	0	0	188,600	0.0%
Grand Total		\$448,920	\$391,425	\$474,741	\$671,137	41.4%

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.
- To cultivate an environment for appreciation of and participation in the arts.
- To provide opportunities for social activities, education, and social development.
- To organize and sponsor community events for education, socializing, and celebration.
- To provide information about community issues, people, and events; refer citizens needing assistance to appropriate individuals and agencies.

FY 2017-18 Priorities

- Provide more opportunities for social activities, education, and social development.
- Use the City's libraries, parks, and community center to highlight multimedia educational displays, and collection areas that help residents educate themselves on healthy lifestyles, e.g., sports, exercise, health, nutrition, etc.
- To develop and implement a long-range public relations plan designed to increase awareness of Community Services and the programs we offer within the community.
- Seek grants for facility upgrades and programming.
- Recruit a kitchen substitute to fill in for staff when needed.

- Passed NACOG inspection, achieved an A+ on paperwork.
- In the past ten months, (July 1 April 30) staff has served 1,686 meals through the Meals on Wheels program; 3,888 meals through the congregate program; and 14,995 meals for Head Start.

- Personnel costs increased by percentage due to completion of Class and Compensation Study.
- Personnel costs increased due to hiring a new employee for the front desk.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
410-Community	/ Center					
Personnel		76,132	68,165	70,745	91,420	29.2%
10-410-1101	Salaries	51,269	52,147	53,531	73,122	36.6%
10-410-1201	Industrial Insurance	1,163	1,356	1,782	995	-44.2%
10-410-1202	Medical Insurance	15,085	5,972	6,197	6,482	4.6%
10-410-1203	FICA	3,616	3,754	4,058	5,551	36.8%
10-410-1204	ASRS	4,999	4,935	5,177	5,270	1.8%
10-410-1205	Unemployment	0	0	0	0	0.0%
Operating		6,123	5,290	8,443	8,505	0.7%
10-410-2101	Operating Supplies	462	1,585	2,000	2,000	0.0%
10-410-2115	Equipment Repair/ Maintenance	698	904	2,000	2,000	0.0%
10-410-2119	Office Equipment Leases	0	2,334	3,000	3,000	0.0%
10-410-2402	Cell Phones	343	31	343	350	2.0%
10-410-2590	Contract Services	2,289	431	1,100	1,155	5.0%
10-410-9902	Capital Lease	2,332	4	0	0	0.0%
Grand Total		\$82,255	\$73,455	\$79,188	\$99,925	26.2%

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, and summer camps.
- Adult sports include softball and basketball.
- Community events include the Easter Egg Hunt, carnivals, 5k and other races/walks.

GOALS & OBJECTIVES

- Set priorities and plan for operation and capital improvements.
- Identify mechanisms for funding.
- Leverage support to establish new partnerships between other departments and the community.
- Research website registrations.
- Increase participation in all sporting events and activities.
- Improve existing programs and management of activities.
- Implement new recreation programs.

FY 2017-18 Priorities

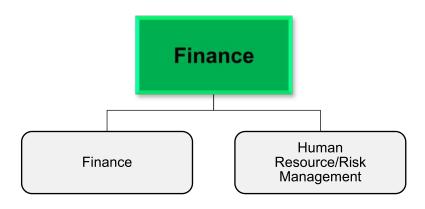
- Continue to provide high quality services.
- Increase community relations and involvement.
- Offer sports clinics and coaching/referee training for all sporting activities.
- Recruit volunteers to create a greater impact and build relationship between community and the Recreation Department.
- Develop a volunteer handbook.
- o Maintain public safety and quality field maintenance.
- o Update Recreation policies and procedures.
- o Provide on-going professional development training for all staff.

- Participated in community events, such as school open house, Desert View Health Fair, and Page/Lake Powell Job Fair.
- Obtained grant to purchase CPR/AED/First Aid training equipment and certified Recreation Department, Page Public Library, and Page Police Department staff in American Red Cross CPR/AED/First aid.
- Increased the number of youth involved in youth sports leagues.
- Increased the number of youth volunteer coaches involved in youth sports leagues.
- Attended professional development training including National Parks and Recreation Association Conference.
- Made season lengths consistent among all youth leagues.
- City Council adopted consistent fees and age groupings for youth leagues.
- o City Council approved a refund policy for Recreation programs.

- ♦ Increased program expenses line item by \$3,000 for uniforms, awards, equipment, and supplies.
- ♦ Increased Cell Phones lines item by \$660 to provide one additional cell phone.
- Increased Contract Services line item by \$\$3200 for umpire and referee services for adult leagues.
- ♦ Eliminated Pool Expenses line item, and reduced salaries accordingly.
- Increased Holiday Promotion to add end of school year summer recreation programs kickoff.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
465-Recreation						
Personnel		114,448	110,540	127,976	142,842	11.6%
10-465-1101	Salaries	92,420	95,653	104,073	117,712	13.1%
10-465-1105	Overtime	724	0	0	0	0.0%
10-465-1201	Industrial Insurance	1,452	1,564	3,367	2,286	-32.1%
10-465-1202	Medical Insurance	3,695	3,441	6,310	6,560	4.0%
10-465-1203	FICA	7,092	7,159	7,914	8,952	13.1%
10-465-1204	ASRS	4,021	2,723	6,312	7,332	16.2%
10-465-1205	Unemployment	5,044	0	0	0	0.0%
Operating		49,665	62,048	73,625	81,827	11.1%
10-465-2101	Operating Supplies	1,291	3,023	2,810	2,510	-10.7%
10-465-2102	Uniform Allowance	384	77	300	300	0.0%
10-465-2105	Janitorial Supplies	0	11	300	300	0.0%
10-465-2115	Equipment Repair/ Maintenance	1,845	7,295	8,400	8,000	-4.8%
10-465-2130	Program Expenses	20,300	21,833	35,000	38,000	8.6%
10-465-2402	Cell Phones	1,271	1,249	1,320	1,942	47.1%
10-465-2530	Holiday Promotions	2,398	3,155	3,000	3,800	26.7%
10-465-2545	Pool Expenses	3,835	918	1,650	0	-100.0%
10-465-2550	Recreation Expenses	2,281	10,665	3,000	6,900	130.0%
10-465-2560	Tennis Court Expenses	966	626	2,950	2,300	-22.0%
10-465-2565	Concession Supplies/ Equipment	0	986	3,000	3,000	0.0%
10-465-2590	Contract Services	9,190	9,036	8,600	11,850	37.8%
10-465-2700	Travel, Meals, and Schools	0	2,281	2,450	2,080	-15.1%
10-465-2804	Subscriptions/Memberships	0	893	845	845	0.0%
10-465-9920	Capital Improvements	5,904	0	0	0	0.0%
Grand Total		\$164,112	\$172,588	\$201,601	\$224,669	11.4%

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Finance	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund	626,737	886,499	1,072,174	2,091,862	95.1%
Finance					
Personnel	349,487	339,438	351,199	472,847	34.6%
441-Human Resource/Risk Management	67,099	65,679	65,612	172,105	162.3%
442-Finance	282,388	273,759	285,587	300,742	5.3%
Operating	277,250	547,061	720,975	1,619,015	124.6%
441-Human Resource/Risk Management	229,509	468,662	641,725	1,544,970	140.8%
442-Finance	47,741	78,399	79,250	74,045	-6.6%
Grand Total	\$626,737	\$886,499	\$1,072,174	\$2,091,862	95.1%

Department Performance Measures	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 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	N/A	N/A	Yes
Number of workshops, assessments, and programs related to wellness, benefits education, and retirement	N/A	7	7	7
Turnover Rate	5.31%	5.04%	Less than 7%	Less than 7%
OSHA reportable injuries (Calendar Year)	20	25	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 a 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 2017-18 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.

- Received Certificate of Achievement for Excellence in Financial Reporting (CAFR) Program award from Government Finance Officers Association.
- o Earned a "clean audit opinion" for our FY 2016 audit.
- Provided City Council with a monthly itemized financial report in timely manner.
- This fiscal year, we have transferred a total of \$4.9 million in cash reserve to put toward the 2011
 Series Bond Debt payment for the first call date on July 1, 2021.

Budgetary changes are as follows:

- Increase in Personnel costs due to completion of Class and Compensation Study.
- ♦ Decrease in Contract Services due to moving Caselle Support costs to I.T. Department's budget.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
442-Finance						
Personnel		282,388	273,759	285,587	300,742	5.3%
10-442-1101	Salaries	194,002	191,320	196,679	213,347	8.5%
10-442-1105	Overtime	0	0	900	900	0.0%
10-442-1201	Industrial Insurance	462	745	688	493	-28.3%
10-442-1202	Medical Insurance	51,406	46,800	50,257	45,636	-9.2%
10-442-1203	FICA	14,017	13,416	14,381	15,728	9.4%
10-442-1204	ASRS	22,502	21,478	22,682	24,638	8.6%
Operating		47,741	78,399	79,250	74,045	-6.6%
10-442-2101	Operating Supplies	3,440	5,944	3,750	3,600	-4.0%
10-442-2115	Equipment Repair/ Maintenance	0	412	1,000	1,000	0.0%
10-442-2116	Office Equipment	467	19	200	200	0.0%
10-442-2215	Bank Fees	9,583	11,102	11,700	12,700	8.5%
10-442-2590	Contract Services	32,709	54,889	57,850	51,670	-10.7%
10-442-2700	Travel, Meals, and Schools	928	1,281	3,000	3,000	0.0%
10-442-2803	Over and Short	0	0	50	50	0.0%
10-442-2804	Subscriptions/ Memberships	449	449	500	525	5.0%
10-442-2806	Printing & Binding	165	1,598	1,200	1,300	8.3%
10-442-9932	Loss on Investment	0	2,704	0	0	0.0%
Grand Total		\$330,129	\$352,158	\$364,837	\$374,787	2.7%

HUMAN RESOURCE/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 2017-18 Priorities

- Create performance evaluation measures
- o Employee training that encourages safety, confidence, and positive impact with the departments.

- o Completed Class and Compensation study and implemented adjustment recommendations.
- Safety Leadership Development Training for supervisors.
- o Review and revision of the Personnel Policies and Procedures.

- Increased Personnel costs due to addition of Human Resource Director position.
- Increase in Cell Phones for phone for new position.
- Increase in Contract Services for Criminal Background Search.
- Increase in Risk Management based on claims in FY2017.
- Increase to Personnel Compensation to include performance increases for appointed staff.
- Increase to Retirement/Leave Benefit Distributions to pay \$1,000,000 toward PSPRS Unfunded Liability.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
441-Human Re	source/Risk Management					
Personnel		67,099	65,679	65,612	172,105	162.3%
10-441-1101	Salaries	43,972	45,672	45,427	120,427	165.1%
10-441-1201	Industrial Insurance	105	182	158	277	75.3%
10-441-1202	Medical Insurance	14,717	11,429	11,493	28,835	150.9%
10-441-1203	FICA	3,205	3,244	3,319	8,717	162.6%
10-441-1204	ASRS	5,100	5,153	5,215	13,849	165.6%
Operating		229,509	468,662	641,725	1,544,970	140.8%
10-441-2101	Operating Supplies	1,251	296	1,000	1,000	0.0%
10-441-2402	Cell Phones	0	779	660	1,320	100.0%
10-441-2590	Contract Services	923	2,944	3,000	4,000	33.3%
10-441-2700	Travel, Meals, and Schools	1,108	2,123	3,500	3,500	0.0%
10-441-2703	Recruitment & Retention	3,656	2,617	25,000	12,000	-52.0%
10-441-2704	Employee Training	111	42	1,500	1,500	0.0%
10-441-2804	Subscriptions/Memberships	185	799	700	700	0.0%
10-441-2809	Employee Programs	1,394	4,884	9,500	11,100	16.8%
10-441-2815	Employee Safety	3,280	3,519	6,000	7,000	16.7%
10-441-2816	Risk Management	12,401	1,739	20,000	30,000	50.0%
10-441-2820	Unemployment Insurance	0	7,066	15,000	15,000	0.0%
10-441-2830	Personnel Compensation	0	200,541	32,165	88,500	175.1%
10-441-2835	Retirement/Leave Benefit Distributions	0	0	162,500	1,130,000	595.4%
10-441-2840	Class & Compensation Study	0	0	130,750	0	-100.0%
10-441-9601	Publications and Advertising	1,129	2,817	3,000	3,000	0.0%
10-441-9850	Liability & Property Insurance	204,071	238,495	227,450	236,350	3.9%
Grand Total		\$296,608	\$534,341	\$707,337	\$1,717,075	142.8%

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Magistrate

Magistrate	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund					
443-Magistrate	324,194	338,075	368,087	415,860	13.0%
Personnel	312,172	321,323	344,127	358,325	4.1%
Operating	12,021	16,753	23,960	57,535	140.1%
Grand Total	\$324,194	\$338,075	\$368,087	\$415,860	13.0%

Department Performance Measures	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget
Civil traffic - time to disposition (within 60 days) %	NA	NA	85%	85%
Misdemeanor - time to disposition (within 60 days) %	NA	NA	80%	80%
DUI - time to disposition (within 60 days) %	NA	NA	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 2017-18 Priorities

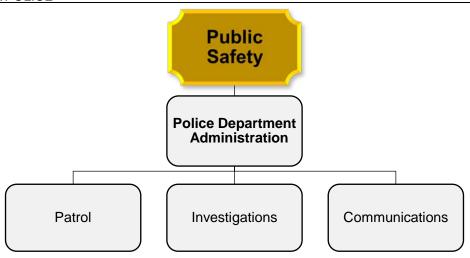
- Increase functionality in newly remodeled building with updated furniture, intercom, computer equipment, recording equipment, etc.
- Continued payment audits to enforce fine and restitution obligations.
- o Continued (in-house) education for assistant magistrate judges.

- Payment audit to enforce fine and restitution obligations.
- In-house education for assistant magistrate judges.
- o Resolved outstanding arrest warrants with renewed payment agreements.
- Attended the mandatory judicial conference hosted by the Arizona Supreme Court.
- Complied with all new and continuing obligations imposed by Federal, State, and local laws.

- ♦ Increase Contract Services line by \$1,000 to cover for court appointed attorney fees, records destruction, and language interpretive services.
- ♦ Increase in Contract Services for Public Defender charges, fire alarm monitoring for remodeled building, and Coconino County procedure changes.
- Increase in Subscriptions/Membership to include cost of Arizona Bar.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
443-Magistrate						
Personnel		312,172	321,323	344,127	358,325	4.1%
10-443-1101	Salaries	225,125	247,053	266,444	279,069	4.7%
10-443-1105	Overtime	101	0	1,000	1,000	0.0%
10-443-1201	Industrial Insurance	1,523	774	860	644	-25.1%
10-443-1202	Medical Insurance	45,634	30,979	30,267	30,168	-0.3%
10-443-1203	FICA	16,545	17,912	20,011	21,013	5.0%
10-443-1204	ASRS	23,243	24,605	25,545	26,431	3.5%
Operating		12,021	16,753	23,960	57,535	140.1%
10-443-2101	Operating Supplies	2,077	2,358	3,000	4,500	50.0%
10-443-2116	Office Equipment	0	0	0	15,000	0.0%
10-443-2119	Office Equipment Leases	0	959	2,400	2,400	0.0%
10-443-2402	Cell Phones	708	648	660	660	0.0%
10-443-2590	Contract Services	7,192	11,311	13,000	29,625	127.9%
10-443-2700	Travel, Meals, and Schools	1,503	846	4,000	4,000	0.0%
10-443-2804	Subscriptions/Memberships	490	631	900	1,350	50.0%
10-443-2805	Publications and Advertising	51	0	0	0	0.0%
Grand Total		\$324,194	\$338,075	\$368,087	\$415,860	13.0%

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Police Department	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund	2,467,804	2,576,799	2,828,706	3,276,438	15.8%
Public Safety-Police					
Personnel	2,259,743	2,290,890	2,465,890	2,962,729	20.1%
420-Police Department Administration	0	259,852	228,317	234,274	2.6%
421-Patrol	1,705,495	1,372,815	1,549,041	2,017,129	30.2%
422-Communications	374,037	383,272	414,980	417,699	0.7%
424-Community Resource	67,251	0	0	0	0.0%
426-Investigations	112,960	274,950	273,552	293,627	7.3%
Operating	208,061	285,909	362,816	313,709	-13.5%
420-Police Department Administration	0	19,186	36,140	38,070	5.3%
421-Patrol	180,585	216,428	245,333	201,673	-17.8%
422-Communications	15,288	24,668	40,705	34,266	-15.8%
424-Community Resource	6,473	0	0	0	0.0%
426-Investigations	5,716	25,627	40,638	39,700	-2.3%
Grand Total	\$2,467,804	\$2,576,799	\$2,828,706	\$3,276,438	15.8%

Department Performance Measures	FY2015	FY2016	FY2017	FY2018
Department Ferrormance Measures	Actual	Actual	Budget	Budget
Yearly call volume	20,391	20,780	20,500	21,000
Admin calls for services (calls not through dispatch)	51,119	51,150	51,000	51,500
9-1-1 calls for services	10,574	7,679	8,000	8,000
911 calls answered in less than 10 seconds	91%	90%	90%	90%

POLICE ADMINISTRATION

PURPOSE

To protect the lives and property of our diverse community.

DEPARTMENT DESCRIPTION

Police Administration provides the overall administrative leadership and supervision necessary to sustain a creative, forward- thinking Public Safety workforce dedicated to excellence and professionalism. We are committed to preventing and reducing crime and working towards the accomplishment of the City Council's Strategic Plan.

DEPARTMENTAL ACTIVITIES

- Oversee the daily operations.
- 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.

FY 2017-18 Priorities

- o Complete and implement a Policy and Procedures Manual (ongoing).
- Participate in Regional Training and Networking Opportunities.
- Participate in DATA Driven Smart Police Initiatives.
- Increase community involvement by participating in more community events, i.e. Coffee with a Cop, GAIN, and other community oriented programs.
- Coordinate with the Page School District a School Resource Officer assignment.
- o Implement mutual aid agreement with the Navajo Nation (ongoing).
- Created a yearly police report.
- o Create a Volunteer in Policing program.
- o Create a Police Reserve Program.
- Update the Police Strategic Plan.
- o Create and implement a four ten-hour Officer Patrol schedule.
- Participate in the Terrorism Liaison Officer Program.
- Seek additional funding sources for equipment (e.g. grants).
- Reactive the Police Canine Program.
- Create a Block Watch Program.
- o Host a minimum of one Regional Law Enforcement Summit.

- Continue to remain fiscally responsible.
- o Police officers received cross certification from Navajo Nation.
- Continue to utilize ICS / NIMS on significant events.
- Participated in listed Community Policing events, Special Olympics, Balloon Regatta, National Police Week, Annual Night Out, Shop with a Cop and Coffee with a Cop and Freshman Focus.
- o Increased levels of service without an increase to the General Fund budget due to receiving a grant award for \$14K.
- Purchased two new patrol vehicles.
- Participated in the Coconino County Emergency Operations Planning process.
- o Received \$4,193.00 from METRO RICO funds for cell phone analysis software.
- o Signed up all employees for POLICEONE.com online training courses.
- Assigned Mobile Incident Command Vehicle to Horseshoe bend in partnership with NPS.
- Implemented Heat Safety Initiative, gave out donated water to over 100 people in various city

- locations.
- o City Council approved funding for four additional Police Officers.
- Received \$6,536.00 from Governor's Office of Highway Safety for DUI Public Awareness 50/50 car.
- o Created Page Police Department Police Reserve program, currently have one Police Reserve.

- ♦ Increase to Overtime based on FY2017 costs.
- ♦ Increased Subscriptions/Memberships line item by \$2,680 to cover memberships to the AZ Association Chief of Police; Rocky Mountain Information Network, AZ Law Enforcement Records Management Association, International Association of Chief of Police, PoliceOne.com Academy Membership for the Police Department.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
420-Police Depa	artment Administration					
Personnel		0	259,852	228,317	234,274	2.6%
10-420-1101	Salaries	0	163,691	157,504	168,782	7.2%
10-420-1105	Overtime	0	7,094	5,000	7,000	40.0%
10-420-1201	Industrial Insurance	0	2,280	4,302	3,403	-20.9%
10-420-1202	Medical Insurance	0	25,646	23,807	13,894	-41.6%
10-420-1203	FICA	0	12,648	12,104	13,342	10.2%
10-420-1204	ASRS	0	23,672	8,897	9,438	6.1%
10-420-1206	PSPRS	0	24,822	16,703	18,415	10.2%
Operating		0	19,186	36,140	38,070	5.3%
10-420-2101	Operating Supplies	0	19,186	19,700	19,700	0.0%
10-420-2402	Cell Phones	0	0	1,320	1,320	0.0%
10-420-2700	Travel, Meals, and Schools	0	0	10,250	9,500	-7.3%
10-420-2780	Special Events	0	0	2,500	2,500	0.0%
10-420-2804	Subscriptions/Memberships	0	0	2,370	5,050	113.1%
Grand Total		\$0	\$279,038	\$264,457	\$272,344	3.0%

PATROL

PURPOSE

To provide around the clock police protection for the city.

DEPARTMENT DESCRIPTION

The Patrol division is the prevention and deterrence of criminal activity and the provision of day-to-day police service to the community. The work performed by officers of this division is massive in its scope. They protect life and property, prevent, and suppress crime, and preserve the public order, all in the effort to maintain a safe and pleasant environment for community.

DEPARTMENTAL ACTIVITIES

- ♦ Emergency response to 911 calls.
- ♦ Traffic enforcement and accident investigation.
- ♦ Response to tactical incidents.
- Service of search and arrest warrants.
- Crime prevention.
- ♦ Animal control.
- ♦ Security checks.
- ♦ Police K-9.
- ♦ Parking control.
- Community Oriented Policing Programs.

GOALS & OBJECTIVES

- ♦ 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.
- ♦ Initiate Community Oriented Programs.

FY 2017-18 Priorities

- Re-establish the department canine program.
- Establish boat patrol.
- Reduce overtime by at least 10%.
- Fill officer positions to full capacity
- Decrease drug activity.
- o Increase case clearance rates.
- Develop and strengthen partnership with other agencies.
- Install mobile data terminals in the patrol units.
- Search for alternative funding sources that will provide the best opportunities to hire, purchase equipment, and acquire technologies.

- Maintained patrol staff and hired five new police officers.
- o Implemented Reserve Officer program.
- Participated in multi-agency state wide drug trafficking investigation that resulted in numerous arrests.
- Received and installed License Plate Reader in police unit.
- Maintained partnership with METRO task force to investigate and decrease drug activity.
- Maintained a "No Kill" Animal Shelter.
- o Deployed boat for its first service on July 4th
- Certified two new FTO instructor
- Promoted Patrol Officer to Sergeant.

- ♦ Increased patrol officer staffing levels from 17 to 21 sworn positions and one Reserve Officer.
- ♦ Increased Operating Supplies to include helmets (moved from Capital budget)
- Increase in Uniform line item to reflect new staff needs and add City grant match for Bulletproof Vest Grant.
- ♦ Reduced Contract Services by \$500.
- ♦ Increased Travel, Meals & Schools by \$3,000 to reflect 3 additional positions.
- ♦ Reduced Equipment Repair and Maintenance line item by \$2,000 to reflect current needs.
- ♦ Reduced Cell Phones due to moving cost of Wireless Cards to I.T. budget.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
421-Patrol						
Personnel		1,705,495	1,372,815	1,549,041	2,017,129	30.2%
10-421-1101	Salaries	978,125	746,405	846,653	1,107,704	30.8%
10-421-1105	Overtime	150,226	112,120	99,500	112,000	12.6%
10-421-1201	Industrial Insurance	37,612	34,483	36,478	41,836	14.7%
10-421-1202	Medical Insurance	238,206	149,658	187,129	222,796	19.1%
10-421-1203	FICA	83,470	63,072	69,868	89,908	28.7%
10-421-1204	ASRS	20,526	6,599	4,172	4,377	4.9%
10-421-1206	PSPRS	197,329	260,477	305,241	438,508	43.7%
Operating		180,585	216,428	245,333	201,673	-17.8%
10-421-2101	Operating Supplies	20,771	37,782	29,200	43,000	47.3%
10-421-2102	Uniform Allowance	25,718	19,918	24,350	33,950	39.4%
10-421-2115	Equipment Repair/ Maintenance	6,062	31,456	24,550	22,750	-7.3%
10-421-2116	Office Equipment	14,867	0	0	0	0.0%
10-421-2119	Office Equipment Leases	0	10,844	9,240	9,240	0.0%
10-421-2402	Cell Phones	8,697	10,996	9,900	3,300	-66.7%
10-421-2590	Contract Services	30,026	31,505	50,640	33,168	-34.5%
10-421-2700	Travel, Meals, and Schools	17,730	22,407	30,000	33,000	10.0%
10-421-2705	Program Expenses	9,729	10,094	10,000	10,000	0.0%
10-421-2715	Community Room Expenses	28	0	0	0	0.0%
10-421-2750	K-9 Expense	226	1,021	6,175	6,175	0.0%
10-421-2804	Subscriptions/Memberships	610	825	576	560	-2.8%
10-421-2806	Printing & Binding	3,824	5,662	3,945	4,030	2.2%
10-421-2825	Firearms Range Expenses	830	2,443	2,500	2,500	0.0%
10-421-2900	Computer/I.T.	41,467	31,475	44,257	0	-100.0%
Grand Total		\$1,886,080	\$1,589,243	\$1,794,374	\$2,218,802	23.7%

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 Greenehaven 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 calls, all other phone calls for service, and provide support for all field operations.
- ♦ Monitor multiple radio frequencies and dispatch calls to Police and Fire/EMS.
- ◆ Access local, state, and federal databases, assign reports, and track officer's activity in the field.

GOALS & OBJECTIVES

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

FY 2017-18 Priorities

- o Work with Glen Canyon Communications on enhancing the radio system operability.
- o Hire one new dispatcher to become fully staffed and maintain at full staff.
- New dispatcher(s) hired will attend and graduate the Western Arizona Law Enforcement Training Academy (WALETA).
- o Increase in training opportunities.
- Spillman Administrator will attend yearly training and semi-annual meetings to be current on changes and new upgrades for Spillman.

- The Communications Manager Charlene Gustaveson retired after 33 years of service and hired a new Communications Manager from within the Dispatch Center.
- One dispatcher attended and completed the Western Arizona Law Enforcement Training Academy (WALETA).
- o Three dispatchers are becoming notaries in the state of Arizona.
- o Replaced the ACJIS computers at all three consoles.
- Replaced one of three Spillman computers.

- ♦ Replace repeater and antennae at the old PD building for Police 1 (Capital Budget)
- ♦ Increase in Travel, Meals, and Schools to maintain certifications and send two Communication Specialists to the Dispatch Academy.
- ♦ Moved GIS and Computer/I.T. costs to I.T. budget.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
422-Communic	ations					
Personnel		374,037	383,272	414,980	417,699	0.7%
10-422-1101	Salaries	254,760	260,786	288,924	280,789	-2.8%
10-422-1105	Overtime	22,081	23,055	15,000	12,000	-20.0%
10-422-1201	Industrial Insurance	632	943	987	673	-31.8%
10-422-1202	Medical Insurance	45,105	46,605	52,626	69,313	31.7%
10-422-1203	FICA	20,358	20,611	22,553	21,253	-5.8%
10-422-1204	ASRS	31,100	31,272	34,890	33,671	-3.5%
Operating		15,288	24,668	40,705	34,266	-15.8%
10-422-2101	Operating Supplies	1,974	1,753	3,200	3,200	0.0%
10-422-2102	Uniform Allowance	511	730	900	900	0.0%
10-422-2115	Equipment Repair/ Maintenance	3,640	9,187	8,000	4,500	-43.8%
10-422-2119	Office Equipment Leases	0	572	1,800	2,000	11.1%
10-422-2402	Cell Phones	623	1,504	3,371	3,371	0.0%
10-422-2590	Contract Services	6,030	6,308	7,942	8,641	8.8%
10-422-2700	Travel, Meals, and Schools	1,453	3,399	9,832	11,000	11.9%
10-422-2804	Subscriptions/Memberships	0	437	760	654	-13.9%
10-422-2825	GIS	1,057	777	800	0	-100.0%
10-422-2900	Computer/I.T.	0	0	4,100	0	-100.0%
Grand Total		\$389,325	\$407,940	\$455,685	\$451,965	-0.8%

INVESTIGATIONS

PURPOSE

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

DEPARTMENT DESCRIPTION

The Criminal Investigations Division is tasked with conducting complete, thorough, and comprehensive investigations into all complex and serious crimes, such as sex crimes, deaths, 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 attorneys and courts.

DEPARTMENTAL ACTIVITIES

- ◆ Conduct interviews and obtain statements from victims, witnesses, and suspects of alleged crimes.
- ♦ Collection, packaging and preserving of physical evidence.
- Preparation and execution of search warrants.
- ♦ Testify in the court of appropriate jurisdiction regarding investigative activities.
- Respond to calls for investigative assistance on off-duty time when necessary.
- Utilize proper evidence handling protocols.
- Exercise the proper control and use of firearms and other offensive and defensive weapons, such as O.C. (pepper) spray, Taser, and baton.

GOALS & OBJECTIVES

- Positively and professionally represent the City of Page and the law enforcement profession.
- ♦ Develop and maintain excellent working relations with all other departments, City personnel, citizens, businesses, and other law enforcement agencies.
- Foster inter agency co-operation and maintain communication skills with all types of individuals under adverse conditions without losing control of the situation.

FY 2017-18 Priorities

- Hire/promote one Detective and provide training.
- o Continue to provide needed investigative and evidence related training to members of this division.

- New Detective completed training to include Crime Scene Investigation, Tactical Driving Instructor, and Basic Criminal Investigation.
- Purchased incinerator and ventilation system for the Evidence Division.
- Purchased new cameras, surveillance equipment, and investigations supplies for the Criminal Investigation Division.

- ◆ Increased Operating Supplies for criminal investigative equipment upgrades equipment, portable lighting system, surveillance camera, and evidence room supplies.
- ♦ Increased Printing and Binding for evidence envelopes, flyers, business cards, and safekeeping receipts due to increase use of forms.
- ♦ Increase Uniform Allowance to reflect change in policy.
- Decreased in Repair/Maintenance due to major project being completed in FY2017.
- ♦ New line item Office Equipment Leases Received new copier/printer due to increased work volume.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
426-Investigation	ons					
Personnel		112,960	274,950	273,552	293,627	7.3%
10-426-1101	Salaries	71,942	163,817	161,829	168,690	4.2%
10-426-1105	Overtime	1,432	5,752	7,000	7,500	7.1%
10-426-1201	Industrial Insurance	4,594	10,193	9,059	4,825	-46.7%
10-426-1202	Medical Insurance	15,374	32,693	34,637	44,274	27.8%
10-426-1203	FICA	4,489	12,516	12,406	12,702	2.4%
10-426-1204	ASRS	0	2,983	4,172	4,377	4.9%
10-426-1206	PSPRS	15,130	46,997	44,449	51,259	15.3%
Operating		5,716	25,627	40,638	39,700	-2.3%
10-426-2101	Operating Supplies	1,357	6,560	4,100	6,600	61.0%
10-426-2102	Uniform Allowance	946	3,654	3,020	3,320	9.9%
10-426-2115	Equipment Repair/ Maintenance	0	3,217	11,200	4,100	-63.4%
10-426-2119	Office Equipment Leases	0	0	0	2,907	0.0%
10-426-2190	Investigations	608	1,022	2,000	2,000	0.0%
10-426-2402	Cell Phones	0	1,467	1,980	1,980	0.0%
10-426-2590	Contract Services	1,587	2,864	3,000	3,500	16.7%
10-426-2700	Travel, Meals, and Schools	1,218	6,524	8,500	8,500	0.0%
10-426-2710	Silent Witness	0	0	4,000	3,000	-25.0%
10-426-2804	Subscriptions/Memberships	0	228	585	645	10.3%
10-426-2806	Printing & Binding	0	91	2,253	3,148	39.7%
Grand Total		\$118,676	\$300,577	\$314,190	\$333,327	6.1%

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Fire Department	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund					
427-Fire Department					
Personnel	1,428,662	1,402,431	1,500,569	1,872,534	24.8%
Operating	382,802	288,050	314,510	348,210	10.7%
Grand Total	\$1,811,465	\$1,690,481	\$1,815,079	\$2,220,744	22.3%

Department Performance Measures	FY2015	FY2016	FY2017	FY2018
Department Performance Measures	Actual	Actual	Budget	Budget
Average emergency response time	4:23	4:52	less than 5:00	less than 5:00
Firefighters per 1,000 population	2.24	2.24	2.50	2.60
Total number of emergency medical incident calls	1,246	1,382	1,400	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 is an all hazards, combination Fire/EMS department providing services 24 hours a day, 7 days a week. 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.

DEPARTMENTAL ACTIVITIES

- ♦ Provide fire, emergency medical, hazardous material, and technical rescue response services within the City and surrounding regions.
- ♦ Provide the firefighting and emergency medical training.
- Provide long range transport ambulance.
- Provides standby and maintenance service at the City of Page Airport.
- Review plans and conducts commercial business and new construction fire inspections.
- ♦ Involvement in 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.
- Revamp the Reserve Program focusing on re-activity, training, and recruitment.
- ♦ Explore teaching an EMT class with Coconino Community College.

FY 2017-18 Priorities

- o Revamp the medical supplies ordering process for increased accountability and accuracy.
- Obtain grant funds to assist with upgrading some department equipment.
- Monitor and track our overlapping calls for service and large incidents responses that challenge our manpower for consideration of additional personnel next FY.
- Apply for FEMA grant funding to improve the fire station by installing an exhaust removal system and update SCBA fire equipment.

- Provided disaster recovery informational material packets for the public to increase disaster awareness at two PFD open house events.
- Successfully complete FAA inspections with monthly required training and annual live fire burn in Salt Lake City.
- o 5 out of 5 employees hired last year completed probation.
- Created a new/up-to-date map of city hydrants for quicker response.
- o Instituted a new firefighter hiring academy.
- Three employees were granted entrance in to paramedic school.

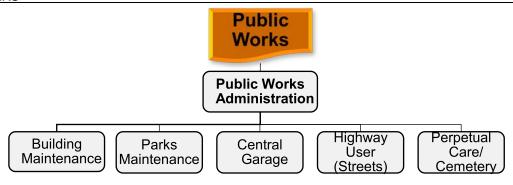
FY 2017-18 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ♦ Increased Contract Services to cover costs associated with EMS Billing Services.
- ♦ Increased Medical Supplies to cover an increase in supply costs.
- Increased Uniform Allowance due to increased cost of uniforms/equipment.
- ♦ Increased Equip/Repair Maintenance due to need and history.
- ♦ Increased Radio Tower Rental to an increase in the rent.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
427-Fire Depar	tment					
Personnel		1,428,662	1,402,431	1,500,569	1,872,534	24.8%
10-427-1101	Salaries	828,498	812,727	852,150	1,060,543	24.5%
10-427-1102	Salaries-Volunteers/Reserves	18,846	23,450	36,545	32,000	-12.4%
10-427-1103	Transport Salaries	74,582	41,329	45,000	54,000	20.0%
10-427-1105	Overtime	64,426	97,073	88,000	104,500	18.8%
10-427-1201	Industrial Insurance	58,455	58,216	70,852	66,308	-6.4%
10-427-1202	Medical Insurance	182,924	168,897	183,434	238,751	30.2%
10-427-1203	FICA	73,422	71,013	75,632	91,914	21.5%
10-427-1204	ASRS	5,028	5,057	5,706	5,716	0.2%
10-427-1205	Unemployment	2,160	0	0	0	0.0%
10-427-1206	PSPRS .	120,322	124,670	143,250	218,802	52.7%
Operating		382,802	288,050	314,510	348,210	10.7%
10-427-2101	Operating Supplies	24,536	22,080	24,500	24,500	0.0%
10-427-2102	Uniform Allowance	18,321	18,096	18,000	20,000	11.1%
10-427-2104	Rescue Supplies	2,868	3,640	5,000	5,000	0.0%
10-427-2106	Rescue Equipment	2,700	4,647	5,000	5,000	0.0%
10-427-2115	Equipment Repair/Maintenance	35,015	35,295	35,000	40,000	14.3%
10-427-2119	Office Equipment Leases	0	2,524	3,000	3,000	0.0%
10-427-2226	Turnout Replacement	12,253	9,962	14,000	14,000	0.0%
10-427-2402	Cell Phones	3,284	4,508	5,000	5,000	0.0%
10-427-2425	Building Maintenance	8,002	59	0	0	0.0%
10-427-2450	Safety Supplies	1,088	2,856	3,300	3,300	0.0%
10-427-2480	Fire Training Grounds	391	305	3,000	3,000	0.0%
10-427-2590	Contract Services	79,300	98,029	92,000	102,000	10.9%
10-427-2595	Medical Supplies	37,859	40,285	36,000	40,000	11.1%
10-427-2600	Interfacility Transport Expense	1,289	1,425	2,000	2,000	0.0%
10-427-2650	Radio Tower Rent	6,976	8,014	8,600	9,300	8.1%
10-427-2700	Travel, Meals, and Schools	18,313	24,697	45,000	45,000	0.0%
10-427-2804	Subscriptions/Memberships	2,265	3,216	3,610	3,610	0.0%
10-427-2806	Printing & Binding	458	0	0	0	0.0%
10-427-2870	Equip Leases-Ambulance & Fire	101,585	0	0	0	0.0%
10-427-2875	SCBA Cylinders	4,343	3,593	4,000	4,000	0.0%
10-427-2900	Fire Hose Replacement	1,509	2,052	4,000	4,000	0.0%
10-427-2950	Fire Prevention Education	2,761	2,771	3,500	3,500	0.0%
10-427-9720	Grant City Match	0	0	0	12,000	0.0%
10-427-9901	Capital Equipment	6,354	0	0	0	0.0%
10-427-9927	Interest Expense	11,331	0	0	0	0.0%
Grand Total		\$1,811,465	\$1,690,481	\$1,815,079	\$2,220,744	22.3%

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Public Works	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund	905,045	1,163,049	1,438,176	1,766,739	22.8%
Personnel	602,454	851,125	1,027,076	1,119,039	9.0%
448-Central Garage	127,243	124,201	127,659	128,786	0.9%
457-Buildings Maintenance	236,822	146,451	153,090	196,577	28.4%
460-Public Works Administration	0	349,690	494,581	532,838	7.7%
462-Parks Maintenance	238,389	230,784	251,746	260,838	3.6%
Operating	302,590	311,923	411,100	647,700	57.6%
448-Central Garage	134,262	127,023	192,500	195,200	1.4%
457-Buildings Maintenance	90,677	109,642	112,800	136,300	20.8%
460-Public Works Administration	0	4,685	15,000	49,400	229.3%
461-Engineering	39,135	0	0	0	0.0%
462-Parks Maintenance	38,516	70,573	90,800	266,800	193.8%
15-Highway User Revenue Fund	1,069,025	495,664	1,047,400	3,088,475	194.9%
Expense	1,069,025	190,693	205,400	200,400	-2.4%
Personnel	297,794	0	0	0	0.0%
Operating	771,231	190,693	205,400	200,400	-2.4%
Transfer Out	0	304,971	842,000	2,888,075	243.0%
57-Cemetery	86,119	25,427	39,300	86,300	119.6%
Expense	86,119	25,427	11,300	11,300	0.0%
Operating	86,119	25,427	11,300	11,300	0.0%
Transfer Out	0	0	28,000	75,000	167.9%
Grand Total	\$2,060,188	\$1,684,139	\$2,524,876	\$4,941,514	95.7%

Department Performance Measures	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget
Maintain building assessment inspection scores above 80% in City facilities	NA	NA	NA	80%
Annual evaluation of roadways completed	NA	NA	Yes	Yes
Average mileage between maintenance of City fleet	NA	NA	NA	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, Park Maintenance, 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 2017-18 Priorities

- Create a multi-year Capital Improvement Plan for maintaining and extending the life of the City's infrastructure.
- Create a plan to address deferred maintenance on City facilities and equipment.

FY 2016-17 Major Objectives Accomplished

- o iWorQ work order and facility maintenance program installed and functioning at Public Works.
- o City wide Pavement Condition Analysis completed

FY 2017-18 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ♦ Includes funding for the Director of Public Works position.
- ♦ New-Contract Services for engineering services.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
460-Public Work	s Administration					
Personnel		0	349,690	494,581	532,838	7.7%
10-460-1101	Salaries	0	231,530	328,444	364,112	10.9%
10-460-1105	Overtime	0	1,511	1,800	1,800	0.0%
10-460-1201	Industrial Insurance	0	27,092	38,131	32,696	-14.3%
10-460-1202	Medical Insurance	0	46,584	64,631	66,029	2.2%
10-460-1203	FICA	0	16,755	24,361	26,976	10.7%
10-460-1204	ASRS	0	26,218	37,214	41,225	10.8%
Operating		0	4,685	15,000	49,400	229.3%
10-460-2101	Operating Supplies	0	4,685	15,000	4,400	-70.7%
10-460-2590	Contract Services	0	0	0	45,000	0.0%
Grand Total		\$0	\$354,375	\$509,581	\$582,238	14.3%

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 2017-18 Priorities

- o Replace emergency standby generator and transfer switch at Justice building.
- Repaint Library exterior.
- Garage roof repair.

FY 2016-17 Major Objectives Accomplished

- Fire riser repair under the Public Safety Building.
- o Replace HVAC units at the Library and Justice Court.
- o Repair or replace roof on the Townhouse.
- Painted the Garage building exterior.
- o iWorQ work order program and facilities management program.

FY 2017-18 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ♦ Increased the Janitorial Supplies line item by \$4,000 due to increase in programs in Library and Community Center.
- ♦ Increased Facilities Maintenance to include cost to paint Public Safety building.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
457-Buildings Ma	aintenance					
Personnel		236,822	146,451	153,090	196,577	28.4%
10-457-1101	Salaries	158,890	101,738	102,927	138,544	34.6%
10-457-1105	Overtime	744	487	600	900	50.0%
10-457-1201	Industrial Insurance	5,914	5,450	6,477	6,191	-4.4%
10-457-1202	Medical Insurance	41,311	19,935	23,558	24,552	4.2%
10-457-1203	FICA	11,452	7,309	7,643	10,354	35.5%
10-457-1204	ASRS	18,512	11,532	11,885	16,036	34.9%
10-457-1205	Unemployment	0	0	0	0	0.0%
Operating		90,677	109,642	112,800	136,300	20.8%
10-457-2101	Operating Supplies	3,101	1,432	2,000	2,000	0.0%
10-457-2102	Uniform Allowance	701	949	1,200	1,200	0.0%
10-457-2103	Safety Supplies	398	407	500	500	0.0%
10-457-2104	Clothing Allowance	400	400	400	400	0.0%
10-457-2105	Janitorial Supplies	13,706	16,330	19,000	23,000	21.1%
10-457-2110	3	1,735	2,366	2,000	2,000	0.0%
10-457-2115	Equipment Repair/ Maintenance	2,118	9,317	11,000	11,000	0.0%
10-457-2119	Electrical Supplies	9,658	0	0	0	0.0%
10-457-2120	Office Equipment Leases	0	1,712	2,000	1,500	-25.0%
10-457-2227	Lock Replacement	716	0	0	0	0.0%
10-457-2500	Plumbing	7,881	0	0	0	0.0%
10-457-2590	Contract Services	12,030	11,888	14,200	14,200	0.0%
10-457-2850	Facilities Maintenance	0	64,842	60,500	80,500	33.1%
10-457-2900	HVAC Expenses	11,035	0	0	0	0.0%
10-457-9902	Capital Leases	2,198	0	0	0	0.0%
10-457-9925	Construction	25,000	0	0	0	0.0%
Grand Total		\$327,499	\$256,093	\$265,890	\$332,877	25.2%

PARKS 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 Cemetery 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).
- ♦ Assist with cemetery services.

GOALS & OBJECTIVES

- ♦ Thorough ongoing inspection and maintenance ensure the condition and safety of parks and grounds equipment.
- Work with departments to maintain and operate the City facilities, in accordance with the needs of the user departments and community.
- ♦ Provide clean and safe parks and grounds.

FY 2017-18 Priorities

- o Upgrade park equipment (tables, benches, trash receptacles, playgrounds, lighting).
- Upgrades and weed abatement on the City's trail system.
- o Implement objectives identified for FY 18 in the Parks Master Plan.

FY 2016-17 Major Objectives Accomplished

- Reduced water consumption in parks and grounds by desert landscaping and irrigation modifications.
- Placed new concrete pads and picnic tables and added grills in John C. Page Memorial Park, City Hall lawn, Golliard Park, and Children's Park.
- o Train and certify personnel for herbicide dispensing.
- o Train and certify personnel in Playground Safety Inspection.
- o Repair lighting in Golliard Park.

FY 2017-18 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ♦ Increased Sanitation Facilities/Services line item to accommodate potential sanitation and maintenance needs at Horseshoe Bend.
- ♦ Increased Park and Playground Maintenance to replace trash receptacles, playground features, and to replace cushioning materials under playground equipment and benches. Also, includes funds for improvements made to the Rim Trail and infield soil conditioner.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
462-Parks Mair	ntenance					
Personnel		238,389	230,784	251,746	260,838	3.6%
10-462-1101	Salaries	166,558	158,626	169,036	177,514	5.0%
10-462-1105	Overtime	2,685	3,115	1,800	1,800	0.0%
10-462-1201	Industrial Insurance	5,655	6,879	7,918	6,115	-22.8%
10-462-1202	Medical Insurance	31,391	32,323	40,867	41,697	2.0%
10-462-1203	FICA	12,502	11,756	12,513	13,091	4.6%
10-462-1204	ASRS	19,599	18,084	19,612	20,621	5.1%
Operating		38,516	70,573	90,800	266,800	193.8%
10-462-2101	Operating Supplies	4,804	7,634	8,000	8,000	0.0%
10-462-2102	Uniform Allowance	1,226	1,195	1,200	1,200	0.0%
10-462-2103	Safety Supplies	445	434	1,000	1,000	0.0%
10-462-2104	Clothing Allowance	400	400	400	400	0.0%
10-462-2115	Equipment Repair/ Maintenance	7,997	7,118	6,500	6,500	0.0%
10-462-2590	Contract Services	0	4,573	2,200	2,200	0.0%
10-462-2600	Sanitation Facilities/ Services	15,213	17,552	30,000	180,000	500.0%
10-462-2650	Park & Playground Maintenance	0	30,594	40,000	66,000	65.0%
10-462-2700	Travel, Meals, and Schools	0	1,074	1,000	1,000	0.0%
10-462-2750	Equipment Rental	1,038	0	500	500	0.0%
10-462-9909	Capital Improve-Park Renovation	7,393	0	0	0	0.0%
Grand Total		\$276,905	\$301,357	\$342,546	\$527,638	54.0%

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 2017-18 Priorities

 Acquire and train in the use of new diagnostic tools for diesel engines used by Fire Department and Public Works.

FY 2016-17 Major Objectives Accomplished

- 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.
- o Implemented iWorQ program for fleet maintenance management.
- Prepared Police Department vehicles for repainting as Black and Whites and the combination Patrol/Taxi per Grant.

FY 2017-18 BUDGET HIGHLIGHTS Significant changes are as follows:

♦ Increased Vehicle Repair/Maintenance to reflect City fleet.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
10-General Fund						
448-Central Ga	ırage					
Personnel		127,243	124,201	127,659	128,786	0.9%
10-448-1101	Salaries	87,236	87,793	88,875	90,132	1.4%
10-448-1105	Overtime	0	0	1,000	1,000	0.0%
10-448-1201	Industrial Insurance	2,809	3,283	3,596	2,834	-21.2%
10-448-1202	Medical Insurance	20,712	16,900	17,214	17,619	2.4%
10-448-1203	FICA	6,368	6,321	6,656	6,721	1.0%
10-448-1204	ASRS	10,118	9,904	10,318	10,480	1.6%
Operating		134,262	127,023	192,500	195,200	1.4%
10-448-2101	Operating Supplies	336	148	500	500	0.0%
10-448-2102	Uniform Allowance	598	529	600	600	0.0%
10-448-2104	Clothing Allowance	200	200	200	200	0.0%
10-448-2115	Equipment Repair/ Maintenance	470	470	900	900	0.0%
10-448-2590	Contract Services	3,945	3,286	3,500	3,500	0.0%
10-448-2601	Fuel	82,963	62,398	123,000	123,000	0.0%
10-448-2603	Vehicle Repair/ Maintenance	19,923	22,303	20,000	26,000	30.0%
10-448-2607	Oil	4,274	6,337	5,300	5,300	0.0%
10-448-2608	Heavy Equipment Repair	12,595	22,329	25,000	25,000	0.0%
10-448-2610	Tires	7,168	7,394	11,800	10,000	-15.3%
10-448-2700	Travel, Meals, and Schools	141	0	200	200	0.0%
10-448-2804	Subscriptions/Memberships	1,649	1,629	1,500	0	-100.0%
10-448-9901	Future Capital Purchases	0	0	0	0	0.0%
Grand Total		\$261,505	\$251,223	\$320,159	\$323,986	1.2%

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 2017-18 Priorities

- Plan for streets and sidewalks improvements in Lake Powell Mobile Home Village.
- o Replace street signs and upgrade to new Highway specifications with grant assistance.
- Continue implementation of thermoplastic markings for crosswalks.

FY 2016-17 Major Objectives Accomplished

- Funded City portion of ADOT grant reconstructing South Navajo; initiated grant process for Elm Street improvements.
- o IGA approved to move forward with Lake Powell Blvd sidewalk project.
- City wide pavement condition index created and provided to on-call engineering to create Capital Improvement Plan.
- o Purchased new service truck.

FY 2017-18 BUDGET HIGHLIGHTS

Significant changes are as follows:

♦ Increased Transfer to Capital Projects for street improvements and capital equipment.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
15-Highway User Reve	enue Fund					
Expense		1,069,025	190,693	205,400	200,400	-2.4%
Personnel		297,794	0	0	0	0.0%
15-459-1101	Salaries	202,806	0	0	0	0.0%
15-459-1105	Overtime	3,267	0	0	0	0.0%
15-459-1201	Industrial Insurance	22,092	0	0	0	0.0%
15-459-1202	Medical Insurance	31,236	0	0	0	0.0%
15-459-1203	FICA	15,246	0	0	0	0.0%
15-459-1204	ASRS	22,837	0	0	0	0.0%
15-459-1205	Unemployment	310	0	0	0	0.0%
Operating		771,231	190,693	205,400	200,400	-2.4%
15-459-2101	Operating Supplies	4,622	7,400	8,000	8,000	0.0%
15-459-2102	Uniform Allowance	1,085	861	1,200	1,200	0.0%
15-459-2103	Safety Supplies	620	587	600	600	0.0%
15-459-2104	Clothing Allowance	300	300	300	300	0.0%
15-459-2114	Street Repair	12,852	15,446	20,000	20,000	0.0%
15-459-2117	Sidewalk, Curb, and Gutter	11,008	15,536	15,000	15,000	0.0%
15-459-2118	Street Lighting	132,051	127,177	125,000	125,000	0.0%
15-459-2590	Contract Services	357	0	3,500	3,500	0.0%
15-459-2601	Fuel	17,939	11,538	20,000	15,000	-25.0%
15-459-2603	Vehicle Repair/Maintenance	9,247	11,091	11,000	11,000	0.0%
15-459-2700	Travel, Meals, and Schools	1,404	757	800	800	0.0%
15-459-9904	Capital Equipment	85,256	0	0	0	0.0%
15-459-9925	Streets Rehab & Maintenance	494,489	0	0	0	0.0%
Transfer Out		0	304,971	842,000	2,888,075	243.0%
15-459-9720	Transfers to Capital Fund	0	304,971	842,000	2,888,075	243.0%
Grand Total		\$1,069,025	\$495,664	\$1,047,400	\$3,088,475	194.9%

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 2017-18 Priorities

- Installation of curbs around blocks and paved roads.
- o Expansion of parking area.

FY 2016-17 Major Objectives Accomplished

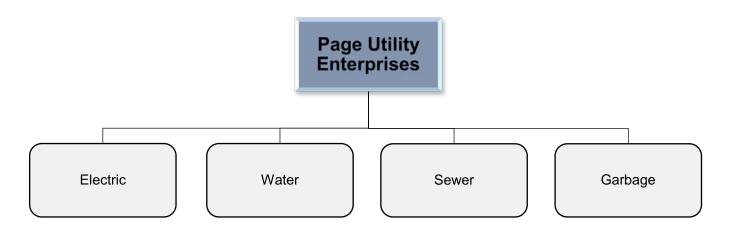
- New equipment purchased for interment use.
- o Completed curb and gutter project on block 9.
- o Built new cross in memorial section.

FY 2017-18 BUDGET HIGHLIGHTS

Significant changes are as follows:

♦ Includes \$75,000 for parking lot expansion.

	Title	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
57-Cemetery						
Operating		86,119	25,427	11,300	11,300	0.0%
57-456-9690	Miscellaneous Expense	10,573	20,261	5,000	5,000	0.0%
57-456-9904	Capital Equipment	70,000	0	0	0	0.0%
57-456-9925	Utilities	5,546	5,166	6,300	6,300	0.0%
Transfer Out		0	0	28,000	75,000	167.9%
57-456-9650	Transfer to Capital Fund	0	0	28,000	75,000	167.9%
Grand Total		\$86,119	\$25,427	\$39,300	\$86,300	119.6%



	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
Enterprise					
Personnel	2,202,486	1,994,063	2,540,768	2,640,131	3.9%
50-Electric	1,291,569	1,225,526	1,394,000	1,445,000	3.7%
51-Water	493,183	377,137	550,462	573,518	4.2%
52-Sewer	417,734	391,400	596,306	621,613	4.2%
Operating	9,443,209	8,323,396	11,867,915	11,216,598	-5.5%
50-Electric	7,026,202	6,172,402	9,057,500	8,227,500	-9.2%
51-Water	1,169,509	868,506	1,289,600	1,297,600	0.6%
52-Sewer	614,441	640,225	867,100	1,021,600	17.8%
53-Garbage	633,057	642,263	653,715	669,898	2.5%
Grand Total	11.645.695	10.317.459	14.408.683	13.856.729	-3.8%

Department Performance Measures	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget
Active electrical accounts (annual average)	4,202	4,238	4,269	4,290
Meters in Use	4,202	4,238	4,269	4,290
Transformers in use	1,019	1,039	1,041	1,046
Monthly safety meeting held	12	12	12	12
Water outages/sewer backups	0	1	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 2017-18 Priorities

- Upgrade the circuit switches and security at both electric sub-stations.
- o Continue to replace annually \$1/2 million of old direct buried electric cable.
- Blast and re-coat the three-million-gallon water tank.
- o Replace the headworks at the Sewer Plant in a \$275,000 upgrade.
- Develop a strategy for increasing storage capacity at the Sewage Treatment Plant.
- Upgrade and expand the electrical system for the Control and Acquisition of Data (SCADA)

FY 2016-17 Major Objectives Accomplished

- Completed a \$1million upgrade of the Powell Substation.
- o Created a fiber link between the Electric, Water and Sewer facilities.
- Replaced \$1/2 million of direct buried electric cable.
- o Re-coated 1.5-million-gallon water storage tank.
- o Extended and enhanced SCADA outage management system.
- Completed the five-year project for the replacement of all original waterlines within the corporate boundaries of the City of Page.

FY 2017-18 BUDGET HIGHLIGHTS

Significant changes are as follows:

- ♦ Budgetary increase to accommodate any market adjustment deemed necessary for the retention of personnel.
- ♦ Legal fees have been increased to enable the Water Fund to seek an additional allocation of any available water.
- ♦ \$275,00 budgeted in Sewer Capital Replacements to rebuild the headworks.

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	Variance %
50-Electric	8,317,771	7,397,928	10,451,500	9,672,500	-7.5%
Personnel	1,291,569	1,225,526	1,394,000	1,445,000	3.7%
Operating	7,026,202	6,172,402	9,057,500	8,227,500	-9.2%
Purchase & Generated Power	4,092,682	3,873,166	4,645,000	4,551,000	-2.0%
Distribution	191,293	220,170	265,000	265,000	0.0%
Administrative & General	178,140	197,720	203,000	218,000	7.4%
Outside Services	211,452	126,167	241,500	247,500	2.5%
Miscellaneous Expenses	51,707	90,212	56,000	61,000	8.9%
Capital Replacements	978,735	1,310,136	1,809,000	1,420,000	-21.5%
Capital Additions	1,322,193	354,831	838,000	465,000	-44.5%
Purchased Power Contingency	-	-	1,000,000	1,000,000	0.0%
51-Water	1,662,692	1,245,643	1,840,062	1,871,118	1.7%
Personnel	493,183	377,137	550,462	573,518	4.2%
Operating Treatment Cost of Sales and	1,169,509	868,506	1,289,600	1,297,600	0.6%
Service Distribution Cost of Sales and	364,580	368,953	472,600	476,600	0.8%
Services	24,783	33,603	63,400	68,400	7.9%
Administrative & General	67,324	61,761	75,100	75,100	0.0%
Outside Services	43,483	13,051	33,500	61,000	82.1%
Capital Replacements	669,339	391,138	645,000	516,500	-19.9%
Capital Additions	-	-	-	100,000	0.0%
52-Sewer	1,032,175	1,031,625	1,463,406	1,643,213	12.3%
Personnel	417,734	391,400	596,306	621,613	4.2%
Operating	614,441	640,225	867,100	1,021,600	17.8%
Sewer Collections-Cost of Sales					
and Service	32,312	32,435	34,500	34,500	0.0%
WTP-Cost of Sales and Services	321,825	357,029	428,000	401,500	-6.2%
Administrative & General	34,265	44,697	43,100	43,100	0.0%
Outside Services	85,508	47,390	80,500	90,500	12.4%
Capital Replacements	140,531	158,674	281,000	452,000	60.9%
53-Garbage	633,057	642,263	653,715	669,898	2.5%
Operating	633,057	642,263	653,715	669,898	2.5%
Cost of Sales and Services	633,057	642,263	653,715	669,898	2.5%
Grand Total	11,645,695	10,317,459	14,408,683	13,856,729	-3.8%

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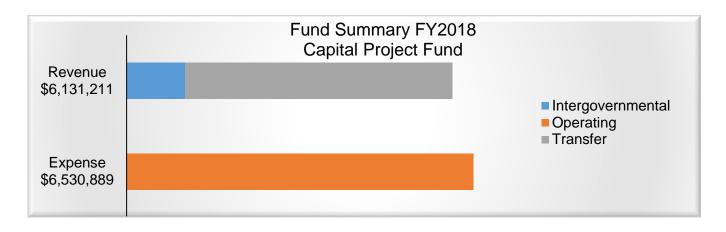
Capital Improvements

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
City of Page	1,234,959	1,708,821	3,210,169	6,530,889	103.4%
40-Capital Project Fund	1,234,959	1,708,821	3,210,169	6,530,889	103.4%
Capital Equipment	0	233,753	892,817	431,467	-51.7%
Capital Project	1,234,959	1,475,068	2,317,352	6,099,422	163.2%
Page Utility Enterprises	3,110,798	2,214,779	3,573,000	2,953,500	-17.3%
50-Electric	2,300,928	1,664,967	2,647,000	1,885,000	-28.8%
Capital Replacements	978,735	1,310,136	1,809,000	1,420,000	-21.5%
Capital Additions	1,322,193	354,831	838,000	465,000	-44.5%
51-Water	669,339	391,138	645,000	616,500	-4.4%
Capital Replacements	669,339	391,138	645,000	516,500	-19.9%
Capital Additions	0	0	0	100,000	0.0%
52-Sewer	140,531	158,674	281,000	452,000	60.9%
Capital Replacements	140,531	158,674	281,000	452,000	60.9%
Grand Total	4,345,757	3,923,600	6,783,169	9,484,389	39.8%

Capital Projects Fund

The 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.

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget
Beginning Fund Balance	195,918	\$282,541	\$415,352	\$669,352
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40-Capital Fund				
Revenue	1,148,336	869,706	341,000	1,101,450
Airport Improvement Grants	1,148,336	869,706	266,000	801,450
Community Development Grants	0	0	75,000	300,000
Expense	(1,234,959)	(1,708,821)	(3,210,169)	(6,530,889)
Airport Improvement	(1,161,246)	(902,412)	(292,000)	(1,277,000)
Community Development	0	(152,085)	(360,000)	(920,000)
Community Services	0	(52,913)	(15,000)	(6,000)
General Government	0	(100,000)	(298,314)	(90,467)
Public Safety – Fire	0	(106,627)	(97,847)	(334,347)
Public Safety - Police	0	(59,173)	(208,156)	(109,000)
Public Works	0	(13,013)	(1,096,852)	(906,000)
Public Works – Streets	0	(322,598)	(842,000)	(2,888,075)
Future Capital Fund Expenses	(73,713)	0	0	0
Transfer In	0	971,927	3,123,169	5,029,761
Transfer from Airport Fund	0	30,601	19,000	519,500
Transfer from Cemetery	0	0	28,000	75,000
Transfer from General Fund	0	383,397	1,416,631	1,000,000
Transfer from HURF	0	304,971	842,000	2,888,075
Transfer from Land	0	152,958	405,000	547,186
Transfer from Sewer Fund	0	100,000	412,538	0
Net+/-	(\$86,623)	\$132,812	\$254,000	(\$399,678)
Ending Fund Balance	\$282,541	\$415,352	\$669,352	\$269,674



Five Year Capital Plan

	2018	2019	2020	2021	2022	Grand Total
City of Page						
Airport						
Airport	1,277,000	4,080,000	500,000	100,000	1,500,000	7,457,000
Community Development						
Building and Code	-	-	35,000	-	35,000	70,000
Compliance Community/Economic						
Development	920,000	135,000	1,500,000	1,500,000	1,500,000	5,555,000
Community Services						
Community Center	6,000	-	-	150,000	-	156,000
Recreation	-	15,000	5,000	19,500	8,000	47,500
Fire						
Fire	334,347	300,600	181,500	30,000	25,000	871,447
General Government						
General Services	-	40,000	-	40,000	-	80,000
Golf Maintenance	90,467	52,500	42,000	68,500	62,000	315,467
Information Technology	-	-	40,000	175,000	55,000	270,000
Police						
Communications	79,000	44,000	-	-	150,000	273,000
Investigations	30,000	10,000	-	-	-	40,000
Patrol	-	118,000	37,000	68,000	-	223,000
Public Works						
Central Garage	30,000	40,000	1,200,000	8,000	-	1,278,000
Building Maintenance	58,000	50,000	5,000	-	-	113,000
Public Works Administration	120,000	100,000	-	100,000	-	320,000
Park Maintenance	623,000	560,000	560,000	598,000	598,000	2,939,000
Cemetery	75,000	15,000	-	-	-	90,000
Public Works-Streets						
Streets	2,888,075	1,729,000	1,670,000	1,610,000	1,625,000	9,522,075
Page Utility Enterprise						
Electric	1,885,000	2,000,000	2,000,000	2,000,000	2,000,000	9,885,000
Water	616,000	600,000	600,000	600,000	600,000	3,016,000
Sewer	452,000	500,000	500,000	500,000	350,000	2,302,000
Grand Total	\$9,483,889	\$10,389,100	\$8,875,500	\$7,567,000	\$8,508,000	\$44,823,489

	2018	2019	2020	2021	2022	Grand Total
40-Capital Project Fund						
Community Development						
Community/Economic Development	920,000	135,000	1,500,000	1,500,000	1,500,000	5,555,000
Horseshoe Bend	500,000	0	1,000,000	1,000,000	0	2,500,000
Golliard Park Equipment/ Restroom	300,000	0	0	0	0	300,000
Block 17 Revitalization/ Streetscape	110,000	60,000	500,000	500,000	0	1,170,000
Rim Trail Improvements	10,000	0	0	0	0	10,000
Water Park	0	0	0	0	1,500,000	1,500,000
Aquatic Study	0	75,000	0	0	0	75,000
Building and Code Compliance	0	0	35,000	0	35,000	70,000
Vehicle	0	0	35,000	0	35,000	70,000
Grand Total	\$920,000	\$135,000	\$1,535,000	\$1,500,000	\$1,535,000	\$5,625,000

FY2018 Projects

Horseshoe Bend





Rendering of trailhead facility from parking lot by WEDDLE GILMORE

Type: Specialty Park - 18.8 Acres

Location: Highway 89, between mileposts 544 & 545

Current Facilities:

- · Unpaved, unmarked, parking area
- Ramada
- Interpretive signs
- Vault toilets (5 double)

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: The National Park Service is working with the City to design this access point and view point. In FY2018, the City plans to install an additional shade feature and trail improvements.

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design						
Construction	\$500,000		\$1,000,000	\$1,000,000		\$2,500,000
Equipment						
Total	\$500,000		\$1,000,000	\$1,000,000		\$2,500,000

Golliard Park

Type: Neighborhood Park – 3.1 Acres

Location: 126 10th Street, Page, Arizona 86040

Current Facilities:

- Tot Lot (1)
- Play Structure (1)
- Swing Sets (2)
- Dog Park (1)
- Practice Field with Backstop (1)
- Restroom (closed) (1)
- Picnic Tables (9)
- BBQ (2)



Facility Description: Golliard Park is one of the most popular family parks in the city, and is a popular spot for birthday parties and pre-school children (Page City-wide Adopted Plan).

Project Description: The City will receive a \$300,000 grant through Community Development Block Grant. These funds be used update play equipment and restrooms.

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design						
Construction						
Equipment	\$300,000					\$300,000
Total	\$300,000					\$300,000

Block 17 Revitalization/Streetscape



Type: Design and improvements

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

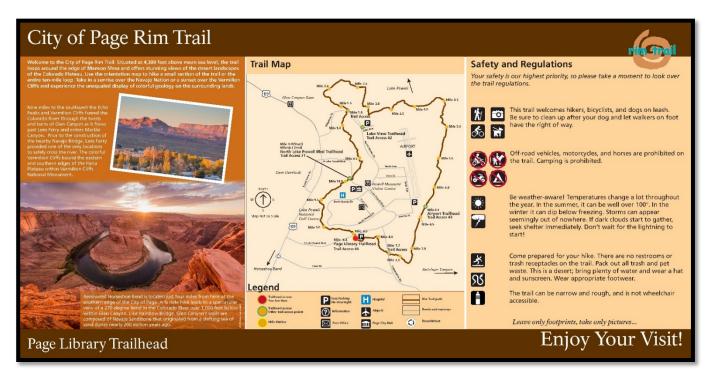
Current Facilities:

- 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.

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design	\$110,000	\$60,000				\$170,000
Construction			\$500,000	\$500,000		\$1,000,000
Equipment						
Total	\$110,000	\$60,000	\$500,000	\$500,000		\$1,170,000



Type: Trail – 11 miles

Location: Perimeter of the Manson Mesa (mesa upon which the City of Page is built upon).

Current Facilities:

- Trailhead Access (4)
- Parking lot (4)

Facility Description: Situated at 4,300 feet above mean sea level, the trail loops around the edge of Manson Mesa and offers stunning views of the desert landscapes of the Colorado Plateau.

Project Description: The City of Page has budgeted \$10,000 toward trail improvements that include: signs,

trail build up, and connection to other existing trail systems or trails.



	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design						
Construction						
Equipment	\$10,000					\$10,000
Total	\$10,000					\$10,000

	F	ive Year Cap	ital Projects			
	2018	2019	2020	2021	2022	Grand Total
40-Capital Project Fund	831,000	750,000	1,765,000	706,000	598,000	4,650,000
Central Garage	30,000	40,000	1,200,000	8,000	· -	1,278,000
Central Garage Design	30,000	-	-	-	-	30,000
Tire Machine	-	-	-	8,000	-	8,000
Vehicle	-	40,000	-	-	-	40,000
Central Garage Relocation	-	-	1,200,000	-	-	1,200,000
Building Maintenance	58,000	50,000	5,000	-	-	113,000
Full Size Pickup w/ Service Bed	38,000	-	-	-	-	38,000
City Hall Improvements	20,000	-	-	-	-	20,000
Bucket Lift Truck	-	50,000	-	-	-	50,000
Elevator Compliance	-	-	5,000	-	-	5,000
Public Works Administration	120,000	100,000	-	100,000	-	320,000
Community Center Parking	120,000	_	_	_	_	120,000
Lot	120,000	400.000		400.00		
Parking Lots	-	100,000	-	100,000	-	200,000
Park Maintenance	623,000	560,000	560,000	598,000	598,000	2,939,000
JCPMP Construction	400,000	500,000	500,000	500,000	500,000	2,400,000
Playground Equipment	125,000	_	-	_	-	125,000
JCPMP Design	60,000	60,000	60,000	60,000	60,000	300,000
1 Ton Truck	38,000	-	-	-	-	38,000
Vehicle - 1 Ton	-	-	-	-	38,000	38,000
Tractor	-	-	-	38,000	-	38,000
15-Highway User Revenue						
Fund	2,888,075	1,729,000	1,670,000	1,610,000	1,625,000	9,522,075
Streets Capital Projects LP Blvd Sidewalk Project	2,450,000 343,075	1,550,000	1,550,000	1,540,000	1,625,000	8,715,000 343,075
Storm Water Improvement	50,000	50,000	50,000	50,000	_	200,000
2000 Truck Mount Water Tank	25,000	-	-	-	-	25,000
Sidewalk Improvements	20,000	20,000	20,000	20,000	-	80,000
Track Skid Loader	-	25,000	-	_	-	25,000
Dump Truck	-	80,000	-	-	-	80,000
Snow Plow	-	4,000	-	-	-	4,000
Bucket Lift Truck	-	-	50,000	-	-	50,000
57-Cemetery Fund	75,000	15,000	-	-	-	90,000
Parking Lot Expansion	75,000	-	-	-	-	75,000
Mower	-	15,000	-	-	-	15,000
Grand Total	\$3,794,075	\$2,494,000	\$3,435,000	\$2,316,000	\$2,223,000	\$14,262,075



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 (2)
- Play Structure (1)
- Swing Sets (1)
- Basketball Court (3)
- Skate Park (1) approximately 13,775 square feet
- Restrooms (1)
- Teen Center (closed) (1)
- Community use building (Townhouse) (1)
- Senior Center/Recreation classrooms building (1)
- BBQs (6)
- Picnic tables (7)
- Multi-purpose grass area (3 acres)

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.

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
Construction	\$400,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,400,000
Equipment						
Total	\$460,000	\$560,000	\$560,000	\$560,000	\$560,000	\$2,700,000

Streets

Type: Streets Improvement

Location: City-wide

Current Facilities: 47.2 miles of streets.

Facility Description: Completed assessment indicates majority of streets in the City of Page need maintenance, repair, or replacement.



Project Description: Peak Engineering, contracted consultant, proposed a Ten-Year Street Capital Improvement Plan using the pavement condition index in IWORQ. The recommendations were based on:

- 1. Remaining service life
- 2. Road use (arterial and collector streets)
- 3. Budget

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design						
Construction	\$2,450,000	\$1,550,000	\$1,550,000	\$1,540,000	\$1,625,000	\$8,715,000
Equipment						
Total	\$2,450,000	\$1,550,000	\$1,550,000	\$1,540,000	\$1,625,000	\$8,715,000

Sidewalks



Type: Sidewalks

Location: North Lake Powell Blvd, from 287 to Clubhouse Drive. City-wide

Current Facilities:

- Unpaved, unmarked, parking area
- Ramada
- Interpretive signs
- Vault toilets

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. The National Park Service is working with the City to design this access point and view point (Page City-wide Adopted Plan).

Project Description: Lake Powell Sidewalk Project (from 287 to Clubhouse Drive) will install approximately 2,600 linear feet of new sidewalks and adding drainage improvements, curb gutter, storm water turnouts, and pedestrian lighting along the western side of North Lake Powell Blvd.

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design						
Construction	\$343,075	\$20,000	\$20,000	\$20,000		\$423,075
Equipment						
Total	\$343,075	\$20,000	\$20,000	\$20,000		\$423,075

Storm Water Management

Type: Storm Water Improvement

Location: City-wide

Current Facilities:

• Canals

Ducts

French Drains

• None in some locations

Facility Description: Currently after storms there is water build up throughout the City due to insufficient drainage systems.



Project Description: This project will fund improvements to the storm water system drain system to reduce the amount of water reaching and building up in low spots.

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design						
Construction	\$50,000	\$50,000	\$50,000	\$50,000		\$200,000
Equipment						
Total	\$50,000	\$50,000	\$50,000	\$50,000		\$200,000



Airport Five Year Capital Projects							
	2018	2019	2020	2021	2022	Grand Total	
40-Capital Projects Fund							
9953-Airport							
Taxiway C Construction	625,000	-	-	-	-	625,000	
Airport Masterplan	500,000	-	-	-	-	500,000	
Main Apron Rehab Design	152,000	-	-	-	-	152,000	
South Ramp Rehab Construction	-	-	-	-	1,500,000	1,500,000	
South Ramp Rehab Design	-	-	-	100,000	-	100,000	
Main Apron Rehab Construction	-	4,000,000	-	-	-	4,000,000	
NW Taxi Lane Design	-	80,000	-	-	-	80,000	
NW Taxi Lane Construction	-	-	500,000	-	-	500,000	
Grand Total	\$1,277,000	\$4,080,000	\$500,000	\$100,000	\$1,500,000	\$7,457,000	

Taxiway C Construction

Type: Taxiway C Construction

Location: Page Municipal Airport

Current Facilities:

None

Facility Description: Currently there is congestion caused by back taxiing on the runway or taxiing through the apron area.

Project Description: The Taxiway C project consist of a new partial parallel taxiway to Runway 7-25 on the northwest side of the runway. The new taxiway will be 35 feet wide and approximately 1,000 feet long. A new connector taxiway will also be designed at the end of Runway 7.

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design						
Construction	\$625,000					\$625,000
Equipment						
Total	\$625,000					\$625,000

Airport Master Plan

Type: Plan

Location: Page Municipal Airport

Description: Currently Airport Master Plan approved 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.

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design	\$500,000					\$500,000
Construction						
Equipment						
Total	\$500,000					\$500,000

Main Apron Rehab Design

Type: Main Apron Rehab Design

Location: Page Municipal Airport

Current Facilities:

• Current apron (approx.60,000 square yards)

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

Project Description: The project consists of designing a full depth reconstruction of the main apron near the terminal building (approx. 30,000 square yards). Reconstructing the main apron will ensure the support of the current fleet mix of aircraft and rest the 20-year design life cycle for that pavement.

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design	\$152,000					\$152,000
Construction						
Equipment						
Total	\$152,000					\$152,000

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
50-Electric	2,300,928	1,664,967	2,647,000	1,885,000	-28.8%
Capital Replacements	978,735	1,310,136	1,809,000	1,420,000	-21.5%
25kv Cable Change Out/System Upgrade	374,804	603,786	500,000	500,000	0.0%
Antelope Reclosure Upgrade	0	0	0	100,000	0.0%
Capitalized Time from Expense Budget	507,443	700,000	411,000	415,000	1.0%
Computer Software/Hardware/Office Equip Distribution Expense - Poles,	10,309	0	6,000	40,000	566.7%
Transformers, Etc.	0	0	40,000	40,000	0.0%
Line Transformers	0	0	40,000	40,000	0.0%
Lineman Tools	8,484	6,350	9,000	0	-100.0%
Network Upgrade/Tropos	0	0	8,000	50,000	525.0%
Powell & Slavens	77,695	0	600,000	100,000	-83.3%
Power Operated Equipment	0	0	50,000	0	-100.0%
Radio Upgrade	0	0	60,000	0	-100.0%
SCADA Software	0	0	75,000	125,000	66.7%
Street Lights	0	0	10,000	10,000	0.0%
Capital Additions	1,322,193	354,831	838,000	465,000	-44.5%
25kv Three Phase PME Cubicle	0	0	28,000	40,000	42.9%
25kv Three Phase Section Can Cubicles	0	0	20,000	20,000	0.0%
Control HW/SW (SCADA)	58,122	0	100,000	125,000	25.0%
Distribution Items/New Services	115,874	162,718	40,000	40,000	0.0%
Line Extensions <250' Rule	0	0	10,000	10,000	0.0%
Line Extensions >250' Rule	0	0	10,000	10,000	0.0%
Powell/Slavens Substation	678,846	0	600,000	100,000	-83.3%
Structures and Improvements Wireless Meters/HMI Outage Management	58,360	18,443	30,000	100,000	233.3%
System	410,991	173,670	0	20,000	0.0%
51-Water	669,339	391,138	645,000	616,500	-4.4%
Capital Replacements	669,339	391,138	645,000	516,500	-19.9%
Building/Capital Improvements	89,170	0	322,500	516,500	60.2%
Fire Hydrants	0	0	10,000	0	-100.0%
Water Line Replacement	580,169	391,138	292,500	0	-100.0%
Water Meter Replacement	0	0	20,000	0	-100.0%
Capital Additions	0	0	0	100,000	0.0%
Capital Equipment	0	0	0	100,000	0.0%
Capital Equipment	Ū	J	J	100,000	0.07
52-Sewer	140,531	158,674	281,000	452,000	60.9%
Capital Replacements	140,531	158,674	281,000	452,000	60.9%
Improvements - Canyon 9	0	87,255	0	0	0.0%
Improvements - Distribution System	33,640	0	0	0	0.0%
Improvements - Equipment	106,891	61,910	281,000	452,000	60.9%
Sewer Buildings	0	9,509	0	0	0.0%

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

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design						
Construction	\$500,000	\$500,000				
Equipment						
Total	\$500,000	\$500,000				

Building/Capital Improvements

Type: Building Improvements

Location: Water Plant - 814 Aqua Ave

Project Description: This project consists of upgrading potable water system, recoating large water tank, and upgrading equipment and increasing the water storage capacity for the City of page.

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design		100,000				100,000
Construction	490,000	500,000	500,000	500,000	500,000	2,490,000
Equipment	26,500		100,000	100,000	100,000	326,500
Total	516,500	600,000	600,000	600,000	600,000	2,916,500

Sewer Capital Improvements

Type: Update the equipment and make the sewer processing systems more automated.

Location: Sewer Plant - 1 Honey Draw R

Project Description: Upgrade the headworks, place a permanent structure over the drying beds and increase the handling capacity of the whole plant.

	FY2018	FY2019	FY2020	FY2021	FY2022	Total
Design		100,000	100,000	100,000		300,000
Construction		300,000	300,000	300,000	250,000	1,150,000
Equipment	275,000	100,000	100,000	100,000	100,000	675,000
Total	275,000	500,000	500,000	500,000	350,000	2,125,000

Special Revenue Funds

	FY2015	FY2016	FY2017	FY2018	%
P	Actual	Actual	Budget	Budget	Change
Revenues		. ===			
Revenue	1,984,669	1,759,001	2,433,782	2,354,348	-3.3%
15-Highway User Revenue Fund	758,323	811,457	796,682	890,827	11.8%
16-Substance Abuse	5,874	4,711	7,000	6,000	-14.3%
20-Debt Service Fund	111,616	123,749	116,500	122,500	5.2%
25-Miscellaneous Grants	130,470	80,755	526,965	203,000	-61.5%
32-JCEF Fund	5,139	5,088	7,035	7,035	0.0%
36-Donation Funds	18,967	6,240	23,300	7,500	-67.8%
41-Balloon Regatta Fund	23,250	0	0	0	0.0%
42-Community Development	2,038	63	0	0	0.0%
46-Airport Fund	541,496	540,811	521,300	540,300	3.6%
48-Land	357,700	152,958	405,000	547,186	35.1%
57-Cemetery	29,795	33,169	30,000	30,000	0.0%
Transfer In	3,081,771	3,195,318	4,286,833	2,969,283	-30.7%
15-Highway User Revenue Fund	300,000	0	0	0	0.0%
20-Debt Service Fund	2,366,333	2,722,791	3,723,333	2,969,283	-20.3%
25-Miscellaneous Grants	0	0	13,500	0	-100.0%
42-Community Development	415,439	472,528	550,000	0	-100.0%
Revenues Total	5,066,440	4,954,320	6,720,615	5,323,631	-20.8%
	, ,	, ,	, ,	, i	
Expenses					
Expense	(3,279,575)	(2,235,110)	(3,004,234)	(2,096,116)	-30.2%
15-Highway User Revenue Fund	(1,069,025)	(190,693)	(205,400)	(200,400)	-2.4%
16-Substance Abuse	(9,553)	(23,300)	(9,344)	(15,000)	60.5%
17-Transient Fund	(2,240)	0	0	0	0.0%
18-Comm. Center Don Fund	(38,353)	0	0	0	0.0%
19-Youth Center	(7,559)	0	0	0	0.0%
20-Debt Service Fund	(1,384,329)	(1,390,351)	(1,386,250)	(1,390,538)	0.3%
21-Fire Donations Fund	(166)	0	0	0	0.0%
22-Project Graduation Fund	(8,073)	0	0	0	0.0%
23-Police Department Grants	(343)	0	0	0	0.0%
25-Miscellaneous Grants	(89,494)	(74,993)	(526,965)	(185,500)	-64.8%
26-Library Donation Fund	(3,526)	0	0	0	0.0%
30-Library Miscellaneous Grants	(17,078)	0	0	0	0.0%
32-JCEF Fund	(7,443)	(8,062)	(30,000)	(30,000)	0.0%
36-Donation Funds	(20,944)	(15,672)	(59,700)	(47,875)	-19.8%
41-Balloon Regatta Fund	(58,793)	Ó	Ó	Ó	0.0%
42-Community Development	(312,297)	(335,100)	(583,777)	0	-100.0%
46-Airport Fund	(164,239)	(171,512)	(191,498)	(215,503)	12.5%
57-Cemetery	(86,119)	(25,427)	(11,300)	(11,300)	0.0%
Transfer Out	(566,586)	(796,230)	(1,926,538)	(4,256,911)	121.0%
15-Highway User Revenue Fund	0	(304,971)	(842,000)	(2,888,075)	243.0%
25-Miscellaneous Grants	(15,244)	(9,500)	(25,000)	(29,000)	16.0%
42-Community Development	(10,244)	(100,000)	(412,538)	0	-100.0%
46-Airport Fund	(193,642)	(225,914)	(214,000)	(717,650)	235.4%
47-Airport Events Fund	(133,042)	(2,887)	(214,000)	(717,000)	0.0%
48-Land	(357,700)	(152,958)	(405,000)	(547,186)	35.1%
57-Cemetery	(337,700)	(132,938)	(28,000)	(75,000)	167.9%
Expenses Total	(3,846,160)	(3,031,341)	(4,930,772)	(6,353,027)	28.8%
Grand Total	\$1,220,280	\$1,922,979	\$1,789,843	(\$1,029,396)	-157.5%

Highway User Revenue Fund

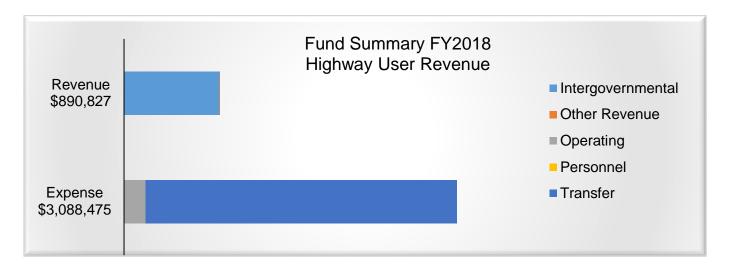
The Highway User Revenue Fund accounts for transportation related revenue and expenditures associated to the construction or maintenance of city streets. This revenue is derived from the gas tax, a portion of which is returned to cities by the State of Arizona.

FY 2017-18 Budget Highlights

Significant changes are as follows:

• Increase of \$2 million in street, sidewalk, and storm water improvements.

	(1,000,020)	\$315,793	(.,0.1,-100)	(\$2,197,648)	
Expenses Total	(1,069,025)	(495,664)	(1,047,400)	(3,088,475)	194.9%
Transfer Out	0	(304,971)	(842,000)	(2,888,075)	243.0%
Expense	(1,069,025)	(190,693)	(205,400)	(200,400)	-2.4%
Expenses					
Revenues Total	1,058,323	811,457	796,682	890,827	11.8%
Transfer In	300,000	0	0	0	0.0%
Revenue	758,323	811,457	796,682	890,827	11.8%
Revenues					
15-Highway User Revenue Fund					
	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change



Substance Abuse Fund

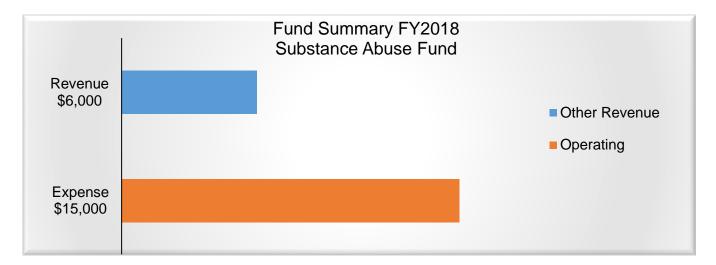
The City of Page Substance Abuse Task Force is established to foster the health and well-being of the Citizens of the City of Page, Arizona by coordinating efforts to establish and strengthen programs to reduce and prevent substance abuse in the community.

FY 2017-18 Budget Highlights

Significant changes are as follows:

• Includes \$15,000.00 in funding for Community Outreach Programs.

Expenses	(0.553)	(23 300)	(0.344)	(15,000)	60 5%
Expense Expenses Total	(9,553) (9,553)	(23,300) (23,300)	(9,344) (9,344)	(15,000) (15,000)	60.5% 60.5%
Grand Total	(\$3,679)	(\$18,589)	(\$2,344)	(\$9,000)	284.0%



Debt Service Fund

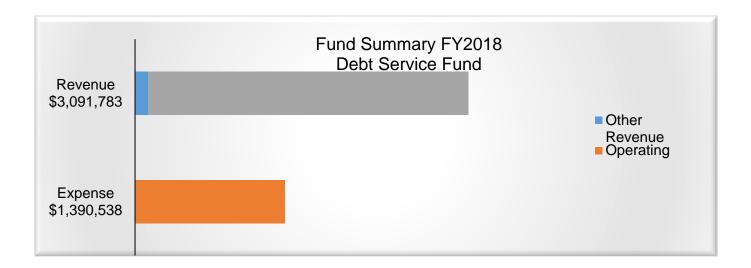
The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

FY 2017-18 Budget Highlights

Significant changes are as follows:

• No longer transferring the General Fund's portion of the Debt Service payment, only the 85% of 1% of sales tax revenue. Reserve balance goal expected to be reached in FY2018.

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
20-Debt Service Fund Revenues			Ğ		, and the second se
Transfer In	2,366,333	2,722,791	3,723,333	2,969,283	-20.3%
Revenues Total	2,477,949	2,846,540	3,839,833	3,091,783	-19.5%
Expenses					
Expense	(1,384,329)	(1,390,351)	(1,386,250)	(1,390,538)	0.3%
Expenses Total	(1,384,329)	(1,390,351)	(1,386,250)	(1,390,538)	0.3%
Grand Total	\$1,093,619	\$1,456,189	\$2,453,583	\$1,701,245	-30.7%



Miscellaneous Grant Fund

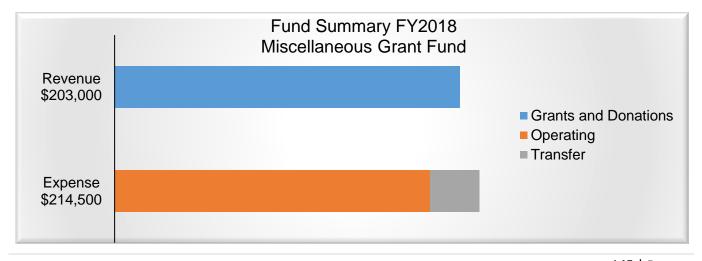
The Miscellaneous Grants Fund is used to account for many of the grant funds received by the City. Grant amounts are normally required to be tracked separately by State or Federal regulations and funds are specifically restricted for certain operating and/or equipment expenses. Grants are obtained through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

FY 2017-18 Budget Highlights

Significant changes are as follows:

• The Fire and Police Department have applied for grants in FY2018. Currently expenses are budgeted in department expenses and will be transferred if grant is awarded.

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
25-Miscellaneous Grants					
Revenues					
Revenue	130,470	80,755	526,965	203,000	-61.5%
Misc. & Pass Thru Grants	0	0	96,000	50,000	-47.9%
Misc. Grants-Fire	22,790	0	250,100	0	-100.0%
Misc. Grants-Library	36,000	0	59,000	42,000	-28.8%
Misc. Grants-Recreation	2,000	4,969	2,000	2,000	0.0%
Misc. Grants-Police Dept	2,830	9,303	63,000	25,000	-60.3%
Misc. Grants-Community Center	66,851	66,483	56,865	84,000	47.7%
Transfer In	0	0	13,500	0	-100.0%
Misc. Grants-Transfers	0	0	13,500	0	-100.0%
Revenues Total	130,470	80,755	540,465	203,000	-62.4%
Expenses					
Expense	(89,494)	(74,993)	(526,965)	(185,500)	-64.8%
Misc. Grants-Fire	(22,790)	0	(250,100)	0	-100.0%
Misc. Grants-Library	(12,798)	(11,514)	(59,000)	(46,500)	-21.2%
Misc. Grants-Recreation	0	(943)	(2,000)	(2,000)	0.0%
Misc. Grants-Police Dept	(2,299)	(10,316)	(63,000)	(25,000)	-60.3%
Misc. Grants-Community Center	(51,607)	(52,219)	(56,865)	(62,000)	9.0%
Misc. Grants	0	0	(96,000)	(50,000)	-47.9%
Transfer Out	(15,244)	(9,500)	(25,000)	(29,000)	16.0%
Misc. Grants-Community Center	(15,244)	(9,500)	(25,000)	(29,000)	16.0%
Expenses Total	(104,738)	(84,493)	(551,965)	(214,500)	-61.1%
Grand Total	\$25,732	(\$3,738)	(\$11,500)	(\$11,500)	0.0%



Judicial Collection Enhancement Fund (JCEF)

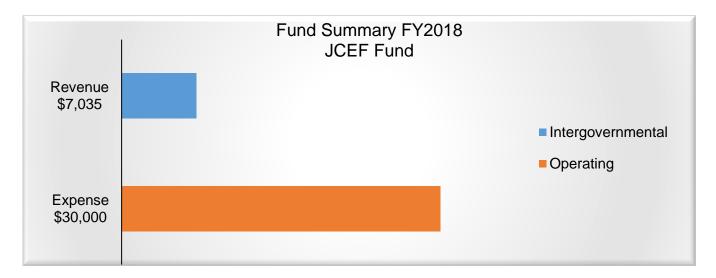
Judicial Collection Enhancement Fund (JCEF) is used to account for amounts received from the court's time payment fee of \$20, a portion of which is deposited into a court account for any court enhancement project. The courts can use up to \$2,500 for expenditures from this account without permission 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 2017-18 Budget Highlights

Significant changes are as follows:

None

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
32-JCEF Fund					
Revenues					
Revenue	5,139	5,088	7,035	7,035	0.0%
Revenues Total	5,139	5,088	7,035	7,035	0.0%
Expenses					
Expense	(7,443)	(8,062)	(30,000)	(30,000)	0.0%
Expenses Total	(7,443)	(8,062)	(30,000)	(30,000)	0.0%
Grand Total	(\$2,304)	(\$2,974)	(\$22,965)	(\$22,965)	0.0%



Donation Fund

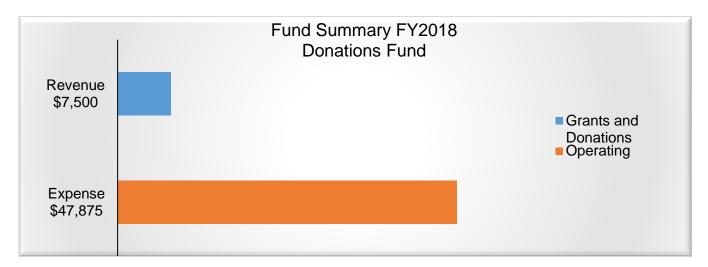
The Donation Fund accounts for all citizen donations received by the City of Page that are specified to support individual departments or programs. Donation funds support the purchase of supplies to offer extra activities, entertainment, and community enhancement to the public throughout the year. In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

FY 2017-18 Budget Highlights

Significant changes are as follows:

• Funding for Project Graduation expenses has been removed for FY2018.

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
36-Donation Funds					
Revenues					
Revenue	18,967	6,240	23,300	7,500	-67.8%
Community Center Donation Revenue	2,950	931	3,000	3,000	0.0%
Fire Donation Revenue	140	100	0	200	0.0%
Lake Powell Blvd Street Banner	600	0	0	0	0.0%
Library Donation Revenue	11,989	1,309	15,000	4,000	-73.3%
Memorial Plaza Donation Rev	110	0	2,000	0	-100.0%
Project Graduation Revenue	2,878	3,600	3,000	0	-100.0%
Transient Revenue	300	300	300	300	0.0%
Revenues Total	18,967	6,240	23,300	7,500	-67.8%
Expenses					
Expense	(20,944)	(15,672)	(59,700)	(47,875)	-19.8%
Community Center Donation Expense	(6,854)	(1,353)	(30,000)	(32,400)	8.0%
Fire Donation Expenses	(285)	0	(200)	(675)	237.5%
Lake Powell Blvd Street Banner	0	0	0	(600)	0.0%
Library Donation Expenses	(9,391)	(5,376)	(15,000)	(4,000)	-73.3%
Memorial Plaza Donation Expense	(699)	0	(1,000)	(2,600)	160.0%
Project Graduation Expenses	(3,440)	(6,749)	(8,000)	Ó	-100.0%
Transient Expenses	(276)	(312)	(500)	(2,400)	380.0%
Youth Center Donation Expense	Ó	(1,882)	(5,000)	(5,200)	4.0%
Expenses Total	(20,944)	(15,672)	(59,700)	(47,875)	-19.8%
Grand Total	(\$1,977)	(\$9,432)	(\$36,400)	(\$40,375)	10.9%



Airport Fund

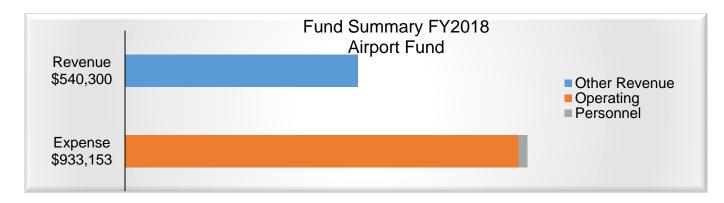
The Airport Fund is used track all airport operating transactions for the City of Page.

FY 2017-18 Budget Highlights

Significant changes are as follows:

- Increased expense to repaint buildings and contract services
- Increased transfer to Fund 40-Capital Projects Fund for Airport Master Plan.

Grand Total	\$183,615	\$143,385	\$115,802	(\$392,853)	-439.2%
Expenses Total	(357,881)	(397,426)	(405,498)	(933,153)	130.1%
Transfer Out	(193,642)	(225,914)	(214,000)	(717,650)	235.4%
Expense	(164,239)	(171,512)	(191,498)	(215,503)	12.5%
Expenses					
Revenues Total	541,496	540,811	521,300	540,300	3.6%
Revenue	541,496	540,811	521,300	540,300	3.6%
Revenues					
46-Airport Fund					
	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change



Land Fund

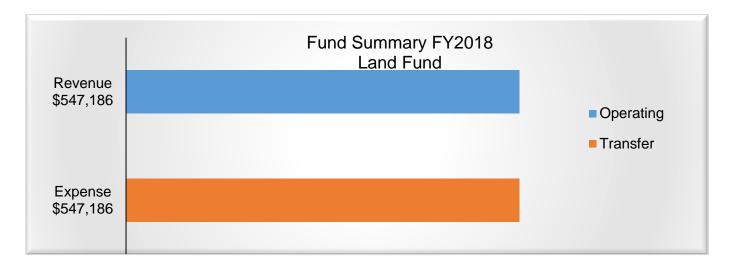
The Land Fund is used to track all land sale transactions for the City of Page.

FY 2017-18 Budget Highlights

Significant changes are as follows:

• Increase due to expected land sale payment and projected land sales for FY2018.

Grand Total	\$0	\$0	\$0	\$0	0.0%
Expenses Total	(357,700)	(152,958)	(405,000)	(547,186)	35.1%
Expenses Transfer Out	(357,700)	(152,958)	(405,000)	(547,186)	35.1%
Revenues Total	357,700	152,958	405,000	547,186	35.1%
Revenues Revenue	357,700	152,958	405,000	547,186	35.1%
48-Land	7 total	riotaidi	Daagot	Duagot	Ondingo
	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change



Cemetery Fund

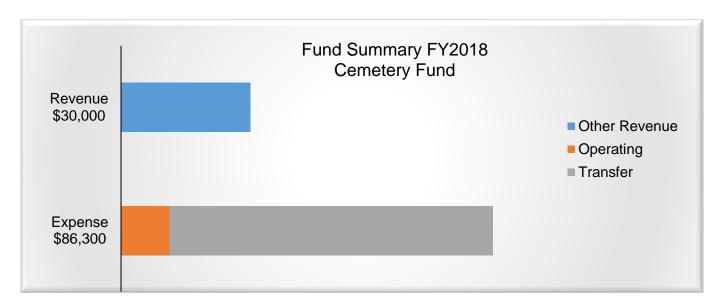
The Cemetery Fund is used to track all perpetual care and cemetery transactions for the City of Page.

FY 2017-18 Budget Highlights

Significant changes are as follows:

• Increased transfer to Fund 40-Capital Projects Fund for parking lot expansion.

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
57-Cemetery				, in the second second	Ĭ
Revenues					
Revenue	29,795	33,169	30,000	30,000	0.0%
Revenues Total	29,795	33,169	30,000	30,000	0.0%
Expenses					
Expense	(86,119)	(25,427)	(11,300)	(11,300)	0.0%
Transfer Out	0	Ó	(28,000)	(75,000)	167.9%
Expenses Total	(86,119)	(25,427)	(39,300)	(86,300)	119.6%
Grand Total	(\$56,325)	\$7,742	(\$9,300)	(\$56,300)	505.4%



Closed Funds

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
Revenues					
Revenue	25,288	63	0	0	0.0%
41-Balloon Regatta Fund	23,250	0	0	0	0.0%
42-Community Development	2,038	63	0	0	0.0%
Transfer In	415,439	472,528	550,000	0	-100.0%
42-Community Development	415,439	472,528	550,000	0	-100.0%
Revenues Total	440,727	472,591	550,000	0	-100.0%
Expenses					
Expense	(448,429)	(335,100)	(583,777)	0	-100.0%
17-Transient Fund	(2,240)	0	0	0	0.0%
18-Comm. Center Don Fund	(38,353)	0	0	0	0.0%
19-Youth Center	(7,559)	0	0	0	0.0%
21-Fire Donations Fund	(166)	0	0	0	0.0%
22-Project Graduation Fund	(8,073)	0	0	0	0.0%
23-Police Department Grants	(343)	0	0	0	0.0%
26-Library Donation Fund	(3,526)	0	0	0	0.0%
30-Library Misc. Grants	(17,078)	0	0	0	0.0%
41-Balloon Regatta Fund	(58,793)	0	0	0	0.0%
42-Community Development	(312,297)	(335,100)	(583,777)	0	-100.0%
Transfer Out	0	(102,887)	(412,538)	0	-100.0%
42-Community Development	0	(100,000)	(412,538)	0	-100.0%
47-Airport Events Fund	0	(2,887)	0	0	0.0%
Expenses Total	(448,429)	(437,987)	(996,315)	0	-100.0%
Grand Total	(\$7,702)	\$34,603	(\$446,315)	\$0	-100.0%

Funds 17-Transient Fund, 18-Community Center Donation Fund, 19-Youth Center Fund, 21-Fire Donation Fund, 22-Project Graduation Fund, and 26-Library Donation Fund closed and combined into Fund 36-Donation Fund.

Funds 23-Police Department Grants and 30-Library Miscellaneous Grants closed and combined into Fund 25-Miscellaneous Grant Fund.

Funds 41-Balloon Regatta Fund and 47-Airport Events Fund closed and balance transferred to Fund 42-Community Development Fund.

Fund 42-Community Development Fund closed and balance transferred to Fund 40-Capital Projects Fund.

Fiduciary Funds

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
Expense	58,747	10,235	23,000	38,400	67.0%
72-Volunteer Fire Pension Fund	58,747	10,235	23,000	38,400	67.0%
Grand Total	58,747	10,235	23,000	38,400	67.0%

Volunteer Fire Pension Fund

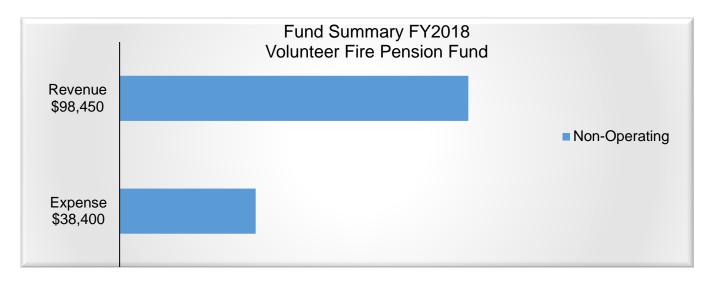
The City of Page has several volunteer firefighters. These volunteers/reserves serve the community and assist the full-time department as needed with fire and rescue calls. This fund is created as a fiduciary fund that tracks the pension contributions that the volunteers and the City make into the plan.

FY 2017-18 Budget Highlights

Significant changes are as follows:

• Approximately \$15,400 is scheduled to be withdrawn in FY2018. \$20,000 is reserved for current volunteers in the event they wish to withdraw a portion of their pension account.

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget	% Change
72-Volunteer Fire Pension Fund					
Expense					
Fiscal Agent Fees	2,646	2,982	3,000	3,000	0.0%
Pension Payments	56,101	7,253	20,000	35,400	77.0%
Grand Total	\$58,747	\$10,235	\$23,000	\$38,400	67.0%

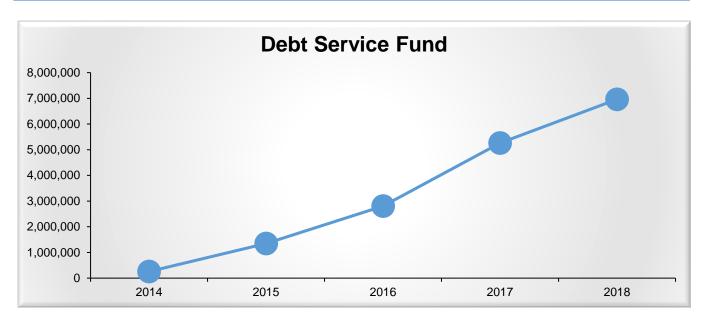


Debt

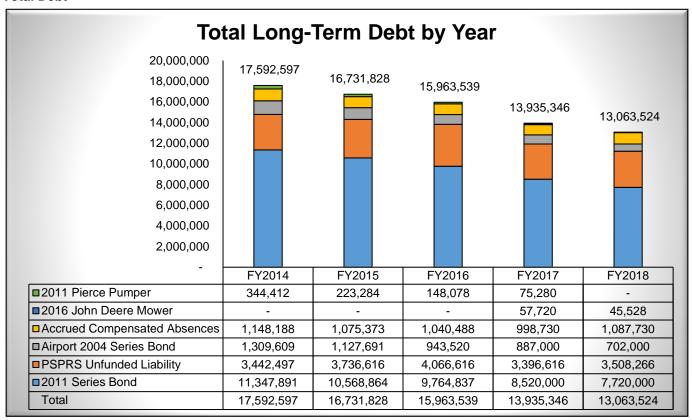
Debt Service Fund

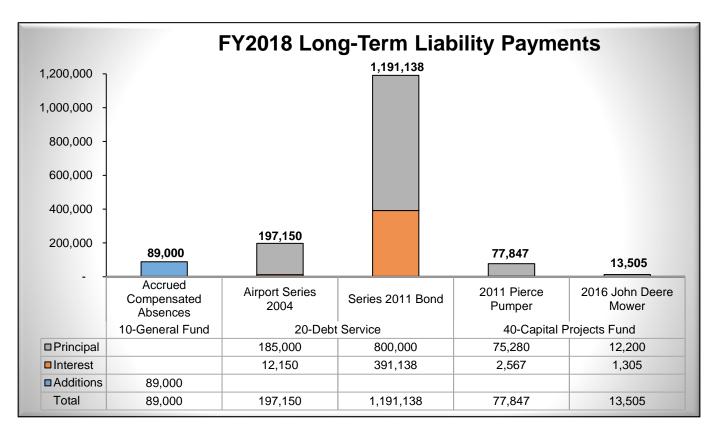
Debt Service Fund is a separate fund within the City's chart of accounts designed to manage the accelerated repayment of outstanding debt and enhance the City's capacity to fluently function. This strategy results in a stabilization policy which budgets predictable revenue streams for paying annual debt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

	FY2015 Actual	FY2016 Actual	FY2017 Budget	FY2018 Budget
Beginning Fund Balance	256,454	1,350,074	2,806,263	5,259,846
20-Debt Service Fund				
Revenue	111,616	123,749	116,500	122,500
Interest Income	306	5,203	4,500	4,500
Garbage-Bond Debt	111,310	118,546	112,000	118,000
Expense	(1,384,329)	(1,390,351)	(1,386,250)	(1,390,538)
Administration Fees	(2,750)	(4,000)	(2,250)	(2,250)
Interest/Fiscal Charge-Airport	(10,723)	(10,143)	(9,000)	(12,150)
Interest-2011 Bond Restructure	(458,938)	(437,038)	(415,000)	(391,138)
Principal-2011 Bond Restructure	(730,000)	(755,000)	(775,000)	(800,000)
Principal-Airport	(181,919)	(184,171)	(185,000)	(185,000)
Transfer In	2,366,333	2,722,791	3,723,333	2,969,283
Transfer from Airport Fund	193,642	195,313	195,000	198,150
Transfer from General Fund	1,468,153	2,162,557	3,186,677	2,627,133
Transfer from Land	357,700	0	0	0
Transfer from Garbage Fund	135,390	136,679	144,000	144,000
Transfer from Sewer Fund	211,448	228,241	197,656	0
Grand Total	\$1,093,619	\$1,456,189	\$2,453,583	\$1,701,245
Ending Fund Balance	1,350,074	2,806,263	5,259,846	6,961,091



Total Debt





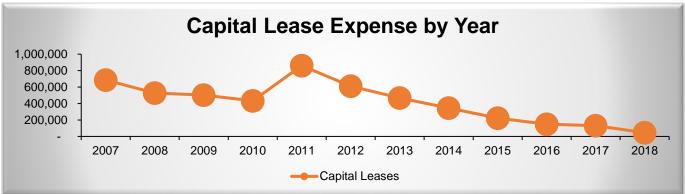
Notes Payable

None

Capital Leases

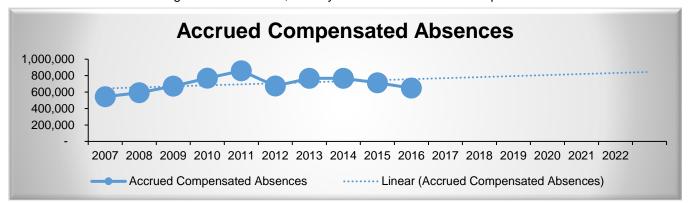
The City leased a 2011 Pierce Pumper Fire Truck and 2016 John Deere Mower. Final payment for 2011 Pierce Pumper Fire Truck will be made in FY2018.



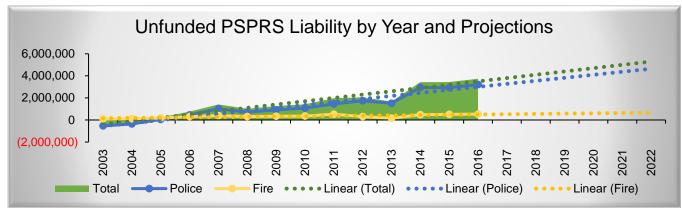


Accrued Compensated Absences

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

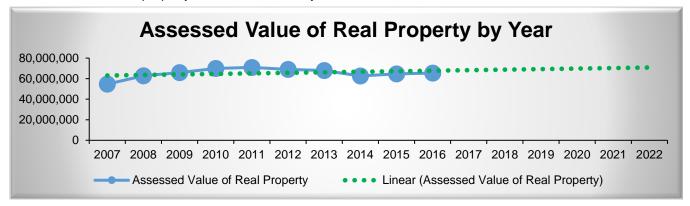


Unfunded Public Safety Personnel Retirement Systems Liability



Assessed Value of Real Property

Assessed value of real property based on Secondary Net Assessed Valuation

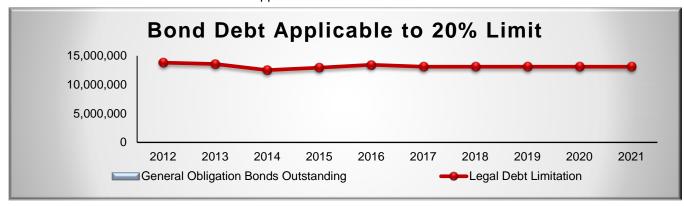


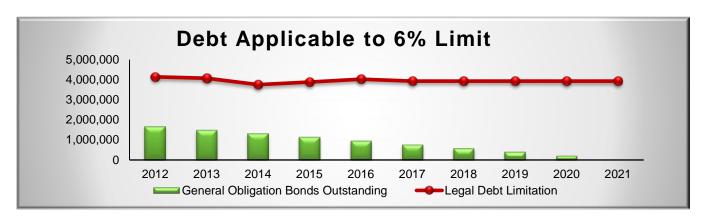
Bonds

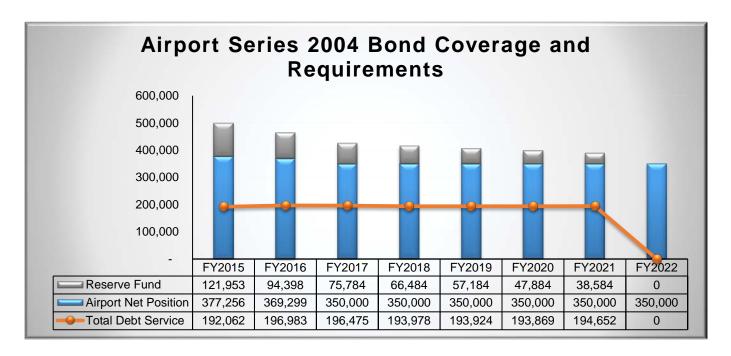
The City of Page has two Bonds, one general obligation and one revenue obligation bond.

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.



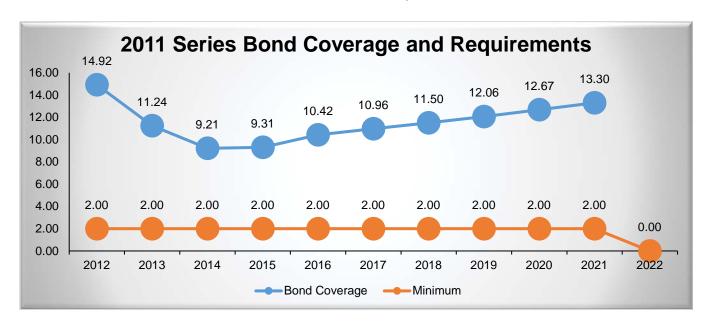




The Series 2004 Bond is a General Obligation Bond used for the lease purchase of our Municipal Airport Terminal. This lease has a 1.495% variable interest rate. Principal and interest payments are due semi-annually with a bond maturity date of February 1,2021. This bond has a 6% bond debt limit and is 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, Transfers, Grants, Interest Income, and Attorney Fees Reimbursement revenue.



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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Summary of Inter-Fund Transfers

Suit	nmary of Inte	FY16 Actual	FY17 Budget	FY18 Budget	% Change
10-General Fund	(2,168,348)	(3,006,095)	(5,141,808)	(3,598,133)	-30.0%
Transfer from Other Funds	15,244	9,500	25,000	29,000	16.0%
Transfer to Capital Fund	0	(383,397)	(1,416,631)	(1,000,000)	-29.4%
Transfer to Capital Turid Transfer to Community Development	(415,439)	(469,641)	(550,000)	(1,000,000)	-100.0%
Transfer to Debt Service	(1,468,153)	•			-17.6%
		(2,162,557)	(3,186,677)	(2,627,133)	
Transfer to HURF	(300,000)	0	(42.500)	0	0.0%
Transfer to Other Funds	0	(204.074)	(13,500)	0	-100.0%
15-Highway User Revenue Fund	300,000	(304,971)	(842,000)	(2,888,075)	243.0%
Transfer from General Fund	300,000	0	0	0	0.0%
Transfers to Capital Projects	0	(304,971)	(842,000)	(2,888,075)	243.0%
20-Debt Service Fund	2,366,333	2,722,791	3,723,333	2,969,283	-20.3%
Transfer from Airport Fund	193,642	195,313	195,000	198,150	1.6%
Transfer from General Fund	1,468,153	2,162,557	3,186,677	2,627,133	-17.6%
Transfer from Land	357,700	0	0	0	0.0%
Transfer from Garbage Fund	135,390	136,679	144,000	144,000	0.0%
Transfer from Sewer Fund	211,448	228,241	197,656	0	-100.0%
25-Miscellaneous Grants	(15,244)	(9,500)	(11,500)	(29,000)	152.2%
Transfer from Other Funds	0	0	13,500	0	-100.0%
Transfer to General Fund	(15,244)	(9,500)	(25,000)	(29,000)	16.0%
40-Capital Project Fund	0	971,927	3,123,169	5,029,761	61.0%
Transfer from Airport	0	30,601	19,000	519,500	2634.2%
Transfer from General Fund	0	383,397	1,416,631	1,000,000	-29.4%
Transfer from Land	0	152,958	405,000	547,186	35.1%
Transfer from Other Funds	0	100,000	412,538	0	-100.0%
Transfer from HURF	0	304,971	842,000	2,888,075	243.0%
Transfer from Cemetery	0	0	28,000	75,000	167.9%
42-Community Development	415,439	372,528	137,462	0	-100.0%
Transfer from Airport Events	0	2,887	0	0	0.0%
Transfer from General Fund	415,439	469,641	550,000	0	-100.0%
Transfer to Capital Projects	0	(100,000)	(412,538)	0	-100.0%
46-Airport Fund	(193,642)	(225,914)	(214,000)	(717,650)	235.4%
Transfer to Capital Fund	0	(30,601)	(19,000)	(519,500)	2634.2%
Transfer to Debt Service	(193,642)	(195,313)	(195,000)	(198,150)	1.6%
47-Airport Events Fund	0	(2,887)	0	0	0.0%
Transfer to Community Development	0	(2,887)	0	0	0.0%
48-Land	(357,700)	(152,958)	(405,000)	(547,186)	35.1%
Transfer to Capital Fund	0	(152,958)	(405,000)	(547,186)	35.1%
Transfer to Debt Service	(357,700)	0	0	0	0.0%
52-Sewer	(211,448)	(228,241)	(197,656)	0	-100.0%
Debt Service Paid to City of Page	(211,448)	(228,241)	(197,656)	0	-100.0%
53-Garbage	(135,390)	(136,679)	(144,000)	(144,000)	0.0%
Transfer to Debt Service	(135,390)	(136,679)	(144,000)	(144,000)	0.0%
57-Cemetery	0	0	(28,000)	(75,000)	167.9%
Transfer to Capital Fund	0	0	(28,000)	(75,000)	167.9%
Grand Total	\$0	\$0	\$0	\$0	0.0%
Statia Total	Ψ	φυ	φυ	φυ	U.U /0

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Summary of Authorized Full Time Staff

Summary of Authorized Full Time Staff FY2016 FTE FY2017 FTE FY2018 FTE								
	Budget	Budget	Budget					
City of Page	103.64	103.79	113.99					
City Administration	6.10	6.10	4.25					
401 City Administration	2.00	2.00	1.00					
455 Information Technology	3.00	3.00	3.00					
489 Airport	1.10	1.10	0.25					
City Attorney	1.50	1.50	1.50					
405 City Attorney	1.50	1.50	1.50					
City Clerk	1.50	1.50	1.50					
404 City Clerk	1.50	1.50	1.50					
City Council	0.00	0.00	0.00					
402 City Council	0.00	0.00	0.00					
Community Development	5.00	5.00	6.00					
445 Planning and Zoning	1.00	1.00	2.00					
446 Building and Code Compliance	2.00	2.00	2.00					
447 Community/Economic Development	0.00	0.00	2.00					
486 Community Development	2.00	2.00	0.00					
Community Services	15.40	15.40	15.80					
408 Community Service Administration	1.00	1.00	1.00					
410 Community Center	2.24	2.24	3.04					
444 Library	9.68	9.68	8.91					
465 Recreation	2.48	2.48	2.85					
Finance	5.00	5.00	6.00					
441 Human Resources	1.00	1.00	2.00					
442 Finance	4.00	4.00	4.00					
Fire	18.00	18.00	21.00					
427 Fire Department	18.00	18.00	21.00					
Magistrate	5.85	5.74	5.84					
443 Magistrate Court	5.85	5.74	5.84					
Police	30.04	30.30	34.36					
420 Police Department Administration	3.00	3.00	3.00					
421 Patrol	17.00	17.00	21.25					
422 Communications	7.04	7.30	7.11					
426 Investigations	3.00	3.00	3.00					
Public Works	15.25	15.25	17.74					
448 Central Garage	2.00	2.00	2.00					
457 Building Maintenance	3.00	3.00	4.00					
460 Public Works Admin	6.25	6.25	7.25					
462 Parks Maintenance	4.00	4.00	4.49					
Page Utility Enterprises	33.00	33.00	33.00					
Enterprise	33.00	33.00	33.00					
50 Electric	19.00	19.00	19.00					
51 Water	14.00	14.00	14.00					
Grand Total	136.64	136.79	146.99					

Changes in FTE

City Administration

	FY2016 FTE Budget	FY2017 FTE Budget	FY2018 FTE Budget
City Administration			
401 City Administration	2.00	2.00	1.00
Administrative Assistant	1.00	1.00	0.00
City Manager	1.00	1.00	1.00
455 Information Technology	3.00	3.00	3.00
IT Director	1.00	1.00	1.00
IT Specialist	1.00	1.00	1.00
IT Technician	1.00	1.00	1.00
46-489 Airport	1.10	1.00	0.25
Airport Director	0.10	0.10	0.25
Maintenance Worker	1.00	1.00	0.00
Grand Total	6.10	6.10	4.25

FY2018 Changes

Additions

- One Maintenance Worker moved from Airport Fund (Fund 46) to Department 457-Building Maintenance in the General Fund.
- Increased hours of part-time Airport Director

Reductions in Force

- Terminated Administrative Assistance position.

Community Development

	FY2016 FTE Budget	FY2017 FTE Budget	FY2018 FTE Budget
Community Development			
447 Community Development	0.00	0.00	2.00
Community Development Director	0.00	0.00	1.00
Economic Development Coordinator	0.00	0.00	1.00
446 Building & Code Compliance	2.00	2.00	2.00
Building Inspector	1.00	1.00	1.00
Community Enhancement Technician	1.00	1.00	1.00
445 Planning & Zoning	1.00	1.00	2.00
Community Development Coordinator	1.00	1.00	1.00
Planner/GIS Technician	0.00	0.00	1.00
42-486 Community Development	2.00	2.00	0.00
Community Development Director	1.00	1.00	0.00
Economic Development Coordinator	1.00	1.00	0.00
Grand Total	5.00	5.00	6.00

FY2018 Changes

Moved Community Development from Fund 42-Community Development to Fund 10-General Fund.

Additions

- Planner/GIS Technician.

Community Services

	FY2016 FTE	FY2017 FTE	FY2018 FTE
Community Services	Budget 15.40	Budget 15.40	Budget 15.80
Community Services 408 Community Service Administration	1.00	1.00	1.00
•	1.00	1.00	
Community Service Director	1.00	1.00	1.00
410 Community Center	2.24	2.24	3.04
Community Center Aide	0.00	0.00	0.68
Cooks Assistant	0.75	0.75	0.75
Kitchen Supervisor/Cook	1.00	1.00	1.00
Substitute Cook Assistant	0.00	0.00	0.12
Transportation Aide	0.49	0.49	0.49
444 Library	9.68	9.68	8.91
Children's Coordinator	1.00	1.00	1.00
Circulation Assistant	1.79	1.79	1.79
Circulation Lead	0.00	0.00	1.00
Custodian	0.78	0.00	0.00
Library Aide	2.32	3.10	2.33
Library Assistant	1.00	1.00	1.00
Library Outreach Coordinator	0.79	0.79	0.79
Reference Assistant	1.00	1.00	0.00
Reference Librarian	1.00	1.00	1.00
465 Recreation	2.48	2.48	2.85
Maintenance Worker	0.49	0.49	0.68
Recreation Assistant	0.99	0.99	1.17
Recreation Division Manager	1.00	1.00	1.00
Grand Total	15.40	15.40	15.80

FY2018 Changes

One part-time Library Aide position moved to Community Center Aide mid-FY2017.

One Circulation Assistant position changed to Circulation Lead position based on completed 2016 Class and Compensation Study.

One Reference Assistant position changed to Circulation Assistant position based on completed 2016 Class and Compensation Study.

Additions

- Increase hours of Maintenance Worker.
- Increase hour of one Recreation Assistant.

Finance

	FY2016 FTE Budget	FY2017 FTE Budget	FY2018 FTE Budget
Finance			
441 Human Resources	1.00	1.00	2.00
Human Resource Coordinator	1.00	1.00	1.00
Human Resource Director	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	5.00	5.00	6.00

FY2018 Changes

Additions

- Human Resource Director.

Magistrate Court

	FY2016 FTE Budget	FY2017 FTE Budget	FY2018 FTE Budget
Magistrate Court			
443 Magistrate Court	5.85	5.74	5.84
City Magistrate	0.74	0.63	0.73
Assistant Magistrate	1.11	1.11	1.11
Court Supervisor	1.00	1.00	1.00
Court Clerk Senior	1.00	1.00	1.00
Court Clerk	1.00	1.00	1.00
Court Data Clerk	1.00	1.00	1.00
Grand Total	5.85	5.74	5.84

FY2018 Changes

Additions

- Increased City Magistrate hours.

Police

	FY2016	FY2017	FY2018
	FTE	FTE	FTE
	Budget	Budget	Budget
Police			
420 Police Department Administration	3.00	3.00	3.00
Chief of Police	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Records Clerk	1.00	1.00	1.00
421 Patrol	17.00	17.00	21.25
Animal Control Officer	1.00	1.00	1.00
Patrol Lieutenant	1.00	1.00	1.00
Patrol Officer	12.00	12.00	17.25
Patrol Sergeant	3.00	3.00	2.00
422 Communications	7.04	7.30	7.11
Communication Specialist	6.04	6.30	6.11
Dispatch Supervisor	1.00	1.00	1.00
426 Investigations	3.00	3.00	3.00
Detective	1.00	1.00	1.00
Evidence Technician	1.00	1.00	1.00
Support Lieutenant	1.00	1.00	1.00
Grand Total	30.04	30.30	34.36

FY2018 Changes

One Patrol Sergeant changed to Patrol Officer at end of FY2017

Reductions in Force

- Part-time Communication Specialist hours reduced.

Additions

- Four Full-time Patrol Officers were approved mid-FY2017 and budgeted in FY2018.
- Reserve Patrol Office started approved mid-FY2017 and budgeted in FY2018.

Fire

	FY2016 FTE Budget	FY2017 FTE Budget	FY2018 FTE Budget
Fire			
427 Fire Department	18.00	18.00	21.00
Fire Chief	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Captain	3.00	3.00	3.00
Engineer	3.00	3.00	3.00
Firefighter	9.00	9.00	12.00
Reserve	1.00	1.00	1.00
Grand Total	18.00	18.00	21.00

FY2018 Changes

Additions

- Three Full-time crew members to allow for full coverage and out-of-town transports.

Public Works

	FY2016 FTE	FY2017 FTE	FY2018 FTE
	Budget	Budget	Budget
Public Works			
460 Public Works Administration	6.25	6.25	7.25
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	2.25	2.25	3.25
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	3.00	3.00	4.00
Custodian	1.00	1.00	1.00
Electrician	1.00	1.00	1.00
Maintenance Worker	1.00	1.00	2.00
462 Parks Maintenance	4.00	4.00	4.49
Parks & Cemetery Supervisor	1.00	1.00	1.00
Maintenance Worker Lead	1.00	1.00	1.00
Maintenance Worker	2.00	2.00	2.49
Grand Total	15.25	15.25	17.74

FY2018 Changes

Additions

- One Maintenance Worker moved from Airport Fund (Fund 46) to Department 457-Building Maintenance in the General Fund.
- Two part-time seasonal Streets Maintenance Workers.
- One part-time seasonal Parks Maintenance Worker.
- Increased hours of part-time Airport Director.

Schedules and Summaries

Schedules and Summaries	Error! Bookmark not defined.
Budget Resolution	Error! Bookmark not defined.
Schedule A - Summary Schedule of Estimated Revenues and Expenditures defined.	ExpensesError! Bookmark not
Schedule C - Revenues Other Than Property	Error! Bookmark not defined.
Schedule D - Other Financing Sources/ <uses> and Interfund Transfers</uses>	Error! Bookmark not defined.
Schedule E - Expenditures/Expenses by Fund	Error! Bookmark not defined.
Schedule F - Expenditures/Expenses by Department	Error! Bookmark not defined.
Schedule G - Summary Schedule of Estimated Revenues and Expenditures defined.	s/ExpensesError! Bookmark not
Glossary	Error! Bookmark not defined.

Budget Resolution

RESOLUTION NO. 1188-17

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA, ADOPTING A BUDGET FOR THE FISCAL YEAR 2017-2018.

WHEREAS, in accordance with the provisions of Title 42 Chapter 17, Articles 1-5, Arizona Revised Statues (A.R.S.), the City Council did on June 28, 2017, make an estimate of the different amounts required to meet the public expenditures/expenses for the ensuing year, also an estimate of revenues from sources other than direct taxation, and the amount to be raised by taxation upon real and personal property within the City of Page; and

WHEREAS, in accordance with said chapter of said title, and following due public notice, the City Council met on July 26, 2017, at which meeting any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures/expense or tax levies; and

WHEREAS, publication has been duly made as required by law, together with a notice that the City Council would meet on July 13, 2016, at the office of Council for the purpose of hearing taxpayers and making tax levies as set forth in said estimates; and

WHEREAS, the sums to be raised by taxation, as specified therein, do not in the aggregate exceed that amount as computed in A.R.S. §42-17051(A);

NOW, THEREFORE, BE IT RESOLVED BY the Mayor and Common Council of the City of Page, Arizona, that the said estimates of revenues and expenditures/expenses shown on the accompanying schedules, as now increased, reduced, or changed, are hereby adopted as the budget of the City of Page for the fiscal year 2017-2018.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA this 26th day of 311 years, 2017, by the following vote:

Ayes _	7	
Nays _	6	
Abstentions_	0	_
Absent	0	

CITY OF PAGE

Mayor 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 2018

		٥				FUNDS	SO			
Fiscal Year		, o E	General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Permanent Fund Funds Available	Internal Service Funds	Total All Funds
2017	2017 Adopted/Adjusted Budgeted Expenditures/Expenses*	Е	10,752,805	1,606,683	1,386,250	3,201,929	34,300	14,408,683	0	31,390,650
2017	Actual Expenditures/Expenses**	ш	8,988,100	728,707	1,407,252	838,784	67,847	12,966,198	0	24,996,888
2018	Fund Balance/Net Position at July 1***		13,415,908	4,052,875	5,849,737	2,116,338	844,277	24,705,998	0	50,985,133
2018	Primary Property Tax Levy	8								0
2018	Secondary Property Tax Levy	8								0
2018	Estimated Revenues Other than Property Taxes	U	15,064,163	2,201,848	122,500	1,101,450	128,450	12,792,188	0	31,410,599
2018	Other Financing Sources	0	0	0	0	0	0	0	0	0
2018	Other Financing (Uses)	D	0	0	0	0	0	0	0	0
2018	Interfund Transfers In	0	29,000	0	2,969,283	5,029,761	0	0	0	8,028,044
2018	Interfund Transfers (Out)	D	3,627,133	4,181,911	0	0	75,000	144,000	0	8,028,044
2018	Reduction for Amounts Not Available:									
LESS	LESS: Amounts for Future Debt Retirement:									0
										0
										0
										0
2018	Total Financial Resources Available		24,881,938	2,072,812	8,941,520	8,247,549	897,727	37,354,186	0	82,395,732
2018	Budgeted Expenditures/Expenses	Е	13,980,845	694,278	1,390,538	6,530,889	49,700	13,856,729	0	36,502,979

EXPENDITURE LIMITATION COMPARISON		2017		2018
1. Budgeted expenditures/expenses	•	36,559,024	ş	36,502,979
2. Add/subtract: estimated net reconciling items				
3. Budgeted expenditures/expenses adjusted for reconciling items		36,559,024		36,502,979
4. Less: estimated exclusions		6,002,812		8,783,616
5. Amount subject to the expenditure limitation	•	30,556,212	•	27,719,363
6. EEC expenditure limitation	•	32,898,992	\$	33,065,196

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.

SCHEDULE A

Includes Expenditure/Expense Adjustments Approved in the <u>current year</u> 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 2018

SOURCE OF REVENUES		ESTIMATED REVENUES 2017		ACTUAL REVENUES* 2017		ESTIMATED REVENUES 2018
GENERAL FUND	-		•		•	
1. 1.						
Local taxes City Sales Tax	Ç.	9 000 000	Œ.	10 727 606	æ	10,720,000
Oity Gales Tax	Ψ_	3,000,000	Ψ_	10,727,000	Ψ.	10,720,000
Licenses and permits					_	
Franchise Fees		272,000		240,471		255,000
License & Permits	_	175,250	-	270,868	-	233,400
License a Fermio	_	170,200	-	210,000	-	200,400
Intergovernmental			_		_	
State Sales Tax		705,353		622,563		712,679
Vehicle License Tax	_	332,868	-	314,898	-	362,477
State Shared Revenue	_	916,805	-	916,348	-	941,107
Miscellaneous County Revenue	_	359,500	_	330,736	-	329,500
	_	,	_	,	-	,
Charges for services		100 500		420.050		101 000
City Services	_	180,500	_	138,959		191,000
Property Leases	_	62,500	_	75,180	-	72,000
Rescue Services	_	752,500	-	832,400	-	852,000
Fines and forfeits						
Court Fines		278,000		260,490		278,000
Library Services		26,920	_	31,951		32,000
Interest on investments						
Interest		25,000		86,905		60,000
moroot		20,000	_	00,000	: :	55,555
Miscellaneous						
Miscellaneous Revenue		25,000		3,950		25,000
					_	
Total General Fund	\$	13,517,196	\$	14,853,325	\$	15,064,163
SPECIAL REVENUE FUNDS						
Highway User	\$_		\$_	772,502	\$	890,827
Substance Abuse	_	7,000 526,965	-	3,354		6,000 203,000
Miscellaneous Grants Miscellaneous Donations	_	23,300	-	106,025 6,450	-	7,500
JCEF Fund	_	7,035	-	4,850	-	7,035
Airport	_	521,300	_	482,882	-	540,300
Land Sales		405,000		150,072		547,186
Total Special Revenue Funds	ς.	1 882 282	Œ.	1,526,136	-	2,201,848
rotal Special Revenue runus	Ψ_	1,002,202	Ψ	1,320,130		2,201,040

^{*} 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.

4/15 SCHEDULE C

City of Page Revenues Other Than Property Taxes Fiscal Year 2018

SOURCE OF REVENUES	_	ESTIMATED REVENUES 2017	_	ACTUAL REVENUES* 2017		ESTIMATED REVENUES 2018
DEBT SERVICE FUNDS	_		-		_	_
Debt Service	\$_	116,500	\$_	121,017	\$_	122,500
Total Debt Service Funds	\$	116,500	\$	121,017	\$	122,500
CAPITAL PROJECTS FUNDS						
Airport Improvements CDBG	\$_	266,000 75,000		164,534	\$_	801,450 300,000
Total Capital Projects Funds	\$	341,000	\$	164,534	\$	1,101,450
PERMANENT FUNDS						
Fire Pension	\$	54,600	\$	124,247	\$	98,450
Cemetery		30,000		35,350		30,000
Total Permanent Funds	\$	84,600	-	159,597	_	128,450
ENTERPRISE FUNDS						
Electric	\$	8,554,365	\$	8,601,916	\$	8,546,365
Water		1,943,400		1,872,575		1,945,400
Sewer		1,441,500		1,703,327		1,555,760
Refuse	_	726,503	_	754,296	_	744,663
Total Enterprise Funds	\$	12,665,768	\$	12,932,114	\$	12,792,188
TOTAL ALL FUNDS	\$_	28,607,346	_	29,756,722	_	31,410,599

^{*} 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.

4/15

SCHEDULE C

Schedule D - Other Financing Sources/<Uses> and Interfund Transfers

CITY OF PAGE, ARIZONA

Other Financing Sources/<Uses> and Interfund Transfers

Fiscal Year 2018	
OTHER FINANCING	

INTERFUND TRANSFERS

		2	018			INTERFORE	2018	ANSFERS
FUND	. :	SOURCES		<uses></uses>	: =	IN		<0UT>
GENERAL FUND	•		_					
General Fund:	\$		\$		\$		\$	
From Miscellaneous Grants	-		_			29,000		
To Capital Projects Fund								1,000,000
To Debt Service Fund			_					2,627,133
	-		_				=	
Total General Fund	s		\$		\$	29,000	\$	3,627,133
	٠-		Ψ_		Ψ_	23,000	Ψ_	3,027,133
SPECIAL REVENUE FUNDS	_		_		_		_	
Highway User Fund:	\$		\$_		\$_		\$	0.000.075
To Capital Projects Fund			_		_		_	2,888,075
Miscellaneous Grants Fund:	-		_		_		_	20.000
To General Fund Airport Fund:	-		_		_		_	29,000
To Capital Projects Fund	-		-		_		_	519,500
To Debt Service Fund	-		-		-		-	198,150
Land Fund:	-		_		_		_	100,100
To Capital Projects Fund			_					547,186
	-		_				_	
Total Special Revenue Funds	\$		\$		\$		\$	4,181,911
DEBT SERVICE FUND								
Debt Service Fund:	S		\$		\$		\$	
From Airport Fund						198,150		
From General Fund						2,627,133		
From Refuse Fund			_			144,000		
Total Debt Service Funds	\$		\$		\$	2,969,283	\$	
CAPITAL PROJECTS FUNDS								
Capital Projects Funds:	\$		\$		\$		\$	
From Cemetery Fund						75,000		
From Highway User Fund						2,888,075		
From Airport Fund			_		_	519,500	_	
From General Fund			_		_	1,000,000	_	
From Land			_		_	547,186	_	
Total Capital Projects Funds	\$		\$		\$	5,029,761	\$	
PERMANENT FUNDS	_							
Perpetual Care Fund:	S		\$		\$		\$	
To Capital Projects Fund							-	75,000
Total Permanent Funds	\$		\$		\$		\$	75,000
ENTERPRISE FUNDS	_							
Refuse Fund:	S		\$		\$		\$	
To Debt Service Fund								144,000
	-		_		-		-	
Total Enterprise Funds	\$		\$		\$		\$	144,000
TOTAL ALL FUNDS	\$		\$		\$	8,028,044	\$	8,028,044
	_							

4/15 SCHEDULE D

Schedule E - Expenditures/Expenses by Fund

City of Page Expenditures/Expenses by Fund Fiscal Year 2018

		ADOPTED		EXPENDITURE/				
		BUDGETED		EXPENSE		ACTUAL		BUDGETED
		EXPENDITURES/		ADJUSTMENTS		EXPENDITURES/		EXPENDITURES/
FUNDIDEDADTMENT		EXPENSES 2017		APPROVED 2017		EXPENSES* 2017		EXPENSES 2018
FUND/DEPARTMENT		2017		2017		2017		2010
GENERAL FUND								
General Government	\$	3,696,316	\$	(86,823)	\$	2,777,400	\$	5,607,767
City Council		84,117				72,200		81,255
City Services		850,171				672,500		995,731
Fire Department		1,815,078				1,654,400		2,220,744
Golf Course		32,000				35,500		32,170
Police Department		2,828,707		8,240		2,652,500		3,276,437
Public Works		1,438,176		86,823		1,123,600		1,766,741
Total General Fund	\$	10,744,565	\$	8,240	\$	8,988,100	\$	13,980,845
SPECIAL REVENUE FUNDS								
Airport		191,497	\$			161,173	\$	215,503
Community Development		583,777				316,212		
Grants/Donations		586,665				86,692		233,375
Highway User Revenue	\$	205,400				150,613		200,400
JCEF		30,000				13,217		30,000
Substance Abuse		9,344				800		15,000
Total Special Revenue Funds	\$	1,606,683	\$		\$	728,707	\$	694,278
DEBT SERVICE FUNDS								
Debt Service	\$	1,386,250	\$		\$	1,407,252	\$	1,390,538
Total Debt Service Funds	e	1 396 350	œ		æ	1 407 252	œ	1 200 529
	•	1,300,230			Ψ	1,407,232	Φ	1,330,330
CAPITAL PROJECTS FUNDS		2 240 460	•	(8.240)	·	020 704	•	6 520 000
Capital Projects/Equipment	3	3,210,169	. 3	(0,240)	Э	030,/04	Ф	6,530,669
Total Capital Projects Funds	\$	3,210,169	\$	(8,240)	\$	838,784	\$	6,530,889
PERMANENT FUNDS								
Cemetery		11,300	\$		\$	4,111	\$	11,300
Fire Pension	\$	23,000				63,736		38,400
Total Permanent Funds	\$	34,300	\$		\$	67,847	\$	49,700
ENTERPRISE FUNDS								
Electric/Water/Sewer/Refuse	\$	14,408,683	\$		\$	12,966,198	\$	13,856,729
Total Enterprise Funds	\$				\$	12,966,198	\$	13,856,729
TOTAL ALL FUNDS	\$	31,390,650	\$	0	\$	24,996,888	\$	36,502,979

^{*} 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.

4/15 SCHEDULE E

Schedule F - Expenditures/Expenses by Department

City of Page Expenditures/Expenses by Department Fiscal Year 2018

	ADOPTED BUDGETED EXPENDITURES/ EXPENSES	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED	ACTUAL EXPENDITURES/ EXPENSES*	BUDGETED EXPENDITURES/ EXPENSES
DEPARTMENT/FUND	2017	2017	2017	2018
GENERAL FUND City Administration \$	230 001	\$	218,700	\$ 174,824
City Attomey	193,923	Φ	176,900	209,761
City Attorney City Clerk	183,374		125.600	182.847
City Clerk City Council	84,117		72,200	81,255
Community Development	04,117		12,200	538,573
Community Dev-Bldg & Code Comp	163,242		118,300	149,199
Community Dev-Planning & Zoning	138,700		106,100	197,337
Community Services Admin.	94.642		99.200	111.457
Community Services Comm Ctr	79,187		89,400	99,925
Community Services-Library	474,741		420,800	671,137
Community Services-Recreation	201,601		162,300	224,669
Finance	364,837		362,700	374,787
Fire Department	1,815,078		1.654.400	2.220.744
General Services	1,016,902	(86,823)	473,600	1,005,500
Golf Course Maintenance	32.000	(00,020)	35,500	32,170
Human Resource/Risk Mot	707,337		490,700	1,717,075
Information Technology	329,824		280,700	530,548
Magistrate	368,086		324,900	415.860
Police Dept. Administration	264,457		274,600	272,343
Police DeptCommunications	455.686		410,500	451.965
Police DeptInvestigations	314,190	8,240	395,400	333.327
Police DeptPatrol	1,794,374	0,240	1,572,000	2,218,802
Public Works Administration	509,581		339,100	582,237
Public Works-Building Maint.	265,890		230,800	332,879
Public Works-Central Garage	320,159		243,800	323,986
Public Works-Park Maintenance	342,546	86,823	309,900	527,638
T dolle Works T drk Walltonance	012,010	00,023	000,000	021,000
Department Total \$	10,744,565	\$ 8,240	\$ 8,988,100	\$ 13,980,845
HIGHWAY USER REVENUE FUND Highway User Revenue \$	205,400	\$	150,613	200,400
Department Total \$	205,400	\$	\$ 150,613	\$ 200,400
SUBSTANCE ABUSE FUND				
Substance Abuse \$	9,344	\$	\$800	15,000
Department Total \$	9,344	\$	\$ 800	\$ 15,000
DEBT SERVICE FUND				
Debt Service \$	1,386,250	\$	\$ 1,407,252	1,390,538
Department Total \$	1,386,250	\$	\$ 1,407,252	\$ 1,390,538
MISCELLANEOUS GRANTS Miscellaneous Grants \$	526,965	s	\$ 71,237	185,500
Department Total \$	526,965	\$	\$ 71,237	\$ 185,500

^{*} Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed

4/15 SCHEDULE F

City of Page Expenditures/Expenses by Department Fiscal Year 2018

	ADOPTED BUDGETED EXPENDITURES EXPENSES		EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED		ACTUAL EXPENDITURES/ EXPENSES*	
EPARTMENT/FUND	2017	_	2017		2017	 2018
JCEF FUND		_				
JCEF Expenses	\$ 30,000	_ \$		\$	13,217	 30,000
Department Total	\$ 30,000	\$		\$	13,217	\$ 30,000
DONATION FUND						
Donation Account Expenses	\$ 59,700) \$		\$	15,455	 47,875
Department Total	\$ 59,700	\$		\$	15,455	\$ 47,875
CAPITAL PROJECTS FUND						
Federal Grants	\$ 280,000) \$;		155,368	1,277,000
Capital Projects/Equipment	2,930,169)	(8,240)		683,416	 5,253,889
Federal Grants Capital Projects/Equipment Department Total	\$ 3,210,169	\$	(8,240)	\$	838,784	\$ 6,530,889
COMMUNITY DEVELOPMENT FU						
Community Development						
Department Total	\$ 583,777	\$		\$	316,212	\$
AIRPORT FUND						
Airport	191,497	· s		s	161 173	215 503
Department Total	\$ 191,497	\$		\$	161,173	\$ 215,503
CEMETERY FUND						
Cemetery	\$11,300)\$		\$	4,111	 11,300
Department Total	\$ 11,300	\$		\$	4,111	\$ 11,300
FIRE PENSION FUND						
Volunteer Fire Pension	\$ 23,000	1 5		S	63 736	38 400
Department Total	\$ 23,000	\$		\$	63,736	\$ 38,400
PAGE ELECTRIC UTILITY FUND						
Electric	10,451,501	_ \$		\$	9,331,130	 9,672,500
Department Total	\$ 10,451,501	\$		\$	9,331,130	\$ 9,672,500
PAGE WATER UTILITY FUND						
	\$1,840,063	\$		\$	1,648,369	 1,871,118
Department Total	\$ 1,840,063	\$		\$	1,648,369	\$ 1,871,118
-		_				

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.

4/15 SCHEDULE F

City of Page Expenditures/Expenses by Department Fiscal Year 2018

DEPARTMENT/FUND	_	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2017	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2017	 ACTUAL EXPENDITURES/ EXPENSES* 2017	 BUDGETED EXPENDITURES/ EXPENSES 2018
PAGE SEWER UTILITY FUND Sewer	\$_	1,463,406	\$	\$ 1,325,124	 1,643,213
Department Total	\$	1,463,406	\$	\$ 1,325,124	\$ 1,643,213
PAGE REFUSE UTILITY FUND Refuse	\$_	653,715	\$	\$ 661,575	 669,898
Department Total	\$	653,715	\$	\$ 661,575	\$ 669,898

4/15 SCHEDULE F

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 2018

	Enil, Time	Employee Calaries			Other Benefit	Total Estimated
FUND	Equivalent (FTE) 2018	and Hourly Costs 2018	Retirement Costs 2018	Healthcare Costs 2018	Costs 2018	Compensation 2018
GENERAL FUND	117	\$ 5,973,349	\$ 1,091,029	\$ 1,015,997	\$ 645,470	\$ 8,725,845
SPECIAL REVENUE FUNDS Airport	-	\$ 16,800	\$ 1,608	₩.	\$ 1,695	\$ 20,103
Total Special Revenue Funds	-	\$ 16,800	\$ 1,608	\$	\$ 1,695	\$ 20,103
DEBT SERVICE FUNDS		∨	₩.	€9	\$	φ,
Total Debt Service Funds		\$	€	9	₩	9
CAPITAL PROJECTS FUNDS		€	€9	€9	€9	У
Total Capital Projects Funds		-	€	₩	₩	
PERMANENT FUNDS		€	€9	49	€9	æ
Total Permanent Funds		\$	€	9	₩	S S
ENTERPRISE FUNDS Electric Water	100	\$ 1,360,000	\$ 156,000	\$ 189,000	\$ 155,000 46,356	\$ 1,860,000 573,518
Sewer Total Enterprise Funds	10	435,868 \$ 2,186,148	\$ 50,125	\$ 373,000	43,619 \$ 244,975	621,612 \$ 3,055,130
INTERNAL SERVICE FUND		₩	₩.	49	\$	9
Total Internal Service Fund		₩	€	9	₩	9
TOTAL ALL FUNDS	156	\$ 8,176,297		\$ 1,388,997	\$ 892,140	\$ 11,801,078
4/15		u,	SCHEDULE G			

Glossary

- 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 Revertment:** 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. Nonoperating Expense: An expense that is not directly related to the provision of services, i.e. debt service.
- 132. **Nonoperating Revenue**: Revenue that is generated from other sources, i.e. interest, and is not directly related to service activities.
- 133. Object Code: Identifies the expenditure type (e.g., cash, accounts payable, salaries and wages, etc.)
- 134. **Objective**: A statement of specific direction, purpose, or intent based on the goals established for a specific department.
- 135. **Obligations:** Amounts which a government may be legally required to meet out of its resources, including both actual liabilities and encumbrances not yet paid.
- 136. **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.
- 137. **Operating Expenses:** The cost for personnel, materials, and equipment required for a department to function.
- 138. **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.
- 139. **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.
- 140. **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.
- 141. **Performance Budget**: A budget that focuses upon departmental goals and objectives rather those line items, programs, or funds. Workload and unit cost data are collected in order to assess the effectiveness and efficiency of services.
- 142. **Performance Indicators:** Specific quantitative and qualitative measures of work performed as an objective of specific departments or programs.
- 143. **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.
- 144. **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.
- 145. **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.
- 146. **Personnel Savings:** A savings in general, when budgeted positions are held vacant or employees are paid at a lower rate than was budgeted.
- 147. **Personnel Services:** A category of expenditures within the budget that includes salaries, benefits, temporaries, and overtime, etc.
- 148. **Pledged Revenues:** These are monies obligated for the payment of debt service and the making of other deposits required by the bond contract.
- 149. **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.
- 150. **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.
- 151. **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.
- 152. **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.

- 153. **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.
- 154. **PSPRS:** Acronym for Public Safety Personnel Retirement System, a state agency that administers governmental retirement plan for public safety personnel.
- 155. **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.
- 156. **PUE:** Acronym that stands for Page Utility Enterprises. Not-for-profit public power entity, owned by the City of Page.
- 157. **Real Property:** Real estate, including land and improvements (buildings, fencing, paving) classified for purposes of assessment.
- 158. **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.
- 159. **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.
- 160. **Resources:** The total amount available for appropriation including estimated revenues, fund transfers, and beginning fund balances.
- 161. **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.
- 162. **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.
- 163. **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.
- 164. **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.
- 165. **Risk Management**: An organized attempt to protect a government's assets against loss in the most economical method.
- 166. **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.
- 167. **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).
- 168. **Service Area:** These are made up of departments with similar goals and priorities with a common purpose and common issues to address.
- 169. **Service Level:** Services or products which comprise actual or expected output of a given program. Focus is on results, not measures or workload.
- 170. Services: A service is the productive outcome that the customer receives from a department.
- 171. **Source of Revenue**: Revenues are classified according to their source or point of origin.
- 172. **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.
- 173. **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.
- 174. **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.
- 175. **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.
- 176. **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.

- 177. **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.
- 178. **Tentative Budget**: A preliminary adoption of the budget that sets the expenditure "ceiling" that legally cannot be exceeded during a given fiscal year.
- 179. **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.
- 180. **Unencumbered Fund Balance:** Amount of an appropriation neither expended nor encumbered; generally available for future purposes.
- 181. **Unreserved Fund Balance**: Unreserved fund balance is the excess of assets over liabilities and reserves that is available for general appropriation.
- 182. **Variable Cost:** A cost that increases or decreases relative to increases/decreases in the amount of service provided.
- 183. **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.