



2016-17

# City of Page Final Budget

Dated 7/14/2016



# CITY OF PAGE

## FISCAL YEAR 2016-17 PRELIMINARY BUDGET

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# City Council (7 Elected Members)

## City Manager (Appointed)

### City Administration

### Community Development

### Community Services

### Finance

### Public Safety

### Public Works

## City Attorney (Appointed)

### 10-405 Attorney [1.50 FTE]

- 1 FTE - City Attorney
- .50 FTE - Deputy City Clerk (split position - City Clerk/Attorney)

## City Clerk (Appointed)

### 10-404 City Clerk [1.50 FTE]

- 1 FTE - City Clerk
- .50 FTE - Deputy City Clerk (split position - City Clerk/Attorney)

## City Magistrate (Appointed)

### 10-443 Magistrate [5.625 FTE]

- .625 FTE - City Magistrate (split position Magistrate/Airport)
- 1 FTE - Assistant Magistrates (5)
- 1 FTE - Court Supervisor
- 1 FTE - Court Clerk II
- 1 FTE - Court Clerk I
- 1 FTE - Clerk Typist

- City Administration
- General Services
- Information Technology
- Airport (operations)

### City Administration

5.10 FTE

- Community Development
- Planning and Zoning
- Building and Code Compliance

### Community Development

5.00 FTE

- Community Services Administration
- Community Center
- Library
- Recreation

### Community Services

15.15 FTE

- Finance
- Human Resources/Risk Management

### Finance

5.00 FTE

- Fire
- Police Administration
- Communications
- Investigations
- Patrol

### Public Safety

47.0 FTE

- Public Works Administration
- Building Maintenance
- Central Garage
- Parks Maintenance
- Golf Maintenance
- Highway User (Streets)
- Airport (maintenance)
- Perpetual Care

### Public Works

16.25 FTE

### 10-401 City Administration [2 FTE]

- 1 FTE - City Manager\*
- 1 FTE - Administrative Assistant

### 10-411 General Services [0 FTE]

- 1 FTE - IT Director
- 1 FTE - Systems Specialist
- 1 FTE - Technician

### 10-455 Information Technology [3 FTE]

- 1 FTE - IT Director
- 1 FTE - Systems Specialist
- 1 FTE - Technician

### 46-489 Airport (operations) [1.10 FTE]

- .10 FTE - Airport Manager (split position Magistrate/Airport)

### 42-486 Community Development [2 FTE]

- 1 FTE - Comm. Dev. Director\*
- 1 FTE - Tourism Director (V)

### 10-445 Planning and Zoning [1 FTE]

- 1 FTE - Planning Director

### 10-446 Building and Code Compliance [2 FTE]

- 1 FTE - Building Inspector
- 1 FTE - Code Compliance Officer (V)

### 10-408 Community Services Admin [1 FTE]

- 1 FTE - Comm. Services Director\*

### 10-410 Community Center [2.25 FTE]

- 1 FTE - Senior Cook\*
- .75 FTE - PT Cook\*
- .50 FTE - PT Driver\*

### 10-444 Library [9.5 FTE]

- 1 FTE - Reference Librarian
- 1 FTE - Circulation Supervisor
- 1 FTE - Acquisitions
- 1 FTE - Children's Coordinator
- 1 FTE - Reference Assistant
- .75 FTE - PT Circulation Assistant
- 3 FTE - PT Library Aides (5) (1V)
- .75 FTE - PT Outreach Coordinator

### 10-465 Recreation [2.4 FTE]

- 1 FTE - Recreation Supervisor
- 1 FTE - PT Recreation Assistants (2)
- .40 FTE - PT Maintenance Worker
- PT Seasonal Officials/Lifeguards

### 10-442 Finance [4 FTE]

- 1 FTE - Finance Director\*
- 1 FTE - Finance Analyst
- 1 FTE - Account Clerk III
- 1 FTE - Account Clerk II

### 10-441 Human Resources/Risk Mngt. [1 FTE]

- 1 FTE - HR Administrator

### 10-427 Fire [17 FTE]

- 1 FTE - Fire Chief\*+
- 3 FTE - Captain
- 3 FTE - Engineer
- 9 FTE - Firefighters
- 1 FTE - Administrative Assistant
- PT Reserves (7)

### 10-420 Police Admin [3 FTE]

- 1 FTE - Chief of Police\*+
- 1 FTE - Administrative Assistant
- 1 FTE - Records Clerk

### 10-422 Communications [7 FTE]

- 1 FTE - Communications Supervisor
- 5 FTE - Comm. Specialist
- 1 FTE - PT Comm. Specialist (2)

### 10-426 Investigations [3 FTE]

- 1 FTE - Lieutenant
- 1 FTE - Sergeant
- 1 FTE - Evidence Technician

### 10-421 Patrol [17 FTE]

- 1 FTE - Patrol Lieutenant
- 3 FTE - Patrol Sergeants
- 12 FTE - Patrol Officers (2V)
- 1 FTE - Resource Officer

### 10-456 Public Works Admin [6.25 FTE]

- 1 FTE - Public Works Director\*
- 1 FTE - Public Works Manager
- 1 FTE - Street Maint. Supervisor
- 2 FTE - Street Maint. Worker
- 1 FTE - Office Manager
- .25 FTE - Seasonal Maint. Worker

### 10-457 Building Maintenance [3 FTE]

- 1 FTE - Electrician
- 1 FTE - Maintenance Worker
- 1 FTE - Custodian

### 10-448 Central Garage [2 FTE]

- 1 FTE - Heavy Equipment Tech
- 1 FTE - Senior Auto Tech

### 10-462 Parks Maintenance [4 FTE]

- 1 FTE - Maintenance Supervisor
- 3 FTE - Maintenance Workers (1V)

### 10-468 Golf Maintenance [0 FTE]

- 1 FTE - Maintenance Worker

### 15-459 Highway User (Streets) [0 FTE]

- 1 FTE - Maintenance Worker

### 46-489 Airport (maintenance) [1 FTE]

- 1 FTE - Maintenance Worker

### 57-456 Perpetual Care [0 FTE]

#### Notations:

- Department Head\*..... Reports to City Manager
- Department Head+..... Equal authority for Public Safety Department
- Division Director..... Reports to Department Head (supervisory)
- Employee\*..... Reports to City Admin Division Director
- If Division Director is unassigned, employee reports directly to Department Head
- (V)..... Vacancies

## SUMMARY BY FUND

FUND #	TOTAL REVENUE	TOTAL EXPENSE	NET GAIN/(LOSS)	CASH BALANCE AS OF 5/18/16
10 GENERAL	\$13,137,196	\$15,911,373	(\$2,774,177)	\$10,566,111
15 HIGHWAY USER	\$796,682	\$1,047,400	(\$250,718)	\$1,728,280
16 SUBSTANCE ABUSE	\$7,000	\$9,344	(\$2,344)	\$18,472
20 DEBT SERVICE	\$3,839,833	\$1,386,250	\$2,453,583	\$3,467,209
25 MISCELLANEOUS GRANTS	\$540,465	\$551,965	(\$11,500)	\$40,104
32 JCEF FUND	\$7,035	\$30,000	(\$22,965)	\$54,384
36 DONATIONS FUND	\$23,300	\$59,700	(\$36,400)	\$58,576
40 CAPITAL PROJECTS	\$3,464,169	\$3,210,169	\$254,000	\$667,235
42 COMMUNITY DEVELOPMENT	\$550,000	\$996,315	(\$446,315)	\$408,500
46 AIRPORT	\$521,300	\$405,498	\$115,802	\$1,065,898
48 LAND	\$405,000	\$405,000	\$0	\$0
57 CEMETERY	\$30,000	\$39,300	(\$9,300)	\$282,890
72 FIREMEN PENSION	\$54,600	\$23,000	\$31,600	\$30,232
<b>GRAND TOTAL OF ALL FUNDS</b>	<b>\$23,376,580</b>	<b>\$24,075,313</b>	<b>(\$698,733)</b>	<b>\$18,387,890</b>
INTERFUND TRANSFERS	\$7,435,002	\$7,093,346	\$341,656	
<b>TOTAL BUDGET</b>	<b>\$15,941,578</b>	<b>\$16,981,967</b>	<b>(\$1,040,389)</b>	

## CITY OF PAGE FISCAL YEAR 2016-17 PRELIMINARY BUDGET

# REVENUE AND EXPENDITURE SUMMARY

FUND #		REVENUE	EXPENDITURE				*GAIN/(LOSS) FROM OPERATIONS
		OPERATING REVENUE	SALARIES	BENEFITS	OPERATING	TOTAL EXPENSE	
	City Administration		175,643	46,588	7,860	230,091	(230,091)
	City Council		58,131	186	25,800	84,117	(84,117)
	City Clerk		79,146	9,343	94,885	183,374	(183,374)
	City Attorney		139,086	32,527	22,310	193,923	(193,923)
	Comm Dev-Building & Code		105,916	47,226	10,100	163,242	(163,242)
	Comm Dev-Planning and Zoning		45,813	16,687	76,200	138,700	(138,700)
	Comm Serv-Administration		69,757	23,175	1,710	94,642	(94,642)
	Comm Serv-Community Center		57,588	13,156	8,443	79,187	(79,187)
	Comm Serv-Library		295,968	95,356	83,417	474,741	(474,741)
	Comm Serv-Recreation		111,987	15,989	73,625	201,601	(201,601)
	Finance		211,960	73,627	79,250	364,837	(364,837)
	Fire Department		1,097,327	403,241	314,510	1,815,078	(1,815,078)
	General Services		0	0	1,016,900	1,016,900	(1,016,900)
	Golf Course Maintenance		0	0	32,000	32,000	(32,000)
	Human Resources		48,746	16,866	641,725	707,337	(707,337)
	Information Technology		199,417	56,007	74,400	329,824	(329,824)
	Magistrate		287,454	56,672	23,960	368,086	(368,086)
	PD-Administration		174,608	53,709	36,140	264,457	(264,457)
	PD-Communications		326,477	88,504	40,705	455,686	(455,686)
	PD-Investigations		181,234	92,317	40,638	314,190	(314,190)
	PD-Patrol		1,016,021	533,020	245,333	1,794,374	(1,794,374)
	PW-Administration		354,605	139,976	15,000	509,581	(509,581)
	PW-Building Maintenance		111,170	41,920	112,800	265,890	(265,890)
	PW-Central Garage		96,531	31,128	192,500	320,159	(320,159)
	PW-Parks Maintenance		183,350	68,397	90,800	342,546	(342,546)
<b>10</b>	<b>GENERAL FUND</b>	<b>13,112,196</b>	<b>5,427,936</b>	<b>1,955,618</b>	<b>3,361,011</b>	<b>10,744,565</b>	<b>2,367,631</b>
<b>15</b>	<b>HIGHWAY USER FUND</b>	<b>796,682</b>	<b>0</b>	<b>0</b>	<b>205,400</b>	<b>205,400</b>	<b>591,282</b>
<b>16</b>	<b>SUBSTANCE ABUSE FUND</b>	<b>7,000</b>	<b>0</b>	<b>0</b>	<b>9,344</b>	<b>9,344</b>	<b>(2,344)</b>
<b>20</b>	<b>DEBT SERVICE FUND</b>	<b>116,500</b>	<b>0</b>	<b>0</b>	<b>1,386,250</b>	<b>1,386,250</b>	<b>(1,269,750)</b>
<b>25</b>	<b>MISCELLANEOUS GRANTS FUND</b>	<b>526,965</b>	<b>0</b>	<b>0</b>	<b>526,965</b>	<b>526,965</b>	<b>0</b>
<b>32</b>	<b>JCEF FUND</b>	<b>7,035</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	<b>(22,965)</b>
<b>36</b>	<b>MISCELLANEOUS DONATIONS FUND</b>	<b>23,300</b>	<b>0</b>	<b>0</b>	<b>59,700</b>	<b>59,700</b>	<b>(36,400)</b>
<b>40</b>	<b>CAPITAL PROJECTS FUND</b>	<b>341,000</b>	<b>0</b>	<b>0</b>	<b>3,210,169</b>	<b>3,210,169</b>	<b>(2,869,169)</b>
<b>42</b>	<b>COMMUNITY DEVELOPMENT FUND</b>	<b>0</b>	<b>158,466</b>	<b>40,651</b>	<b>384,660</b>	<b>583,777</b>	<b>(583,777)</b>
<b>46</b>	<b>AIRPORT FUND</b>	<b>521,300</b>	<b>48,754</b>	<b>13,143</b>	<b>129,600</b>	<b>191,498</b>	<b>329,802</b>
<b>48</b>	<b>LAND FUND</b>	<b>405,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>405,000</b>
<b>57</b>	<b>PERPETUAL CARE FUND</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>11,300</b>	<b>11,300</b>	<b>18,700</b>
<b>72</b>	<b>FIRE PENSION FUND</b>	<b>54,600</b>	<b>0</b>	<b>0</b>	<b>23,000</b>	<b>23,000</b>	<b>31,600</b>
<b>TOTAL</b>		<b>15,941,578</b>	<b>5,635,156</b>	<b>2,009,412</b>	<b>9,337,399</b>	<b>16,981,967</b>	<b>(1,040,389)</b>

\* Gain/(Loss) from operating excludes non-operating revenue/expense from interfund transfers.

## CITY OF PAGE FISCAL YEAR 2016-17 PRELIMINARY BUDGET

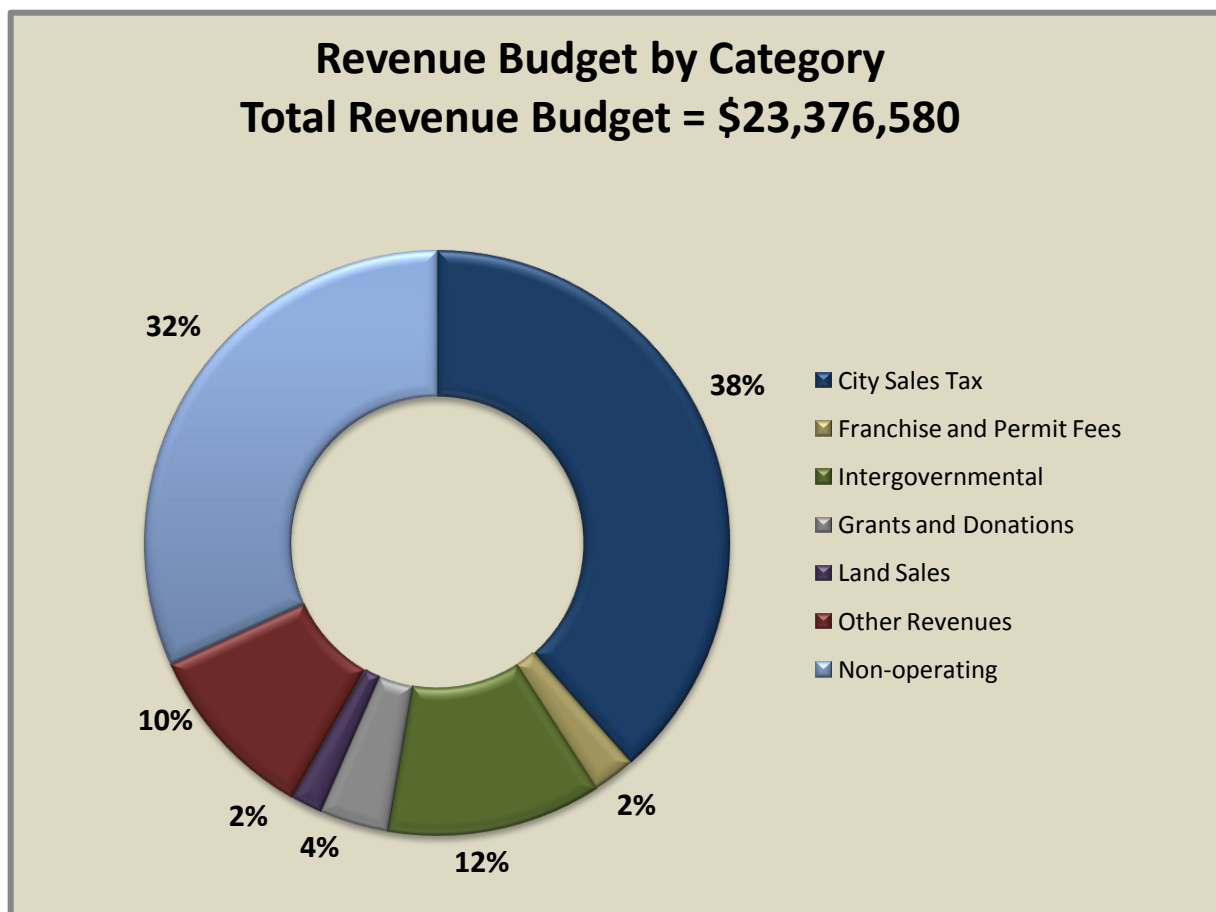
# INTERFUND TRANSFERS SUMMARY

INTERFUND TRANSFERS (NON-OPERATING)			
FUND #		TRANSFER OUT	TRANSFER IN
	CAPITAL PROJECTS	1,416,631	
	COMMUNITY DEVELOPMENT	550,000	
	DEBT SERVICE	3,186,677	
	MISCELLANEOUS GRANTS	13,500	25,000
10	<b>TOTAL GENERAL FUND:</b>	<b>5,166,808</b>	<b>25,000</b>
	CAPITAL PROJECTS	842,000	
15	<b>TOTAL HIGHWAY USER FUND:</b>	<b>842,000</b>	
	AIRPORT FUND		195,000
	GENERAL FUND		3,186,677
	PUE REFUSE FUND		144,000
	PUE SEWER FUND		197,656
20	<b>TOTAL DEBT SERVICE FUND:</b>		<b>3,723,333</b>
	GENERAL FUND	25,000	13,500
25	<b>TOTAL MISCELLANEOUS GRANTS FUND:</b>	<b>25,000</b>	<b>13,500</b>
	AIRPORT FUND		19,000
	GENERAL FUND		1,416,631
	HIGHWAY USER FUND		842,000
	COMMUNITY DEVELOPMENT FUND		412,538
	LAND FUND		405,000
	PERPETUAL CARE FUND		28,000
40	<b>TOTAL CAPITAL PROJECTS FUND:</b>		<b>3,123,169</b>
	GENERAL FUND		550,000
	CAPITAL PROJECTS	412,538	
42	<b>TOTAL COMMUNITY DEVELOPMENT FUND:</b>	<b>412,538</b>	<b>550,000</b>
	CAPITAL PROJECTS	19,000	
	DEBT SERVICE	195,000	
46	<b>TOTAL AIRPORT FUND:</b>	<b>214,000</b>	
	CAPITAL PROJECTS	405,000	
48	<b>TOTAL LAND FUND:</b>	<b>405,000</b>	
	CAPITAL PROJECTS	28,000	
57	<b>TOTAL PERPETUAL CARE FUND:</b>	<b>28,000</b>	
	<b>**TOTAL</b>	<b>7,093,346</b>	<b>7,435,002</b>



# REVENUE

Where does the money come from?





## REVENUE – SUMMARY BY CATEGORY

REVENUE	REVENUE BY CATEGORY				
REVENUE SUMMARY:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
CITY SALES TAX	7,854,872	9,014,013	8,000,000	9,000,000	12.5%
FRANCHISE AND PERMIT FEES	497,364	529,504	538,250	559,250	3.9%
INTERGOVERNMENTAL	2,412,332	2,599,884	2,679,554	2,763,708	3.1%
GRANTS AND DONATIONS	513,226	1,297,772	1,486,600	891,265	-40.0%
LAND SALES	246,030	357,700	406,500	405,000	-0.4%
OTHER REVENUES	2,106,930	2,347,654	2,509,005	2,322,355	-7.4%
NON-OPERATING	1,901,045	3,113,149	4,915,997	7,435,002	51.2%
<b>TOTAL REVENUES</b>	<b>\$15,531,798</b>	<b>\$19,259,677</b>	<b>\$20,535,906</b>	<b>\$23,376,580</b>	<b>13.8%</b>

### CITY SALES TAX

City Sales Tax consists of revenues received from taxable business activity occurring within the Page City Limits.

### FRANCHISE AND PERMIT FEES

Franchise and Permit Fees consists of franchise fees collected for propane, cable, and electric services, as well as Bond Debt Fees collected from local utility agencies. It also includes, but is not limited to fees for the issuance of business registrations, building and conditional use permits, special event permits, and fire permits.

### INTERGOVERNMENTAL

Intergovernmental revenue consists of monies received from State Shared Revenue, Vehicle Licensing Tax, Highway User Revenue, Judicial Collection Enhancement Funds, and Substance Abuse Task Force Funds.

### GRANTS AND DONATIONS

Grants and Donations include all revenues received from Federal, State and Local Agencies, as well as, citizens for specified projects or purposes.

### LAND SALES

Land Sales include all revenues received from the sale of vacant City property.

### OTHER REVENUES

Other Revenues include, but are not limited to monies received from property leases, court fines, rescue services, interest, penalties, youth activities, and other miscellaneous revenues.

### NON-OPERATING

Non-operating consists of all Interfund Transfers In.

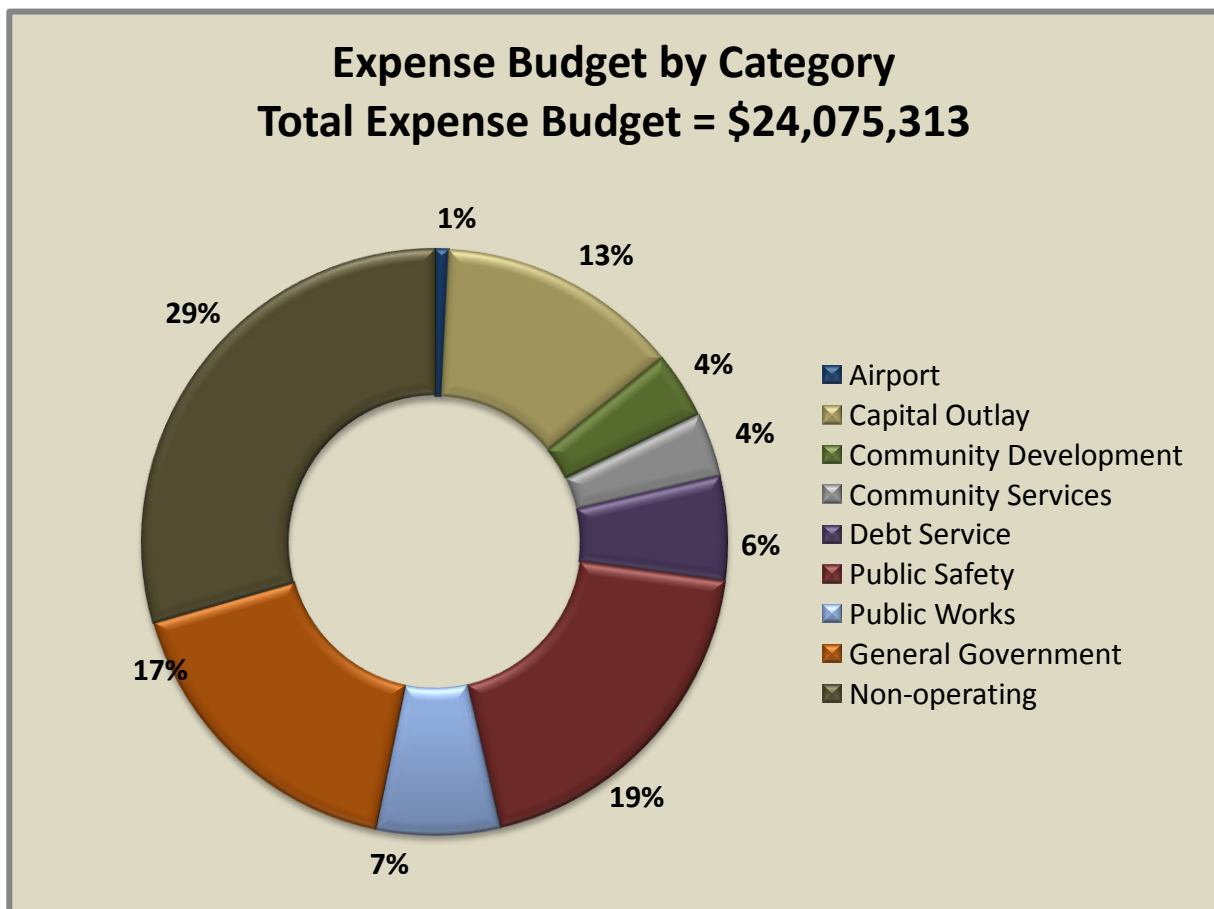
## REVENUE – SUMMARY BY FUND

REVENUE	REVENUE BY FUND					
REVENUE SUMMARY:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE	
	GENERAL FUND	11,380,141	12,929,772	12,239,025	13,137,196	7.3%
	HIGHWAY USER FUND	711,674	1,058,323	777,199	796,682	2.5%
	SUBSTANCE ABUSE FUND	4,732	5,874	7,000	7,000	0.0%
	DEBT SERVICE FUND	1,527,034	2,477,949	2,809,263	3,839,833	36.7%
	MISCELLANEOUS GRANTS FUND	301,910	146,604	305,000	540,465	77.2%
	JCEF FUND	5,704	5,139	7,035	7,035	0.0%
	DONATIONS FUND	15,759	78,884	25,300	23,300	-7.9%
	CAPITAL PROJECTS FUND	293,556	1,148,335	2,945,197	3,464,169	17.6%
	COMMUNITY DEVELOPMENT FUND	409,679	440,727	402,887	550,000	36.5%
	AIRPORT FUND	548,853	541,496	526,900	521,300	-1.1%
	LAND FUND	246,030	357,700	406,500	405,000	-0.4%
	PERPETUAL CARE FUND	34,874	29,795	30,000	30,000	0.0%
VOLUNTEER PENSION FUND	51,852	39,078	54,600	54,600	0.0%	
TOTAL REVENUES	\$15,531,798	\$19,259,677	\$20,535,906	\$23,376,580	13.8%	



# EXPENDITURE

Where does the money go?



## EXPENDITURE – SUMMARY BY CATEGORY

EXPENSE	EXPENSE BY CATEGORY				
EXPENSE SUMMARY:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
AIRPORT	109,794	164,239	198,612	191,498	-3.6%
CAPITAL OUTLAY	193,868	1,234,959	2,793,901	3,210,169	14.9%
COMMUNITY DEVELOPMENT	400,723	392,490	833,462	885,719	6.3%
COMMUNITY SERVICES	494,055	695,287	834,514	850,172	1.9%
DEBT SERVICE	1,270,580	1,384,329	1,391,250	1,386,250	-0.4%
PUBLIC SAFETY	4,130,057	4,205,546	4,652,561	4,643,784	-0.2%
PUBLIC WORKS	1,300,915	2,021,054	1,084,956	1,654,877	52.5%
GENERAL GOVERNMENT	2,663,270	2,919,461	3,752,239	4,159,498	10.9%
NON-OPERATING	1,449,162	2,750,177	4,066,454	7,093,346	74.4%
<b>TOTAL EXPENDITURES</b>	<b>\$12,012,423</b>	<b>\$15,767,542</b>	<b>\$19,607,949</b>	<b>\$24,075,313</b>	<b>22.8%</b>

### AIRPORT

Airport includes all expenses from the Airport Fund.

### CAPITAL OUTLAY

Capital Outlay includes expenses from all City Departments for purchases over \$5,000.

### COMMUNITY DEVELOPMENT

Community Development includes expenses from the General Fund for the following departments: Building and Code Compliance; Planning and Zoning. It also includes all expenses for Community Development, Economic Development and Tourism in the Community Development Fund.

### COMMUNITY SERVICES

Community Services includes expenses from the General Fund for the following departments: Community Services Administration; Community Center; Library; Recreation.

### DEBT SERVICE

Debt Service includes all expenses from the Debt Service Fund 42 for bond payments.

### PUBLIC SAFETY

Public Safety includes expenses from the General Fund for the following departments: Fire; Police Administration; Communications; Investigations; Patrol.

### PUBLIC WORKS

Public Works includes expenses from the General Fund for the following departments: Public Works Administration; Building Maintenance; Central Garage; Parks Maintenance. It also includes all expenses from the Highway User Fund and the Perpetual Care Fund

### GENERAL GOVERNMENT

General Government includes but is not limited to expenses for the following General Fund departments: City Administration; City Attorney; City Clerk; Finance; Human Resources; IT; Magistrate. It also includes all other City Funds such as Miscellaneous Grants, Donations Fund, Judicial Collections Enhancement Fund, and Substance Abuse Task Force Fund.

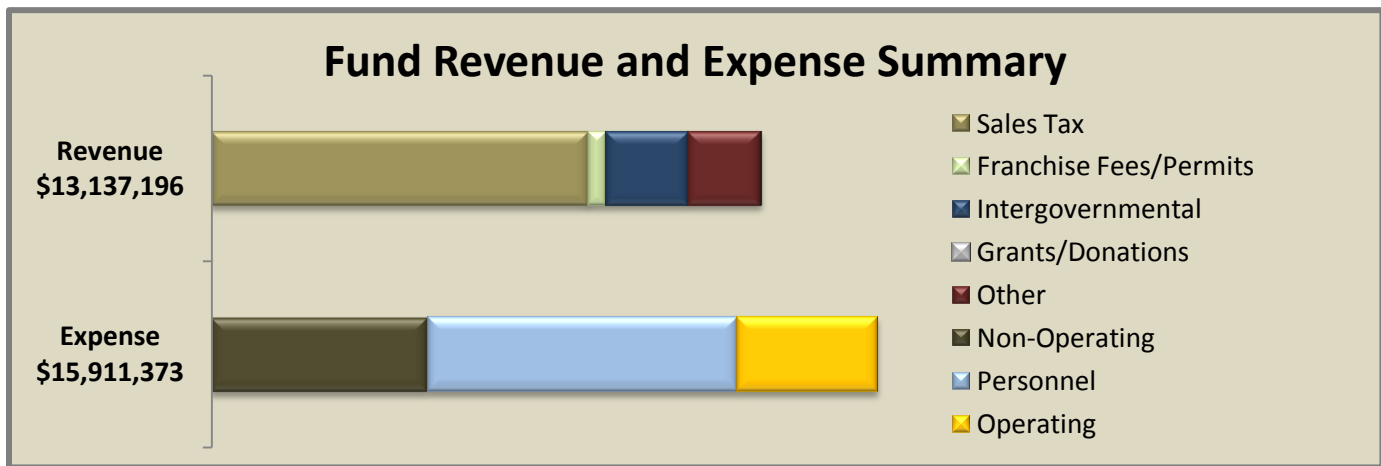
### NON-OPERATING

Non-Operating includes interfund transfers for all City departments.

## EXPENDITURE – SUMMARY BY FUND

EXPENSE	EXPENSE BY FUND				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>EXPENSE SUMMARY:</b>					
GENERAL FUND	9,073,414	10,763,807	13,573,923	15,911,373	17.2%
HIGHWAY USER FUND	241,725	771,231	823,400	1,047,400	27.2%
SUBSTANCE ABUSE FUND	8,243	9,553	25,000	9,344	-62.6%
DEBT SERVICE FUND	1,270,580	1,384,329	1,391,250	1,386,250	-0.4%
MISCELLANEOUS GRANTS FUND	69,254	104,738	333,865	551,965	65.3%
JCEF FUND	8,013	7,443	30,000	30,000	0.0%
DONATIONS FUND	6,048	20,944	52,800	59,700	13.1%
CAPITAL PROJECTS FUND	194,708	1,234,959	2,793,901	3,210,169	14.9%
COMMUNITY DEVELOPMENT FUND	323,792	312,297	569,395	996,315	75.0%
AIRPORT FUND	304,649	357,881	457,612	405,498	-11.4%
LAND FUND	246,030	357,700	405,000	405,000	0.0%
PERPETUAL CARE FUND	14,784	86,119	41,300	39,300	-4.8%
VOLUNTEER PENSION FUND	9,478	58,747	22,700	23,000	1.3%
<b>TOTAL EXPENDITURES</b>	<b>\$11,770,719</b>	<b>\$15,469,748</b>	<b>\$20,520,146</b>	<b>\$24,075,313</b>	<b>17.3%</b>

# GENERAL FUND



FUND 10		GENERAL FUND				
REVENUE:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-xx-xxxxx	SALES TAX	7,854,872	9,014,013	8,000,000	9,000,000	12.5%
10-xx-xxxxx	FRANCHISE FEES/PERMITS	387,970	418,195	428,250	447,250	4.4%
10-xx-xxxxx	INTERGOVERNMENTAL	1,723,676	1,831,903	1,889,355	1,955,026	3.5%
10-xx-xxxxx	OTHER	1,394,222	1,650,418	1,896,420	1,709,920	-9.8%
10-xx-xxxxx	NON-OPERATING	19,401	15,244	25,000	25,000	0.0%
<b>TOTAL REVENUES</b>		<b>\$11,380,141</b>	<b>\$12,929,772</b>	<b>\$12,239,025</b>	<b>\$13,137,196</b>	<b>7.3%</b>
EXPENSE:						
10-xxx-xxxx	PERSONNEL	5,849,199	6,378,522	7,412,608	7,383,554	-0.4%
10-xxx-xxxx	OPERATING	2,235,340	2,201,694	3,012,861	3,361,011	11.6%
10-xxx-xxxx	NON-OPERATING	988,876	2,183,592	3,148,454	5,166,808	64.1%
<b>TOTAL EXPENDITURES</b>		<b>\$ 9,073,414</b>	<b>\$10,763,807</b>	<b>\$13,573,923</b>	<b>\$15,911,373</b>	<b>17.2%</b>
<b>NET REVENUE/(EXPENSE)</b>		<b>\$ 2,306,727</b>	<b>\$ 2,165,965</b>	<b>\$ (1,334,898)</b>	<b>\$ (2,774,177)</b>	<b>107.8%</b>

## FUND 10 – GENERAL: REVENUE

GENERAL FUND 10		REVENUE				
SALES TAX:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-31-10000 CITY SALES TAX		7,854,872	9,014,013	8,000,000	9,000,000	12.5%
TOTAL SALES TAX		\$ 7,854,872	\$ 9,014,013	\$ 8,000,000	\$ 9,000,000	12.5%
FRANCHISE FEES/PERMITS:						
10-32-10000 FRANCHISE FEE - GAS COMPANY		52,476	43,712	52,000	52,000	0.0%
10-32-20000 FRANCHISE FEE - CABLE TV		36,393	35,307	40,000	40,000	0.0%
10-32-25000 FRANCHISE FEE - ELECTRIC		179,536	162,140	180,000	180,000	0.0%
10-32-30000 PLAT FEES		-	-	1,000	1,000	0.0%
10-32-50000 DOG LICENSE		760	979	1,000	1,000	0.0%
10-32-60000 BUILDING FEES		95,093	119,406	80,000	100,000	25.0%
10-32-93000 SITE PLAN REVIEW FEES		1,500	5,000	3,000	3,000	0.0%
10-32-93500 BUSINESS REGISTRATION FEES		2,200	1,950	2,000	2,000	0.0%
10-32-93700 LIQUOR LICENSE		1,250	1,000	750	750	0.0%
10-32-94000 CONDITIONAL USE PERMITS		13,758	15,505	6,000	6,000	0.0%
10-32-95000 SPECIAL EVENT PERMITS/FEES		600	1,800	500	500	0.0%
10-32-96000 FIRE DEPT PERMITS		4,403	2,843	2,000	1,000	-50.0%
10-32-97000 REPUBLIC SERVICES LICENSE FEE		-	28,553	60,000	60,000	0.0%
TOTAL FRANCHISE FEES/PERMITS		\$ 387,970	\$ 418,195	\$ 428,250	\$ 447,250	4.4%
INTERGOVERNMENTAL:						
10-33-10000 STATE SALES TAX		630,799	658,664	692,328	705,353	1.9%
10-33-20000 VEHICLE LICENSE TAX		285,107	295,945	324,489	332,868	2.6%
10-33-30000 STATE REVENUE SHARING		807,770	877,294	872,538	916,805	5.1%
TOTAL INTERGOVERNMENTAL		\$ 1,723,676	\$ 1,831,903	\$ 1,889,355	\$ 1,955,026	3.5%

## FUND 10 – GENERAL: REVENUE

GENERAL FUND 10		REVENUE (CONT.)				
OTHER:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-39-20100	COURT FINES	326,320	285,196	320,000	275,000	-14.1%
10-39-20120	MUNI COURT ALLOCATION FTG	2,847	2,494	3,000	3,000	0.0%
10-39-20200	LIBRARY SERVICES	26,286	28,192	25,000	25,000	0.0%
10-39-20225	E RATE GRANTS	1,920	1,920	1,920	1,920	0.0%
10-39-20300	COCO COMMUNITY COLLEGE IGA	8,000	8,000	8,000	8,000	0.0%
10-39-20400	COUNTY LIBRARY DISTRICT	189,574	319,551	510,000	348,000	-31.8%
10-39-20500	COUNTY MISCELLANEOUS REVENUE	3,474	3,474	3,500	3,500	0.0%
10-39-40000	RECREATION PROGRAM FEES	57,477	51,420	60,000	50,000	-16.7%
10-39-40100	RECREATION INCOME	15,259	3,817	10,000	5,000	-50.0%
10-39-40200	CONCESSION INCOME	-	611	-	1,000	100.0%
10-39-60200	TOWN HOUSE RENT	3,700	6,075	3,500	3,500	0.0%
10-39-60300	RESCUE SERVICE	459,533	586,641	600,000	650,000	8.3%
10-39-60325	RESCUE SERVICE -- A/R	-	960	2,000	2,000	0.0%
10-39-60350	INTERFACILITY TRANSPORTS	88,458	117,210	75,000	100,000	33.3%
10-39-60400	FIRE SERVICE CHARGES	-	-	2,000	500	-75.0%
10-39-70150	GOLF COURSE REIMBURSEMENTS	32,962	24,026	45,000	-	-100.0%
10-39-90100	INTEREST INCOME	3,969	5,657	5,000	25,000	400.0%
10-39-90200	SWIMMING POOL	-	20,411	20,000	-	-100.0%
10-39-90300	DOG POUND	1,574	1,400	2,000	2,000	0.0%
10-39-90500	COPIES/FAX FEE	1,292	1,568	2,000	2,000	0.0%
10-39-90600	PD INCOME	12,738	14,106	15,000	15,000	0.0%
10-39-90625	PD-DISPATCH IGA	15,000	15,000	15,000	15,000	0.0%
10-39-90800	POLICE DEPT-IMPOUND FEES	10,516	11,700	15,000	15,000	0.0%
10-39-91100	SALE OF CITY OWNED ASSETS	245	-	1,500	7,500	400.0%
10-39-91700	PROPERTY LEASE	51,190	49,631	55,000	55,000	0.0%
10-39-91725	VERMILLION CLIFFS EVENT REV	3,780	5,535	4,000	4,000	0.0%
10-39-91735	CORRAL UTILITIES	10,679	9,671	10,000	10,000	0.0%
10-39-91750	PENALTY FEES	7,960	9,008	8,000	8,000	0.0%
10-39-91800	COMMUNITY CENTER MEAL INCOME	25,011	22,579	25,000	25,000	0.0%
10-39-99500	ATTORNEY FEES REIMBURSEMENT	25,000	25,000	25,000	25,000	0.0%
10-39-99900	MISCELLANEOUS RECEIPTS	9,459	19,562	25,000	25,000	0.0%
<b>TOTAL OTHER</b>		<b>\$ 1,394,222</b>	<b>\$ 1,650,418</b>	<b>\$ 1,896,420</b>	<b>\$ 1,709,920</b>	<b>-9.8%</b>
<b>NON-OPERATING:</b>						
10-38-75100	TRANSFER FROM OTHER FUNDS	18,561	15,244	25,000	25,000	0.0%
10-38-75900	TRANSFERS FROM CAPITAL	840	-	-	-	0.0%
<b>TOTAL NON-OPERATING</b>		<b>\$ 19,401</b>	<b>\$ 15,244</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>0.0%</b>
<b>TOTAL REVENUE</b>		<b>\$11,380,141</b>	<b>\$12,929,772</b>	<b>\$12,239,025</b>	<b>\$13,137,196</b>	<b>7.3%</b>



## FUND 10 – GENERAL: CITY ADMINISTRATION

GENERAL FUND 10		CITY ADMINISTRATION - 401				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-401-xxxx	PERSONNEL	208,363	220,890	216,420	222,231	2.7%
10-401-xxxx	OPERATING	14,180	3,720	6,760	7,860	16.3%
TOTAL EXPENDITURES		\$ 222,543	\$ 224,610	\$ 223,180	\$ 230,091	3.1%

### 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.

Our mission is to effectively coordinate and lead the various City departments in the administration of City affairs, according to the City Code and City policies and to provide effective management and leadership by communicating to employees. This is accomplished by keeping the City Council apprised of all pertinent municipal activities; maintaining excellent working relationships; promoting teamwork among City employees in order to deliver quality services that add value to the community in a sound fiscal manner; and communicating to City employees through various publications and information exchanges.

### SCOPE OF 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.

### DEPARTMENTAL GOALS

- 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 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased Subscription/Membership line item by \$1,200 to include ICMA Membership, which is required for ICMA Insights™, performance management and analytics platform.
- Personnel costs increased by 2.6% due to a salary increase in FY 16 for the City Manager and a decrease in medical insurance based on employee elections.

### PERSONNEL LEVELS

- 1 FTE - City Manager
- 1 FTE - Administrative Assistant

## FUND 10 – GENERAL: CITY ADMINISTRATION

### FY 2016-17 PRIORITIES AND OBJECTIVES

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

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Provided leadership and direction for the operation and management of all City Departments, including: the enforcement of all laws and ordinances; oversight of all municipal services and programs; appointment of personnel; and executive supervision for Department Managers.
- ✓ Worked with the City Council to develop strategic priorities and set meaningful goals and objectives for 2017.
- ✓ Coordinated real estate transactions.
- ✓ 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.

GENERAL FUND 10	CITY ADMINISTRATION - 401				
PERSONNEL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-401-1101 SALARIES	159,607	158,365	158,006	163,506	3.5%
10-401-1201 INDUSTRIAL INSURANCE	5,576	1,966	472	587	24.4%
10-401-1202 MEDICAL INSURANCE	16,856	30,417	28,194	27,231	-3.4%
10-401-1203 FICA	11,750	11,774	11,625	12,136	4.4%
10-401-1204 ASRS	14,573	18,368	18,123	18,771	3.6%
<b>TOTAL PERSONNEL</b>	<b>\$ 208,363</b>	<b>\$ 220,890</b>	<b>\$ 216,420</b>	<b>\$ 222,231</b>	<b>2.7%</b>
<b>OPERATING:</b>					
10-401-2101 OPERATING SUPPLIES	920	1,052	1,000	900	-10.0%
10-401-2402 CELL PHONES	842	609	660	660	0.0%
10-401-2700 TRAVEL, MEALS AND SCHOOLS	11,958	1,839	1,200	1,200	0.0%
10-401-2804 SUBSCRIPTIONS/MEMBERSHIPS	460	220	3,900	5,100	30.8%
<b>TOTAL OPERATING</b>	<b>\$ 14,180</b>	<b>\$ 3,720</b>	<b>\$ 6,760</b>	<b>\$ 7,860</b>	<b>16.3%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 222,543</b>	<b>\$ 224,610</b>	<b>\$ 223,180</b>	<b>\$ 230,091</b>	<b>3.1%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes costs for software and printer supplies.
- (2402) Cell Phones covers City Manager's cell phone.
- (2700) Travel, Meals and Schools includes conferences, training and associated costs.
- (2804) Subscriptions includes dues for Northern Arizona Council of Governments, The Chamber Page Lake Powell annual dues, ACMA membership, and ICMA membership.

## FUND 10 – GENERAL: CITY ATTORNEY

GENERAL FUND 10		CITY ATTORNEY - 405				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-405-xxxx	PERSONNEL	136,950	164,619	156,279	171,613	9.8%
10-405-xxxx	OPERATING	36,556	3,612	21,050	22,310	6.0%
<b>TOTAL EXPENDITURES</b>		<b>\$ 173,506</b>	<b>\$ 168,231</b>	<b>\$ 177,329</b>	<b>\$ 193,923</b>	<b>9.4%</b>

### DEPARTMENT DESCRIPTION

The City Attorney Department ensures that the City conducts its activities legally, represents the City in civil litigation, and ensures that violators of City law are prosecuted.

The City Attorney is the chief legal advisor to the City Council, City Manager, Page Utilities Enterprises General Manager, City Departments, and the City's Advisory Boards and Commissions. The City Attorney is 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. The City Attorney, in consultation with the City Council, prosecutes and defends all suits, actions, or causes where the City is a party, and reports to the City Council, when required, the condition of any suit or action to which the City is a party. 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 insure that the statutory rights of the victims of such crimes are protected.

### SCOPE OF ACTIVITIES

- Provides legal review and advice. This includes: reviewing ordinances, resolutions and contracts, providing legal advice to City Council members and staff members.
- Provides legal representation. This includes: representing the City and Page Utilities Enterprises, defending the City against litigation and claims.
- Prepares documents including: ordinances, resolutions, contracts, legal pleadings, reports, correspondence and other legal documents.
- Provides enforcement: including enforcing and prosecuting violations of the municipal code.

### DEPARTMENTAL GOALS

- 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 jurisdiction of the Magistrate Court.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased Publications and Advertising line item by \$1,300 to purchase statute books.
- Personnel costs increased by 9.8% based on the difference in salary and medical insurance elections of the new City Attorney (\$15,334).

### PERSONNEL LEVELS

- 1 FTE - City Attorney
- .5 FTE - Deputy Clerk

## FUND 10 – GENERAL: CITY ATTORNEY

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Provide preventive legal care program development 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.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- Assisted in the successful negotiations and completion of the agreement between Page Electric Utility and the City of Page for South Central Communications and Salt River Project to construct fiber infrastructure for the City of Page.
- Completion of litigation in the officer involved shooting of William Faust, resulting in a total defense verdict in favor of the City of Page and Officer Wilson.
- Assisted in negotiating contractual documents for the construction of the North Navajo Wall.
- Continued negotiations with the Navajo Nation regarding the Mutual Aid Agreement between the Page Police Department and the Navajo Nation, to include multiple meetings with the Nation and its various legal entities including the Department of Justice and the Legislative Council.

GENERAL FUND 10		CITY ATTORNEY - 405				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-405-1101	SALARIES	106,603	125,025	120,462	128,462	6.6%
10-405-1105	OVERTIME	-	-	1,000	1,000	0.0%
10-405-1201	INDUSTRIAL INSURANCE	2,180	199	337	318	-5.6%
10-405-1202	MEDICAL INSURANCE	8,979	15,199	11,438	17,347	51.7%
10-405-1203	FICA	8,115	9,695	9,110	9,624	5.6%
10-405-1204	ASRS	11,073	14,501	13,932	14,862	6.7%
TOTAL PERSONNEL		\$ 136,950	\$ 164,619	\$ 156,279	\$ 171,613	9.8%
OPERATING:						
10-405-2101	OPERATING SUPPLIES	1,345	383	250	250	0.0%
10-405-2116	OFFICE EQUIPMENT	4,143	-	1,700	1,700	0.0%
10-405-2402	CELL PHONES	753	638	700	660	-5.7%
10-405-2590	CONTRACT SERVICES	29,038	523	15,000	15,000	0.0%
10-405-2700	TRAVEL, MEALS AND SCHOOLS	1,029	1,442	2,000	2,000	0.0%
10-405-2804	SUBSCRIPTIONS/MEMBERSHIPS	200	575	1,200	1,200	0.0%
10-405-2805	PUBLICATIONS AND ADVERTISING	49	51	200	1,500	650.0%
TOTAL OPERATING		\$ 36,556	\$ 3,612	\$ 21,050	\$ 22,310	6.0%
TOTAL EXPENDITURES		\$ 173,506	\$ 168,231	\$ 177,329	\$ 193,923	9.4%

### CURRENT AND PROPOSED EXPENDITURES

- (2590) Contract Services covers the costs of outside legal counsel as necessary.

## FUND 10 – GENERAL: CITY CLERK

GENERAL FUND 10		CITY CLERK - 404				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-404-xxxx	PERSONNEL	71,456	83,577	85,057	88,489	4.0%
10-404-xxxx	OPERATING	13,569	18,412	69,380	94,885	36.8%
TOTAL EXPENDITURES		\$ 85,025	\$ 101,989	\$ 154,437	\$ 183,374	18.7%

### DEPARTMENT DESCRIPTION

The City Clerk's Office maintains integrity in the governing process by processing, maintaining and preserving the official records of the City of Page in accordance with State Statutes; provides access to public records and responds to requests for public information; provides administrative and support services to the Mayor and City Council; organizes, disseminates, archives, maintains, stores, and secures all official City records and documents in a systematic and easily accessible manner, to preserve and protect the City's history; prepares City Council meeting agendas, posts, publishes, and records all official actions of the City Council; maintains the City Code of the City of Page; conducts and oversees municipal election processes; and provides support systems for these functions.

### SCOPE OF ACTIVITIES

- Prepares and posts meeting agendas and notices for the City Council.
- Attends City Council Meetings and prepares meeting minutes.
- Keeps an official record of the proceedings of every meeting, and maintains custody of original minutes, ordinances and resolutions.
- Certifies official records of the City; accepts service of legal documents; maintains legal opinions; administers oaths of office; attests signature of municipal officers and elected officials; custodian of the municipal seal.
- Provides access to public records, responds to requests for public information, and processes Business Registrations and Liquor Licenses.
- Maintains the City Code of the City of Page.
- Conducts and oversees municipal elections.

### DEPARTMENTAL GOALS

- Complete the City Code and Zoning Code recodification process.
- 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 Document Tracking database.
- Create a master vault index.
- Continue upgrades to the sound system in the council chambers.
- Maintain the City Council, Boards and Commission information on the website.
- Provide administrative and support services to the Mayor and City Council.
- Maintain and update City of Page Master Fee Schedule and post on the City website.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increase Contract Services line item by \$23,815 to accommodate four (4) Coconino County Elections.
- Personnel costs increased by 4% due to a salary increase in FY 16 for the City Clerk.

### PERSONNEL LEVELS

- 1 FTE - City Clerk
- .5 FTE - Deputy City Clerk

## FUND 10 – GENERAL: CITY CLERK

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Provide administrative and support to the Mayor as Chair of the Greater Arizona Mayor's Association (GAMA).
- Conduct and oversee municipal election process.
- Update City Code of Ordinances to include the Zoning Code.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Implemented a contract term Document Tracking program.
- ✓ Maintained the Master Fee Schedule.
- ✓ Continued education: City Clerk and Deputy City Clerk attended AMCA's Clerk's Best Practices, Elections Training, Institute (Deputy), and Academy (Clerk).
- ✓ Posted legally required information on the City of Page website.
- ✓ Oversaw upgrades to the sound system.
- ✓ Worked closely with American Legal Publishing to have the City Code and Zoning Code recodified, and provided the necessary Ordinances for the process.

GENERAL FUND 10		CITY CLERK - 404				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-404-1101	SALARIES	59,538	69,770	69,942	72,521	3.7%
10-404-1105	OVERTIME	-	177	1,000	1,000	0.0%
10-404-1201	INDUSTRIAL INSURANCE	128	166	215	255	18.6%
10-404-1202	MEDICAL INSURANCE	362	-	336	648	92.9%
10-404-1203	FICA	4,557	5,351	5,427	5,624	3.6%
10-404-1204	ASRS	6,871	8,113	8,137	8,440	3.7%
TOTAL PERSONNEL		\$ 71,456	\$ 83,577	\$ 85,057	\$ 88,489	4.0%
OPERATING:						
10-404-2100	EQUIPMENT REPAIR/MAINT.	-	-	850	1,050	23.5%
10-404-2115	EQUIPMENT REPAIR/MAINTENANCE	1,781	1,466	450	450	0.0%
10-404-2590	CONTRACT SERVICES	1,704	2,549	47,080	71,955	52.8%
10-404-2700	TRAVEL, MEALS AND SCHOOLS	2,650	3,132	5,000	5,500	10.0%
10-404-2804	SUBSCRIPTIONS/MEMBERSHIPS	313	524	450	530	17.8%
10-404-2805	PUBLICATIONS AND ADVERTISING	6,811	10,286	15,000	15,000	0.0%
10-404-2850	BUSINESS REGISTRATION	159	454	400	400	0.0%
10-404-2875	LIQUOR LICENSE	151	-	150	-	-100.0%
TOTAL OPERATING		\$ 13,569	\$ 18,412	\$ 69,380	\$ 94,885	36.8%
TOTAL EXPENDITURES		\$ 85,025	\$ 101,989	\$ 154,437	\$ 183,374	18.7%

### CURRENT AND PROPOSED EXPENDITURES

- (2590) Contract Services includes the cost of elections, document retention and legal review and codification services.
- (2805) Publications covers the costs associated with legal publications.

## FUND 10 – GENERAL: CITY COUNCIL

GENERAL FUND 10		CITY COUNCIL - 402				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-402-xxxx	PERSONNEL	59,123	58,320	58,303	58,317	0.0%
10-402-xxxx	OPERATING	15,026	13,355	19,000	25,800	35.8%
TOTAL EXPENDITURES		\$ 74,149	\$ 71,676	\$ 77,303	\$ 84,117	8.8%

### DEPARTMENT DESCRIPTION

The Mayor and Council Members are elected officers of the City; seven Council Members, one of whom serves as Mayor. The Mayor and Council Members shall constitute the City Council. The corporate powers of the City are vested in the City Council and shall be exercised only as directed or authorized by law. All powers of the City Council shall be exercised by ordinance, resolution, order or motion.

### SCOPE OF ACTIVITIES

- 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.

### DEPARTMENTAL GOALS

- 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 as a whole. The City Manager utilizes the City Council vision and goals to set priorities, direct work activities, and allocate financial resources.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased the Travel, Meals and Schools line item by \$3,000 to reflect current needs.
- Increased the Operating Supplies line item by \$400 to cover the additional expense for elected officials' photos, business cards, and name plates.

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Create or amend City policies to guide the various municipal functions of the City.
- Oversee the implementation of the 2017 strategic priorities.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

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

## FUND 10 – GENERAL: CITY COUNCIL

GENERAL FUND 10	CITY COUNCIL - 402				
PERSONNEL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-402-1101 SALARIES	54,145	54,166	54,000	54,000	0.0%
10-402-1201 INDUSTRIAL INSURANCE	1,571	747	172	186	8.1%
10-402-1203 FICA	3,406	3,408	4,131	4,131	0.0%
<b>TOTAL PERSONNEL</b>	<b>\$ 59,123</b>	<b>\$ 58,320</b>	<b>\$ 58,303</b>	<b>\$ 58,317</b>	<b>0.0%</b>
<b>OPERATING:</b>					
10-402-2101 OPERATING SUPPLIES	131	178	500	4,000	700.0%
10-402-2700 TRAVEL, MEALS AND SCHOOLS	4,152	4,134	7,000	10,000	42.9%
10-402-2701 IN TOWN MEETINGS	2,397	1,815	3,000	3,000	0.0%
10-402-2804 SUBSCRIPTIONS/MEMBERSHIPS	8,346	7,229	8,500	8,800	3.5%
<b>TOTAL OPERATING</b>	<b>\$ 15,026</b>	<b>\$ 13,355</b>	<b>\$ 19,000</b>	<b>\$ 25,800</b>	<b>35.8%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 74,149</b>	<b>\$ 71,676</b>	<b>\$ 77,303</b>	<b>\$ 84,117</b>	<b>8.8%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes business cards, calendars, name tags, photographs, and miscellaneous supplies.
- (2700) Travel, Meals and Schools cover the cost of conferences and meetings and associated travel.
- (2804) Subscriptions/Memberships includes annual membership to the Arizona League of Cities and Towns, and the National League of Cities.



## FUND 10 – GENERAL: BUILDING AND CODE COMPLIANCE

GENERAL FUND 10		BUILDING AND CODE COMPLIANCE - 446				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-446-xxxx	PERSONNEL	73,310	75,870	138,921	153,142	10.2%
10-446-xxxx	OPERATING	942	2,184	12,735	10,100	-20.7%
TOTAL EXPENDITURES		\$ 74,252	\$ 78,053	\$ 151,656	\$ 163,242	7.6%

### DEPARTMENT DESCRIPTION

The Building and Code Compliance Department is an expansion of the former Building Safety Department. The change is a direct result of the City Council's Strategic Priorities, Community Development Objective 1.3: "adopt a proactive approach to code enforcement." The goal of this strategic priority is to "...protect neighborhoods from blighting and deteriorating conditions that have a negative impact on area property values; and encourage residents and business owner's efforts to maintain the physical environment through standards set in local ordinances."

The property maintenance program is intended to work harmoniously with the building inspections program and take the responsibility for a significant portion of the nuisance enforcement from the Page Police Department. The Community Enhancement Technician is responsible for receiving complaints, conducting inspections and working with property owners to achieve compliance related to property maintenance and a variety of nuisance issues.

Building Inspections provides timely and accurate assistance to the public in their effort to design, build and occupy new and remodeled residential, commercial, public/semi-public, and all other structure types within the City of Page. The Building Inspector performs review of building plans and specifications for all proposed construction, issues building permits, collects fees, performs on-site inspections and reports to local, state and federal agencies.

### SCOPE OF ACTIVITIES

#### Building Inspections:

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

#### Code Compliance:

- 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.

### DEPARTMENTAL GOALS

- 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.

# **FUND 10 – GENERAL: BUILDING AND CODE COMPLIANCE**

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## **FY 2016-17 BUDGET HIGHLIGHTS**

Significant changes are as follows:

- Reduced operating supplies budget by \$2,300 to reflect current needs.
- Increased Books line item by \$1,300 to purchase new code books in anticipation of adopting a later version of the fire and building codes.
- Personnel costs were budgeted with a 10.2% increase due to expected salary of Community Enhancement Technician.

## **PERSONNEL LEVELS**

- 1 FTE - Building Inspector
- 1 FTE - Community Enhancement Technician

## **FY 2016-17 PRIORITIES AND OBJECTIVES**

- Strive for 100% compliance with building codes in all projects through accurate plan review and inspections.
- Establish a grease trap inspection and maintenance program.
- Adopt newer version of building code in conjunction with adoption of new 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 particular focus on residential parking, trash/recycling, exterior storage and screening, landscaping and weed control, and RV/boat/ATV/personal water craft parking/storage.
- Implement the code compliance program.

## **FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED**

- ✓ Issued permits for major projects (Hampton Inn, LaQuinta, and Airport Hanger) along with permits for five single family homes and four remodels over \$30,000.
- ✓ Review and consideration of process for calculating building permit fees.
- ✓ Review and consideration of grease trap inspection and maintenance.
- ✓ Research and drafting of code language for Chapter 9 and Chapter 10 of the Page Code of Ordinances and Chapter 7 of the Page Zoning Ordinance related to the new Code Enforcement Division.
- ✓ Created job description for Community Enhancement Technician.
- ✓ Researched, tested, purchased and implemented software for Building and Code Compliance.

## FUND 10 – GENERAL: BUILDING AND CODE COMPLIANCE

GENERAL FUND 10	BUILDING AND CODE COMPLIANCE - 446				
PERSONNEL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-446-1101 SALARIES	48,177	49,991	84,554	96,850	14.5%
10-446-1105 OVERTIME	-	-	2,000	2,000	0.0%
10-446-1201 INDUSTRIAL INSURANCE	1,699	1,261	2,816	3,668	30.3%
10-446-1202 MEDICAL INSURANCE	14,531	15,337	33,562	32,210	-4.0%
10-446-1203 FICA	3,343	3,482	6,061	7,066	16.6%
10-446-1204 ASRS	5,560	5,798	9,928	11,348	14.3%
<b>TOTAL PERSONNEL</b>	<b>\$ 73,310</b>	<b>\$ 75,870</b>	<b>\$ 138,921</b>	<b>\$ 153,142</b>	<b>10.2%</b>
<b>OPERATING:</b>					
10-446-2101 OPERATING SUPPLIES	60	1,537	5,300	3,000	-43.4%
10-446-2115 EQUIPMENT REPAIR/MAINT.	-	-	1,200	200	-83.3%
10-446-2260 BOOKS	-	-	200	1,500	650.0%
10-446-2402 CELL PHONES	687	521	1,320	1,000	-24.2%
10-446-2590 CONTRACT SERVICES	-	-	1,500	1,500	0.0%
10-446-2700 TRAVEL, MEALS AND SCHOOLS	-	-	3,000	2,500	-16.7%
10-446-2804 SUBSCRIPTIONS/MEMBERSHIPS	195	125	215	400	86.0%
<b>TOTAL OPERATING</b>	<b>\$ 942</b>	<b>\$ 2,184</b>	<b>\$ 12,735</b>	<b>\$ 10,100</b>	<b>-20.7%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 74,252</b>	<b>\$ 78,053</b>	<b>\$ 151,656</b>	<b>\$ 163,242</b>	<b>7.6%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies covers miscellaneous supplies and expenses setting up Code Compliance division.
- (2700) Travel, Meals and Schools covers the costs associated with maintaining Building Inspector's required certifications and training for new Code Compliance Officer.

## FUND 10 – GENERAL: PLANNING AND ZONING

GENERAL FUND 10		PLANNING AND ZONING - 445				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-445-xxxx	PERSONNEL	-	-	67,511	62,500	-7.4%
10-445-xxxx	OPERATING	2,679	2,139	44,900	76,200	69.7%
TOTAL EXPENDITURES		\$ 2,679	\$ 2,139	\$ 112,411	\$ 138,700	23.4%

### 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, Gateway 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 zoning requests; and advising the public on zoning questions. The Division Director serves on various ad-hoc committees and provides staff services to the Planning and Zoning Commission and Board of Adjustment.

### SCOPE OF ACTIVITIES

- Planning and Zoning Commission meetings and public hearings including public and staff notification.
- Zoning, site plan, subdivision plat, conditional use permit and sign review, approval, and compliance.
- City addressing according to GIS, 911 and postal standards, coordinating with the communications manager.
- Advise public on land use and zoning rules of the city.
- Prepare and present variance requests to the Board of Adjustments.
- Administers lot combinations and splits.
- Subdivision Committee and Site Plan Review Committee meetings.
- Review, recommend, and implement Zoning Ordinance amendments.
- Maintain, administer and amend the City of Page Zoning Ordinance, Subdivision Regulations, and General Plan.

### DEPARTMENTAL GOALS

- Continue working with the Planning Commission, City Council, staff and the public to update the City of Page Zoning Ordinance and Gateway Plan, and establish a digital zoning map.
- Review Subdivision Regulations and General Plan to determine needed updates.
- Work with Community Enhancement Technician on code enforcement.
- Review and revise 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 2015-16 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Includes \$50,000 in the Contract Services line item for costs associated with updating the Zoning Ordinance, Zoning Map, and Gateway Standards.
- Includes \$20,000 for updates to the Subdivision Regulations and for professional services that may be needed in conjunction with development of the southwest quadrant of the community.
- Personnel costs decreased by 7.4% due to changes to employee medical insurance election.

### PERSONNEL LEVELS

- 1 FTE - Planning Director

## FUND 10 – GENERAL: PLANNING AND ZONING

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Update City of Page Zoning Ordinance and Zoning Map for inclusion in a comprehensive Code of Ordinances.
- 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 redevelopment planning.
- Assist with Streetscape planning.
- Assist with Horseshoe Bend trail realignment and parking lot planning.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Consultant procurement and public immersion process for Zoning Ordinance and Zoning Map update completed.
- ✓ Commenced working with Community Enhancement Technician to establish a comprehensive code enforcement program.
- ✓ Site plan and approval and CUPs for 18 new Vacation Home Rentals, three bed and breakfasts, Hampton Inn, Baymont Inn, Larkspur Page Hotel, and Country Inn & Suites.
- ✓ Initiated discussion and review of concept plans for development of the southwest quadrant of the community.

GENERAL FUND 10	PLANNING AND ZONING - 445				
PERSONNEL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-445-1101 SALARIES	-	-	42,702	42,702	0.0%
10-445-1201 INDUSTRIAL INSURANCE	-	-	139	305	119.4%
10-445-1202 MEDICAL INSURANCE	-	-	16,785	11,480	-31.6%
10-445-1203 FICA	-	-	2,987	3,110	4.1%
10-445-1204 ASRS	-	-	4,898	4,902	0.1%
<b>TOTAL PERSONNEL</b>	\$ -	\$ -	\$ 67,511	\$ 62,500	-7.4%
<b>OPERATING:</b>					
10-445-2101 OPERATING SUPPLIES	200	693	700	700	0.0%
10-445-2115 EQUIPMENT REPAIR/MAINT.	-	435	200	200	0.0%
10-445-2590 CONTRACT SERVICES	1,650	-	40,000	70,000	75.0%
10-445-2700 TRAVEL, MEALS AND SCHOOLS	285	1,011	2,000	4,000	100.0%
10-445-2804 SUBSCRIPTIONS/MEMBERSHIPS	544	-	2,000	1,300	-35.0%
<b>TOTAL OPERATING</b>	\$ 2,679	\$ 2,139	\$ 44,900	\$ 76,200	69.7%
<b>TOTAL EXPENDITURES</b>	\$ 2,679	\$ 2,139	\$ 112,411	\$ 138,700	23.4%

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies provides necessary office supplies.
- (2700) Travel, Meals and Schools provide continued education and professional development and any meals and travel necessary.
- (2804) Subscriptions and Membership provides for membership dues in planning association state and national.
- (2590) Contract Services covers costs for zoning code update and codification.

## FUND 10 – GENERAL: COMMUNITY SERVICE ADMINISTRATION

GENERAL FUND 10		CS ADMINISTRATION - 408				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-408-xxxx	PERSONNEL	-	-	86,411	92,932	7.5%
10-408-xxxx	OPERATING	-	-	960	1,710	78.1%
TOTAL EXPENDITURES		\$ -	\$ -	\$ 87,371	\$ 94,642	8.3%

### DEPARTMENT DESCRIPTION

The Community Services Department was created for greater coordination between the Library, Recreation and Community Center departments. The Community Service Director is responsible for oversight of the divisions and supports and coordinates the activities of the Library and Community Center Boards.

### SCOPE OF ACTIVITIES

- Provide direction and oversight of the Library, Recreation and Community Center departments.

### DEPARTMENTAL GOALS

- Recruit volunteers for all three departments.
- Provide staff and budget to support existing community programs and expand as financially feasible.
- Continually improve the availability and effectiveness of recreational, athletic, Arts, 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 for the future 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.
- Support all departments with their goals, priorities and objectives.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Created a Travel, Meals and Schools line item of \$750 for Community Service Director training and associated travel.
- Personnel costs increased by 7.5% due to a salary increase in FY 16 for the Community Service Director and changes to employee medical insurance election.

### PERSONNEL LEVELS

- 1 FTE - Community Services Director

## FUND 10 – GENERAL: COMMUNITY SERVICE ADMINISTRATION

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Work with all Boards to continually improve the availability and effectiveness of recreational, athletic, educational and leisure services that benefit the entire community.
- To develop a quality strategic plan for the future growth in programs, services and facilities.
- Encourage partnerships and conversation between clubs, organizations, and agencies, in order to leverage resources.
- Continue to apply for grant monies.
- Continue activities that promote arts and provide cultural enrichment for the community.
- 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.
- To develop and implement a long-range public relations plan designed to increase awareness of Community Services and its programs within the community.
- Hiring and retaining 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 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.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Hired a qualified Recreation Division Director.
- ✓ Library services and programs achieved a five star rating.
- ✓ Created additional Community Center programming including computer classes, scrapbooking, and lectures.

GENERAL FUND 10	CS ADMINISTRATION - 408				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>PERSONNEL:</b>					
10-408-1101 SALARIES	-	-	58,469	65,000	11.2%
10-408-1201 INDUSTRIAL INSURANCE	-	-	182	231	26.9%
10-408-1202 MEDICAL INSURANCE	-	-	16,861	15,482	-8.2%
10-408-1203 FICA	-	-	4,193	4,757	13.4%
10-408-1204 ASRS	-	-	6,706	7,462	11.3%
<b>TOTAL PERSONNEL</b>	\$ -	\$ -	\$ 86,411	\$ 92,932	7.5%
<b>OPERATING:</b>					
10-408-2101 OPERATING SUPPLIES	-	-	300	300	0.0%
10-408-2402 CELL PHONES	-	-	660	660	0.0%
10-408-2700 TRAVEL, MEALS AND SCHOOLS	-	-	-	750	100.0%
<b>TOTAL OPERATING</b>	\$ -	\$ -	\$ 960	\$ 1,710	78.1%
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ 87,371	\$ 94,642	8.3%

## FUND 10 – GENERAL: COMMUNITY CENTER

GENERAL FUND 10		COMMUNITY CENTER - 410				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-410-xxxx	PERSONNEL	89,915	76,132	80,659	70,744	-12.3%
10-410-xxxx	OPERATING	4,826	6,123	8,550	8,443	-1.3%
TOTAL EXPENDITURES		\$ 94,740	\$ 82,255	\$ 89,209	\$ 79,187	-11.2%

### 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.

### SCOPE OF ACTIVITIES

- Kitchen staff prepares daily Congregate Meals.
- Daily Meals on Wheels delivery to 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.

### DEPARTMENTAL GOALS

- 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 2016-17 BUDGET HIGHLIGHTS

- Personnel costs decreased by 12.8% due to changes to employee medical insurance election.

### PERSONNEL LEVELS

- 1 FTE - Senior Cook
- .75 FTE - Cook
- .5 FTE - Driver/Meals on Wheels

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Provide more opportunities for social activities, education, and social development.
- Use 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, nutrition, etc.
- To develop and implement a long-range public relations plan designed to increase awareness of Community Services and its programs within the community.
- Seek grants for facility upgrades and programming.
- Recruit a kitchen substitute to fill in for staff when needed.



## FUND 10 – GENERAL: COMMUNITY CENTER

### FY 2014-15 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Added a Community Center page to the Library Newsletter.
- ✓ Created a Community Center Facebook page.
- ✓ Added more programming and events for the Community Center including lecture series, computer classes and arts.
- ✓ Volunteer celebration for all who volunteered in 2015.
- ✓ Staff received First Aid and CPR training/certificate at no cost to the City.
- ✓ Created cash flow records and purchased a new register for cash handling.
- ✓ Passed NACOG inspection, achieved an A+ on paperwork.
- ✓ In the past ten months, (July 1 - April 30) staff has served 3,341 meals through the Meals on Wheels program; 5,783 meals through the congregate program; and 14,691 meals for Head Start.

GENERAL FUND 10	COMMUNITY CENTER - 410				
PERSONNEL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-410-1101 SALARIES	59,732	51,269	53,531	53,531	0.0%
10-410-1201 INDUSTRIAL INSURANCE	1,128	1,163	1,304	1,782	36.7%
10-410-1202 MEDICAL INSURANCE	18,520	15,085	16,837	6,197	-63.2%
10-410-1203 FICA	4,219	3,616	3,815	4,058	6.4%
10-410-1204 ASRS	5,683	4,999	5,172	5,177	0.1%
10-410-1205 UNEMPLOYMENT	632	-	-	-	0.0%
<b>TOTAL PERSONNEL</b>	<b>\$ 89,915</b>	<b>\$ 76,132</b>	<b>\$ 80,659</b>	<b>\$ 70,744</b>	<b>-12.3%</b>
OPERATING:					
10-410-2101 OPERATING SUPPLIES	357	462	2,000	2,000	0.0%
10-410-2115 EQUIPMENT REPAIR/MAINT.	409	698	2,000	2,000	0.0%
10-410-2119 OFFICE EQUIPMENT LEASES	-	-	3,000	3,000	0.0%
10-410-2402 CELL PHONES	373	343	-	343	100.0%
10-410-2590 CONTRACT SERVICES	1,326	2,289	450	1,100	144.4%
10-410-9902 CAPITAL LEASE	2,359	2,332	1,100	-	-100.0%
<b>TOTAL OPERATING</b>	<b>\$ 4,826</b>	<b>\$ 6,123</b>	<b>\$ 8,550</b>	<b>\$ 8,443</b>	<b>-1.3%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 94,740</b>	<b>\$ 82,255</b>	<b>\$ 89,209</b>	<b>\$ 79,187</b>	<b>-11.2%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes office, fax and printer supplies, aprons for Kitchen staff, and NACOG training.
- (2115) Repair and Maintenance covers kitchen appliance repairs, custodial service and computer replacements.
- (2119) Office Equipment Leases covers the cost of copy machine lease.
- (2590) Contract Services includes AZ Department of Public Safety clearance checks, and food handler's license.

## FUND 10 – GENERAL: LIBRARY

GENERAL FUND 10		LIBRARY - 444				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-444-xxxx	PERSONNEL	233,047	393,626	367,161	391,324	6.6%
10-444-xxxx	OPERATING	59,136	55,294	82,995	83,417	0.5%
<b>TOTAL EXPENDITURES</b>		<b>\$ 292,184</b>	<b>\$ 448,920</b>	<b>\$ 450,156</b>	<b>\$ 474,741</b>	<b>5.5%</b>

### DEPARTMENT DESCRIPTION

Page Public 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. Page Library has an intergovernmental agreement with Coconino County Library and with Coconino Community College. The Library provides collections and programs that maintain the interests and needs of the Page community, balancing Page's desire of new formats with the comfort of traditional formats.

### SCOPE OF 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.

### DEPARTMENTAL GOALS

- 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 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased operating supplies by \$1,000 to cover current needs.
- Personnel costs increased by 6.6% primarily due to changes to employee medical insurance election (36% increase).

## **FUND 10 – GENERAL: LIBRARY**

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### **PERSONNEL LEVELS**

- 1 FTE - Reference Librarian
- 1 FTE - Reference Assistant
- 1 FTE - Circulation Supervisor
- 1 FTE - Children's Coordinator
- 1 FTE - Acquisitions
- 1 FTE - PT Circulation Assistant I (2)
- 2 FTE - PT Library Aides (4)
- .75 FTE - PT Library Outreach Coordinator

### **FY 2016-17 PRIORITIES AND OBJECTIVES**

- Provide its patrons with access to quality collections of educational, inspirational, and recreational materials.
- Review and revise job descriptions to better reflect job duties.
- Develop a public relations program to encourage financial donations for the improvement and renewal of library collection and programming.
- Promote and provide literacy and access.
- Increase accessibility to library services and technologies by restoring library service on Mondays.

### **FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED**

- ✓ Library was a five star library in 2015.
- ✓ New Community Partners were made to bring in more classes and activities for all ages.
- ✓ Updated library policy and procedure manual.
- ✓ Hired a Reference Librarian with a Master's Degree in Library of Science.
- ✓ Children's department redesign (expected completion, June 2016).
- ✓ Safety/gun violence training provided to all staff.
- ✓ Completed internet and wireless equipment upgrade.

## FUND 10 – GENERAL: LIBRARY

GENERAL FUND 10		LIBRARY - 444				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-444-1101	SALARIES	173,087	292,011	269,528	275,804	2.3%
10-444-1201	INDUSTRIAL INSURANCE	370	752	629	975	55.0%
10-444-1202	MEDICAL INSURANCE	27,025	47,028	46,125	62,719	36.0%
10-444-1203	FICA	12,819	21,703	19,964	20,164	1.0%
10-444-1204	ASRS	19,745	32,133	30,915	31,662	2.4%
TOTAL PERSONNEL		\$ 233,047	\$ 393,626	\$ 367,161	\$ 391,324	6.6%
OPERATING:						
10-444-2101	OPERATING SUPPLIES	14,360	14,221	15,820	16,820	6.3%
10-444-2106	LIBRARY MATERIAL-AUDIOS	3,778	3,894	4,100	4,200	2.4%
10-444-2108	LIBRARY MATERIAL-VIDEOS	4,729	5,301	4,750	5,000	5.3%
10-444-2109	LIBRARY MATERIAL-BOOKS	27,621	22,556	35,000	35,000	0.0%
10-444-2110	JANITORIAL SUPPLIES	236	244	700	700	0.0%
10-444-2111	INTERNET EQUIPMENT REPLACEMENT	389	30	1,800	1,800	0.0%
10-444-2115	EQUIPMENT REPAIR/MAINT.	172	47	2,400	2,400	0.0%
10-444-2265	SOFTWARE LICENSING	-	-	1,250	900	-28.0%
10-444-2590	CONTRACT SERVICES	4,158	6,914	8,670	8,505	-1.9%
10-444-2700	TRAVEL, MEALS AND SCHOOLS	-	29	3,000	3,200	6.7%
10-444-2804	SUBSCRIPTIONS/MEMBERSHIPS	3,694	2,057	5,505	4,892	-11.1%
TOTAL OPERATING		\$ 59,136	\$ 55,294	\$ 82,995	\$ 83,417	0.5%
TOTAL EXPENDITURES		\$ 292,184	\$ 448,920	\$ 450,156	\$ 474,741	5.5%

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes costs for office, software and printer supplies, books and material processing, library patron cards, and program expenses.
- (2109) Library Materials- Books covers purchase of books for children, youth, adults, print reference and standing order titles.
- (2590) Contract Services includes programming, alarm system, advertising, microfiche, security services, and miscellaneous library services.

## FUND 10 – GENERAL: RECREATION

GENERAL FUND 10		RECREATION - 465				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-465-xxxx	PERSONNEL	69,650	114,448	143,943	127,976	-11.1%
10-465-xxxx	OPERATING	37,481	49,665	63,835	73,625	15.3%
<b>TOTAL EXPENDITURES</b>		\$ 107,131	\$ 164,112	\$ 207,778	\$ 201,601	-3.0%

### DEPARTMENT DESCRIPTION

Recreation offers a variety of year round activities, sports and special events for both the youth and adults in the community of Page. Provide economic benefits by improving the quality of life in the community and helping to attract businesses and residents to Page. Provide 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.

### SCOPE OF ACTIVITIES

- Youth sports include soccer, football, basketball, softball, Frisbee golf and kick ball.
- Adult sports include softball and basketball.
- Community events include the Easter Egg Hunt, Project Graduation, carnivals, 5k and other races/walks.

### DEPARTMENTAL GOALS

- 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 2015-16 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased Program Expenses line item by \$5,000 for uniforms, awards, equipment and supplies.
- Increased Cell Phones lines item by \$660 to provide additional cell phone.
- Increased Recreation Expenses line item by \$500 to replace signage and add new signs with rules and emergency contact information.
- Increase Subscriptions and Membership line items by \$600 for National Parks and Recreation membership package and AZ Parks and Recreation.
- Reduces Contract Services line item by \$1,400; this includes umpire services, custodial services and marketing/printing.
- Eliminated Pool Expenses line item, and reduced salaries accordingly.
- Created a new concessions line item with includes \$3,000 for concession supplies.
- Increased Travel, Meals and Schools line item by \$2,200 for AZ Park and Recreation and National Parks and Recreation Conference.
- Personnel costs decreased by 11.1% this is due to an increase in Recreation Director's salary, additional hours for sports officiates and maintenance worker; and a decrease of \$41,500 for pool personnel.

## **FUND 10 – GENERAL: RECREATION**

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### **PERSONNEL LEVELS**

- 1 FTE - Recreation Supervisor
- 1 FTE - PT Recreation Assistant (2)
- .4 FTE - Maintenance Worker
- PT Seasonal Sports Officials

### **FY 2016-17 PRIORITIES AND OBJECTIVES**

- Continue to provide high quality services.
- Increase community relations and involvement.
- Offer sports clinics and coaching/referee training for all sporting activities.
- Complete a community assessment.
- Build a volunteer base, to include training. Connecting the volunteer with the right skills to the right project at the right time will allow getting a greater impact and building stronger relationships between volunteers and the recreation department.
- Develop a volunteer handbook.
- Maintain public safety and quality field maintenance.
- Update Recreation policies and procedures.
- Provide on-going professional development training for all staff.
- Create social media account to further promote activities.

### **FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED**

- ✓ Re-established good working relationships with the Page School District.
- ✓ Participating in community events, such as school open house, Desert View Health Fair and Page/Lake Powell Job Fair.
- ✓ Coordinated with Page Unified School District to provide swimming lessons and open swim.
- ✓ Provided 271 youths with swimming lessons.
- ✓ Certified swimming Instructors through American Red Cross.
- ✓ Staff received first aid and CPR training/certificate. (free training).
- ✓ Created a Facebook for the Recreation Department to enhance promotional opportunities.

## FUND 10 – GENERAL: RECREATION

GENERAL FUND 10		RECREATION - 465				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-465-1101	SALARIES	50,572	92,420	119,158	104,073	-12.7%
10-465-1105	OVERTIME	1,360	724	900	-	-100.0%
10-465-1201	INDUSTRIAL INSURANCE	615	1,452	1,568	3,367	114.7%
10-465-1202	MEDICAL INSURANCE	7,623	3,695	6,270	6,310	0.6%
10-465-1203	FICA	3,845	7,092	9,137	7,914	-13.4%
10-465-1204	ASRS	3,524	4,021	6,910	6,312	-8.7%
10-465-1205	UNEMPLOYMENT	2,112	5,044	-	-	0.0%
<b>TOTAL PERSONNEL</b>		<b>\$ 69,650</b>	<b>\$ 114,448</b>	<b>\$ 143,943</b>	<b>\$ 127,976</b>	<b>-11.1%</b>
OPERATING:						
10-465-2101	OPERATING SUPPLIES	1,684	1,291	2,810	2,810	0.0%
10-465-2102	UNIFORM ALLOWANCE	145	384	300	300	0.0%
10-465-2105	JANITORIAL SUPPLIES	202	-	300	300	0.0%
10-465-2115	EQUIPMENT REPAIR/MAINT.	5,156	1,845	8,400	8,400	0.0%
10-465-2130	PROGRAM EXPENSES	22,740	20,300	30,000	35,000	16.7%
10-465-2402	CELL PHONES	533	1,271	660	1,320	100.0%
10-465-2530	HOLIDAY PROMOTIONS	2,152	2,398	3,000	3,000	0.0%
10-465-2545	POOL EXPENSES	-	3,835	1,650	1,650	0.0%
10-465-2550	RECREATION EXPENSES	1,712	2,281	2,500	3,000	20.0%
10-465-2565	CONCESSION SUPPLIES/EQUIPMENT	-	-	-	3,000	0.0%
10-465-2560	TENNIS COURT EXPENSES	817	966	2,950	2,950	0.0%
10-465-2590	CONTRACT SERVICES	2,340	9,190	10,000	8,600	-14.0%
10-465-2700	TRAVEL, MEALS AND SCHOOLS	-	-	1,000	2,450	145.0%
10-465-2804	SUBSCRIPTIONS/MEMBERSHIPS	-	-	265	845	218.9%
10-465-9920	CAPITAL IMPROVEMENTS	-	5,904	-	-	0.0%
<b>TOTAL OPERATING</b>		<b>\$ 37,481</b>	<b>\$ 49,665</b>	<b>\$ 63,835</b>	<b>\$ 73,625</b>	<b>15.3%</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 107,131</b>	<b>\$ 164,112</b>	<b>\$ 207,778</b>	<b>\$ 201,601</b>	<b>-3.0%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes office and printer supplies, first aid supplies, name badges and water. Increase is due to department needs.
- (2115) Repair and Maintenance covers costs associated to repairing and maintaining complex and grounds.
- (2130) Program Expenses includes uniforms, equipment and supplies, including start up of three new programs, indoor soccer, kick ball, and Frisbee golf.
- (2530) Holiday Promotions includes the Easter Egg Hunt and the Fourth of July celebration (Field Day).
- (2560) Tennis Court Expenses includes costs associated with replacing lights, valances, and nets.
- (2590) Contract Services includes umpire services, custodial services and advertising and printing.

## FUND 10 – GENERAL: FINANCE

GENERAL FUND 10		FINANCE - 442				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-442-xxxx	PERSONNEL	270,627	282,388	286,950	285,587	-0.5%
10-442-xxxx	OPERATING	48,307	47,741	76,245	79,250	3.9%
TOTAL EXPENDITURES		\$ 318,934	\$ 330,129	\$ 363,195	\$ 364,837	0.5%

### DEPARTMENT DESCRIPTION

The City of Page Finance Department is responsible for the financial management of public funds and maintains that those funds are received and disbursed appropriately. Functions of the Department include, accounts receivable, accounts payable, payroll, ambulance billing, budget, tracking fixed assets, debt management, cash investments, sales tax reporting, grant management and general customer service in all of these areas.

### SCOPE OF ACTIVITIES

- Annual budget preparation and reporting.
- Annual audit compliance and financial report preparation.
- Cash receipting and record maintenance.
- Investment and cash analysis; bond debt management.
- Grant management and reporting.

### DEPARTMENTAL GOALS

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

### FY 2016-17 BUDGET HIGHLIGHTS

Budgetary changes are as follows:

- Increased Operating Supplies line item by \$600 increased to cover wireless internet charges for remote access.
- Increased Bank Fees line item by \$1,200 due to recent investment options. These fee expenses are outweighed by the interest earnings received from the investments made.
- Reduced Travel, Meals, and Schools line item by \$1,000 to reflect current needs.
- Personnel costs decreased by .5% due to changes to employee medical insurance elections.

### PERSONNEL LEVELS

- 1 FTE - Finance Director
- 1 FTE - Finance Analyst
- 1 FTE - Account Clerk III - Payroll/Accounts Payable
- 1 FTE - Account Clerk II - Accounts Receivable/Ambulance Billing

### FY 2015-16 PRIORITIES AND OBJECTIVES

- 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.



## FUND 10 – GENERAL: FINANCE

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Earned a "clean audit opinion" for our FY 2015 audit.
- ✓ Earned the Comprehensive Annual Financial Report award for FY 2014 from Government Finance Officers Association.
- ✓ Complied with the Federal Government mandate regarding the Affordable Care Act reporting.
- ✓ Invested \$6 million of City assets into government bonds and certificates of deposit as per the direction of City Council; we are meeting the goal of earning more interest on those investments than we have in past years.
- ✓ Currently providing City Council with a monthly itemized financial report as requested.
- ✓ This fiscal year, we have transferred a total of \$2.4 million in cash reserve to put toward the 2011 Series Bond Debt payment for the first call date on July 1, 2021.

GENERAL FUND 10		FINANCE - 442				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-442-1101	SALARIES	186,864	194,002	196,679	196,679	0.0%
10-442-1105	OVERTIME	-	-	900	900	0.0%
10-442-1201	INDUSTRIAL INSURANCE	400	462	565	688	21.8%
10-442-1202	MEDICAL INSURANCE	48,676	51,406	51,837	50,257	-3.0%
10-442-1203	FICA	13,297	14,017	14,307	14,381	0.5%
10-442-1204	ASRS	21,391	22,502	22,662	22,682	0.1%
TOTAL PERSONNEL		\$ 270,627	\$ 282,388	\$ 286,950	\$ 285,587	-0.5%
OPERATING:						
10-442-2101	OPERATING SUPPLIES	2,493	3,440	3,150	3,750	19.0%
10-442-2115	EQUIPMENT REPAIR/MAINT.	635	-	1,000	1,000	0.0%
10-442-2116	OFFICE EQUIPMENT	-	467	200	200	0.0%
10-442-2215	BANK FEES	10,323	9,583	10,500	11,700	11.4%
10-442-2590	CONTRACT SERVICES	32,293	32,709	55,645	57,850	4.0%
10-442-2700	TRAVEL, MEALS AND SCHOOLS	693	928	4,000	3,000	-25.0%
10-442-2803	OVER AND SHORT	-	-	50	50	0.0%
10-442-2804	SUBSCRIPTIONS/MEMBERSHIPS	449	449	500	500	0.0%
10-442-2806	PRINTING & BINDING	1,421	165	1,200	1,200	0.0%
TOTAL OPERATING		\$ 48,307	\$ 47,741	\$ 76,245	\$ 79,250	3.9%
TOTAL EXPENDITURES		\$ 318,934	\$ 330,129	\$ 363,195	\$ 364,837	0.5%

### CURRENT AND PROPOSED EXPENDITURES

- (2215) Bank Fees covers the associated costs with credit card transactions and associated fees.
- (2590) Contract Services covers audit fees, software support and shredding services.

## FUND 10 – GENERAL FUND: GENERAL SERVICES

GENERAL FUND 10		GENERAL SERVICES - 411				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-411-xxxx	PERSONNEL	66,362	68,724	-	-	0.0%
10-411-xxxx	OPERATING	951,539	746,365	1,011,900	1,016,900	0.5%
TOTAL EXPENDITURES		\$ 1,017,901	\$ 815,089	\$ 1,011,900	\$ 1,016,900	0.5%

### DEPARTMENT DESCRIPTION

The General Services 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.

### SCOPE OF ACTIVITIES

- General Services is responsible for ordering office supplies and equipment.
- Oversight for postage and equipment leases.
- Contracted services - pest control, Vermillion Cliffs Corrals, phone system maintenance agreement.

### DEPARTMENTAL GOALS

- 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 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Reduced Office Equipment Leases line item by \$600 to reflect current needs.
- Reduced Copy Paper line item by \$400 to reflect current needs.
- Reduced Utilities by \$4,000 to reflect current needs.
- Vermillion Cliffs Corrals line item includes the following arena improvements; new stripping and calf chutes and 20 new panels.
- Added a new \$10,000 line item for printing and postage for the City's quarterly newsletter.

### PERSONNEL LEVELS

- 0 FTE

### FY 2016-17 PRIORITIES AND OBJECTIVES

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

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ General Services is the primary service provider for the basic services that other departments need to achieve their goals; these include equipment, supplies, and other support services.

## FUND 10 – GENERAL FUND: GENERAL SERVICES

GENERAL FUND 10		GENERAL SERVICES - 411				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-411-1101	SALARIES	43,017	44,297	-	-	0.0%
10-411-1201	INDUSTRIAL INSURANCE	117	133	-	-	0.0%
10-411-1202	MEDICAL INSURANCE	15,313	15,337	-	-	0.0%
10-411-1203	FICA	3,162	4,001	-	-	0.0%
10-411-1204	ASRS	4,753	4,955	-	-	0.0%
TOTAL PERSONNEL		\$ 66,362	\$ 68,724	\$ -	\$ -	0.0%
OPERATING:						
10-411-2100	OFFICE SUPPLIES	8,206	6,005	6,500	6,500	0.0%
10-411-2119	OFFICE EQUIPMENT LEASES	-	-	9,000	8,400	-6.7%
10-411-2403	POSTAGE	11,215	7,189	12,000	12,000	0.0%
10-411-2404	UTILITIES	406,529	458,175	543,000	539,000	-0.7%
10-411-2425	COPY PAPER	3,091	2,931	4,400	4,000	-9.1%
10-411-2500	COMPENSATED ABSENCES	53,423	83,838	-	-	0.0%
10-411-2590	CONTRACT SERVICES	16,419	16,961	12,000	12,000	0.0%
10-411-2600	VERMILLION CLIFFS/CORRALS EXP	19,082	26,398	25,000	25,000	0.0%
10-411-2680	CITY PROMOTIONS	1,938	2,036	-	-	0.0%
10-411-2804	SUBSCRIPTIONS/MEMBERSHIPS	5,746	-	-	-	0.0%
10-411-2806	PRINTING COSTS	-	-	-	10,000	100.0%
10-411-9600	CONTINGENCY	189,587	134,874	400,000	400,000	0.0%
10-411-9850	LIABILITY & PROPERTY INSURANCE	228,168	-	-	-	0.0%
10-411-9902	CAPITAL LEASES	8,135	7,959	-	-	0.0%
TOTAL OPERATING		\$ 951,539	\$ 746,365	\$ 1,011,900	\$ 1,016,900	0.5%
TOTAL EXPENDITURES		\$ 1,017,901	\$ 815,089	\$ 1,011,900	\$ 1,016,900	0.5%

### CURRENT AND PROPOSED EXPENDITURES

- (2119) Office Equipment Leases provides for two Xerox copy machines and the Pitney Bowes postage machine.
- (2590) Contract Services provides for telephone maintenance, pest control, and miscellaneous janitorial services.
- (2680) City Promotions provides for city sponsored employee appreciation lunch and awards program.
- (9600) Contingency covers unexpected and unbudgeted expenses.

## FUND 10 – GENERAL FUND: GOLF MAINTENANCE

GENERAL FUND 10		GOLF MAINTENANCE - 468				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-468-xxxx	PERSONNEL	2,235	112	-	-	0.0%
10-468-xxxx	OPERATING	67,614	72,772	40,600	32,000	-21.2%
TOTAL EXPENDITURES		\$ 69,848	\$ 72,884	\$ 40,600	\$ 32,000	-21.2%

### DEPARTMENT DESCRIPTION

The City of Page has a professional service agreement for the management, operation and maintenance of the Lake Powell National Golf Course.

### SCOPE OF ACTIVITIES

- Oversight of Professional Services Agreement with Aramark.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Reduced Contracted Services line item by \$5,000 to reflect current needs.
- Reduced Building Maintenance and Repair line item by \$2,000 to reflect current needs.
- Reduced Utilities by \$1,000 to reflect current needs.

### PERSONNEL LEVELS

- 0 FTE

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Continue professional service agreement with Aramark for the management, operation and maintenance of the Lake Powell National Golf Course.
- Repair and maintain irrigations system.
- Recovery of greens, tees, collars and surrounds.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Completed major renovations to Clubhouse kitchen, dining room and restrooms.
- ✓ Amended the Service Agreement to automatically extend the contract two years unless provided written notice a year in advance; and allows for Aramark to hire and manage Golf Course personnel.

## FUND 10 – GENERAL FUND: GOLF MAINTENANCE

GENERAL FUND 10	GOLF MAINTENANCE - 468				
PERSONNEL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-468-1205 UNEMPLOYMENT	2,235	112	-	-	0.0%
<b>TOTAL PERSONNEL</b>	<b>\$ 2,235</b>	<b>\$ 112</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>OPERATING:</b>					
10-468-2125 BUILDING REPAIR AND MAINT	3,353	20,000	10,000	8,000	-20.0%
10-468-2404 UTILITIES	20,765	21,033	25,000	24,000	-4.0%
10-468-2590 CONTRACT SERVICES	12,260	8,249	5,000	-	-100.0%
10-468-9896 INTEREST EXPENSE	1,814	762	600	-	-100.0%
10-468-9902 CAPITAL LEASES	29,421	22,727	-	-	0.0%
<b>TOTAL OPERATING</b>	<b>\$ 67,614</b>	<b>\$ 72,772</b>	<b>\$ 40,600</b>	<b>\$ 32,000</b>	<b>-21.2%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 69,848</b>	<b>\$ 72,884</b>	<b>\$ 40,600</b>	<b>\$ 32,000</b>	<b>-21.2%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2404) Utilities covers the utility costs associated with the care of the golf course.

## FUND 10 – GENERAL: HUMAN RESOURCES / RISK MANAGEMENT

GENERAL FUND 10		HUMAN RESOURCE/RISK MNGT - 441				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-441-xxxx	PERSONNEL	53,683	67,099	65,897	65,612	-0.4%
10-441-xxxx	OPERATING	20,043	229,509	509,561	641,725	25.9%
<b>TOTAL EXPENDITURES</b>		<b>\$ 73,727</b>	<b>\$ 296,608</b>	<b>\$ 575,458</b>	<b>\$ 707,337</b>	<b>22.9%</b>

### DEPARTMENT DESCRIPTION

This Department includes Human Resources, Risk Management and Safety. This department handles all aspects of the employment process and is also responsible for orientation, classification, training, employee relations, employee record-keeping, and wage/salary and benefit administration of City employees. The Human Resources Department serves as an information center for employees and management. The Department handles all aspects of risk management including workers compensation, liability insurance, claims and safety compliance.

### SCOPE OF ACTIVITIES

- Recruitment and selection process.
- Employee relations.
- Classification and compensation plan.
- Employee benefits.
- Employee records management.
- Employee training and development.
- Employment verification.
- Commercial and general liability insurance review and renewal.
- Workers Compensation.
- OSHA compliance.

### DEPARTMENTAL GOALS

- 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 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Personnel Compensation line item reflects funds to cover wage increases
- Retirement/Sick Leave Benefit Disbursement covers any retirement payouts, and changes to employee benefits.
- Created a new line item for Classification and Compensation study implementation costs.
- Increased the Recruitment and Retention line item to \$25,000 to cover costs associated with recruiting new personnel.

### PERSONNEL LEVELS

- 1 FTE - Human Resources Administrator

## FUND 10 – GENERAL: HUMAN RESOURCES / RISK MANAGEMENT

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Update of Personnel Policy for City Council consideration.
- Updating the recruitment and selection process.
- Continue with classification and compensation plan.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Implemented the High Deductible Health Plan for City employees, inclusive of a Health Saving Account option.
- ✓ ACA Reporting program purchased and utilized for filing federally mandated information.

GENERAL FUND 10		HUMAN RESOURCE/RISK MNGT - 441				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-441-1101	SALARIES	41,812	43,972	45,427	45,427	0.0%
10-441-1201	INDUSTRIAL INSURANCE	89	105	141	158	12.1%
10-441-1202	MEDICAL INSURANCE	3,809	14,717	11,843	11,493	-3.0%
10-441-1203	FICA	3,148	3,205	3,275	3,319	1.3%
10-441-1204	ASRS	4,825	5,100	5,211	5,215	0.1%
TOTAL PERSONNEL		\$ 53,683	\$ 67,099	\$ 65,897	\$ 65,612	-0.4%
OPERATING:						
10-441-2101	OPERATING SUPPLIES	515	1,251	1,000	1,000	0.0%
10-441-2402	CELL PHONES	-	-	800	660	-17.5%
10-441-2590	CONTRACT SERVICES	472	923	3,000	3,000	0.0%
10-441-2700	TRAVEL, MEALS AND SCHOOLS	1,635	1,108	3,500	3,500	0.0%
10-441-2703	RECRUITMENT & RETENTION	-	3,656	-	25,000	100.0%
10-441-2704	EMPLOYEE TRAINING	-	111	1,500	1,500	0.0%
10-441-2804	SUBSCRIPTIONS/MEMBERSHIPS	250	185	800	700	-12.5%
10-441-2809	EMPLOYEE PROGRAMS	1,100	1,394	9,500	9,500	0.0%
10-441-2815	EMPLOYEE SAFETY	1,421	3,280	6,000	6,000	0.0%
10-441-2816	RISK MANAGEMENT	11,063	12,401	19,200	20,000	4.2%
10-441-2820	UNEMPLOYMENT INSURANCE-CITY	-	-	15,000	15,000	0.0%
10-441-2830	PERSONNEL COMPENSATION	-	-	222,261	32,165	-85.5%
10-441-2835	RETIREMENT/SICK LEAVE BENEFIT	-	-	-	162,500	100.0%
10-441-2840	CLASS & COMPENSATION STUDY	-	-	-	130,750	100.0%
10-441-9601	PUBLICATIONS AND ADVERTISING	3,587	1,129	2,000	3,000	50.0%
10-441-9850	LIABILITY & PROPERTY INSURANCE	-	204,071	225,000	227,450	1.1%
TOTAL OPERATING		\$ 20,043	\$ 229,509	\$ 509,561	\$ 641,725	25.9%
TOTAL EXPENDITURES		\$ 70,139	\$ 296,608	\$ 575,458	\$ 707,337	22.9%

## **FUND 10 – GENERAL: HUMAN RESOURCES / RISK MANAGEMENT**

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### **CURRENT AND PROPOSED EXPENDITURES**

- (2590) Contract Services covers costs for contracted training.
- (2700) Travel, Meals and Schools include Public Risk Management Association Educational Conference and quarterly meetings and Society for Human Resources Management education.
- (2804) Subscriptions and Memberships include Society for Human Resources Management, International Public Management Association for Human Resources, and Public Risk Management Association.
- (2815) Employee Safety covers costs associated with implementing safety training programs across the organization.
- (2816) Risk Management covers expenses accrued for court cases and accidents.
- (2830) Personnel Compensation covers potential wage increases.
- (2835) Retirement/Sick Leave benefit disbursements and changes to employee benefits.
- (2840) Costs associated with implementation of Classification & Compensation study results.



## FUND 10 – GENERAL: INFORMATION TECHNOLOGY

GENERAL FUND 10		IT - 455				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-455-xxxx	PERSONNEL	217,535	236,936	238,161	255,424	7.2%
10-455-xxx	OPERATING	63,299	90,935	66,600	74,400	11.7%
<b>TOTAL EXPENDITURES</b>		<b>\$ 280,834</b>	<b>\$ 327,871</b>	<b>\$ 304,761</b>	<b>\$ 329,824</b>	<b>8.2%</b>

### DEPARTMENTAL GOALS

- Provide the basis for future information technology capital expenditures through planned end of life scheduling of software and hardware.
- Implement a new inventory and tracking system for the City's Information Technology hardware and software assets.
- Provide in-house training resources for IT staff.
- Re-organize IT department operations and procedures and reassign staff duties to improve service to the users.
- Update the City's Information Technology use policies and user handbook.
- Assess the City's technology needs.
- Assess risks and resolve critical issues.
- Provide consulting to Department Directors regarding the potential for relevant Business Technologies.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased Contract Services to \$20,000 for Interim Public Management Contract cost of website support, Network Solutions domain name and Secure Service Layer (SSL) services, network cabling services and support and hosting.
- Increased Personnel costs 7.2% due to increased IT Director salary.

### PERSONNEL LEVELS

- 1 FTE - Information Technology Director
- 2 FTE - Information Technology Technicians

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Improve Internet Service to City Facilities.
- Complete server upgrades.
- Network re-architecture and hardening of systems.
- Provide dedicated technical support for Fire & PD Applications.
- Complete PC/Laptop upgrades.
- Expand mobile/remote access for staff.
- Shift to Microsoft Outlook for email/calendaring.
- Upgrade to current versions of software.
- Expand the use of Cloud technologies for every department.
- Begin centralized posting of web content.
- Complete policies and standardization of equipment.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Completion of Phase II of the fiber optics project.

## FUND 10 – GENERAL: INFORMATION TECHNOLOGY

GENERAL FUND 10		IT - 455				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-455-1101	SALARIES	159,190	169,740	169,289	183,966	8.7%
10-455-1105	OVERTIME	18	85	1,800	1,800	0.0%
10-455-1201	INDUSTRIAL INSURANCE	337	403	520	496	-4.6%
10-455-1202	MEDICAL INSURANCE	28,128	34,697	34,349	34,185	-0.5%
10-455-1203	FICA	11,678	12,502	12,579	13,651	8.5%
10-455-1204	ASRS	18,184	19,509	19,624	21,326	8.7%
<b>TOTAL PERSONNEL</b>		<b>\$ 217,535</b>	<b>\$ 236,936</b>	<b>\$ 238,161</b>	<b>\$ 255,424</b>	<b>7.2%</b>
OPERATING:						
10-455-2101	OPERATING SUPPLIES	1,229	1,055	1,900	1,900	0.0%
10-455-2115	EQUIPMENT REPAIR AND UPGRADES	14,605	15,002	17,000	17,000	0.0%
10-455-2260	BOOKS	254	-	700	700	0.0%
10-455-2265	SOFTWARE LICENSING	16,379	15,977	19,600	20,000	2.0%
10-455-2402	CELL PHONES	2,458	2,683	2,600	1,880	-27.7%
10-455-2404	UTILITIES	7,711	7,709	7,800	7,920	1.5%
10-455-2590	CONTRACT SERVICES	2,663	11,733	7,500	20,000	166.7%
10-455-2700	TRAVEL, MEALS AND SCHOOLS	-	932	9,500	5,000	-47.4%
10-455-9901	FUTURE CAPITAL PURCHASES	18,000	-	-	-	0.0%
10-455-9904	CAPITAL IMPROVEMENT	-	35,844	-	-	0.0%
<b>TOTAL OPERATING</b>		<b>\$ 63,299</b>	<b>\$ 90,935</b>	<b>\$ 66,600</b>	<b>\$ 74,400</b>	<b>11.7%</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 280,834</b>	<b>\$ 327,871</b>	<b>\$ 304,761</b>	<b>\$ 329,824</b>	<b>8.2%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2115) Equipment Repair and Upgrades cover the cost of repairs and upgrades, including Wi-Fi, network infrastructure, Barracuda Network Appliance, power protection, servicers, network switches and devices, notebooks, workstations, wireless networks, firewalls, monitors, printers, UPS and spare parts.
- (2265) Software Licensing covers costs associated with software licensing.
- (2404) Utilities covers costs associated with Internet service to City facilities.
- (2590) Contract Services covers the cost of website support, Network Solutions domain name and Secure Service Layer (SSL) services, network cabling services and support and hosting.

## FUND 10 – GENERAL: INTERFUND TRANSFERS

GENERAL FUND 10		INTERFUND TRANSFERS - 407				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-407-xxxx	PERSONNEL	-	-	-	-	0.0%
10-407-xxxx	OPERATING	-	-	-	-	0.0%
10-407-xxxx	NON-OPERATING	988,876	2,183,592	3,148,454	5,166,808	64.1%
TOTAL EXPENDITURES		\$ 988,876	\$ 2,183,592	\$ 3,148,454	\$ 5,166,808	64.1%

### DEPARTMENT DESCRIPTION

Interfund transfers are transactions that are made when cash balances are needed to be transferred from one fund to another fund for proper allocation of money. During the course of the year, there are several transfers that are made. All of these transfers must be budgeted for in the current budget year in order to be executed.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Transfer for future bond reduction increased by \$1 Million.

### PERSONNEL LEVELS

- 0 FTE

### FY 2016-17 PRIORITIES AND OBJECTIVES

None listed.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Transfers made to the Tourism Fund to reflect the 15% of 1% that is required in Ordinance 616-14.
- ✓ Transfers made to the Debt Service Fund to cover the annual debt payment.

## FUND 10 – GENERAL: INTERFUND TRANSFERS

GENERAL FUND 10	INTERFUND TRANSFERS - 407				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>PERSONNEL:</b>					
<b>TOTAL PERSONNEL</b>	\$ -	\$ -	\$ -	\$ -	0.0%
<b>OPERATING:</b>					
<b>TOTAL OPERATING</b>	\$ -	\$ -	\$ -	\$ -	0.0%
<b>NON-OPERATING:</b>					
10-407-9815 TRANSFER TO DEBT SERVICE	624,490	1,468,153	2,162,557	3,186,677	47.4%
10-407-9825 TRANSFER TO COMM DEV	364,386	415,439	400,000	550,000	37.5%
10-407-9835 TRANSFER TO HURF	-	300,000	-	-	0.0%
10-407-9840 TRANSFER TO CAPITAL FUND	-	-	573,397	1,416,631	147.1%
10-407-9845 TRANSFER TO OTHER FUNDS	-	-	12,500	13,500	8.0%
<b>TOTAL NON-OPERATING</b>	\$ 988,876	\$ 2,183,592	\$ 3,148,454	\$ 5,166,808	64.1%
<b>TOTAL EXPENDITURES</b>	\$ 988,876	\$ 2,183,592	\$ 3,148,454	\$ 5,166,808	64.1%

### CURRENT AND PROPOSED EXPENDITURES

- (9840) Transfer to Capital Fund includes transfer from General Fund to cover capital equipment/improvements budgeted for this fiscal year.
- (9815) Transfer to Debt Service includes transfer from General Fund to Debt Service Fund to cover the General Fund's portion of the debt payment budgeted for this fiscal year plus and an additional \$2.4 million as the 85% of 1% of sales tax to be dedicated to bond debt reduction.
- (9825) Transfer to Community Development covers the 15% of 1% of sales tax to be dedicated to tourism, economic development, and community development.
- (9845) Transfer to Other Funds covers city match for various grants paid from the Miscellaneous Grants Fund.

## FUND 10 – GENERAL: MAGISTRATE COURT

GENERAL FUND 10		MAGISTRATE COURT - 443				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-443-xxxx	PERSONNEL	250,313	312,172	364,151	344,126	-5.5%
10-443-xxxx	OPERATING	14,014	12,021	20,560	23,960	16.5%
<b>TOTAL EXPENDITURES</b>		<b>\$ 264,327</b>	<b>\$ 324,194</b>	<b>\$ 384,711</b>	<b>\$ 368,086</b>	<b>-4.3%</b>

### DEPARTMENT DESCRIPTION

The Page Magistrate Court is the judicial branch of the City of Page. The Court has jurisdiction 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. All are committed to the mission of the Court “to provide professional, fair, efficient and respectful service to our citizens and guests in the administration of justice.”

### SCOPE OF ACTIVITIES

- Judges complete initial hearings, arraignments, sentencing’s, and issue arrest/search warrants, orders of protection, and injunctions against harassment.

### DEPARTMENTAL GOALS

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

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased Office Equipment Leases line item by \$1,400 for Xerox copy machine lease agreement.
- Increased Contract Services line item by \$2,000 to \$13,000 for court appointed attorney fees, records destruction and Language Line.
- Personnel costs decreased by 5.5% to more accurately reflect hours of Assistant Magistrates.

### PERSONNEL LEVELS

- .625 FTE - Magistrate Judge
- .6 FTE - Assistant Magistrates (5)
- 1 FTE - Court Supervisor
- 1 FTE - Court Clerk II
- 1 FTE - Court Clerk I
- 1 FTE - Clerk Typist

## FUND 10 – GENERAL: MAGISTRATE COURT

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- Continued payment audits to enforce fine and restitution obligations.
- Resolved outstanding arrest warrants with renewed payment agreements.
- Continued (in-house) education for assistant magistrate judges.
- 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.

GENERAL FUND 10	MAGISTRATE COURT - 443				
PERSONNEL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-443-1101 SALARIES	174,824	225,125	279,866	266,444	-4.8%
10-443-1105 OVERTIME	396	101	1,000	1,000	0.0%
10-443-1201 INDUSTRIAL INSURANCE	972	1,523	643	860	33.7%
10-443-1202 MEDICAL INSURANCE	43,592	45,634	34,859	30,267	-13.2%
10-443-1203 FICA	12,708	16,545	20,903	20,011	-4.3%
10-443-1204 ASRS	17,821	23,243	26,880	25,545	-5.0%
<b>TOTAL PERSONNEL</b>	<b>\$ 250,313</b>	<b>\$ 312,172</b>	<b>\$ 364,151</b>	<b>\$ 344,126</b>	<b>-5.5%</b>
<b>OPERATING:</b>					
10-443-2101 OPERATING SUPPLIES	1,857	2,077	3,000	3,000	0.0%
10-443-2115 EQUIPMENT REPAIR/MAINTENANCE	187	-	-	-	0.0%
10-443-2119 OFFICE EQUIPMENT LEASES	-	-	1,000	2,400	140.0%
10-443-2402 CELL PHONES	53	708	660	660	0.0%
10-443-2590 CONTRACT SERVICES	10,119	7,192	11,000	13,000	18.2%
10-443-2700 TRAVEL, MEALS AND SCHOOLS	1,533	1,503	4,000	4,000	0.0%
10-443-2804 SUBSCRIPTIONS/MEMBERSHIPS	265	490	900	900	0.0%
10-443-2805 PUBLICATIONS AND ADVERTISING	-	51	-	-	0.0%
<b>TOTAL OPERATING</b>	<b>\$ 14,014</b>	<b>\$ 12,021</b>	<b>\$ 20,560</b>	<b>\$ 23,960</b>	<b>16.5%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 264,327</b>	<b>\$ 324,194</b>	<b>\$ 384,711</b>	<b>\$ 368,086</b>	<b>-4.3%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes court remittance envelopes, office and printer supplies, laser printers, warrant post cards, juror supplies, and court signs.
- (2119) Office Equipment Leases covers the lease agreement for copy machine.
- (2590) Contract Service covers the costs for court appointed attorney's fees, records destruction services, and interpretive services and court appointed attorney fees.
- (2700) Travel, Meals and School provides for mandatory training (16 credit hours) for presiding judge and staff to comply with Supreme Court requirements.

## FUND 10 – GENERAL: FIRE

GENERAL FUND 10		FIRE - 427				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-427-xxxx	PERSONNEL	1,344,956	1,428,662	1,494,042	1,500,568	0.4%
10-427-xxxx	OPERATING	391,800	382,802	284,500	314,510	10.5%
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,736,756</b>	<b>\$ 1,811,465</b>	<b>\$ 1,778,542</b>	<b>\$ 1,815,078</b>	<b>2.1%</b>

### DEPARTMENT DESCRIPTION

The Page Fire Department is an all hazards, combination Fire and Emergency Management Services (EMS) Department providing services around the clock. Three shifts of five employees are on duty working a 48/96 hour schedule. These crews are cross trained to provide fire, emergency medical services, vehicle extrication, hazmat, search and rescue, canyon rescues, waterway fire/rescue and assistance of varying degrees to the citizens of Page and our surrounding communities. PFD is charged with being a first responder to many major local infrastructures such as the Glen Canyon Dam and Navajo Generating Station. Our mutual aid agreements established with the National Park Service, the Bureau of Reclamation and Navajo Generating Station compel our crews to provide assistance at these high hazard entities. Firefighters are also trained in Aircraft Rescue Firefighting as mandated by the FAA for the Page Airport. Additionally prevention activities include fire inspections and preplans for local businesses and new commercial construction, fire hydrant testing and hazmat inspections.

### SCOPE OF ACTIVITIES

- Provide effective and efficient service delivery for fire, emergency medical, hazardous material, and technical rescue responses within the City and surrounding regions.
- Provide the firefighting and emergency medical training necessary to ensure that all firefighters have the essential knowledge and skills needed to provide professional and high quality services to the citizens we serve.
- 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.

### DEPARTMENTAL GOALS

- Improve interagency partnerships through collaborative training for joint emergency situations.
- Provide excellent Fire/EMS services to the customers we serve by increasing employee training.
- Apply for FEMA grant funding to improve the fire station by installing an exhaust removal system and update SCBA fire equipment.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased Operating Supplies line item by \$3,000 to reflect current needs.
- Increased Safety Supply line item by \$1,300 to purchase roof ladder and portable AED.
- Increased Contract Services line item by \$7,000 to cover costs associated with EMS Billing Services.
- Increased Travel, Meals and Schools line item by \$15,000 to \$45,000 to cover mandatory trainings.
- Personnel costs increased by .4% due to a decrease in salary and changes to employee medical insurance elections; and due to increases in Workmen's Compensation and PSPRS.

## **FUND 10 – GENERAL: FIRE**

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### **PERSONNEL LEVELS**

- 1 FTE - Fire Chief
- 3 FTE - Captain
- 3 FTE - Engineer
- 9 FTE - Firefighters
- 1 FTE - Administrative Assistant
- 11 Reserves

### **FY 2016-17 PRIORITIES AND OBJECTIVES**

- Provide a means for staff to attend up-to-date training along with annual mandatory training.
- Improve and increase our reserve program to assist the department during emergency situations.
- Improve internal communications through quarterly department meetings and monthly Captains meetings.
- Obtain Arizona Department of Health Service Certificate of Renewal.
- Develop a Disaster Recovery informational presentation and materials packet for the public to increase disaster awareness.

### **FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED**

- ✓ Purchased the most up to date Zoll Cardiac Monitor for Medic 10 with capital equipment funds.
- ✓ Completed the fitness grant requirements by purchasing the proposed equipment and staff received professional training to provide proper fitness instruction to our crews.
- ✓ Updated the Fire Department Personnel Guidelines.
- ✓ Created monthly department reports and summarized in an annual department report.
- ✓ Participated in the updated version of the Coconino County Multi Jurisdictional Hazard Mitigation Plan.
- ✓ Completely revised the Fire Department Guidelines and Job Descriptions.
- ✓ Responded to 2835 Calls for Service – 1569 Fire /1266 EMS.
- ✓ Hosted 600 school children during tours of the fire department.
- ✓ Average response time to those calls is 3:23 minutes therefore our ISO rating of 5 remains strong.
- ✓ Fought 28 structure fires.
- ✓ Using Medic 20, our long range transport ambulance, PFD provided 53 medically necessary inter-facility long range transports.
- ✓ Inspected 450 fire hydrants.
- ✓ Received \$22,790 in FEMA Assistance to Firefighters grant funding to purchase fitness equipment.
- ✓ AFTS Class A: Flashover simulator was installed at the multi-agency fire department training grounds; a \$100,000 improvement.



## FUND 10 – GENERAL: FIRE

GENERAL FUND 10		FIRE - 427				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-427-1101	SALARIES	760,906	828,498	859,703	852,150	-0.9%
10-427-1102	SALARIES-VOLUNTEERS/RESERVES	22,228	18,846	36,545	36,545	0.0%
10-427-1103	TRANSPORT SALARIES	64,061	74,582	45,000	45,000	0.0%
10-427-1105	OVERTIME	83,894	64,426	81,500	88,000	8.0%
10-427-1201	INDUSTRIAL INSURANCE	47,372	58,455	56,185	70,852	26.1%
10-427-1202	MEDICAL INSURANCE	164,321	182,924	198,875	183,434	-7.8%
10-427-1203	FICA	70,040	73,422	75,366	75,632	0.4%
10-427-1204	ASRS	4,498	5,028	5,299	5,706	7.7%
10-427-1205	UNEMPLOYMENT	-	2,160	-	-	0.0%
10-427-1206	PSPRS	127,637	120,322	135,569	143,250	5.7%
TOTAL PERSONNEL		\$ 1,344,956	\$ 1,428,662	\$ 1,494,042	\$ 1,500,568	0.4%
OPERATING:						
10-427-2101	OPERATING SUPPLIES	16,226	24,536	21,500	24,500	14.0%
10-427-2102	UNIFORM ALLOWANCE	15,188	18,321	16,000	18,000	12.5%
10-427-2104	RESCUE SUPPLIES	-	2,868	5,000	5,000	0.0%
10-427-2106	RESCUE EQUIPMENT	20,873	2,700	5,000	5,000	0.0%
10-427-2115	EQUIPMENT REPAIR/MAINT.	33,414	35,015	35,000	35,000	0.0%
10-427-2119	OFFICE EQUIPMENT LEASES	-	-	3,000	3,000	0.0%
10-427-2226	TURNOUT REPLACEMENT	9,410	12,253	14,000	14,000	0.0%
10-427-2402	CELL PHONES	3,699	3,284	5,000	5,000	0.0%
10-427-2425	BUILDING MAINTENANCE	9,233	8,002	-	-	0.0%
10-427-2450	SAFETY SUPPLIES	2,402	1,088	2,000	3,300	65.0%
10-427-2480	FIRE TRAINING GROUNDS	478	391	3,000	3,000	0.0%
10-427-2590	CONTRACT SERVICES	58,237	79,300	85,000	92,000	8.2%
10-427-2595	MEDICAL SUPPLIES	29,379	37,859	36,000	36,000	0.0%
10-427-2600	INTERFACILITY TRANSPORT EXP	2,071	1,289	2,000	2,000	0.0%
10-427-2650	RADIO TOWER RENT	6,401	6,976	8,000	8,600	7.5%
10-427-2700	TRAVEL, MEALS AND SCHOOLS	25,227	18,313	30,000	45,000	50.0%
10-427-2804	SUBSCRIPTIONS/MEMBERSHIPS	2,554	2,265	3,000	3,610	20.3%
10-427-2806	PRINTING & BINDING	357	458	-	-	0.0%
10-427-2870	EQUIP LEASES-AMBULANCE & FIRE	97,239	101,585	-	-	0.0%
10-427-2875	SCBA CYLINDERS	3,522	4,343	4,000	4,000	0.0%
10-427-2900	FIRE HOSE REPLACEMENT	3,633	1,509	4,000	4,000	0.0%
10-427-2925	HAZARDOUS MAT EQUIP & SUPPLI	430	-	-	-	0.0%
10-427-2950	FIRE PREVENTION EDUCATION	2,060	2,761	3,000	3,500	16.7%
10-427-9901	CAPITAL EQUIPMENT	-	6,354	-	-	0.0%
10-427-9902	FUTURE CAPITAL PURCHASES	35,000	-	-	-	0.0%
10-427-9927	INTEREST EXPENSE	14,767	11,331	-	-	0.0%
TOTAL OPERATING		\$ 391,800	\$ 382,802	\$ 284,500	\$ 314,510	10.5%
TOTAL EXPENDITURES		\$ 1,736,756	\$ 1,811,465	\$ 1,778,542	\$ 1,815,078	2.1%

## FUND 10 – GENERAL: FIRE

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### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes ambulance certification renewals and operating software updates and renewals.
- (2115) Equipment Repair and Maintenance covers National Fire Protection Association (NFPA), Occupational Safety and Health Administration (OSHA), National Institute for Occupational Safety and Health (NIOSH) annual inspection and testing of our self contained breathing apparatus (SCBA), the aerial device on Ladder 1 and ground ladders used on the fire grounds, certified maintenance and repair of specialized fire apparatus, maintenance and repair of the cardiac monitors, SCBA compressor and other state and federal requirements on various pieces of equipment.
- (2590) Contract Services covers costs associated with the 10% fee charged for emergent and non-emergent ambulance billing.
- (2595) Medical Supplies covers expendable supplies required by the AZ Bureau of Emergency Management Services to maintain active ambulance status.
- (2700) Travel, Meals and Schools covers required annual training in Emergency Medical and Fire with a significant portion of this to cover Aircraft Rescue and Firefighting (ARFF) training which is mandated by the Federal Aviation Administration, some examples include: Advanced Life Support Refresher, Emergency Medical Technician (EMT) Refresher, AZ I.A.A.I. - Arizona Chapter - International Assoc. of Arson Investigators, and International Trauma Life Support.

## FUND 10 – GENERAL: PD ADMINISTRATION

GENERAL FUND 10		PD ADMINISTRATION - 420				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-420-xxxx	PERSONNEL	-	-	221,356	228,317	3.1%
10-420-xxxx	OPERATING	-	-	19,000	36,140	90.2%
TOTAL EXPENDITURES		\$ -	\$ -	\$ 240,356	\$ 264,457	10.0%

### 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. Our goal is to create a safe community and to protect the lives and property of our citizens and visitors.

The Records Division is charged with maintaining all police reports and documents and is the citizen's first contact for service at the Public Safety Facility. Together the men and women of the Page Police Department support their core values of: Courage, Compassion and Integrity.

### SCOPE OF ACTIVITIES

- Oversee the daily operations.
- Create regionally interagency partnerships.
- Participate in regional, State, Federal County and Navajo Nation Law Enforcement meetings.
- Implement pro-active crime control strategies focusing on the prolific offender.
- Protect the lives and Property of our community.

### DEPARTMENTAL GOALS

- 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 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased Operating Supplies line item by \$700 to cover department supplies.
- Increased Travel line item by \$10,250 to cover conference and trainings, including on-site training expenses.
- Increased Memberships/Subscriptions line item by \$2,370 to cover memberships to the AZ Association Chief of Police; Rocky Mountain Information Network, AZ Law Enforcement Records Management Association and International Association of Chief of Police.
- Increased Special Events line item by \$2,500 to cover supply costs for assisting with Balloon Regatta, Independence Day Celebration, and New Year's Eve and Graduation detail.
- Personnel costs increased by 3.1% due to changes to employee medical insurance elections, increases in Workmen's Compensation and ASRS (Chief of Police).

# FUND 10 – GENERAL: PD ADMINISTRATION

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## PERSONNEL LEVELS

- 1 FTE - Chief of Police
- 1 FTE - Administrative Assistant
- 1 FTE - Records Clerk

## FY 2016-17 PRIORITIES AND OBJECTIVES

- Complete and Implement a Policy and Procedures Manual (*ongoing*).
- Participating in regional training opportunities.
- Participate in DATA Driven Smart Police Initiatives.
- Increase community involvement by participating in more community events, i.e. Coffee with a Cop, GAIN, School Resource Officer and other community oriented programs.
- Implement mutual aid agreement with the Navajo Nation (*ongoing*).
- Created a yearly police report.
- Create a Volunteer in Policing program.
- Create a Police Explorer program.

## FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Changed the organizational chart/ Command structure.
- ✓ Remained fiscally responsible.
- ✓ Update the Mission/Vision Statement.
- ✓ Continue regional training opportunities and training opportunities.
- ✓ Continue to utilize Page Police Department employees as teachers in regional training sessions.
- ✓ Hosted AzPOST classes at the Page Police Department.
- ✓ Updated Police Department website.
- ✓ Implemented weekly Staff meeting and sharing of information within the organization.
- ✓ Created, goals mission statement committee, website committee, policy and procedures committee.
- ✓ Updated participation with the Terrorism Liaison Officer program with the Arizona Counter Terrorism Center.
- ✓ Created a Navajo liaison team with the goal of creating a liaison with our Navajo Nation community.
- ✓ Completed an audit of all grants, RICO Funds and covert funds.
- ✓ Navajo Nation MOU/IGA approved by the NN Land Order Committee.
- ✓ Victim Witness Advocate/MOU IGA approved Advocate assigned to the Page Police Department.
- ✓ Created Page Police Explorer Program.
- ✓ Created Police Department Strategic Plan.
- ✓ Obtained a dual purpose Police Canine. Canine and Handler certified for dual purposes.
- ✓ Hired four lateral certified Police Officers, including two from the Navajo P.D.
- ✓ Hired a trained Communications Specialist from Navajo P.D. Communications.
- ✓ Created a dog relapse form for tracking of impounded animals.
- ✓ Received a seizure truck from the METRO Task Force.
- ✓ Participated in Organizational meeting in Window Rock and Kaibeto, Navajo Nation.
- ✓ Completed annual employee evaluations.
- ✓ Lt. Lange and Lt. Jones assigned to Glendale PD Special events to monitor and evaluate ICS and NIMS.
- ✓ Evidence Technician hired and assigned to Investigations.
- ✓ Created a Special Events Financial Tracking system for tracking of SE expenses.
- ✓ Continue to utilize ICS and NIMS on significant events.
- ✓ Participated in listed Community Policing events, Special Olympics, Balloon Regatta, National Police week, Annual Night out, Shop with a Cop, Coffee with a Cop and Freshman Focus.
- ✓ Lt Jones and Lange assigned to update the Emergency Operations Plan working with Emergency Management.
- ✓ Transitioning Police Color scheme to black and white for higher visibility, local artist participated in graphics.
- ✓ During Fiscal Year 2015, the Page Police Department actively sought, applied for and was awarded \$481,348.00 in grant funding including 911 upgrades. These funds increased the levels of service without an increase in the department's general fund budget.

## FUND 10 – GENERAL: PD ADMINISTRATION

GENERAL FUND 10	PD ADMINISTRATION- 420				
PERSONNEL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-420-1101 SALARIES	-	-	158,437	157,504	-0.6%
10-420-1105 OVERTIME	-	-	10,000	5,000	-50.0%
10-420-1201 INDUSTRIAL INSURANCE	-	-	2,117	4,302	103.2%
10-420-1202 MEDICAL INSURANCE	-	-	11,826	23,807	101.3%
10-420-1203 FICA	-	-	12,703	12,104	-4.7%
10-420-1204 ASRS	-	-	9,570	16,703	74.5%
10-420-1206 PSPRS	-	-	16,703	8,897	-46.7%
<b>TOTAL PERSONNEL</b>	\$ -	\$ -	\$ 221,356	\$ 228,317	3.1%
<b>OPERATING:</b>					
10-420-2101 OPERATING SUPPLIES	-	-	19,000	19,700	3.7%
10-420-2402 CELL PHONES	-	-	-	1,320	100.0%
10-420-2700 TRAVEL, MEALS AND SCHOOLS	-	-	-	10,250	100.0%
10-420-2780 SPECIAL EVENTS	-	-	-	2,500	100.0%
10-420-2804 SUBSCRIPTIONS/MEMBERSHIPS	-	-	-	2,370	100.0%
<b>TOTAL OPERATING</b>	\$ -	\$ -	\$ 19,000	\$ 36,140	90.2%
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ 240,356	\$ 264,457	10.0%

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes office supplies (paper, toner, file folders, printer cartridges, etc.), First Aid/AED/Jump bag supplies; training equipment and AED replacement.
- (2700) Travel, Meals and Schools covers AZ Association of Chief of Police meetings, Metro meetings, Spillman Conference, AZ Law Enforcement Records Management, AZ Police Officer Standards training classes, leadership training, Uniform Crime Reporting and records retention training; along with on-site department training expenses.

## FUND 10 – GENERAL: COMMUNICATIONS

GENERAL FUND 10		COMMUNICATIONS - 422				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-422-xxxx	PERSONNEL	389,002	374,037	421,966	414,981	-1.7%
10-422-xxxx	OPERATING	28,646	15,288	28,900	40,705	40.8%
<b>TOTAL EXPENDITURES</b>		\$ 417,648	\$ 389,325	\$ 450,866	\$ 455,686	1.1%

### 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). We serve the City of Page and primarily dispatch for the Page Police Department, the Page Fire Department, and the Greenthaven Fire Department. We also 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.

The Communications Center is primarily staffed by one dispatcher who answers all phone calls and all radio traffic. Our mission is: To provide exceptional customer service to all responders, citizens, and visitors. We accept that we are a vital link as the first, first responders for law enforcement, EMS, and fire.

### SCOPE OF ACTIVITIES

- The Communications Center is a direct link between citizens and emergency response services.
- Dispatchers answer 9-1-1 calls, all other phone calls for service, and provide support for all field operations.
- Dispatchers monitor multiple radio frequencies and dispatch calls to Police and Fire/EMS.
- Dispatchers access local, state and federal databases, assign reports, and track officer's activity in the field.

### DEPARTMENTAL GOALS

- Develop strategies to recruit and retain employees to achieve our preferred staffing level of two dispatchers on duty per shift.
- 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 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Reduced Operating Supplies line item by \$300 to reflect current needs.
- Increased Uniform line item by \$400 to purchase department shirts.
- Increased Contract Services line item by \$1,642 for Glen Canyon Communications contract, Gosserco contract and the Language Line.
- Increased Travel line item by \$1,532 to cover conference and trainings, including Dispatch Academy training.
- Decreased Memberships/Subscriptions line item by \$440 to reflect current needs.
- Personnel costs decreased by 1.7% due to changes to employee medical insurance elections.

### PERSONNEL LEVELS

- 1 FTE - Communications Supervisor
- 5 FTE - Communication Specialists
- 1 FTE - PT Communication Specialists (2)

## FUND 10 – GENERAL: COMMUNICATIONS

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Work with Glen Canyon Communications on enhancing the radio system operability.
- Remain fully staffed at current level.
- Add additional dispatchers.
- Increase in training opportunities.
- Assign communications member to attend the Communications Academy.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ The majority of FY16 the Communications Center worked without 3 of their 6 full-time positions. This required the dispatchers to work long hours and extra shifts simply to provide uninterrupted dispatch service. The dedicated staff rallied together to provide this service to our customers, both internal and external.
- ✓ Recruited and trained three new Dispatchers; and completed the WALETA Dispatch Academy (Western Arizona Law Enforcement Training Academy).
- ✓ Trained on a new system for ACIC/NCIC (Arizona Crime Information Center and National Crime Information Center).
- ✓ Replaced the cables, fixed the cable management, and added grounding for the radio system at the water tower.
- ✓ Added a radio receiver at Lake View to complete coverage for Police 2 frequency.
- ✓ Connected to the existing fiber optics cable from the water tower to the dispatch console to enhance radio quality.

GENERAL FUND 10		COMMUNICATIONS - 422				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-422-1101	SALARIES	268,940	254,760	284,490	288,924	1.6%
10-422-1105	OVERTIME	12,712	22,081	12,000	15,000	25.0%
10-422-1201	INDUSTRIAL INSURANCE	585	632	804	987	22.8%
10-422-1202	MEDICAL INSURANCE	53,759	45,105	69,021	52,626	-23.8%
10-422-1203	FICA	20,501	20,358	21,644	22,553	4.2%
10-422-1204	ASRS	32,504	31,100	34,007	34,890	2.6%
TOTAL PERSONNEL		\$ 389,002	\$ 374,037	\$ 421,966	\$ 414,981	-1.7%
OPERATING:						
10-422-2101	OPERATING SUPPLIES	1,316	1,974	3,500	3,200	-8.6%
10-422-2102	UNIFORM ALLOWANCE	-	511	500	900	80.0%
10-422-2115	EQUIPMENT REPAIR/MAINT.	15,520	3,640	4,500	8,000	77.8%
10-422-2119	OFFICE EQUIPMENT LEASES	-	-	-	1,800	100.0%
10-422-2402	CELL PHONES	45	623	3,000	3,371	12.4%
10-422-2590	CONTRACT SERVICES	6,133	6,030	6,300	7,942	26.1%
10-422-2700	TRAVEL, MEALS AND SCHOOLS	4,099	1,453	8,300	9,832	18.5%
10-422-2804	SUBSCRIPTIONS/MEMBERSHIPS	92	-	1,200	760	-36.7%
10-422-2825	GIS	1,441	1,057	1,600	800	-50.0%
10-422-2900	COMPUTER/I.T.	-	-	-	4,100	100.0%
TOTAL OPERATING		\$ 28,646	\$ 15,288	\$ 28,900	\$ 40,705	40.8%
TOTAL EXPENDITURES		\$ 417,648	\$ 389,325	\$ 450,866	\$ 455,686	1.1%

## **FUND 10 – GENERAL: COMMUNICATIONS**

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### **CURRENT AND PROPOSED EXPENITURES**

- (2101) Operating supplies include printing (cartridges) and department office supply needs. It also includes employee specific equipment such as headsets, ear buds and voice tubes.
- (2115) Equipment Repair and Maintenance covers costs related to the replacement of equipment within the department and the mobile command center.
- (2590) Contract Services covers Glen Canyon Communications and Goserco contracts and the Language Line.
- ((2804) Subscription/Memberships covers APCO – Association of Public Safety Communications Officials membership and notary renewals.



## FUND 10 – GENERAL: INVESTIGATIONS

GENERAL FUND 10		INVESTIGATIONS - 426				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-426-xxxx	PERSONNEL	333,889	112,960	274,787	273,552	-0.4%
10-426-xxxx	OPERATING	6,346	5,716	32,480	40,638	25.1%
<b>TOTAL EXPENDITURES</b>		<b>\$ 340,234</b>	<b>\$ 118,676</b>	<b>\$ 307,267</b>	<b>\$ 314,190</b>	<b>2.3%</b>

### DEPARTMENT DESCRIPTION

The Criminal Investigations Division is assigned to the support services division of the Police Department. 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.

### SCOPE OF ACTIVITIES

Essential duties and responsibilities:

- Conduct interviews and obtain statements from victims, witnesses and suspects of alleged crimes.
- Collection, packaging and preserving of physical evidence in a manner which insures the admissibility of such evidence in a court of law.
- 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.
- 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.
- Positively and professionally represent the City of Page and the law enforcement profession.

### DEPARTMENTAL GOALS

- To clear all back logged cases that have been pending due to staffing issues.
- To promote one officer to detective.
- To provide assistance to the patrol division by conducting follow up interviews, etc. on all high profile/ major cases.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Created a Buy Money/Silent Witness line item of \$4,000 for controlled funds to enhance our drug investigation capabilities.
- Reduced Operating Supplies line item by \$1,600 to reflect current needs.
- Increased Equipment Repair and Maintenance line item by \$6,200 for repair and maintenance to evidence room incinerator and ventilation system.
- Increased Investigations line item by \$1,000 for travel expenses of specialized teams for high profile investigations.
- Increased Contract Services line item by \$500 for towing expenses.
- Increased Printing and Binding line item by \$1,253 for evidence envelopes, program flyers, and safekeeping receipts.
- Personnel costs decreased by .4% due to changes to Workmen's Compensation.

## **FUND 10 – GENERAL: INVESTIGATIONS**

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### **FY 2016-17 BUDGET HIGHLIGHTS**

Significant changes are as follows:

- Coordinate efforts with United States Marshals Service in conjunction with the Department of Justice (DOJ), National Anti-Violent Crime Initiative.
- Coordinate monthly Regional Investigative Prolific Offender meetings.

### **PERSONNEL LEVELS**

- 1 FTE - Lieutenant
- 1 FTE - Sergeant
- 1 FTE - Evidence Technician

### **FY 2016-17 PRIORITIES AND OBJECTIVES**

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

### **FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED**

- ✓ Detective Sergeant completed training to include Police Supervision, General Instructor, Female Leadership, and Basic Criminal Investigation.
- ✓ Detective Sergeant and Evidence Technician completed Property and Evidence training and became members of the International Association of Property and Evidence.
- ✓ Although the division was very short on man power throughout FY 2015-16, CID was assigned high profile cases related to deaths, sex crimes and child crimes.

## FUND 10 – GENERAL: INVESTIGATIONS

GENERAL FUND 10		INVESTIGATIONS - 426				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-426-1101	SALARIES	201,821	71,942	162,286	161,829	-0.3%
10-426-1105	OVERTIME	18,268	1,432	7,000	7,000	0.0%
10-426-1201	INDUSTRIAL INSURANCE	8,500	4,594	9,818	9,059	-7.7%
10-426-1202	MEDICAL INSURANCE	44,388	15,374	34,256	34,637	1.1%
10-426-1203	FICA	16,219	4,489	12,390	12,406	0.1%
10-426-1204	ASRS	-	-	4,169	4,172	0.1%
10-426-1206	PSPRS	44,693	15,130	44,868	44,449	-0.9%
<b>TOTAL PERSONNEL</b>		<b>\$ 333,889</b>	<b>\$ 112,960</b>	<b>\$ 274,787</b>	<b>\$ 273,552</b>	<b>-0.4%</b>
OPERATING:						
10-426-2101	OPERATING SUPPLIES	2,520	1,357	5,700	4,100	-28.1%
10-426-2102	UNIFORM ALLOWANCE	1,429	946	4,400	3,020	-31.4%
10-426-2115	EQUIPMENT REPAIR/MAINT.	-	-	1,500	11,200	646.7%
10-426-2190	INVESTIGATIONS	634	608	1,000	2,000	100.0%
10-426-2402	CELL PHONES	-	-	4,920	1,980	-59.8%
10-426-2590	CONTRACT SERVICES	-	1,587	2,500	3,000	20.0%
10-426-2700	TRAVEL, MEALS AND SCHOOLS	1,762	1,218	11,250	8,500	-24.4%
10-426-2710	SILENT WITNESS	-	-	-	4,000	100.0%
10-426-2804	SUBSCRIPTIONS/MEMBERSHIPS	-	-	210	585	178.6%
10-426-2806	PRINTING & BINDING	-	-	1,000	2,253	125.3%
<b>TOTAL OPERATING</b>		<b>\$ 6,346</b>	<b>\$ 5,716</b>	<b>\$ 32,480</b>	<b>\$ 40,638</b>	<b>25.1%</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 340,234</b>	<b>\$ 118,676</b>	<b>\$ 307,267</b>	<b>\$ 314,190</b>	<b>2.3%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes digital recorders and evidence room supplies (blood kits, bar coding supplies, labels, evidence packaging materials, etc).
- (2115) Equipment Repair and Maintenance includes new evidence room incinerator and ventilation system.
- (2700) Travel Meals and Schools includes travel and training and costs associated with attending grand jury trials, safe child, pretrial, and transporting evidence to Flagstaff.
- (2710) Silent Witness funds are controlled funds to enhance our drug investigation capabilities.

## FUND 10 – GENERAL: PATROL

GENERAL FUND 10		PATROL - 421				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-421-xxxx	PERSONNEL	1,424,618	1,705,495	1,629,780	1,549,041	-5.0%
10-421-xxxx	OPERATING	210,801	180,585	245,750	245,333	-0.2%
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,635,419</b>	<b>\$ 1,886,080</b>	<b>\$ 1,875,530</b>	<b>\$ 1,794,374</b>	<b>-4.3%</b>

### DEPARTMENT DESCRIPTION

The Page Police Department provides law enforcement services to the City of Page while protecting the lives and property of our diverse community. The Patrol Division is the most visible unit in the department. The Patrol division, in its simplest terms, 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 the community.

### SCOPE OF ACTIVITIES

The Patrol Division patrols and responds to all calls for service, including:

- 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.

### DEPARTMENTAL GOALS

- 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 and identify the crime prevention strategies to reduce the opportunities for crime in our community.
- Establish a school safety program for 2016-17 school year; draft a service agreement between the school and Police Department; submit an application through the Arizona Department of Education by April 15, 2016, and assign an officer to position and complete the 180 hours of Law-Related Education (LRE) instruction and training.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Reduced Operating Supplies line item by \$7,900 to reflect current needs.
- Reduced Uniform line item by \$2,550 to reflect current needs.
- Reduced Equipment Repair and Maintenance line item by \$2,450 to reflect current needs.
- Reduced Office Equipment Leases line item by \$3,360 to reflect current needs.
- Increased Travel, Meals and Schools line item by \$2,250.
- Increased Computer/IT line item to \$44,257 for Spillman maintenance and server agreement.
- Personnel costs decreased by 5% due to changes to employee medical insurance elections; and a decrease in overtime.

## **FUND 10 – GENERAL: PATROL**

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### **PERSONNEL LEVELS**

- 1 FTE - Patrol Lieutenant
- 3 FTE - Patrol Sergeants
- 12 FTE - Patrol Officers
- 1 FTE – Animal Control Officer

### **FY 2016-17 PRIORITIES AND OBJECTIVES**

- Reduce overtime by at least 10%.
- Complete/implement policy and procedure manual.
- Decrease drug activity.
- Increase case clearance rates.
- Develop and strengthen partnership with other agencies.
- 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.

### **FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED**

- ✓ Maintained patrol staff and hired three new police officers.
- ✓ Promoted Canine Officer.
- ✓ Certified Dual purpose canine team with funds obtained from METRO Task Force.
- ✓ Completed Policy & Procedure manual.
- ✓ Took ownership of Boston Whaler patrol boat from AZ. Game & Fish.
- ✓ Purchased Dual Purpose Canine with funds obtained from Page Drug Awareness Task Force.
- ✓ Receive dog food from Purina for Police Canine.
- ✓ Formed partnership with METRO task force to investigate and decrease drug activity.
- ✓ Maintained a “No kill” animal Shelter.
- ✓ Formed agreement with Page Animal Hospital so City of Page no longer euthanizes animals.

## FUND 10 – GENERAL: PATROL

GENERAL FUND 10		PATROL - 421				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-421-1101	SALARIES	844,972	978,125	889,464	846,653	-4.8%
10-421-1105	OVERTIME	89,295	150,226	77,000	99,500	29.2%
10-421-1201	INDUSTRIAL INSURANCE	32,422	37,612	33,237	36,478	9.8%
10-421-1202	MEDICAL INSURANCE	207,132	238,206	241,884	187,129	-22.6%
10-421-1203	FICA	68,614	83,470	70,111	69,868	-0.3%
10-421-1204	ASRS	10,330	20,526	4,169	4,172	0.1%
10-421-1206	PSPRS	171,854	197,329	313,915	305,241	-2.8%
TOTAL PERSONNEL		\$ 1,424,618	\$ 1,705,495	\$ 1,629,780	\$ 1,549,041	-5.0%
OPERATING:						
10-421-2101	OPERATING SUPPLIES	55,917	20,771	37,100	29,200	-21.3%
10-421-2102	UNIFORM ALLOWANCE	12,452	25,718	26,900	24,350	-9.5%
10-421-2110	JANITORIAL SUPPLIES	43	-	-	-	0.0%
10-421-2115	EQUIPMENT REPAIR/MAINT.	13,970	6,062	24,000	24,550	2.3%
10-421-2116	OFFICE EQUIPMENT	16,727	14,867	-	-	0.0%
10-421-2119	OFFICE EQUIPMENT LEASES	-	-	14,400	9,240	-35.8%
10-421-2402	CELL PHONES	7,316	8,697	8,940	9,900	10.7%
10-421-2590	CONTRACT SERVICES	54,210	30,026	51,950	50,640	-2.5%
10-421-2700	TRAVEL, MEALS AND SCHOOLS	6,875	17,730	27,750	30,000	8.1%
10-421-2705	PROGRAM EXPENSES	-	9,729	10,000	10,000	0.0%
10-421-2710	SILENT WITNESS	-	-	1,000	-	-100.0%
10-421-2715	COMMUNITY ROOM EXPENSES	695	28	-	-	0.0%
10-421-2750	K-9 EXPENSE	1,573	226	2,200	6,175	180.7%
10-421-2780	DARE EXPENSE	-	-	-	-	0.0%
10-421-2804	SUBSCRIPTIONS/MEMBERSHIPS	1,826	610	2,250	576	-74.4%
10-421-2806	PRINTING & BINDING	3,738	3,824	5,010	3,945	-21.3%
10-421-2825	FIREARMS RANGE EXPENSES	458	830	2,500	2,500	0.0%
10-421-2900	COMPUTER/I.T.	-	41,467	31,750	44,257	39.4%
10-421-9901	FUTURE CAPITAL PURCHASES	35,000	-	-	-	0.0%
10-421-9904	CAPITAL EQUIPMENT	-	-	-	-	0.0%
TOTAL OPERATING		\$ 210,801	\$ 180,585	\$ 245,750	\$ 245,333	-0.2%
TOTAL EXPENDITURES		\$ 1,635,419	\$ 1,886,080	\$ 1,875,530	\$ 1,794,374	-4.3%

## FUND 10 – GENERAL: PATROL

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### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes ammunition, animal shelter supplies, batteries, road signs, traffic equipments, drug test kits, prisoner transport equipment, cameras, entry gear, tool kits, ear pieces and other miscellaneous supplies.
- (2102) Uniform Allowance covers the costs of uniforms, patrol patches and badges, and bullet proof vests.
- (2115) Equipment Repair and Maintenance covers costs related to car maintenance including paint and graphics, repair of Vie Vu cameras and weapons, replacement of lap top stands in the patrol vehicles and portable radios.
- (2402) Cell Phones covers the costs of cell phone service and wireless cards for lap tops.
- (2590) Contract Services covers annual maintenance and service agreements, including Glen Canyon Communications radio contract, Durham Communications, Net Motion (laptop services), IBC service contract (gates), Johnson Control and Lexipol (manuals); and professional services such as towing service, drinking water, records destruction, National Test Network and emergency medical services for suspects during an arrest, recruitment materials, and emergency vet services.

## FUND 10 – GENERAL: PUBLIC WORKS ADMINISTRATION

GENERAL FUND 10	BUILDING MAINTENANCE - 457				
EXPENDITURE SUMMARY:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-457-xxxx PERSONNEL	-	-	492,197	494,581	0.5%
10-457-xxxx OPERATING	-	-	15,000	15,000	0.0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ 507,197	\$ 509,581	0.5%

### DEPARTMENT DESCRIPTION

Public Works Administration is a new department created 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. The Director of Engineering will be responsible for the oversight of street maintenance, storm sewer, park and cemetery maintenance, airport maintenance and the operation of all city owned facilities.

### SCOPE OF 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 the City mapping system.
- Develop and maintain the City infrastructure maintenance records.

### DEPARTMENTAL GOALS

- Maximize funds through effective infrastructure analysis and management.

### FY 2016-17 BUDGET HIGHLIGHTS

- Includes funding of a Public Works Director position.
- Personnel costs increased by .5% due to changes to employee medical insurance elections; and an increase in Workmen's Compensation.

### PERSONNEL LEVELS

- 1 FTE - City Engineer
- 1 FTE - Public Works Director
- 1 FTE - Street Maintenance Supervisor
- 2 FTE - Street Maintenance Workers
- 1 FTE - Office Manager
- .25 FTE - PT Seasonal Maintenance Worker

### FY 2016-17 PRIORITIES AND OBJECTIVES

- In coordination with Page Utility Enterprises, 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.
- Create a Pavement Condition Index for the City.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ iWorQ program installed and functioning at the Garage and in the process at Public Works.



## FUND 10 – GENERAL: PUBLIC WORKS ADMINISTRATION

GENERAL FUND 10		PW ADMINISTRATION - 420				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-460-1101	SALARIES	-	-	327,878	328,444	0.2%
10-460-1105	OVERTIME	-	-	1,800	1,800	0.0%
10-460-1201	INDUSTRIAL INSURANCE	-	-	26,219	38,131	45.4%
10-460-1202	MEDICAL INSURANCE	-	-	75,099	64,631	-13.9%
10-460-1203	FICA	-	-	24,085	24,361	1.1%
10-460-1204	ASRS	-	-	37,116	37,214	0.3%
<b>TOTAL PERSONNEL</b>		-	-	\$ 492,197	\$ 494,581	<b>0.5%</b>
<b>OPERATING:</b>						
10-460-2101	OPERATING SUPPLIES	-	-	15,000	15,000	0.0%
<b>TOTAL OPERATING</b>		-	-	\$ 15,000	\$ 15,000	0.0%
<b>TOTAL EXPENDITURES</b>		-	-	\$ 507,197	\$ 509,581	<b>0.5%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies covers the cost of office and printing supplies.

## FUND 10 – GENERAL: BUILDING MAINTENANCE

GENERAL FUND 10		BUILDING MAINTENANCE - 457				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-457-xxxx	PERSONNEL	205,659	236,822	145,778	153,090	5.0%
10-457-xxxx	OPERATING	49,046	90,677	109,300	112,800	3.2%
TOTAL EXPENDITURES		\$ 254,704	\$ 327,499	\$ 255,078	\$ 265,890	4.2%

### 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.

### SCOPE OF ACTIVITIES

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

### DEPARTMENTAL GOALS

- Cost effective maintenance of City facilities.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased the Contact Services line item by \$4,200 to include cleaning of restrooms at the Sports Complex Park.
- Personnel costs increased by 5% due to changes to employee medical insurance elections; and an increase in Workmen's Compensation.

### PERSONNEL LEVELS

- 1 FTE - Electrician
- 1 FTE - Building Maintenance
- 1.5 FTE - Custodian

### FY 016-17 PRIORITIES AND OBJECTIVES

- Replace HVAC units at the Library and Justice court.
- Replace emergency standby generator at Justice building.
- Repair or replace roof on the Townhouse.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Fire Riser repair under the Public Safety Building.
- ✓ Cleaned and maintained City facilities.
- ✓ Airport terminal, Townhouse, and Central Garage were repainted.

## FUND 10 – GENERAL: BUILDING MAINTENANCE

GENERAL FUND 10		BUILDING MAINTENANCE - 457				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-457-1101	SALARIES	141,101	158,890	102,927	102,927	0.0%
10-457-1105	OVERTIME	318	744	600	600	0.0%
10-457-1201	INDUSTRIAL INSURANCE	4,485	5,914	5,238	6,477	23.7%
10-457-1202	MEDICAL INSURANCE	32,829	41,311	17,448	23,558	35.0%
10-457-1203	FICA	10,606	11,452	7,690	7,643	-0.6%
10-457-1204	ASRS	16,320	18,512	11,875	11,885	0.1%
TOTAL PERSONNEL		\$ 205,659	\$ 236,822	\$ 145,778	\$ 153,090	5.0%
OPERATING:						
10-457-2101	OPERATING SUPPLIES	1,912	3,101	2,000	2,000	0.0%
10-457-2102	UNIFORM ALLOWANCE	967	701	1,200	1,200	0.0%
10-457-2103	SAFETY SUPPLIES	283	398	500	500	0.0%
10-457-2104	CLOTHING ALLOWANCE	-	400	400	400	0.0%
10-457-2105	JANITORIAL SUPPLIES	15,280	13,706	19,000	19,000	0.0%
10-457-2110	BUILDING MATERIALS	1,426	1,735	2,000	2,000	0.0%
10-457-2115	EQUIPMENT REPAIR/MAINT.	2,237	2,118	11,000	11,000	0.0%
10-457-2119	ELECTRICAL SUPPLIES	7,263	9,658	-	-	0.0%
10-457-2120	OFFICE EQUIPMENT LEASES	-	-	2,000	2,000	0.0%
10-457-2227	LOCK REPLACEMENT	-	716	-	-	0.0%
10-457-2500	PLUMBING	3,396	7,881	-	-	0.0%
10-457-2590	CONTRACT SERVICES	2,617	12,030	10,700	14,200	32.7%
10-457-2850	FACILITIES MAINTENANCE	-	-	60,500	60,500	0.0%
10-457-2900	HVAC EXPENSES	8,380	11,035	-	-	0.0%
10-457-9902	CAPITAL LEASES	1,974	2,198	-	-	0.0%
10-457-9925	CONSTRUCTION	3,311	25,000	-	-	0.0%
TOTAL OPERATING		\$ 49,046	\$ 90,677	\$ 109,300	\$ 112,800	3.2%
TOTAL EXPENDITURES		\$ 254,704	\$ 327,499	\$ 255,078	\$ 265,890	4.2%

### CURRENT AND PROPOSED EXPENDITURES

- (2105) Janitorial Supplies includes janitorial supplies for all City facilities.
- (2115) Equipment Repair and Replacement includes funding to repair mechanicals, such as automatic doors, elevator, and shop machinery.
- (2227) Lock Replacement covers costs of maintaining current lock system. (Moved to Facilities Maintenance)
- (2500) Plumbing covers costs associated with maintaining water and sewer in City facilities. (Moved to Facilities Maintenance).
- (2590) Contract Services includes costs associated with large electrical, structural repairs, carpet and window cleaning, fire extinguisher inspection, elevator inspections, backflow inspection and ADEQ certifications for buildings and grease trap pumping at Community Center.

## FUND 10 – GENERAL: CENTRAL GARAGE

GENERAL FUND 10		CENTRAL GARAGE - 448				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-448-xxxx	PERSONNEL	121,669	127,243	127,350	127,659	0.2%
10-448-xxxx	OPERATING	163,397	134,262	182,700	192,500	5.4%
TOTAL EXPENDITURES		\$ 285,065	\$ 261,505	\$ 310,050	\$ 320,159	3.3%

### 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 according to 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 Highway User Revenue Fund (HURF). Mechanics also service and maintain the emergency generators for the Public Safety building, Court Magistrate building and City Hall; and the generators required for IT and communications and airport lighting and communication.

### SCOPE OF ACTIVITIES

- Provide preventive maintenance and repair to 62 vehicles, 18 heavy trucks, 13 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.

### DEPARTMENTAL GOALS

- Acquire and train in the use of new diagnostic tools for diesel engines used by Fire Department and Public Works.
- Ensure the safety of all vehicles and equipment pieces used by City departments.
- To assess department priorities and operations in order to impact efficiency and cost effectiveness.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased Heavy Equipment Repair line item by \$5,000 to reflect current needs.
- Increased Tires line item by \$4,800 to \$11,800 to reflect current needs.
- Personnel costs increased by .2% due to changes to an increase in Workmen's Compensation.

### PERSONNEL LEVELS

- 1 FTE - Heavy Equipment Tech
- 1 FTE - Senior Auto Tech

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Continue to provide service to all departments as efficiently as duties allow.

## FUND 10 – GENERAL: CENTRAL GARAGE

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Refit of Medic 11, with new motor and rear axle.
- ✓ Replacement of engine oil seals on the Cat D8L dozer.
- ✓ Provided preventive maintenance and repair to 62 vehicles, 18 heavy trucks, 13 tractors and mowers, 3 emergency generators, 10 heavy equipment pieces and 84 pieces of small machinery.
- ✓ Changed a patrol SUV into the K-9 unit installing the protection system for the animal (automatic controls on heat/AC, windows) and cage.
- ✓ Purchased diagnostic tool for the vehicles and trained personnel.
- ✓ Purchased transmission flush machine.
- ✓ Resourced 3 vehicles for the code enhancement, Library and airport maintenance.
- ✓ Purchased software iWorQ for fleet maintenance management.

GENERAL FUND 10		CENTRAL GARAGE - 448				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-448-1101	SALARIES	84,071	87,236	88,876	88,875	0.0%
10-448-1105	OVERTIME	-	-	1,000	1,000	0.0%
10-448-1201	INDUSTRIAL INSURANCE	2,182	2,809	3,135	3,596	14.7%
10-448-1202	MEDICAL INSURANCE	19,614	20,712	17,384	17,214	-1.0%
10-448-1203	FICA	6,099	6,368	6,646	6,656	0.1%
10-448-1204	ASRS	9,702	10,118	10,309	10,318	0.1%
<b>TOTAL PERSONNEL</b>		<b>\$ 121,669</b>	<b>\$ 127,243</b>	<b>\$ 127,350</b>	<b>\$ 127,659</b>	<b>0.2%</b>
OPERATING:						
10-448-2101	OPERATING SUPPLIES	287	336	500	500	0.0%
10-448-2102	UNIFORM ALLOWANCE	573	598	600	600	0.0%
10-448-2104	CLOTHING ALLOWANCE	-	200	200	200	0.0%
10-448-2115	EQUIPMENT REPAIR/MAINT.	596	470	900	900	0.0%
10-448-2590	CONTRACT SERVICES	3,286	3,945	3,500	3,500	0.0%
10-448-2601	FUEL	101,959	82,963	123,000	123,000	0.0%
10-448-2603	VEHICLE REPAIR/MAINTENANCE	18,540	19,923	20,000	20,000	0.0%
10-448-2607	OIL	4,476	4,274	5,300	5,300	0.0%
10-448-2608	HEAVY EQUIPMENT REPAIR	13,973	12,595	20,000	25,000	25.0%
10-448-2610	TIRES	8,061	7,168	7,000	11,800	68.6%
10-448-2700	TRAVEL, MEALS AND SCHOOLS	-	141	200	200	0.0%
10-448-2804	SUBSCRIPTIONS/MEMBERSHIPS	1,646	1,649	1,500	1,500	0.0%
10-448-9901	FUTURE CAPITAL PURCHASES	10,000	-	-	-	0.0%
<b>TOTAL OPERATING</b>		<b>\$ 163,397</b>	<b>\$ 134,262</b>	<b>\$ 182,700</b>	<b>\$ 192,500</b>	<b>5.4%</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 285,065</b>	<b>\$ 261,505</b>	<b>\$ 310,050</b>	<b>\$ 320,159</b>	<b>3.3%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2603) Vehicle Repair and Maintenance include costs for light duty vehicle maintenance and repair.
- (2608) Heavy Equipment Repair includes costs for maintenance of heavy trucks and equipment.
- (2601) Fuel covers cost of fleet fuel; costs are volatile and can increase unexpectedly.

## FUND 10 – GENERAL: PARKS MAINTENANCE

GENERAL FUND 10		PARKS MAINTENANCE - 462				
EXPENDITURE SUMMARY:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-462-xxxx	PERSONNEL	226,838	238,389	249,528	251,746	0.9%
10-462-xxxx	OPERATING	36,094	38,516	39,600	90,800	129.3%
<b>TOTAL EXPENDITURES</b>		\$ 262,932	\$ 276,905	\$ 289,128	\$ 342,546	18.5%

### 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 and weed control. Maintenance personnel are assigned specific maintenance divisions throughout the City and funded according to the needs of their areas. Department personnel are responsible for snow and ice control on facility walkways, perpetual care of the cemetery, burials, and setting stones.

### SCOPE OF ACTIVITIES

- Maintenance of 20 acres of lawns, 3.7 miles of street-side landscaping, 2.7 acres of desert landscaping.
- Provide Cemetery services.
- 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).

### DEPARTMENTAL GOALS

- Thorough ongoing inspection and maintenance ensure the condition and safety of parks and grounds equipment.
- Train and certify personnel for herbicide dispensing.
- Implement upgrades to playground equipment as defined in the Park Master Plan.
- Repair lighting in Golliard Park and remove old field lights.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased Sanitation Facilities/Services line item by \$11,220 to \$30,000 to accommodate potential sanitation and maintenance needs at Horseshoe Bend.
- Budgeted \$40,000 in the Park and Playground Maintenance line item 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.
- Personnel costs increased by .09% due to an increase in Workmen's Compensation.

### PERSONNEL LEVELS

- 1 FTE – Park Maintenance Supervisor
- 2 FTE – Park Maintenance personnel
- 1 FTE – Season Park Maintenance personnel (2) .5FTE

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Upgrade park equipment (tables, benches, trash receptacles, playgrounds, lighting).
- Provide clean and safe parks and grounds.
- Upgrades and weed abatement on the City's trail system.
- Implement objectives identified for FY 17 in the Parks Master plan.

## FUND 10 – GENERAL: PARKS MAINTENANCE

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

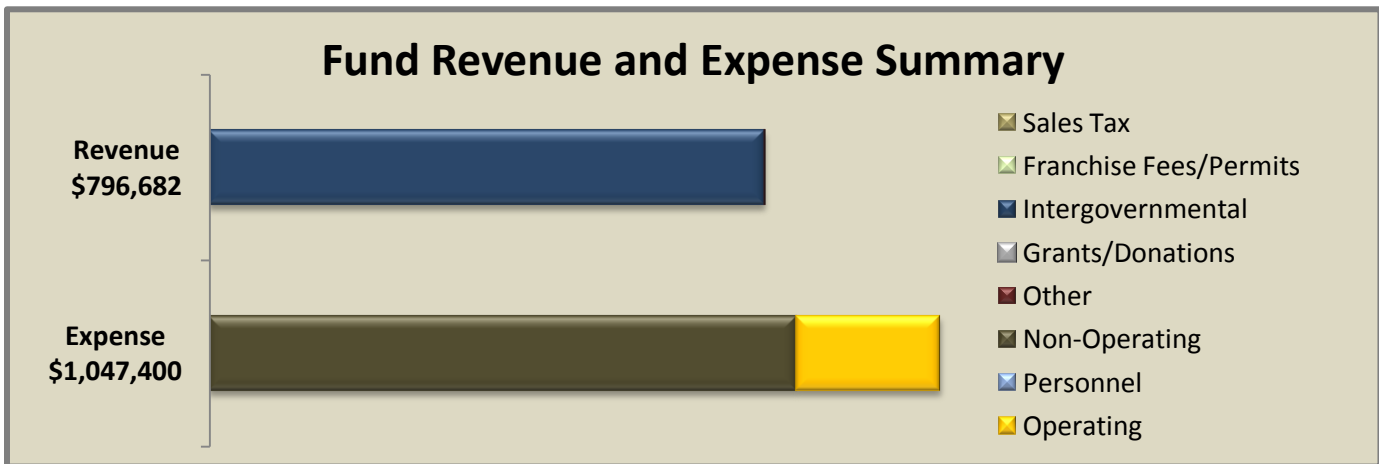
- ✓ Reduced water consumption in parks and grounds by desert landscaping and irrigation modifications.
- ✓ Expand cemetery by three blocks.
- ✓ Placed new backflow devices in John C. Page Memorial Park.
- ✓ Herbicide applicator certification.
- ✓ Purchased new equipment for the trail.
- ✓ Purchased new equipment for park and cemetery maintenance.
- ✓ Placed new concrete pads and picnic tables and added grills in John C. Page Memorial Park, Golliard Park and Children's Park.

GENERAL FUND 10	PARKS MAINTENANCE - 462				
PERSONNEL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
10-462-1101 SALARIES	163,282	166,558	169,036	169,036	0.0%
10-462-1105 OVERTIME	2,400	2,685	1,800	1,800	0.0%
10-462-1201 INDUSTRIAL INSURANCE	4,757	5,655	6,583	7,918	20.3%
10-462-1202 MEDICAL INSURANCE	25,499	31,391	40,052	40,867	2.0%
10-462-1203 FICA	12,237	12,502	12,462	12,513	0.4%
10-462-1204 ASRS	18,664	19,599	19,595	19,612	0.1%
<b>TOTAL PERSONNEL</b>	<b>\$ 226,838</b>	<b>\$ 238,389</b>	<b>\$ 249,528</b>	<b>\$ 251,746</b>	<b>0.9%</b>
<b>OPERATING:</b>					
10-462-2101 OPERATING SUPPLIES	4,662	4,804	8,000	8,000	0.0%
10-462-2102 UNIFORM ALLOWANCE	1,182	1,226	1,200	1,200	0.0%
10-462-2103 SAFETY SUPPLIES	530	445	1,000	1,000	0.0%
10-462-2104 CLOTHING ALLOWANCE	-	400	400	400	0.0%
10-462-2115 EQUIPMENT REPAIR/MAINT.	5,388	7,997	6,500	6,500	0.0%
10-462-2590 CONTRACT SERVICES	190	-	2,200	2,200	0.0%
10-462-2600 SANITATION FACILITIES/SERVICES	16,458	15,213	18,800	30,000	59.6%
10-462-2650 PARK & PLAYGROUND MAINTENANCE	-	-	-	40,000	100.0%
10-462-2700 TRAVEL, MEALS AND SCHOOLS	-	-	1,000	1,000	0.0%
10-462-2750 EQUIPMENT RENTAL	-	1,038	500	500	0.0%
10-462-9909 CAPITAL IMPROVE-PARK RENOVATION	7,683	7,393	-	-	0.0%
<b>TOTAL OPERATING</b>	<b>\$ 36,094</b>	<b>\$ 38,516</b>	<b>\$ 39,600</b>	<b>\$ 90,800</b>	<b>129.3%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 262,932</b>	<b>\$ 276,905</b>	<b>\$ 289,128</b>	<b>\$ 342,546</b>	<b>18.5%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes tools, dog sanitation equipment and supplies, trash bags, chemicals, and miscellaneous supplies.
- (2115) Equipment Repair and Maintenance covers costs associated to repairing and maintaining grounds, parks, and landscaped areas, along with irrigation system components.
- (2600) Sanitation Facilities and Maintenance covers cost of portable sanitation units to city parks and facilities.

# HIGHWAY USER FUND



FUND 15		HIGHWAY USER				
REVENUE:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
15-xx-xxxxx	INTERGOVERNMENTAL	678,250	756,998	776,199	794,682	2.4%
15-xx-xxxxx	OTHER	33,424	1,325	1,000	2,000	100.0%
15-xx-xxxxx	NON-OPERATING	-	300,000	-	-	0.0%
<b>TOTAL REVENUES</b>		\$ 711,674	\$ 1,058,323	\$ 777,199	\$ 796,682	2.5%
EXPENSE:						
15-459-xxxx	PERSONNEL	241,704	297,794	-	-	0.0%
15-459-xxxx	OPERATING	241,725	771,231	204,400	205,400	0.5%
15-459-xxxx	NON-OPERATING	-	-	619,000	842,000	36.0%
<b>TOTAL EXPENDITURES</b>		\$ 241,725	\$ 771,231	\$ 823,400	\$ 1,047,400	27.2%
<b>NET REVENUE/(EXPENSE)</b>		\$ 469,949	\$ 287,092	\$ (46,201)	\$ (250,718)	442.7%



# FUND 15 – HIGHWAY USER FUND

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## DEPARTMENT DESCRIPTION

The Public Works 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 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.

## SCOPE OF 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.

## DEPARTMENTAL GOALS

- To continue street improvements through rehabilitation and reconstruction.
- Establish a Pavement Condition Index system.
- Create and implement a maintenance plan for streets and sidewalks.
- Continue to secure NACOG/State grant funding for street rehabilitation.
- Implement iWorQ program for sign, pavement & work management.

## FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Increased transfer to Capital Projects to \$842,000 for street improvements and capital equipment.

## PERSONNEL LEVELS

- 0 FTE (Street Personnel have been moved to Public Works Administration and will be paid by the General Fund).

## FY 2016-17 PRIORITIES AND OBJECTIVES

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

## 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Installed thermoplastic markings as to Arizona Department of Transportation (ADOT) provided grant funds in the amount of \$36,000.
- ✓ Funded City portion of ADOT grant reconstructing South Navajo; initiated grant process for Elm Street improvements.
- ✓ Purchased and trained personnel on asphalt recycler, concrete grinder and snow spreader.
- ✓ Replaced 100 linear feet of sidewalk and ADA radius on Lake Powell Blvd.
- ✓ Reconstructed 266,000 feet of city streets with 37 associated ADA ramps.
- ✓ IGA approved to move forward with Lake Powell Blvd sidewalk project.

## FUND 15 – HIGHWAY USER FUND

HURF FUND 15	REVENUE				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>INTERGOVERNMENTAL:</b>					
15-33-70000 HIGHWAY USER REVENUE	678,250	756,998	776,199	794,682	2.4%
<b>TOTAL INTERGOVERNMENTAL</b>	<b>\$ 678,250</b>	<b>\$ 756,998</b>	<b>\$ 776,199</b>	<b>\$ 794,682</b>	<b>2.4%</b>
<b>OTHER:</b>					
15-39-90100 INTEREST INCOME	601	1,205	1,000	2,000	100.0%
15-39-99900 MISCELLANEOUS RECEIPTS	32,823	120	-	-	0.0%
<b>TOTAL OTHER</b>	<b>\$ 33,424</b>	<b>\$ 1,325</b>	<b>\$ 1,000</b>	<b>\$ 2,000</b>	<b>100.0%</b>
<b>NON-OPERATING:</b>					
15-39-90200 TRANSFER FROM GENERAL FUND	-	300,000	-	-	0.0%
<b>TOTAL NON-OPERATING</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>TOTAL REVENUE</b>	<b>\$ 711,674</b>	<b>\$ 1,058,323</b>	<b>\$ 777,199</b>	<b>\$ 796,682</b>	<b>2.5%</b>

## FUND 15 – HIGHWAY USER FUND

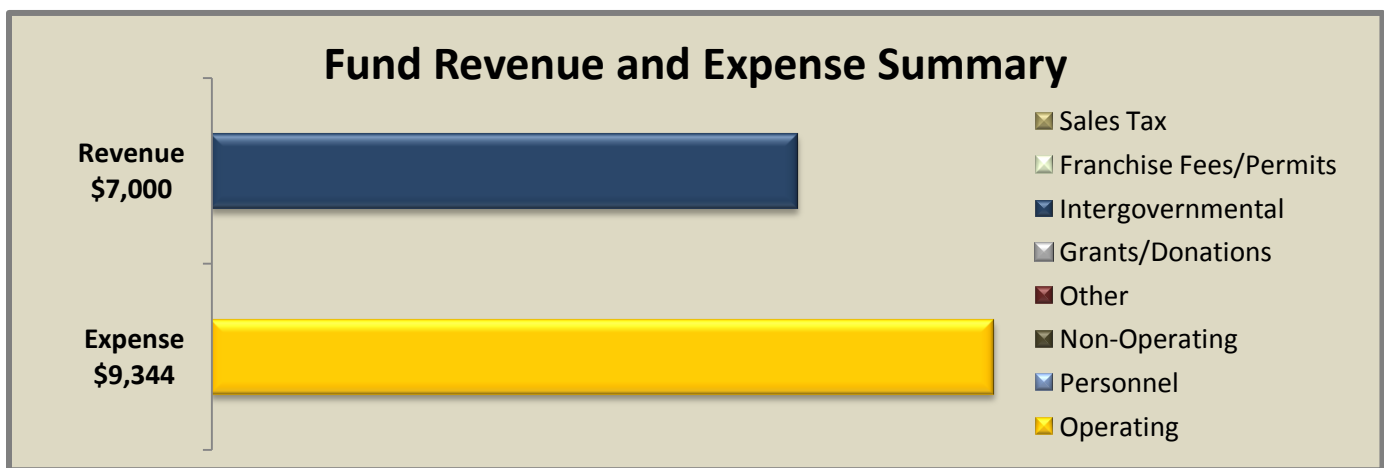
HIGHWAY USER FUND 15		EXPENSE				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
15-459-1101	SALARIES	169,299	202,806	-	-	0.0%
15-459-1105	OVERTIME	1,101	3,267	-	-	0.0%
15-459-1201	INDUSTRIAL INSURANCE	15,137	22,092	-	-	0.0%
15-459-1202	MEDICAL INSURANCE	24,698	31,236	-	-	0.0%
15-459-1203	FICA	12,615	15,246	-	-	0.0%
15-459-1204	ASRS	18,854	22,837	-	-	0.0%
15-459-1205	UNEMPLOYMENT	-	310	-	-	0.0%
<b>TOTAL PERSONNEL</b>		<b>\$ 241,704</b>	<b>\$ 297,794</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
OPERATING:						
15-459-2101	OPERATING SUPPLIES	4,703	4,622	8,000	8,000	0.0%
15-459-2102	UNIFORM ALLOWANCE	826	1,085	1,200	1,200	0.0%
15-459-2103	SAFETY SUPPLIES	893	620	600	600	0.0%
15-459-2104	CLOTHING ALLOWANCE	-	300	300	300	0.0%
15-459-2114	STREET REPAIR	9,378	12,852	20,000	20,000	0.0%
15-459-2117	SIDEWALK, CURB AND GUTTER	12,836	11,008	15,000	15,000	0.0%
15-459-2118	STREET LIGHTING	131,954	132,051	125,000	125,000	0.0%
15-459-2590	CONTRACT SERVICES	266	357	3,500	3,500	0.0%
15-459-2601	FUEL	13,433	17,939	20,000	20,000	0.0%
15-459-2603	VEHICLE REPAIR/MAINTENANCE	12,467	9,247	10,000	11,000	10.0%
15-459-2700	TRAVEL, MEALS AND SCHOOLS	467	1,404	800	800	0.0%
15-459-9904	CAPITAL EQUIPMENT	9,130	85,256	-	-	0.0%
15-459-9925	CAPITAL PROJ-STREETS REHAB & M	45,373	494,489	-	-	0.0%
<b>TOTAL OPERATING</b>		<b>\$ 241,725</b>	<b>\$ 771,231</b>	<b>\$ 204,400</b>	<b>\$ 205,400</b>	<b>0.5%</b>
NON-OPERATING:						
15-459-9720	TRANSFERS TO CAPITAL PROJECTS	-	-	619,000	842,000	36.0%
<b>TOTAL NON-OPERATING</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 619,000</b>	<b>\$ 842,000</b>	<b>36.0%</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 483,429</b>	<b>\$ 1,069,025</b>	<b>\$ 823,400</b>	<b>\$ 1,047,400</b>	<b>27.2%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (2101) Operating Supplies includes tools, striping, and sign and signal components.
- (2114) Street Repair includes regular operations of maintaining streets with patching materials.
- (2117) Sidewalk, Curb and Gutter includes minor repairs and replacement of sidewalks, curb and gutters, and ADA ramp installation and replacement.
- (2118) Street Lighting covers the cost of Dusk-to-Dawn lighting.
- (2601) Fuel includes fuel for trucks and equipment used in department operations.
- (2603) Vehicle Repair and Maintenance covers costs for repairs and maintenance of equipment.
- (9720) Transfer to Capital Projects covers costs associated with capital street improvements and equipment.



# SUBSTANCE ABUSE FUND



FUND 16	SUBSTANCE ABUSE TASK FUND				
REVENUE:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
16-xx-xxxxx INTERGOVERNMENTAL	4,732	5,874	7,000	7,000	0.0%
<b>TOTAL REVENUES</b>	\$ 4,732	\$ 5,874	\$ 7,000	\$ 7,000	0.0%
<b>EXPENSE:</b>					
16-480-xxxx PERSONNEL	-	-	-	-	0.0%
16-480-xxxx OPERATING	8,243	9,553	25,000	9,344	-62.6%
<b>TOTAL EXPENDITURES</b>	\$ 8,243	\$ 9,553	\$ 25,000	\$ 9,344	-62.6%
<b>NET REVENUE/(EXPENSE)</b>	\$ (3,511)	\$ (3,679)	\$ (18,000)	\$ (2,344)	-87.0%

# FUND 16 – SUBSTANCE ABUSE FUND

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## DEPARTMENT DESCRIPTION

The City of Page Substance Abuse Task Force is hereby 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.

## SCOPE OF ACTIVITIES

- Gather and evaluate information concerning existing and potential alcohol or drug issues in the community that affect the health and well being of citizens.
- The City of Page Substance Abuse Task Force shall allocate the money it receives to fund itself and local organizations for the purpose of education, creating prevention or treatment projects and programs, or enhancing existing projects and programs designed to prevent or treat substance abuse.
- Gather information concerning existing programs designed to effectuate community alcohol and drug abuse prevention in the community and using this information; create prevention programs based on the needs of the community.
- Coordinate with other agencies, both public and private, in the assessment, development, and implementation of programs for alcohol and drug abuse education or prevention.
- Utilize information gathered, set goals, perform tasks and disseminates information and make recommendations to the Mayor and City Council, the public, and law enforcement agencies operating within the City.

## DEPARTMENTAL GOALS

- Submit a monthly report, which may be in the form of minutes of meetings or any other report the Task Force deems necessary, to the Mayor and City Council, of the activities, funding and other possible discussions or actions.
- Investigate sources of funding and submit grant proposals.
- Gather quarterly or yearly statistics from the Police, Fire, Hospital Emergency Room, on the numbers of Substance Abuse arrests, transports to hospital, treatment, and admits.

## FY 2015-16 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Includes \$9,344.00 in funding for Community Outreach Programs including Students Against Destructive Decisions (SADD), Page Regional Domestic Violence Services, Page Unified School District, Page Public Library and Dance Ensemble.

## PERSONNEL LEVELS

- 0 FTE

## FY 2015-16 PRIORITIES AND OBJECTIVES

- Apply for Drug Free Communities grant.

## FUND 16 – SUBSTANCE ABUSE FUND

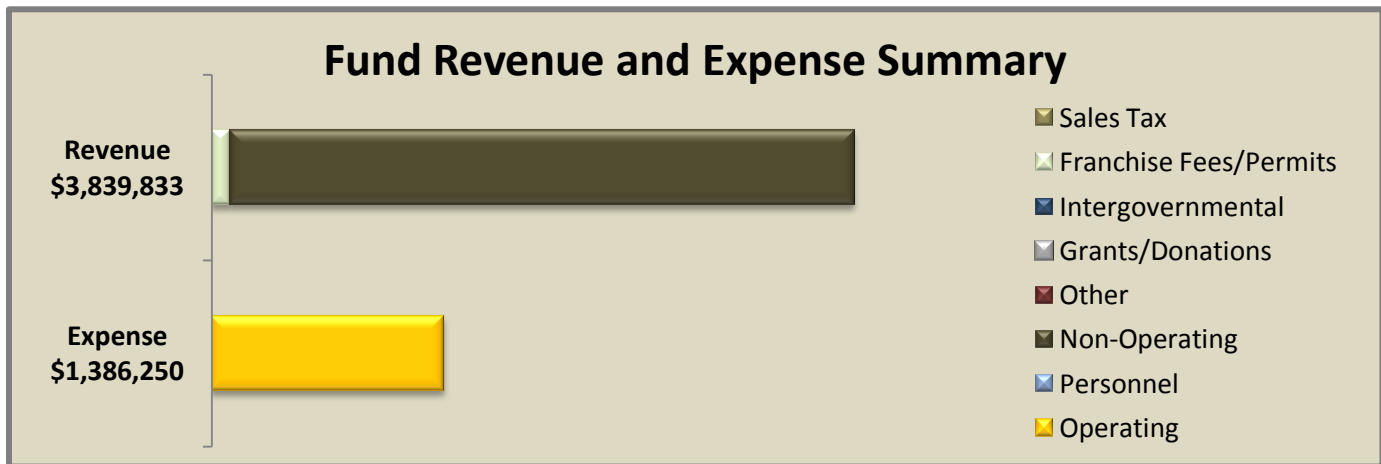
SUBSTANCE ABUSE FUND 16	REVENUE				
INTERGOVERNMENTAL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
16-39-10100 SUBSTANCE ABUSE REVENUE	4,732	5,874	7,000	7,000	0.0%
TOTAL INTERGOVERNMENTAL	\$ 4,732	\$ 5,874	\$ 7,000	\$ 7,000	0.0%
TOTAL REVENUE	\$ 4,732	\$ 5,874	\$ 7,000	\$ 7,000	0.0%

SATF FUND 16	EXPENSE				
PERSONNEL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
TOTAL PERSONNEL	\$ -	\$ -	\$ -	\$ -	0.0%
OPERATING:					
16-480-9940 SUBSTANCE ABUSE EXPENSES	8,243	9,553	25,000	9,344	-62.6%
TOTAL OPERATING	\$ 8,243	\$ 9,553	\$ 25,000	\$ 9,344	-62.6%
TOTAL EXPENDITURES	\$ 8,243	\$ 9,553	\$ 25,000	\$ 9,344	-62.6%

### CURRENT AND PROPOSED EXPENDITURES

- (9940) Substance Abuse Expenses includes all Substance Abuse Task Force expenses.

# DEBT SERVICE FUND



DEBT SERVICE FUND 20		DEBT SERVICE				
REVENUE:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
20-xx-xxxxx	FRANCHISE FEES/PERMITS	109,394	111,310	110,000	112,000	1.8%
20-xx-xxxxx	OTHER	39	306	50	4,500	8900.0%
20-xx-xxxxx	NON-OPERATING	1,417,601	2,366,333	2,699,213	3,723,333	37.9%
<b>TOTAL REVENUES</b>		<b>\$ 1,527,034</b>	<b>\$ 2,477,949</b>	<b>\$ 2,809,263</b>	<b>\$ 3,839,833</b>	<b>36.7%</b>
EXPENSE:						
20-406--xxxx	PERSONNEL	-	-	-	-	0.0%
20-406-xxxx	OPERATING	1,270,580	1,384,329	1,391,250	1,386,250	-0.4%
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,270,580</b>	<b>\$ 1,384,329</b>	<b>\$ 1,391,250</b>	<b>\$ 1,386,250</b>	<b>-0.4%</b>
<b>NET REVENUE/(EXPENSE)</b>		<b>\$ 256,454</b>	<b>\$ 1,093,619</b>	<b>\$ 1,418,013</b>	<b>\$ 2,453,583</b>	<b>73.0%</b>

## **FUND 20 – DEBT SERVICE**

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### **DEPARTMENT DESCRIPTION**

The Debt Service Fund is a separate fund within the City's chart of accounts. This fund accounts for all of the bond debt payments that the City makes within the fiscal year. Currently, the City of Page has two separate bonds. One is for our Municipal Airport and the other one is the 2011 Series Bond that was restructured in October 2011. These bonds were initially issued for various projects within the City that include the purchase and construction of the airport terminal building; construction of the public safety facility; improvements to the water treatment plant, construction of the Page Public Library; and cost associated with closing our landfill, to name the major projects.

### **SCOPE OF ACTIVITIES**

- To make precise and timely payments for our bond debt.

### **DEPARTMENTAL GOALS**

- Early retirement of the 2011 Series Bond by first call date in July 2021

### **FY 2016-17 BUDGET HIGHLIGHTS**

Significant changes are as follows:

- Interfund transfer from General fund for future bond reduction has been increased by \$1 million.

### **PERSONNEL LEVELS**

- 0 FTE

### **FY 2016-17 PRIORITIES AND OBJECTIVES**

- Transfer 85% of 1% of the sales tax to make the debt payment on the 2011 series bond or into the LGIP account for early retirement.

### **FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED**

- ✓ Transferred \$1,400,000 toward the early payoff of the bond debt in July 2021.



## FUND 20 – DEBT SERVICE

DEBT SERVICE FUND 20	REVENUE				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>FRANCHISE FEES/PERMITS:</b>					
20-36-75000 REFUSE-BOND DEBT	109,394	111,310	110,000	112,000	1.8%
<b>TOTAL FRANCHISE FEES/PERMITS</b>	\$ 109,394	\$ 111,310	\$ 110,000	\$ 112,000	1.8%
<b>OTHER:</b>					
20-38-75101 INTEREST INCOME	39	-	-	-	0.0%
20-36-75101 INTEREST INCOME	-	306	50	4,500	8900.0%
<b>TOTAL OTHER</b>	\$ 39	\$ 306	\$ 50	\$ 4,500	8900.0%
<b>NON-OPERATING:</b>					
20-38-75120 TRANSFER FROM GENERAL FUND	624,490	1,468,153	2,162,557	3,186,677	47.4%
20-38-75125 TRANSFER FROM SEWER FUND	218,396	211,448	197,656	197,656	0.0%
20-38-75130 TRANSFER FROM REFUSE FUND	133,830	135,390	144,000	144,000	0.0%
20-38-75140 TRANSFER FROM AIRPORT FUND	194,855	193,642	195,000	195,000	0.0%
20-38-75205 TRANSFER FROM LAND	246,030	357,700	-	-	0.0%
<b>TOTAL NON-OPERATING</b>	\$ 1,417,601	\$ 2,366,333	\$ 2,699,213	\$ 3,723,333	37.9%
<b>TOTAL REVENUE</b>	\$ 1,527,034	\$ 2,477,949	\$ 2,809,263	\$ 3,839,833	36.7%

DEBT SERVICE FUND 20	EXPENSE				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>PERSONNEL:</b>					
<b>TOTAL PERSONNEL</b>	\$ -	\$ -	\$ -	\$ -	0.0%
<b>OPERATING:</b>					
20-406-9890 PRINCIPAL-2011 BOND RESTRUCT	600,000	730,000	755,000	775,000	2.6%
20-406-9891 INTEREST-2011 BOND RESTRUCT	473,938	458,938	440,000	415,000	-5.7%
20-406-9894 PRINCIPAL-AIRPORT	176,724	181,919	185,000	185,000	0.0%
20-406-9896 INTEREST/FISCAL CHARGE-AIRPOR	17,168	10,723	9,000	9,000	0.0%
20-406-9899 ADMINISTRATION FEES	2,750	2,750	2,250	2,250	0.0%
<b>TOTAL OPERATING</b>	\$ 1,270,580	\$ 1,384,329	\$ 1,391,250	\$ 1,386,250	-0.4%
<b>TOTAL EXPENDITURES</b>	\$ 1,270,580	\$ 1,384,329	\$ 1,391,250	\$ 1,386,250	-0.4%

## **FUND 20 – DEBT SERVICE**

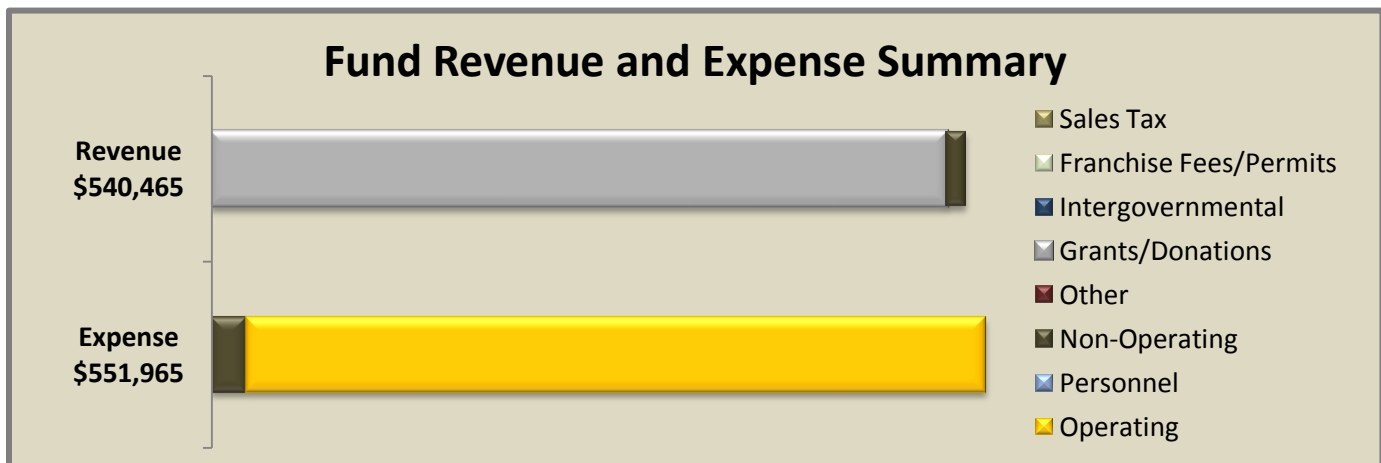
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### **CURRENT AND PROPOSED EXPENDITURES**

- (9890) Principal 2011 Bond Restructuring - annual principal payment on the 2011 Series Bond.
- (9891) Interest 2011 Bond Restructuring - annual interest payment on the 2011 Series Bond.
- (9894) Principal Airport - annual principal payment on the Airport Bond.
- (9896) Interest Airport - annual interest payment on the Airport Bond.

8900.00

## MISCELLANEOUS GRANTS FUND



MISC GRANTS FUND 25		MISC GRANTS				
		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>REVENUE:</b>						
25-xx-xxxxx	GRANTS/DONATIONS	272,416	130,470	284,300	526,965	85.4%
25-xx-xxxxx	NON-OPERATING	-	16,134	12,500	13,500	8.0%
<b>TOTAL REVENUES</b>		\$ 272,416	\$ 146,604	\$ 296,800	\$ 540,465	82.1%
<b>EXPENSE:</b>						
25-4xx-xxxx	PERSONNEL	-	-	-	-	0.0%
25-4xx-xxxx	OPERATING	50,693	89,494	308,865	526,965	70.6%
25-4xx-xxxx	NON-OPERATING	18,561	15,244	25,000	25,000	0.0%
<b>TOTAL EXPENDITURES</b>		\$ 69,254	\$ 104,738	\$ 333,865	\$ 551,965	65.3%
<b>NET REVENUE/(EXPENSE)</b>		\$ 203,162	\$ 41,866	\$ (37,065)	\$ (11,500)	-69.0%

## **FUND 25 – MISCELLANEOUS GRANTS FUND**

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### **DEPARTMENT DESCRIPTION**

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.

### **SCOPE OF ACTIVITIES**

- Search and apply for grants that will assist in replacing needed equipment or offering additional City services.
- Reconcile individual grants on a monthly basis to verify all expenses have been properly charged and applicable reimbursements have been received.
- Monitor individual grants to ensure all reporting and procurement requirements are followed.
- Review grant submittals for their cash match requirements and their potential impact on the operating budget.

### **DEPARTMENTAL GOALS**

- Obtain grants to assist in equipment replacement and community enhancement without incurring additional maintenance costs.
- Successfully execute and close all grants by adhering to regulations and performance requirements outlined within the scope of each award.
- Submit and receive all reimbursements in a timely manner to avoid restraints on cash reserves.

### **FY 2016-17 BUDGET HIGHLIGHTS**

Significant changes are as follows:

- Increased Fire Department Grant Expenses line item by \$180,100 to accommodate possible award from the Assistance to Firefighter Grant for new Exhaust System.
- Increased Police Grant Expenses line item by \$50,200 to accommodate possible award from the Highway Safety Grant for new department vehicles.

### **PERSONNEL LEVELS**

- 0 FTE

### **FY 2016-17 PRIORITIES AND OBJECTIVES**

- Continue current community services offered at the Page Community Center and Page Public Library.
- Utilize all grant funds received in the most effective manner to serve the needs of the City.
- Research and receive new grants.

### **FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED**

- ✓ Served approximately 30,000 meals for senior citizens and children through Area Agency on Aging and Head Start meal programs offered at the Page Community Center.
- ✓ Partnered in providing Glen Canyon Lecture Series; provided education and activities to adults and children at the Page Public Library as well as a summer reading program that included over 200 children and 189 adults.
- ✓ Purchased three bulletproof vests (at 50% of cost) for three patrol officers.
- ✓ Purchased a fire arms simulator and fitness equipment for the Public Safety Department use.

## FUND 25 – MISCELLANEOUS GRANTS FUND

MISC. GRANTS FUND 25		REVENUE				
GRANTS/DONATIONS:		2013-14	2014-15	2015-16	2016-17	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	CHANGE
23-33-10004	911 GRANT REVENUE	304	-	-	-	0.0%
23-33-40911	BULLET PROOF VEST GRANT	637	-	-	-	0.0%
23-33-40920	METRO GRANT FUNDS	65,029	-	-	-	0.0%
25-32-92000	BULLET PROOF VEST GRANT REV	-	2,830	3,000	3,000	0.0%
25-32-90000	POLICE GRANT REVENUE	-	-	800	60,000	7400.0%
25-33-40850	NACOG GRANT REV- MEALS	28,574	28,338	33,000	26,865	-18.6%
25-33-40860	HEAD START REVENUE	36,517	38,512	37,000	30,000	-18.9%
25-34-99900	MISCELLANEOUS GRANTS	-	-	106,000	96,000	-9.4%
25-36-99100	RECREATION GRANTS	5,000	2,000	-	2,000	100.0%
25-36-99500	21st CENTURY SUMMER SCHL REV	-	-	5,000	-	-100.0%
25-37-99100	LIBRARY MISC GRANT REVENUE	-	500	-	-	0.0%
25-37-99200	COLLABORATIVE/CULTURAL GRANT	-	5,000	8,000	13,000	62.5%
25-37-99250	YOUNG ADULT/CH PROG REV	-	5,500	5,000	7,000	40.0%
25-37-99300	LIBRARY OUTREACH TRAINING	-	4,000	5,000	7,000	40.0%
25-37-99400	LIBRARY OUTREACH GRANT	-	21,000	15,000	32,000	113.3%
25-39-99503	FIRE DEPT. GRANT REVENUE	-	22,790	66,500	250,100	276.1%
30-39-99235	YOUNG ADULT/ CH PROGRAM REV	800	-	-	-	0.0%
30-39-99240	FLAGSTAFF PUBLIC LIBRARY FUNDS	113,100	-	-	-	0.0%
30-39-99310	LIBRARY- OUT-REACH GRANT	22,456	-	-	-	0.0%
<b>TOTAL GRANTS/DONATIONS</b>		<b>\$ 272,416</b>	<b>\$ 130,470</b>	<b>\$ 284,300</b>	<b>\$ 526,965</b>	<b>85.4%</b>
<b>NON-OPERATING:</b>						
25-38-75225	TRANSFER FROM OTHER FUNDS	-	16,134	12,500	13,500	8.0%
<b>TOTAL NON-OPERATING</b>		<b>\$ -</b>	<b>\$ 16,134</b>	<b>\$ 12,500</b>	<b>\$ 13,500</b>	<b>8.0%</b>
<b>TOTAL REVENUE</b>		<b>\$ 272,416</b>	<b>\$ 146,604</b>	<b>\$ 296,800</b>	<b>\$ 540,465</b>	<b>82.1%</b>

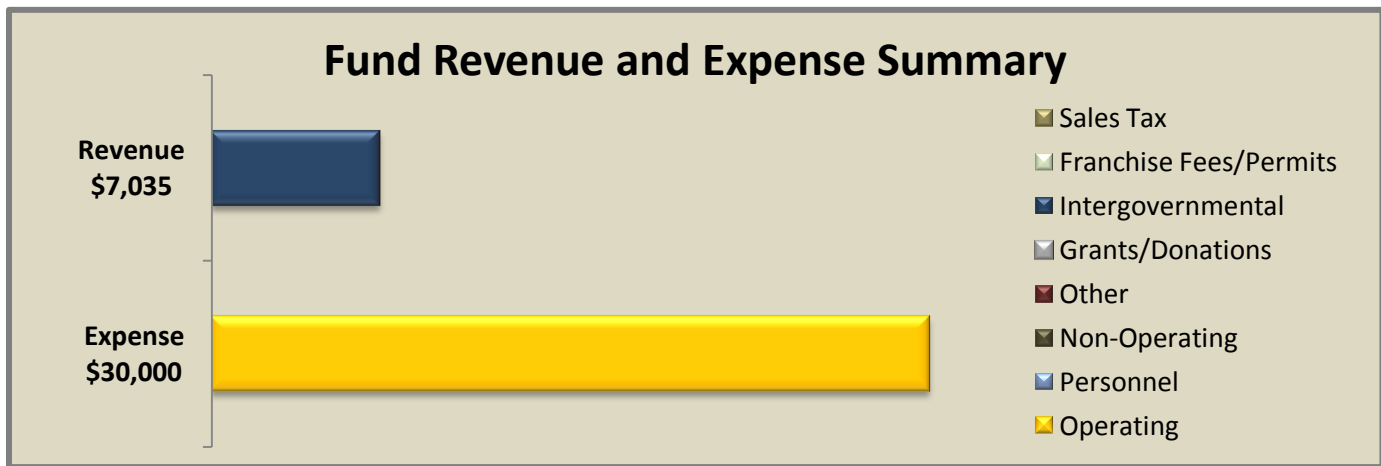
## FUND 25 – MISCELLANEOUS GRANTS FUND

MISC GRANTS FUND 25		EXPENSE				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
TOTAL PERSONNEL		\$ -	\$ -	\$ -	\$ -	0.0%
OPERATING:						
25-419-9760	FIRE DEPT. GRANT EXPENSES	-	22,790	70,000	250,100	257.3%
25-420-9700	RECREATION GRANTS	4,164	-	950	2,000	110.5%
25-420-9751	21 CENTURY SUMMER SCHL EXP	-	-	5,000	-	-100.0%
25-421-9000	MISCELLANEOUS GRANTS	-	-	103,050	96,000	-6.8%
25-425-9900	MISC GRANT EXPENSE	-	500	2,000	-	-100.0%
25-425-9955	COLLABORATIVE/CULTURAL GRANT	-	1,990	10,000	13,000	30.0%
25-425-9980	YOUNG ADULT/CHILDREN'S PROGR	-	2,258	5,000	7,000	40.0%
25-425-9984	LIBRARY OUTREACH TRAINING	-	1,762	7,000	7,000	0.0%
25-425-9985	LIBRARY OUTREACH GRANT	-	6,287	28,000	32,000	14.3%
25-433-9800	NACOG GRANT EXP- MEALS	18,221	20,094	24,000	24,000	0.0%
25-433-9825	HEAD START EXPENSES	28,308	31,513	30,000	30,000	0.0%
25-433-9885	NACOG- STIMULUS EXPENSES	-	-	2,865	2,865	0.0%
25-437-9944	POLICE GRANT EXPENSE	-	-	9,800	60,000	512.2%
25-437-9945	METRO GRANT EXPENSES	-	1,321	-	-	0.0%
25-437-9949	BULLET PROOF VEST GRANT EXP	-	978	3,000	3,000	0.0%
TOTAL OPERATING		\$ 50,693	\$ 89,494	\$ 300,665	\$ 526,965	75.3%
NON-OPERATING:						
25-433-9712	TRANSFER TO GENERAL FUND	18,561	15,244	25,000	25,000	0.0%
TOTAL NON-OPERATING		\$ 18,561	\$ 15,244	\$ 25,000	\$ 25,000	0.0%
TOTAL EXPENDITURES		\$ 69,254	\$ 104,738	\$ 325,665	\$ 551,965	69.5%

### CURRENT AND PROPOSED EXPENDITURES

- (9760) Fire department has applied for FEMA funds to assist in the purchase of an exhaust system.
- (9800) Community Meal Programs - NACOG monies are received each year to fund the Area Agency on Aging and Head Start Meal Programs at the Page Community Center.
- (9985) Library Outreach Grant funding is received each year from the Flagstaff County Library to fund the various outreach and cultural programs offered at the Page Public Library.
- (9944) Police department has applied for Highway Safety Funds to assist in the purchase of new fleet vehicles.
- (9949) Bulletproof Vest Grant funds are obtained from the Department of Justice to cover 50% of associated costs to provide bulletproof vests to a specified number of patrol officers.
- (9900) Miscellaneous Grants funds are budgeted to spend for grants that come available during the budget year.
- (9712) Transfer to General Fund is budgeted to move NACOG funds to the General Fund to offset meal preparation salaries paid out of the Page Community Center.

# JCEF FUND



JCEF FUND 32		JCEF				
		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>REVENUE:</b>						
32-xx-xxxxx	INTERGOVERNMENTAL	5,673	5,109	7,000	7,000	0.0%
32-xx-xxxxx	OTHER	31	30	35	35	0.0%
<b>TOTAL REVENUES</b>		\$ 5,704	\$ 5,139	\$ 7,035	\$ 7,035	0.0%
<b>EXPENSE:</b>						
32-425-xxxx	PERSONNEL	-	-	-	-	0.0%
32-425-xxxx	OPERATING	8,013	7,443	30,000	30,000	0.0%
<b>TOTAL EXPENDITURES</b>		\$ 8,013	\$ 7,443	\$ 30,000	\$ 30,000	0.0%
<b>NET REVENUE/(EXPENSE)</b>		\$ (2,310)	\$ (2,304)	\$ (22,965)	\$ (22,965)	0.0%

## FUND 32 – JCEF FUND

## DEPARTMENT DESCRIPTION

Judicial Collection Enhancement Fund (JCEF) AZ Rev Stat 12/116 is monies 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 are allowed to 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.

## PERSONNEL LEVELS

- 0 FTE

JCEF FUND 32	REVENUE				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>INTERGOVERNMENTAL:</b>					
32-39-20100 JCEF REVENUE	5,673	5,109	7,000	7,000	0.0%
<b>TOTAL INTERGOVERNMENTAL</b>	\$ 5,673	\$ 5,109	\$ 7,000	\$ 7,000	0.0%
<b>OTHER:</b>					
32-39-90100 INTEREST INCOME	31	30	35	35	0.0%
<b>TOTAL OTHER</b>	\$ 31	\$ 30	\$ 35	\$ 35	0.0%
<b>TOTAL REVENUE</b>	\$ 5,704	\$ 5,139	\$ 7,035	\$ 7,035	0.0%

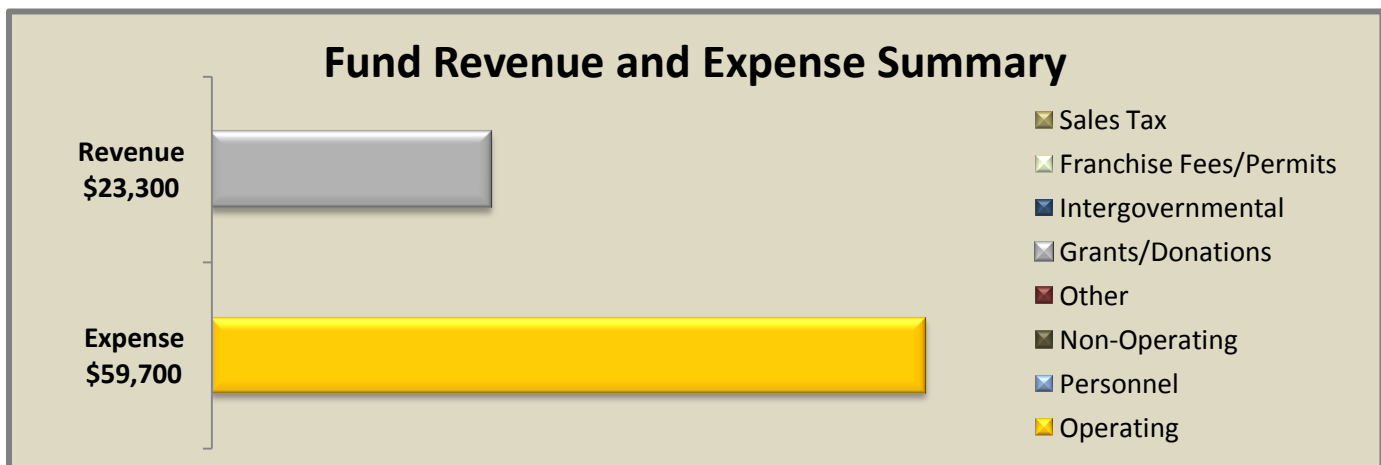
JCEF FUND 32	EXPENSE				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>PERSONNEL:</b>					
<b>TOTAL PERSONNEL</b>	\$ -	\$ -	\$ -	\$ -	0.0%
<b>OPERATING:</b>					
32-425-2400 JCEF EXPENSES	8,013	7,443	30,000	30,000	0.0%
<b>TOTAL OPERATING</b>	\$ 8,013	\$ 7,443	\$ 30,000	\$ 30,000	0.0%
<b>TOTAL EXPENDITURES</b>	\$ 8,013	\$ 7,443	\$ 30,000	\$ 30,000	0.0%

## CURRENT AND PROPOSED EXPENDITURES

- (2400) JCEF Expenses covers maintenance contract and other approved requests.



# DONATIONS FUND



DONATIONS FUND 36		MISC DONATIONS				
REVENUE:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
36-xx-xxxxx	GRANTS/DONATIONS	15,759	18,967	25,300	23,300	-7.9%
36-xx-xxxxx	OTHER	-	59,917	-	-	0.0%
<b>TOTAL REVENUES</b>		\$ 15,759	\$ 78,884	\$ 25,300	\$ 23,300	-7.9%
EXPENSE:						
36-433-xxxx	PERSONNEL	-	-	-	-	0.0%
36-433-xxxx	OPERATING	6,048	20,944	52,800	59,700	13.1%
<b>TOTAL EXPENDITURES</b>		\$ 6,048	\$ 20,944	\$ 52,800	\$ 59,700	13.1%
<b>NET REVENUE/(EXPENSE)</b>		\$ 9,711	\$ 57,940	\$ (27,500)	\$ (36,400)	32.4%

## **FUND 36 – DONATIONS FUND**

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### **DEPARTMENT DESCRIPTION**

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.

### **SCOPE OF ACTIVITIES**

- Provide extra activities and entertainment for citizens of all ages.
- Provide support for transient emergencies.
- Monitor purchases to ensure appropriate spending of citizen funds.
- Maintain the Page Memorial Wall aesthetics.
- Maintain street banners located on Lake Powell Boulevard.

### **DEPARTMENTAL GOALS**

- To utilize all citizen donations in the most appropriate and effective manner.

### **PERSONNEL LEVELS**

- 0 FTE

### **FY 2016-17 PRIORITIES AND OBJECTIVES**

- Review procedures relating to donation funds.

### **FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED**

- ✓ Provided staff and transportation for senior citizens to visit the Grand Canyon, Best Friends Animal Sanctuary, and attend Western Days in Kanab, Utah.
- ✓ Provided entertainment and refreshments for 2015 Project Graduation with the help of local businesses.

## FUND 36 – DONATIONS FUND

DONATIONS FUND 36	REVENUE				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>GRANTS/DONATIONS:</b>					
17-33-41100 TRANSIENT REVENUE	300	-	-	-	0.0%
18-33-40700 COMM CENTER DONATION REVENUE	1,673	-	-	-	0.0%
19-33-41060 PAGE YOUTH DONATION REV	218	-	-	-	0.0%
21-39-10100 FIRE DONATIONS	300	-	-	-	0.0%
26-39-99200 LIBRARY DONATION REVENUE	4,003	-	-	-	0.0%
36-33-20100 MEMORIAL PLAZA DONATION REV	9,264	110	2,000	2,000	0.0%
36-33-20125 LAKE POWELL BLVD STREET BANNER	-	600	-	-	0.0%
36-33-20150 TRANSIENT REVENUE	-	300	300	300	0.0%
36-33-20155 COMMUNITY CTR DONATION REVENUE	-	2,950	3,000	3,000	0.0%
36-33-20165 FIRE DONATION REVENUE	-	140	-	-	0.0%
36-33-20170 PROJECT GRADUATION REVENUE	-	2,878	5,000	3,000	-40.0%
36-33-20175 LIBRARY DONATION REVENUE	-	11,989	15,000	15,000	0.0%
<b>TOTAL GRANTS/DONATIONS</b>	<b>\$ 15,759</b>	<b>\$ 18,967</b>	<b>\$ 25,300</b>	<b>\$ 23,300</b>	<b>-7.9%</b>
<b>NON-OPERATING:</b>					
36-33-20000 TRANSFERS IN	-	59,917	-	-	0.0%
<b>TOTAL NON-OPERATING</b>	<b>\$ -</b>	<b>\$ 59,917</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>TOTAL REVENUE</b>	<b>\$ 15,759</b>	<b>\$ 78,884</b>	<b>\$ 25,300</b>	<b>\$ 23,300</b>	<b>-7.9%</b>

DONATIONS FUND 36	EXPENSE				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>PERSONNEL:</b>					
<b>TOTAL PERSONNEL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>OPERATING:</b>					
36-433-2200 MEMORIAL PLAZA	6,048	699	2,000	1,000	-50.0%
36-433-2225 LP BLVD STREET BANNERS	-	-	-	-	0.0%
36-433-2250 TRANSIENT EXPENSES	-	276	300	500	66.7%
36-433-2275 COMMUNITY CTR DONATION EXP	-	6,854	20,000	30,000	50.0%
36-433-2280 YOUTH CENTER DONATION EXP	-	-	7,500	5,000	-33.3%
36-433-2285 FIRE DONATION EXPENSES	-	285	-	200	100.0%
36-433-2290 PROJECT GRADUATION EXPENSES	-	3,440	8,000	8,000	0.0%
36-433-2295 LIBRARY DONATION EXPENSES	-	9,391	15,000	15,000	0.0%
<b>TOTAL OPERATING</b>	<b>\$ 6,048</b>	<b>\$ 20,944</b>	<b>\$ 52,800</b>	<b>\$ 59,700</b>	<b>13.1%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,048</b>	<b>\$ 20,944</b>	<b>\$ 52,800</b>	<b>\$ 59,700</b>	<b>13.1%</b>

## FUND 36 – DONATIONS FUND

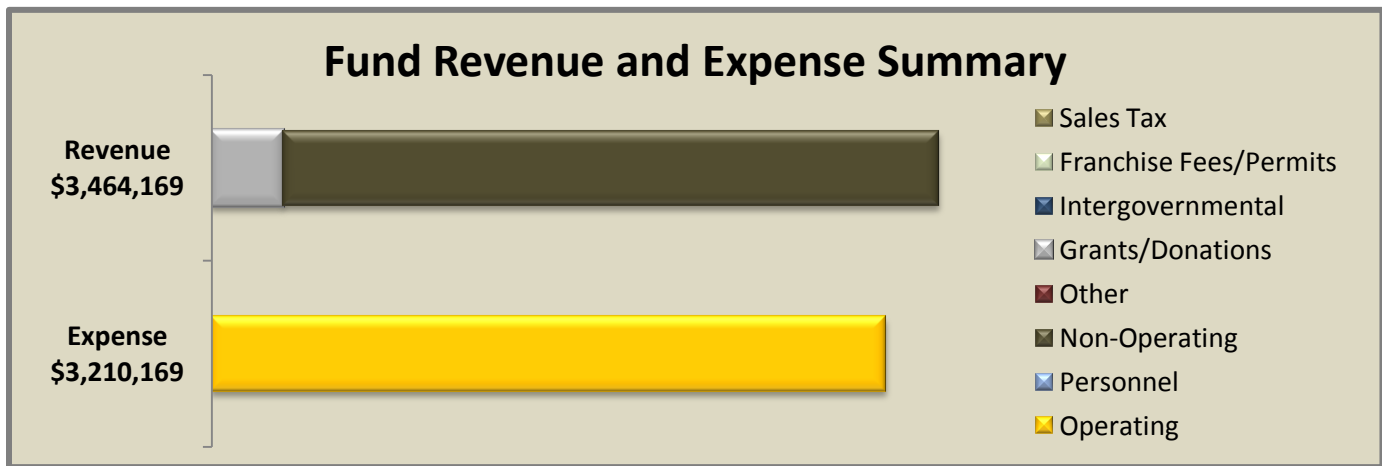
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### CURRENT AND PROPOSED EXPENDITURES

- (2250) Transient expenses include funds to provide assistance with emergency transient accommodations throughout the year.
- (2275) Community Center Donation Expenses include funds used to enhance community programs offered through Page Community Center.
- (2290) Project Graduation includes funds to provide evening activities for high school seniors at Project Graduation.
- (2295) Library Donation Expenses include funds used to enhance community programs offered through Page Public Library.

# CAPITAL PROJECTS FUND

The Capital Projects Fund includes all purchases of \$5,000 or more for equipment, improvements, and infrastructure.



CAPITAL PROJECT FUND 40		CAPITAL				
		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>REVENUE:</b>						
40-xx-xxxxx	GRANTS/DONATIONS	195,556	1,032,141	1,168,800	341,000	-70.8%
40-xx-xxxxx	NON-OPERATING	98,000	-	1,776,397	3,123,169	75.8%
<b>TOTAL REVENUES</b>		\$ 293,556	\$ 1,032,141	\$ 2,945,197	\$ 3,464,169	17.6%
<b>EXPENSE:</b>						
40-4xx-xxxx	PERSONNEL	-	-	-	-	0.0%
40-4xx-xxxx	OPERATING	193,868	1,234,959	2,793,901	3,210,169	14.9%
40-4xx-xxxx	NON-OPERATING	840	-	-	-	0.0%
<b>TOTAL EXPENDITURES</b>		\$ 194,708	\$ 1,234,959	\$ 2,793,901	\$ 3,210,169	14.9%
<b>NET REVENUE/(EXPENSE)</b>		\$ 98,848	\$ (202,818)	\$ 151,296	\$ 254,000	67.9%

## FUND 40 – CAPITAL PROJECTS

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### DEPARTMENT DESCRIPTION

The Capital Projects Fund is the fund that 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. Capital projects include infrastructure, equipment purchases or construction resulting in or making improvements to a capitalized asset costing more than \$5,000.

### SCOPE OF ACTIVITIES

- Identify, plan, schedule, finance, track and monitor capital projects to ensure cost effectiveness.
- Track all assets valued at \$5,000 or more according to the Fixed Asset Policy.

### DEPARTMENTAL GOALS

- Establish sufficient funding to keep up with needed capital improvements and equipment replacement in future years.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Decrease in FAA Grant funding due to projects consisting of design only for FY16-17.
- Budget added for Community Development Block Grant Funding, which is received every 4 years.
- Increased interfund transfer from Highway User Fund to accommodate planned street projects and John C. Powell Memorial Park (JCPMP) renovation.
- Increase interfund transfer from General Fund to accommodate the relocation of the Public Works Central Garage.

### PERSONNEL LEVELS

- 0 FTE

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Provide sufficient funding to support FY 2016-17 capital outlay needs and plan for funding of ten-year capital projects/equipment improvement plan.

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Completed construction of the airfield electrical upgrades and Runway 7 connector taxiway
- ✓ Completed Wildlife Hazard Assessment at Page Municipal Airport.
- ✓ Installed precast concrete wall on North Navajo Drive.
- ✓ Completed rehabilitation of South Navajo Drive.
- ✓ Completed pavement replacement project, which included areas on Poplar Street, 15<sup>th</sup> Avenue, Valley Court, Tower Butte, and San Francisco.

## FUND 40 – CAPITAL PROJECTS







CAPITAL PROJECTS FUND 40		REVENUE				
GRANTS/DONATIONS:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
40-36-25300 AIRPORT IMPROVEMENTS-FEDERAL		-	-	1,168,800	266,000	-77.2%
40-36-25400 CDBG REVENUE		113,813	-	-	75,000	100.0%
40-36-40011 AIP-25 / E9F55		41,126	-	-	-	0.0%
40-36-40014 AIP-27		40,618	40,111	-	-	0.0%
40-36-40015 AIP-28		-	992,030	-	-	0.0%
TOTAL GRANTS/DONATIONS		\$ 195,556	\$ 1,032,141	\$ 1,168,800	\$ 341,000	-70.8%
NON-OPERATING:						
40-38-75215 TRANSFER FROM HURF		-	-	619,000	842,000	36.0%
40-38-75220 TRANSFER FROM CEMETERY		-	-	15,000	28,000	86.7%
40-36-25315 TRANSFER FROM AIRPORT		-	-	64,000	19,000	-70.3%
40-38-75201 TRANSFER FROM OTHER FUNDS		-	-	100,000	412,538	312.5%
40-38-75205 TRANSFER FROM LAND		-	-	405,000	405,000	0.0%
40-38-75210 TRANSFER FROM GENERAL FUND		98,000	-	573,397	1,416,631	147.1%
TOTAL NON-OPERATING		\$ 98,000	\$ -	\$ 1,776,397	\$ 3,123,169	75.8%
TOTAL REVENUE		\$ 293,556	\$ 1,032,141	\$ 2,945,197	\$ 3,464,169	17.6%

## FUND 40 – CAPITAL PROJECTS

CAPITAL PROJECTS FUND 40		EXPENSE				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
TOTAL PERSONNEL		\$ -	\$ -	\$ -	\$ -	0.0%
OPERATING:						
40-480-9800	PUBLIC WORKS - STREETS	-	-	19,000	47,000	147.4%
40-480-9805	PUBLIC WORKS	-	-	59,000	297,500	404.2%
40-480-9810	PUBLIC SAFETY - FIRE	-	-	107,847	97,847	-9.3%
40-480-9815	PUBLIC SAFETY - POLICE	-	-	95,254	208,156	118.5%
40-480-9820	COMMUNITY SERVICES	-	-	30,000	7,000	-76.7%
40-480-9825	COMMUNITY DEVELOPMENT	-	-	30,000	35,000	16.7%
40-480-9830	GENERAL GOVERNMENT	-	-	64,000	188,314	194.2%
40-480-9953	AIRPORT	-	-	-	12,000	100.0%
40-485-4011	AIP-25 / E9F55 2012-	40,278	-	-	-	0.0%
40-485-4014	AIP-27	40,618	40,111	-	-	0.0%
40-485-4015	AIP-28	-	992,030	-	-	0.0%
40-485-9800	PUBLIC WORKS - STREETS	-	-	600,000	795,000	32.5%
40-485-9805	PUBLIC WORKS	-	-	30,000	799,352	2564.5%
40-485-9810	PUBLIC SAFETY - FIRE	-	-	-	-	0.0%
40-485-9815	PUBLIC SAFETY - POLICE	-	-	-	-	0.0%
40-485-9820	COMMUNITY SERVICES	-	-	190,000	8,000	-95.8%
40-485-9825	COMMUNITY DEVELOPMENT	-	-	270,000	325,000	20.4%
40-485-9830	GENERAL GOVERNMENT	-	-	100,000	110,000	10.0%
40-485-9953	AIRPORT IMPROVEMENTS	-	129,106	1,198,800	280,000	-76.6%
40-485-9954	CDBG EXPENSES	112,972	-	-	-	0.0%
40-485-9975	FUTURE CAPITAL FUND EXPENSES	-	73,713	-	-	0.0%
TOTAL OPERATING		\$ 193,868	\$ 1,234,959	\$ 2,793,901	\$ 3,210,169	14.9%
NON-OPERATING:						
40-485-9715	TRANSFERS TO GENERAL FUND	840	-	-	-	0.0%
TOTAL NON-OPERATING		\$ 840	\$ -	\$ -	\$ -	0.0%
TOTAL EXPENDITURES		\$ 194,708	\$ 1,234,959	\$ 2,793,901	\$ 3,210,169	14.9%



## FUND 40 – CAPITAL PROJECTS

Fiscal Year	16-17	17-18	18-19	19-20	20-21	5-Year Total
<b>Income</b>						
Transfer from General Fund	\$1,416,631	\$1,800,000	\$1,600,000	\$1,600,000	\$1,600,000	\$8,016,631
Transfer from HURF	\$842,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$4,842,000
Transfer from Airport	\$19,000	\$25,000	\$50,000	\$50,000	\$2,000	\$146,000
Transfer from Land	\$405,000					\$405,000
Transfer from Community Development	\$412,538					\$412,538
Transfer from Cemetery	\$28,000	\$75,000	\$15,000			\$118,000
Grant Revenue	\$341,000	\$975,000	\$1,950,000	\$1,950,000	\$78,000	\$5,294,000
<b>Total Income</b>	<b>\$3,464,169</b>	<b>\$3,875,000</b>	<b>\$4,615,000</b>	<b>\$4,600,000</b>	<b>\$2,680,000</b>	<b>\$19,234,169</b>
<b>Total expenses</b>	<b>\$3,210,169</b>	<b>\$4,026,513</b>	<b>\$4,297,666</b>	<b>\$4,208,352</b>	<b>\$1,956,352</b>	<b>\$17,699,052</b>
<b>Net Increase/Decrease</b>	 <b>\$254,000</b>	 <b>-\$151,513</b>	 <b>\$317,334</b>	 <b>\$391,648</b>	 <b>\$723,648</b>	 <b>\$1,535,117</b>
<b>Fund Balance - \$686,472</b>	<b>\$940,472</b>	<b>\$788,959</b>	<b>\$1,106,293</b>	<b>\$1,497,941</b>	<b>\$2,221,589</b>	<b>\$2,221,589</b>

## FUND 40 – CAPITAL PROJECTS

### Capital Outlay - General Government

#### Equipment - 40.480.9830

Fiscal Year	16-17	17-18	18-19	19-20	20-21	5-Year Total
Council Chambers -Audio Equip.		\$40,000				\$40,000
Council Chambers - Equipment			\$5,000			\$5,000
Gen Svcs -Department vehicles		\$32,000		\$40,000		\$72,000
Finance - Caselle Software Upgrade	\$15,000					\$15,000
IT - City workstation upgrades I & II	\$55,000	\$55,000		\$55,000		\$165,000
IT - City Office Suite upgrades I & II	\$54,000					\$54,000
IT - Firewalls and security hardware		\$15,000				\$15,000
IT- Main UPS repair/replacement		\$30,000				\$30,000
IT - City server upgrades	\$15,000			\$50,000		\$65,000
IT - City phone system upgrades					\$175,000	\$175,000
Golf - Mower Leases	\$49,314	\$49,314	\$49,314			\$147,942
						\$0
<b>Total Equipment</b>	<b>\$188,314</b>	<b>\$221,314</b>	<b>\$54,314</b>	<b>\$145,000</b>	<b>\$175,000</b>	<b>\$783,942</b>

#### Improvements - 40.485.9830

Magistrate Court Improvements	\$110,000					\$110,000
						\$0
<b>Total Improvements</b>	<b>\$110,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$110,000</b>
<b>Total General Government</b>	<b>\$298,314</b>	<b>\$221,314</b>	<b>\$54,314</b>	<b>\$145,000</b>	<b>\$175,000</b>	<b>\$893,942</b>

## FUND 40 – CAPITAL PROJECTS

### Capital Outlay - Community Development

#### Equipment - 40.480.9825

Fiscal Year	16-17	17-18	18-19	19-20	20-21	5-Year Total
Building & Code - Department vehicle	\$35,000					\$35,000
Building & Code - Department vehicle			\$35,000			\$35,000
						\$0
<b>Total Equipment</b>	<b>\$35,000</b>	<b>\$0</b>	<b>\$35,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,000</b>

#### Improvements - 40.485.9825

Comm Dev (42) - Horseshoe Construct (PI)	\$250,000	\$250,000	\$250,000			\$750,000
Comm Dev - CDBG Funded Projects	\$75,000					\$75,000
Comm Dev - Streetscape Improvements		\$200,000	\$200,000	\$200,000		\$600,000
						\$0
<b>Total Improvements</b>	<b>\$325,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$1,425,000</b>
<b>Total Community Development</b>	<b>\$360,000</b>	<b>\$450,000</b>	<b>\$485,000</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$1,495,000</b>

## FUND 40 – CAPITAL PROJECTS

### Capital Outlay - Community Services

#### Equipment - 40.480.9820

Fiscal Year	16-17	17-18	18-19	19-20	20-21	5-Year Total
PCC - Phone system upgrade	\$7,000					\$7,000
PCC - Kitchen appliances		\$6,000				\$6,000
PCC - Delivery Van					\$150,000	\$150,000
Recreation - Field Equipment		\$8,000		\$5,000		\$13,000
						\$0
<b>Total Equipment</b>	<b>\$7,000</b>	<b>\$14,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$150,000</b>	<b>\$176,000</b>

#### Improvements - 40.485.9820

Library - Facility Upgrade	\$8,000					\$8,000
						\$0
<b>Total Improvements</b>	<b>\$8,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,000</b>
<b>Total Community Services</b>	<b>\$15,000</b>	<b>\$14,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$150,000</b>	<b>\$184,000</b>

## FUND 40 – CAPITAL PROJECTS

### Capital Outlay - Public Safety Police

#### Equipment - 40.480.9815

Fiscal Year	16-17	17-18	18-19	19-20	20-21	5-Year Total
Patrol - Department vehicle (SUV)	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$275,000
Patrol - K9 Dog		\$25,000				\$25,000
Patrol - Spillman Server	\$54,902					\$54,902
Patrol - Spillman Software				\$40,000		\$40,000
Patrol - Laptops	\$40,254			\$12,000		\$52,254
Patrol - VieVu	\$29,000					\$29,000
Patrol - E-citation/accident technology		\$50,000				\$50,000
Patrol - CRO vehicle w / transport cage		\$40,000				\$40,000
Communications - Audiolog Recorder		\$25,000				\$25,000
Communications - Radio Repeater	\$19,000	\$19,000				\$38,000
Communications - Comparator/Receiver			\$22,000	\$22,000		\$44,000
Communications - Radio Base/Receiver					\$10,000	\$10,000
Investigations - Recording equipment	\$10,000					\$10,000
Investigations - Laptops		\$6,000			\$6,000	\$12,000
						\$0
<b>Total Equipment</b>	<b>\$208,156</b>	<b>\$220,000</b>	<b>\$77,000</b>	<b>\$129,000</b>	<b>\$71,000</b>	<b>\$705,156</b>

#### Improvements - 40.485.9815

						\$0
<b>Total Improvements</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Public Safety Police</b>	<b>\$208,156</b>	<b>\$220,000</b>	<b>\$77,000</b>	<b>\$129,000</b>	<b>\$71,000</b>	<b>\$705,156</b>

## FUND 40 – CAPITAL PROJECTS

### Capital Outlay - Public Safety Fire

#### Equipment - 40.480.9810

Fiscal Year	16-17	17-18	18-19	19-20	20-21	5-Year Total
Zoll Cardiac Monitor				\$40,000		\$40,000
Stryker Power Gurney	\$20,000		\$23,000			\$43,000
Re-Chassis ambulance		\$120,000				\$120,000
Command Vehicle			\$70,000			\$70,000
2011 Pierce Pumper Lease	\$77,847	\$77,847				\$155,694
Communication system upgrades			\$20,000		\$20,000	\$40,000
SCBA replacement		\$158,000		\$100,000		\$258,000
						\$0
<b>Total Equipment</b>	<b>\$97,847</b>	<b>\$355,847</b>	<b>\$113,000</b>	<b>\$140,000</b>	<b>\$20,000</b>	<b>\$726,694</b>

#### Improvements - 40.485.9810

						\$0
<b>Total Improvements</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Public Safety Fire</b>	<b>\$97,847</b>	<b>\$355,847</b>	<b>\$113,000</b>	<b>\$140,000</b>	<b>\$20,000</b>	<b>\$726,694</b>

## FUND 40 – CAPITAL PROJECTS

### Capital Outlay - Public Works

#### Equipment - 40.480.9805

Fiscal Year	16-17	17-18	18-19	19-20	20-21	5-Year Total
Garage - Department vehicle			\$40,000			\$40,000
Garage - Tire machine					\$8,000	\$8,000
Building Maint - Department vehicle		\$38,000				\$38,000
Building Maint - Bucket truck			\$50,000			\$50,000
Building Maint - Elevator compliance				\$5,000		\$5,000
Building Maint - Emergency generators (2)	\$15,000					\$15,000
Building Maint - HVAC unit replacement (2)	\$54,500					\$54,500
Parks Maint - Tractor					\$38,000	\$38,000
Parks Maint - Litter Vac	\$15,000					\$15,000
Parks Maint - Department vehicle (1-ton)		\$38,000				\$38,000
Parks Maint - Playground equipment	\$150,000	\$120,000	\$20,000	\$120,000		\$410,000
Parks Maint - Skatepark equipment	\$35,000					\$35,000
Cemetery - Curb and Gutter	\$20,000					\$20,000
Cemetery - Mower			\$15,000			\$15,000
Cemetery - High lift grass collector	\$8,000					\$8,000
<b>Total Equipment</b>	<b>\$297,500</b>	<b>\$196,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$46,000</b>	<b>\$789,500</b>

#### Improvements - 40.485.9805

Fiscal Year	16-17	17-18	18-19	19-20	20-21	5-Year Total
Garage - Central Garage Relocation	\$394,352	\$394,352	\$394,352	\$394,352	\$394,352	\$1,971,760
Building Maint - Roof Repair	\$5,000					\$5,000
Parks Maint - JCPMP Design	\$50,000					\$50,000
Parks Maint - JCPMP Construct Phase I	\$300,000					\$300,000
Parks Maint - Park restrooms	\$50,000					\$50,000
Cemetery - Parking lot expansion		\$75,000				\$75,000
						\$0
<b>Total Improvements</b>	<b>\$799,352</b>	<b>\$469,352</b>	<b>\$394,352</b>	<b>\$394,352</b>	<b>\$394,352</b>	<b>\$2,451,760</b>
<b>Total Public Works</b>	<b>\$1,096,852</b>	<b>\$665,352</b>	<b>\$519,352</b>	<b>\$519,352</b>	<b>\$440,352</b>	<b>\$3,241,260</b>

## FUND 40 – CAPITAL PROJECTS

### Capital Outlay - Public Works Streets (HURF Funds)

#### Equipment - 40.480.9800

Fiscal Year	16-17	17-18	18-19	19-20	20-21	5-Year Total
Dump truck		\$80,000				\$80,000
Department vehicle w / service bed	\$35,000					\$35,000
Bucket lift vehicle				\$50,000		\$50,000
Snow plow			\$4,000			\$4,000
Track skidloader			\$25,000			\$25,000
Brush and tree grapple	\$12,000					\$12,000
<b>Total Equipment</b>	<b>\$47,000</b>	<b>\$80,000</b>	<b>\$29,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$206,000</b>

#### Improvements - 40.485.9800

Elm Street overlay-ADOT administered	\$20,000					\$20,000
LP Boulevard Sidewalk-ADOT administered	\$30,000					\$30,000
Street Projects (mill & overlay/ADA ramps)	\$570,000					\$570,000
Sidewalk Improvements	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Stormwater Improvements	\$47,000					\$47,000
Street Improvement Projects	\$108,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$4,108,000
<b>Total Improvements</b>	<b>\$795,000</b>	<b>\$1,020,000</b>	<b>\$1,020,000</b>	<b>\$1,020,000</b>	<b>\$1,020,000</b>	<b>\$4,875,000</b>
<b>Total Public Works Streets</b>	<b>\$842,000</b>	<b>\$1,100,000</b>	<b>\$1,049,000</b>	<b>\$1,070,000</b>	<b>\$1,020,000</b>	<b>\$5,081,000</b>



## FUND 40 – CAPITAL PROJECTS

### Capital Outlay - Airport

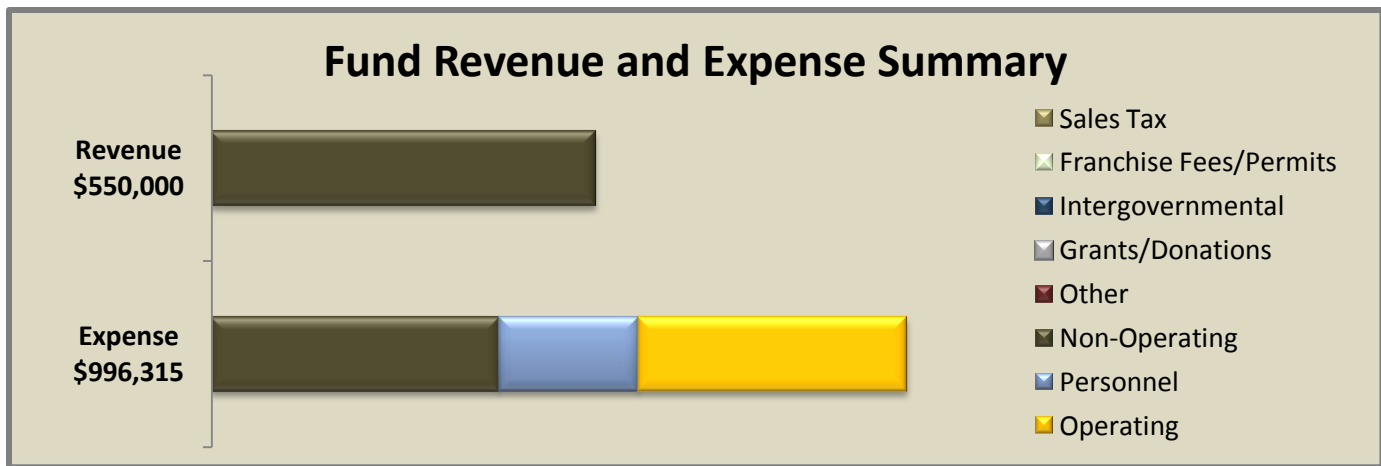
#### Equipment - 40.480.9953

Fiscal Year	16-17	17-18	18-19	19-20	20-21	5-Year Total
Mow er	\$12,000					\$12,000
						\$0
<b>Total Equipment</b>	<b>\$12,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,000</b>

#### Improvements - 40.485.9953

Taxiway C Design	\$80,000					\$80,000
Taxiway C Construction		\$500,000				\$500,000
Airport Masterplan		\$500,000				\$500,000
Main Apron Rehab Design	\$200,000					\$200,000
Main Apron Construction Phase I			\$2,000,000			\$2,000,000
Main Apron Construction Phase II				\$2,000,000		\$2,000,000
NW Taxiway Design					\$80,000	\$80,000
						\$0
<b>Total Improvements</b>	<b>\$280,000</b>	<b>\$1,000,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$80,000</b>	<b>\$5,360,000</b>
<b>Total Airport</b>	<b>\$292,000</b>	<b>\$1,000,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$80,000</b>	<b>\$5,372,000</b>

# COMMUNITY DEVELOPMENT FUND



COMMUNITY DEV. FUND 42		COMMUNITY DEVELOPMENT				
		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>REVENUE:</b>						
42-xx-xxxxx	OTHER	19,329	2,038	-	-	0.0%
42-xx-xxxxx	NON-OPERATING	365,511	415,439	402,887	550,000	36.5%
<b>TOTAL REVENUES</b>		\$ 384,840	\$ 417,477	\$ 402,887	\$ 550,000	36.5%
<b>EXPENSE:</b>						
42-486-xxxx	PERSONNEL	90,212	104,566	209,445	199,117	-4.9%
42-486-xxxx	OPERATING	233,580	207,732	359,950	384,660	6.9%
42-486-xxxx	NON-OPERATING	-	-	-	412,538	100.0%
<b>TOTAL EXPENDITURES</b>		\$ 323,792	\$ 312,297	\$ 569,395	\$ 996,315	75.0%
<b>NET REVENUE/(EXPENSE)</b>		\$ 61,048	\$ 105,179	\$ (166,508)	\$ (446,315)	168.0%

## **FUND 42 – COMMUNITY DEVELOPMENT FUND**

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### **DEPARTMENT DESCRIPTION**

The City Council has identified Community Development as a top priority in the 2016-17 Strategic Plan. The Community Development Department is responsible for planning, encouraging, and managing Page's physical growth and development. The department is responsible for the functions of Economic Development/Redevelopment and Tourism, Community Planning and Zoning, Code Compliance, Building Safety, Housing, and Park and Trails planning and development. The department defines future development through long-range planning and land use and zoning regulations, with an emphasis on orderly and efficient growth and suitable redevelopment to make the community more sustainable in terms of land use, development, downtown redevelopment, and neighborhood and resource preservation. The Community Development Department also reviews residential, commercial, public facilities, and industrial development proposals for compliance with the subdivision and zoning ordinances, and provides incentives for developments that create jobs and tax base or satisfy specified goals or unmet needs in the community.

### **SCOPE OF ACTIVITIES**

- Implement City Council Strategic Priorities for Community Development.
- Implement economic development processes that assist in the development of strong local economy conditions that have a positive impact on area property values.
- Oversee capital improvements and administer grants.
- Encourage residents' and business owners' efforts to maintain the physical environment through standards set in local ordinances.

### **FY 2016-17 BUDGET HIGHLIGHTS**

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 planning.
- Includes \$20,000 in Economic Development for grant assistance and housing incentives
- The Museum Stipend was increase from \$45,000 to \$70,000.

### **PERSONNEL LEVELS**

- 1 FTE - Community Development Director
- 1 FTE – Economic Development and Tourism Coordinator

### **FY 2016-17 PRIORITIES AND OBJECTIVES**

- Collaborate with economic development partners to develop and support common economic objectives; promote local job creation and retention; and provide information on relocation, land sales and business recruitment.
- Implement City Council Strategic Priorities for Community Development.
- Develop design plans and specifications for Horseshoe Bend trail realignment and parking lot and construct phase one parking lot improvements.
- Explore options for Block 17 redevelopment, including funding options.
- Initiate a Master Streetscape planning process, including exploration of funding options.
- Complete the Park Master planning processes and move forward with implementation.
- Staff the Economic Development and Tourism position.
- Staff the Community Enhancement Technician position and implement the Code Enforcement program based on newly adopted ordinances.

## FUND 42 – COMMUNITY DEVELOPMENT FUND

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Consultant procurement and draft City-wide Park Master Plan and preliminary design concepts for John C. Page Memorial Park completed.
- ✓ Completed a Five-year Tourism Marketing Plan.
- ✓ Worked with the Community Development Advisory Board and City Council on an events assistance program policy.
- ✓ Worked with three developers interested in purchasing approximately 900 acres of City land for development.
- ✓ Worked with the Chamber of Commerce to host an Economic Summit.
- ✓ The Community Development Director was appointed to serve on the NACOG Economic Development Council.
- ✓ Extended agreement with the Powell Museum to be the Official Visitor Center.

COMMUNITY DEV. FUND 42		REVENUE									
OTHER:		2013-14 ACTUAL		2014-15 ACTUAL		2015-16 BUDGET		2016-17 BUDGET		% CHANGE	
		19,329		2,038		-		-		0.0%	
42-38-99900 MISCELLANEOUS REVENUE		19,329		2,038		-		-		0.0%	
TOTAL OTHER		\$ 19,329		\$ 2,038		\$ -		\$ -		0.0%	
NON-OPERATING:											
42-38-75300 TRANSFER FROM BALLOON REGATTA		1,125		-		-		-		0.0%	
42-38-75400 TRANSFER FROM AIRPORT EVENTS		-		-		2,887		-		-100.0%	
42-38-75500 TRANSFER FROM GENERAL FUND		364,386		415,439		400,000		550,000		37.5%	
TOTAL NON-OPERATING		\$ 365,511		\$ 415,439		\$ 402,887		\$ 550,000		36.5%	
TOTAL REVENUE		\$ 384,840		\$ 417,477		\$ 402,887		\$ 550,000		36.5%	

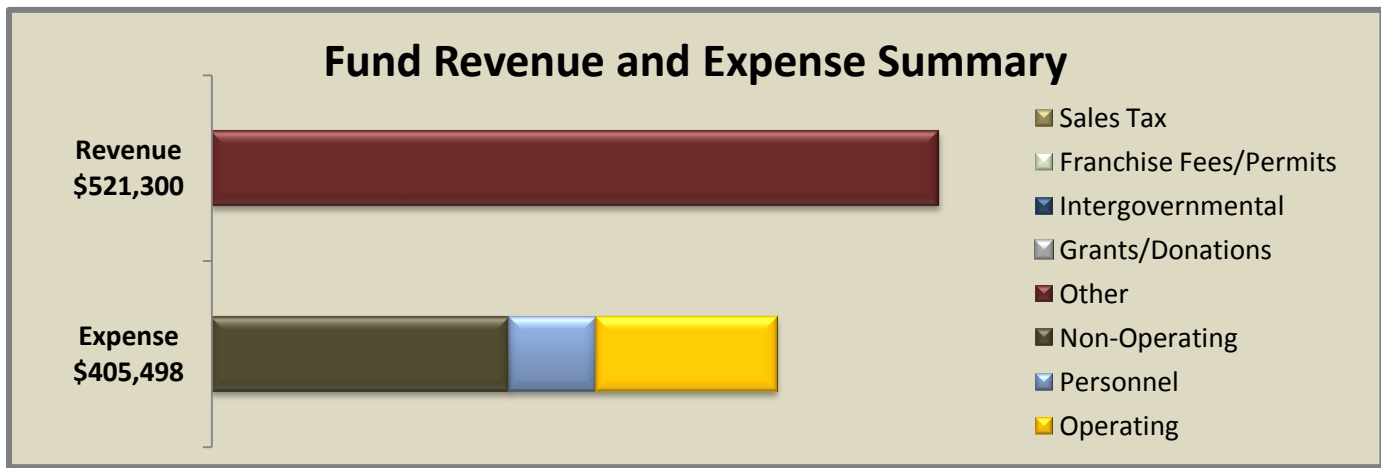
## FUND 42 – COMMUNITY DEVELOPMENT FUND

COMMUNITY DEV. FUND 42		EXPENSE				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
42-486-1101	SALARIES	62,668	73,484	147,500	147,500	0.0%
42-486-1201	INDUSTRIAL INSURANCE	2,198	1,122	434	489	12.7%
42-486-1202	MEDICAL INSURANCE	13,496	15,937	33,869	23,229	-31.4%
42-486-1203	FICA	4,617	5,470	10,724	10,966	2.3%
42-486-1204	ASRS	7,232	8,553	16,918	16,933	0.1%
TOTAL PERSONNEL		\$ 90,212	\$ 104,566	\$ 209,445	\$ 199,117	-4.9%
OPERATING:						
42-486-2101	OPERATING SUPPLIES	3,076	3,586	2,650	3,340	26.0%
42-486-2402	CELL PHONES	-	-	-	660	100.0%
42-486-2403	POSTAGE	1,087	1,914	1,500	2,000	33.3%
42-486-2404	UTILITIES	637	423	600	600	0.0%
42-486-2510	EVENTS	36,500	13,938	53,000	44,300	-16.4%
42-486-2512	TOURISM BRANDING	15,482	15,435	-	-	0.0%
42-486-2540	MARKETING & PROMOTION	56,513	64,155	50,000	52,000	4.0%
42-486-2590	CONTRACT SERVICES	9,131	13,713	55,000	159,000	189.1%
42-486-2700	TRAVEL, MEALS & SCHOOLS	10,919	15,443	12,500	12,500	0.0%
42-486-2804	SUBSCRIPTIONS/MEMBERSHIPS	1,775	3,096	2,700	3,260	20.7%
42-486-3285	ECONOMIC DEVELOPMENT	-	-	20,000	20,000	0.0%
42-486-3290	FAMILIARIZATION TOURS	-	894	2,000	2,000	0.0%
42-486-3300	BEAUTIFICATION	-	4,127	-	-	0.0%
42-486-9600	CONTINGENCY	20,000	-	-	-	0.0%
42-486-9865	MUSEUM/VISITOR CENTER	30,000	45,000	45,000	70,000	55.6%
42-486-9866	CHAMBER OF COMMERCE	20,000	15,000	15,000	15,000	0.0%
42-486-9901	FIREWORKS	15,717	11,009	-	-	0.0%
42-486-9905	LAKE POWELL CONCERT ASSN	4,000	-	-	-	0.0%
42-486-9906	COCO COMMUNITY COLLEGE	6,500	-	-	-	0.0%
42-486-9910	WINGS & WHEELS	2,242	-	-	-	0.0%
TOTAL OPERATING		\$ 233,580	\$ 207,732	\$ 259,950	\$ 384,660	48.0%
NON-OPERATING:						
42-486-9915	TRANSFER TO CAPITAL PROJECTS	-	-	100,000	412,538	312.5%
TOTAL NON-OPERATING		\$ -	\$ -	\$ 100,000	\$ 412,538	312.5%
TOTAL EXPENDITURES		\$ 323,792	\$ 312,297	\$ 569,395	\$ 996,315	75.0%

### CURRENT AND PROPOSED EXPENDITURES

- (2590) Contract Services increased to accommodate expenses pertaining to Horseshoe Bend, Block 17, and the Master Streetscape Project.
- (9865) Increased funding requested for the Museum/Visitor Center for increase of services provided.

# AIRPORT FUND



AIRPORT FUND 46		AIRPORT				
		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>REVENUE:</b>						
46-xx-xxxxx	OTHER	546,429	541,496	526,900	521,300	-1.1%
46-xx-xxxxx	NON-OPERATING	531	-	-	-	0.0%
<b>TOTAL REVENUES</b>		\$ 546,960	\$ 541,496	\$ 526,900	\$ 521,300	-1.1%
<b>EXPENSE:</b>						
46-489-xxxx	PERSONNEL	1,034	-	59,012	61,898	4.9%
46-489-xxxx	OPERATING	108,759	164,239	139,600	129,600	-7.2%
46-489-xxxx	NON-OPERATING	194,855	193,642	259,000	214,000	-17.4%
<b>TOTAL EXPENDITURES</b>		\$ 304,649	\$ 357,881	\$ 457,612	\$ 405,498	-11.4%
<b>NET REVENUE/(EXPENSE)</b>		\$ 242,311	\$ 183,615	\$ 69,288	\$ 115,802	67.1%

## FUND 46 – AIRPORT

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### DEPARTMENT DESCRIPTION

The City of Page owns a commercial service airport located within the municipal boundaries. The facility is situated on a 536 acre parcel bordering Lake Powell. The airport is served by two runways. Runway 15-33 is 5,950 feet in length; and the crosswind runway 07-25 is 2,200 feet in length. Runway 07-25 does not have runway lighting and is only recommended during high wind conditions. The Airport is served by three full service fixed based operators, American Aviation, Classic Aviation and Lake Powell Jet Center. Charter service and air tours of the Grand Circle are provided by American Aviation, Grand Canyon Airlines, and Westwind Aviation.

### SCOPE OF ACTIVITIES

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

### DEPARTMENTAL GOALS

- Provide physical maintenance of the terminal, maintenance hangar and airport property to include proper repairs and scheduled maintenance to maximize the life of public investments.
- Ensure the airport meets all FAA and ADOT Aeronautics rules and regulations.
- 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.

### FY 2016-17 BUDGET HIGHLIGHTS

Significant changes are as follows:

- Includes \$17,000 in Buildings Repair and Maintenance line item to retrofit twelve high pressure sodium light fixtures in the main terminal with LED bulbs and install new carpet in the offices over the maintenance hangar.
- Includes \$266,000 in the Capital Projects Fund for Federal Aviation Administration and Arizona Department of Transportation grants for design of Taxiway “C” and design apron pavement rehabilitation.
- Reduced Utilities line item by \$5,000 for reflect current needs.
- Reduced transfer to Capital Funds by \$45,000.
- Repair leaking windows and drywall.
- Includes \$1,256,800 in the Capital Projects Fund for Federal Aviation Administration and Arizona Department of Transportation grants to upgrade airport lighting and taxiway to Runway 7-25.

### PERSONNEL LEVELS

- 1 FTE - Maintenance Worker
- .10 FTE - Airport Manager

### FY 2016-17 PRIORITIES AND OBJECTIVES

- Implement required training mentioned in our 2015 Part 139 Inspection.
- Hold annual meeting with tenants.
- Implement drainage solutions.

## FUND 46 – AIRPORT

### FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED

- ✓ Continued routine maintenance of all airport property.
- ✓ Completed construction of Runway 7 Connector Taxiway Construction, Airfield Electrical Upgrades and the Wildlife Hazard Assessment. The Runway 7 Connector Taxiway Construction and Airfield Electrical Upgrades projects totaled approximately \$966,901, of which, 2.5% was the City's share of expenditures. The Wildlife Hazard Assessment project was approximately \$90,000 of which the City's share of expenditures was 4.77%.

AIRPORT FUND 46		REVENUE				
		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>OTHER:</b>						
46-38-91200	FBO FUEL	22,325	22,640	23,000	23,000	0.0%
46-38-91300	LAND LEASE	317,132	312,338	300,000	300,000	0.0%
46-38-91400	AUTO STORAGE	8,183	7,202	8,500	8,000	-5.9%
46-38-91500	AIRCRAFT TIE DOWNS	21,231	21,490	20,000	20,000	0.0%
46-38-91600	HANGAR LAND LEASE	65,189	64,170	65,000	65,000	0.0%
46-38-91700	UTILITIES	49,861	50,544	50,000	50,000	0.0%
46-38-91750	CUSTODIAL SERVICES	4,834	4,806	4,800	4,800	0.0%
46-38-91800	MAINTENANCE HANGAR	46,304	47,199	45,000	45,000	0.0%
46-38-92000	BUILDING MAINTENANCE	5,592	5,592	5,600	-	-100.0%
46-38-99900	MISCELLANEOUS RECEIPTS	5,777	5,516	5,000	5,500	10.0%
<b>TOTAL OTHER</b>		\$ 546,429	\$ 541,496	\$ 526,900	\$ 521,300	-1.1%
<b>NON-OPERATING:</b>						
46-38-99925	TRANSFER FROM AIRPORT EVENTS	531	-	-	-	0.0%
<b>TOTAL NON-OPERATING</b>		\$ 531	\$ -	\$ -	\$ -	0.0%
<b>TOTAL REVENUE</b>		\$ 546,960	\$ 541,496	\$ 526,900	\$ 521,300	-1.1%



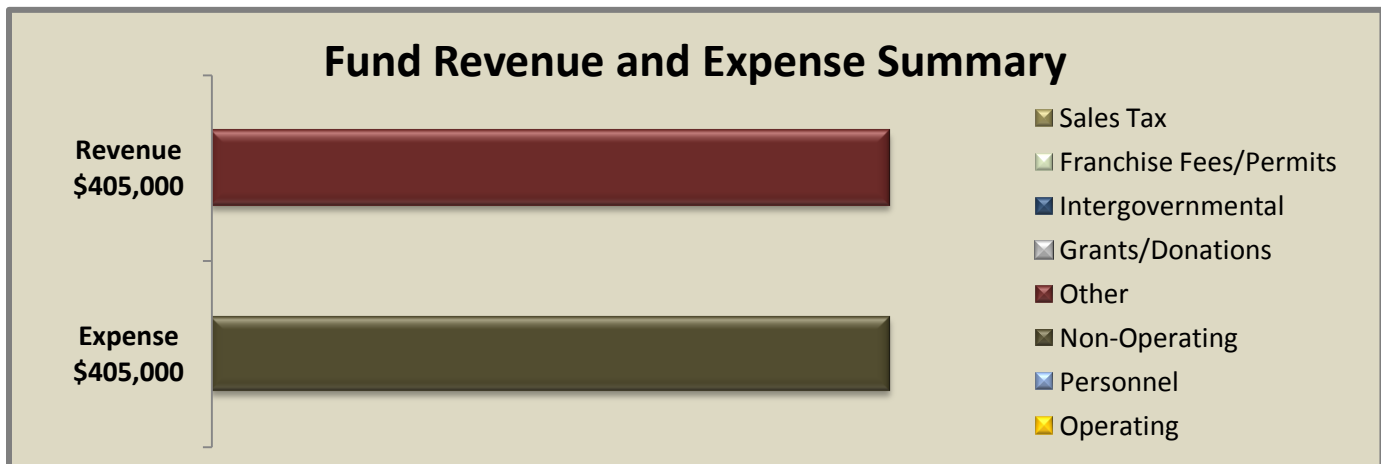
## FUND 46 – AIRPORT

AIRPORT FUND 46		EXPENSE				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
46-489-1101	SALARIES	-	-	42,946	45,034	4.9%
46-489-1105	OVERTIME	-	-	300	300	0.0%
46-489-1201	INDUSTRIAL INSURANCE	-	-	1,530	1,916	25.2%
46-489-1202	MEDICAL INSURANCE	1,034	-	6,250	6,260	0.2%
46-489-1203	FICA	-	-	3,261	3,421	4.9%
46-489-1204	ASRS	-	-	4,725	4,967	5.1%
<b>TOTAL PERSONNEL</b>		\$ 1,034	\$ -	\$ 59,012	\$ 61,898	100.0%
<b>OPERATING:</b>						
46-489-2101	OPERATING SUPPLIES	1,502	246	500	500	0.0%
46-489-2115	EQUIPMENT REPAIR/MAINT.	476	1,704	3,000	1,000	-66.7%
46-489-2125	BUILDINGS REPAIR/MAINT.	2,649	19,998	20,000	17,000	-15.0%
46-489-2404	UTILITIES	61,518	61,508	80,000	75,000	-6.3%
46-489-2590	CONTRACT SERVICES	24,111	19,730	25,000	25,000	0.0%
46-489-2601	FUEL	1,720	1,959	1,500	1,500	0.0%
46-489-2603	VEHICLE REPAIR/MAINTENANCE	358	625	1,000	1,000	0.0%
46-489-2700	TRAVEL, MEALS AND SCHOOLS	1,214	2,150	1,000	1,000	0.0%
46-489-2804	SUBSCRIPTIONS/MEMBERSHIPS	-	-	100	100	0.0%
46-489-2820	AIRFIELD MAINTENANCE	5,719	3,323	3,000	3,000	0.0%
46-489-9720	GRANT CITY MATCH	2,934	48,323	-	-	0.0%
46-489-9850	LIABILITY/PROPERTY INSURANCE	-	4,500	4,500	4,500	0.0%
46-489-9862	MISC EXPENSE	6,559	-	-	-	0.0%
46-489-9901	CAPITAL EQUIPMENT	-	175	-	-	0.0%
<b>TOTAL OPERATING</b>		\$ 108,759	\$ 164,239	\$ 139,600	\$ 129,600	-7.2%
<b>NON-OPERATING:</b>						
46-489-9718	TRANSFER TO DEBT SERVICE	194,855	193,642	195,000	195,000	0.0%
46-489-9719	TRANSFER TO CAPITAL FUND	-	-	64,000	19,000	-70.3%
<b>TOTAL NON-OPERATING</b>		\$ 194,855	\$ 193,642	\$ 259,000	\$ 214,000	-17.4%
<b>TOTAL EXPENDITURES</b>		\$ 304,649	\$ 357,881	\$ 457,612	\$ 405,498	-11.4%

### CURRENT AND PROPOSED EXPENDITURES

- (2115) Equipment Repair and Maintenance includes costs for repair and replacement of furniture and fixtures.
- (2125) Buildings Repair and Maintenance cover the cost of maintenance and repairs.
- (2590) Contract Services includes costs associated with janitorial service and Arizona Department of Environmental Quality (ADEQ) permits.
- (9719) Transfer to Capital Fund includes city matching grant requirements for capital improvements.

# LAND FUND



LAND FUND 48	LAND				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>REVENUE:</b>					
48-xx-xxxxx LAND SALES	246,030	357,700	406,500	405,000	-0.4%
<b>TOTAL REVENUES</b>	\$ 246,030	\$ 357,700	\$ 406,500	\$ 405,000	-0.4%
<b>EXPENSE:</b>					
48-488-xxxx PERSONNEL	-	-	-	-	0.0%
48-488-xxxx OPERATING	-	-	405,000	-	-100.0%
48-488-xxxx NON-OPERATING	246,030	357,700	-	405,000	100.0%
<b>TOTAL EXPENDITURES</b>	\$ 246,030	\$ 357,700	\$ 405,000	\$ 405,000	0.0%
<b>NET REVENUE/(EXPENSE)</b>	\$ -	\$ -	\$ 1,500	\$ -	-100.0%

## FUND 48 – LAND FUND

### DEPARTMENT DESCRIPTION

This fund tracks all land sale transactions for the City of Page.

### PERSONNEL LEVELS

- 0 FTE

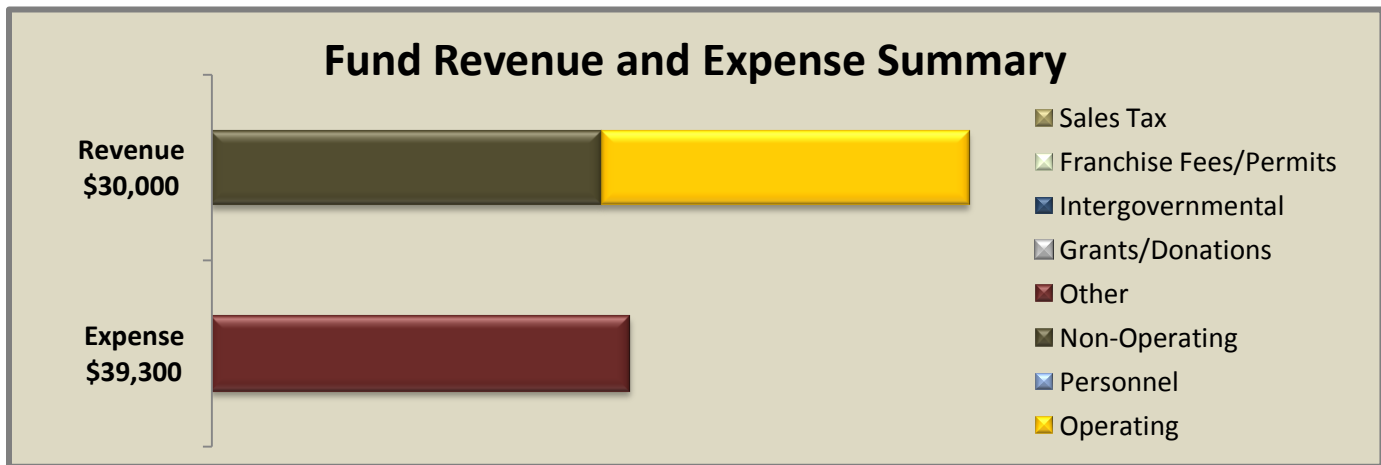
LAND FUND 48	REVENUE				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>LAND SALES:</b>					
48-38-56000 LAND SALES	246,030	357,700	405,000	399,228	-1.4%
48-38-90100 INTEREST INCOME	-	-	1,500	5,772	284.8%
<b>LAND SALES</b>	\$ 246,030	\$ 357,700	\$ 406,500	\$ 405,000	-0.4%
<b>TOTAL REVENUE</b>	\$ 246,030	\$ 357,700	\$ 406,500	\$ 405,000	-0.4%

LAND FUND 48	EXPENSE				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>PERSONNEL:</b>					
<b>TOTAL PERSONNEL</b>	\$ -	\$ -	\$ -	\$ -	0.0%
<b>OPERATING:</b>					
<b>TOTAL OPERATING</b>	\$ -	\$ -	\$ -	\$ -	0.0%
<b>NON-OPERATING:</b>					
48-488-9712 TRANSFER TO DEBT SERVICE	246,030	357,700	-	-	0.0%
48-488-9715 TRANSFER TO CAPITAL FUND	-	-	405,000	405,000	0.0%
<b>TOTAL NON-OPERATING</b>	\$ 246,030	\$ 357,700	\$ 405,000	\$ 405,000	0.0%
<b>TOTAL EXPENDITURES</b>	\$ 246,030	\$ 357,700	\$ 405,000	\$ 405,000	0.0%

### CURRENT AND PROPOSED EXPENDITURES

- (9712) In January 2013, the City Council directed that all future land sales shall be applied toward the City's bond debt reduction as stated in Resolution 1106-13. At the May 13, 2015 Budget Work session, City Council showed interest in redirecting future land sales.
- (9715) Transfer to Capital Fund includes the transfer from Land Fund to the Capital Projects Fund per Council request.

# PERPETUAL CARE FUND



PERPETUAL CARE FUND 57	PERPETUAL CARE				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>REVENUE:</b>					
48-xx-xxxxx OTHER	34,874	29,795	30,000	30,000	0.0%
<b>TOTAL REVENUES</b>	\$ 34,874	\$ 29,795	\$ 30,000	\$ 30,000	0.0%
<b>EXPENSE:</b>					
57-456-xxxx PERSONNEL	-	-	-	-	0.0%
57-456-xxxx OPERATING	14,784	86,119	26,300	11,300	-57.0%
57-456-xxxx NON-OPERATING	-	-	15,000	28,000	86.7%
<b>TOTAL EXPENDITURES</b>	\$ 14,784	\$ 86,119	\$ 41,300	\$ 39,300	-4.8%
<b>NET REVENUE/(EXPENSE)</b>	\$ 20,090	\$ (56,325)	\$ (11,300)	\$ (9,300)	-17.7%

## **FUND 57 – PERPETUAL CARE**

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### **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. Maintenance and interment services are performed by Park Maintenance personnel.

### **SCOPE OF ACTIVITIES**

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

### **DEPARTMENTAL GOALS**

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

### **FY 2016-17 BUDGET HIGHLIGHTS**

Significant changes are as follows:

- Includes \$5,000 transfer to the Capital Fund for irrigation expansion on west side of cemetery.
- Includes \$8,000 in Capital Equipment for a high lift grass collector.

### **PERSONNEL LEVELS**

- 0 FTE

### **FY 2016-17 PRIORITIES AND OBJECTIVES**

- Continue to provide well maintained grounds.
- Provide quality, cost efficient support services to the public, bereaved families and death care service providers.

### **FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED**

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

## FUND 57 – PERPETUAL CARE

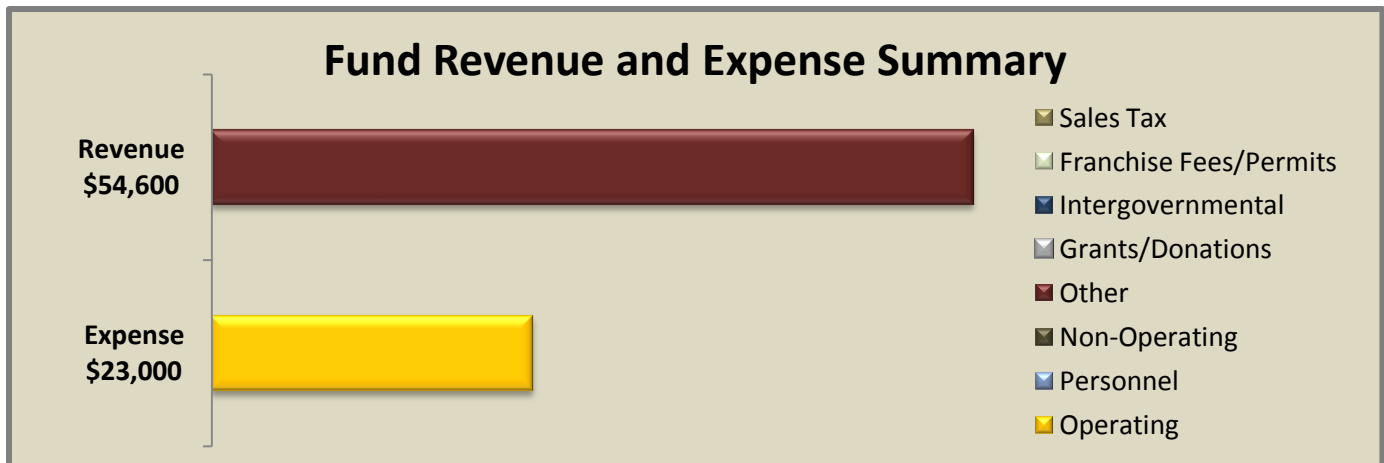
PERPETUAL CARE FUND 57	REVENUE				
OTHER:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
57-39-30000 SALE OF CEMETERY LOTS	9,445	7,458	7,500	7,500	0.0%
57-39-30250 CEMETERY-PERPETUAL CARE	9,445	7,500	7,500	7,500	0.0%
57-39-30500 CEMETERY LABOR	15,984	14,837	15,000	15,000	0.0%
<b>TOTAL OTHER</b>	<b>\$ 34,874</b>	<b>\$ 29,795</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>0.0%</b>
<b>TOTAL REVENUE</b>	<b>\$ 34,874</b>	<b>\$ 29,795</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>0.0%</b>

CEMETERY FUND 57	EXPENSE				
PERSONNEL:	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>TOTAL PERSONNEL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>OPERATING:</b>					
57-456-9690 LIABILITY/PROPERTY INSURANCE	9,001	10,573	20,000	5,000	-75.0%
57-456-9904 CAPITAL EQUIPMENT	-	70,000	-	-	0.0%
57-456-9925 UTILITIES	5,783	5,546	6,300	6,300	0.0%
<b>TOTAL OPERATING</b>	<b>\$ 14,784</b>	<b>\$ 86,119</b>	<b>\$ 26,300</b>	<b>\$ 11,300</b>	<b>-57.0%</b>
<b>NON-OPERATING:</b>					
57-456-9650 TRANSFER TO CAPITAL FUND	-	-	15,000	28,000	86.7%
<b>TOTAL NON-OPERATING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 28,000</b>	<b>86.7%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 14,784</b>	<b>\$ 86,119</b>	<b>\$ 41,300</b>	<b>\$ 39,300</b>	<b>-4.8%</b>

### CURRENT AND PROPOSED EXPENDITURES

- (9690) Miscellaneous Expense covers costs related to the cemetery improvements such as curbs and gutters, sprinklers, and fertilizers.
- (9925) Utilities includes utility costs associated with the care of the cemetery.

# VOLUNTEER FIRE PENSION FUND



FIRE PENSION FUND 72	VOLUNTEER FIRE PENSION				
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
<b>REVENUE:</b>					
48-xx-xxxxx OTHER	51,852	39,078	54,600	54,600	0.0%
<b>TOTAL REVENUES</b>	\$ 51,852	\$ 39,078	\$ 54,600	\$ 54,600	0.0%
<b>EXPENSE:</b>					
72-428-xxxx PERSONNEL	-	-	-	-	0.0%
72-428-xxxx OPERATING	9,478	58,747	22,700	23,000	1.3%
<b>TOTAL EXPENDITURES</b>	\$ 9,478	\$ 58,747	\$ 22,700	\$ 23,000	1.3%
<b>NET REVENUE/(EXPENSE)</b>	\$ 42,374	\$ (19,670)	\$ 31,900	\$ 31,600	-0.9%

## **FUND 72 – VOLUNTEER FIRE PENSION**

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### **DEPARTMENT DESCRIPTION**

The City of Page has a 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 special revenue fund that tracks the pension contributions that the volunteers and the City make into the plan.

### **SCOPE OF ACTIVITIES**

- This fund tracks all of the financial deposits and withdrawals into the pension plan.

### **DEPARTMENTAL GOALS**

- To have accurate financial accounting for the pension plan.

### **FY 2016-17 BUDGET HIGHLIGHTS**

No significant changes from the prior year. Funds are budgeted in the event that a volunteer/reserve firefighter wishes to withdraw funds from their pension account.

### **FY 2015-16 MAJOR OBJECTIVES ACCOMPLISHED**

- ✓ We accurately reported and tracked the financial transactions for the year.



## FUND 72 – VOLUNTEER FIRE PENSION

FIRE PENSION FUND 72		REVENUE					
OTHER:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE	
		72-33-50000 FIRE PENSION REVENUE	18,569	20,085	18,000	18,000	0.0%
		72-39-90100 INTEREST INCOME	2,897	11,735	1,500	1,500	0.0%
		72-39-99120 UNREALIZED GAIN OR LOSS	23,602	(2,407)	30,000	30,000	0.0%
		72-39-99700 CITY CONTRIBUTIONS	2,146	2,110	1,500	1,500	0.0%
		72-39-99710 EMPLOYEE CONTRIBUTIONS	4,573	5,167	3,500	3,500	0.0%
		72-39-99715 MISC FF CONTRIBUTIONS	67	2,386	100	100	0.0%
TOTAL OTHER		\$ 51,852	\$ 39,078	\$ 54,600	\$ 54,600	0.0%	
TOTAL REVENUE		\$ 51,852	\$ 39,078	\$ 54,600	\$ 54,600	0.0%	

FIRE PENSION FUND 72		EXPENSE				
PERSONNEL:		2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2016-17 BUDGET	% CHANGE
TOTAL PERSONNEL		\$ -	\$ -	\$ -	\$ -	0.0%
OPERATING:						
72-428-2852 PENSION PAYMENTS		6,940	56,101	20,000	20,000	0.0%
72-428-2854 FISCAL AGENT FEES		2,538	2,646	2,700	3,000	11.1%
TOTAL OPERATING		\$ 9,478	\$ 58,747	\$ 22,700	\$ 23,000	1.3%
TOTAL EXPENDITURES		\$ 9,478	\$ 58,747	\$ 22,700	\$ 23,000	1.3%

### CURRENT AND PROPOSED EXPENDITURES

- (2852) Pension Payments covers withdrawal of funds from the volunteer's pension plan.