

# **TUSAYAN TOWN COUNCIL WORKSHOP AND REGULAR MEETING**

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03

Tuesday, July 3, 2012 at 5:00 P.M.

TUSAYAN TOWN HALL

845 Mustang Drive, Tusayan, Arizona

## **TOWN COUNCIL SUMMARIZED MINUTES**

### **WORKSHOP**

#### **1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Bryan called the Workshop to order at 5:07 p.m. and the Pledge of Allegiance was recited.

#### **2. ROLL CALL**

On roll call, the following were present:

**MAYOR BRYAN  
VICE MAYOR MONTOYA**

**COUNCILMEMBER FITZGERALD  
COUNCILMEMBER RUETER  
COUNCILMEMBER SANDERSON**

Also present were:

Tami Ryall, Interim Town Manager  
Lenora Cole, Executive Assistant

#### **3. STUDY ITEMS**

##### **League of Arizona Cities and Towns – Discussion of Forms of Municipal Governance, and Overview of League Legislative Resolutions**

Tom Belshe, Deputy Director, League of Arizona Cities and Towns, opened his presentation by describing the four different types of government available to the Town of Tusayan.

Mr. Belshe stated that the town hall form of government began at the time of the original 13 Colonies. Entire communities would attend and it was a truly democratic process. Around the same time, counties were formed and referred to as a commission form of government. Within this form of governance, members are not elected at large but represent districts, and the chair acts as a mayor.

The strong mayor form of government is another option. It is similar to the commission form of government where the elected mayor acts as the chief executive officer of the community along with the council. The purely strong mayor form of government means the town may have an administrator, but the administrator takes direction from the mayor, and the mayor is ultimately responsible for all of the administrative activity of the town.

The council/manager form of government means there is a division between the political and philosophical aspect of the council, and the administrative duties of the town. The council serves as a type of board of directors, and the city manager functions as a chief executive officer. The council is responsible for the policy development for the town.

The League of Arizona Cities and Towns believes that the council/manager form of government is the healthiest structure. Across the United States there is a large movement toward this form of government. Today, the strong mayor form is seen mainly in very large cities where the elections are on a partisan and political basis. Examples are San Diego, Los Angeles, Pittsburg, etc. In the past, there has been abuse of the strong mayor structure (i.e. undue influence particularly in procurement matters, and the replacing of employees with those in the mayor's inner-circle or political party).

Mr. Belshe reviewed a sample code regarding the appointment of a city manager under the council/manager form of government. He encouraged the Town to review the sample and discuss together issues such as, 1) office creation, 2) residence, 3) eligibility, and 4) termination, etc.

Councilmember Fitzgerald expressed his support of the council/manager form of government. The Town is currently operating under the strong mayor form of government because Mayor Bryan has a job that allows him some flexibility to be out serving in the community as Mayor. But what about the next mayor, or the next? When elected officials leave office there will still be continuity with an experienced and knowable manager.

Mayor Bryan talked about his preference in having an experienced and professional manager to provide guidance to the Council.

Councilmember Sanderson stated his support of the council/manager structure. He believes it would allow for more accountability from a public perspective, more opportunity for transparency, and less opportunity for abuse of power.

Mayor Bryan directed Interim Manager Ryall on behalf of the Council to return to the Council in August with a new ordinance adopting the council/manager form of governance.

Moving on to the League of Arizona Cities and Towns Resolutions, Mr. Belshe provided a list of League Resolutions that have been reviewed by the Resolution Subcommittee. The Subcommittee is made up of representatives from all 91 of Arizona's cities and towns. They are recommending the adoption of all three of the League Staff's proposed resolutions. Some of the 19 resolutions sponsored by various cities and towns are being recommended for adoption, and some are being recommended with amendments. Others have been categorized as a significant municipal issue, but do not rise to the level of legislative activity. Other resolutions were not recommended for adoption.

Vice Mayor Montoya moved to adjourn the Workshop at 6:17 p.m. The motion was seconded by Councilmember Sanderson and passed on unanimous vote.

## **REGULAR COUNCIL MEETING**

### **1. CALL TO ORDER**

Mayor Bryan called the meeting to order at 6:25 p.m.

**2. ROLL CALL**

All members of the Council were present for the Regular Council Meeting.

**3. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

**4. CEREMONIAL AND INFORMATIONAL ITEMS**

**5. CONSENT AGENDA**

**A. Accounts Payable Billings.**

Vice Mayor Montoya moved to approve the Consent Agenda. The motion was seconded by Councilmember Rueter and passed on unanimous vote.

**6. ACTION ITEMS**

**A. Consideration, Discussion, and Possible Approval of Fiscal Year 2012/13 Preliminary Budget.**

Interim Manager Ryall presented the proposed Fiscal Year 2012/13 Preliminary Budget to the Council. If the Council adopts the preliminary budget tonight, she will move forward to properly advertise to meet all legal requirements prior to adoption. Adoption is tentatively set for August 15, 2012 Town Council meeting.

Vice Mayor Montoya moved to approve the Preliminary Budget in the amount of \$4,399,000.00 for Fiscal Year 2012/13 and the Five Year Financial Plan. The motion was seconded by Councilmember Sanderson and passed on unanimous vote.

**B. Consideration, Discussion, and Possible Approval of Mayor and Council Compensation Schedule.**

To assist the Council in their deliberations, Interim Manager Ryall provided a summary of compensation rates for elected officials in all the cities and towns in Arizona. After reviewing the compensation rates for elected officials in communities of a similar size, Manager Ryall recommended the following rates as a starting point in the Council's discussion. Councilmembers would receive \$300 per month, or \$3,600.00 annually. The Mayor would receive \$400 per month, or \$4,800.00 annually. The policy would become effective for new members of the Council as they are elected, and for sitting members of the Council as they are re-elected.

If enacted, the total amount of compensation would be \$19,200.00 annually, which falls within the \$20,000.00 the Council appropriated in the budget. Adopting the policy requires the passage of a resolution.

Vice Mayor Montoya moved to pass the resolution establishing the suggested compensation for the Mayor and Councilmembers. The motion was seconded by Councilmember Rueter.

During discussion, some Councilmembers asked Manager Ryall to verify whether or not individual Councilmembers would be allowed to donate their compensation back to the Town or to other entities.

Councilmember Fitzgerald requested that the decision be postponed until the donation question was researched.

The motion to approve the resolution passed with Mayor Bryan, Vice Mayor Montoya, and Councilmembers Rueter and Sanderson in favor, and Councilmember Fitzgerald opposed.

## **7. ACTION ITEMS**

### **A. Update from Stilo Development, Overview of Project with Timelines.**

Thomas De Paolo, Stilo Development, began with a review of the interim housing project. The Development Agreement requires six double-wide units to be installed as quickly as possible.

Mr. De Paolo stated the proposed utility plan is pretty much laid out, but has not yet been approved. The development will be using the existing public roadways and will improve the roads with some kind of gravel.

APS is willing to expedite their process as much as possible. Mr. De Paolo stated he hopes to have a formal submittal with everything required by the Town's building permit application process in approximately one week.

All of the units are outside of the floodway. Based on the flood report that Coconino County approved, there are no further requirements to meet in this area.

The Sanitary District is not asking for easements on the project, however, APS will require easements.

Stilo is mailing out a survey to Tusayan residents in the next few days that is different than the housing survey conducted by the Town. They want to get the pulse of the community and to; 1) gauge the level of interest in manufactured homes; 2) determine if there is a greater need to own or rent units; and, 3) ascertain size expectations, etc.

Mr. De Paolo plans to hold another community meeting in approximately two to three weeks to give the public clearer information, particularly on when the project is expected to be completed.

The next step will be a coordination meeting between the developer's consultant and the Forest Service to work together on a proposed 18-month schedule to obtain a roadway easement. The public process will begin after the formal application is submitted. They are planning to select a transportation consultant in approximately one week.

Stilo remains committed to a sustainable development and a model gateway community.

There are no final decisions regarding the various water and gas line issues around the project.

Interim Manager Ryall plans to meet with Coconino County staff to review and/or purchase maps in order to overlay all governmental jurisdiction boundaries, including the school, fire, and sanitary districts.

Clarinda Vail expressed concern regarding an access road by the gas station that the Town previously promised would be moved, but is still showing on the presentation.

Forest Service District Ranger Nicholas Larson said the application to the Forest Service will basically request a right-a-way and declare which utilities will be running through it. The National Environmental Policy Act (NEPA) process comes after the permit process. The Forest Service will be entering into agreements with the Town of Tusayan, not with the developer.

The Town will essentially own the access road; and be responsible for maintenance, snow plowing, etc.

A representative from the Grand Canyon National Park, explained they are in conversations with UniSource, and have had conversations with the Town, hoping to create a partnership with all stakeholders to bring natural gas to the area. Preliminary cost estimates are \$40 to \$50 million. Approximately \$28 million would be recouped over a period of 3 years.

Mayor Bryan asked Mr. De Paulo to continue working with Manager Ryall on the preliminary applications and contracts.

#### **8. TOWN MANAGER'S REPORT**

Manager Ryall provided the Council with a timeline for the Tusayan employee housing project, with occupancy targeted for the second week of December.

#### **9. FUTURE AGENDA ITEMS**

Ms. Ryall verified that the Housing Study Discussion and Progress Report by International Housing Solutions will be on the Council's July 11, 2012 agenda.

The Planning and Zoning Commission will be having a workshop in addition to their regular July 24, 2012 meeting on the proposed revisions to the Zoning Code. Specific areas of focus are landscaping, parking lots, lighting, and the relationship between temporary banner signs and special events banner provisions.

There was consensus to approach the adoption of a Town Code by reviewing and hammering out 3 or 4 sections at a time, beginning on August 1, 2012. Manager Ryall will work with the Town's Attorney to decide which established town code to use as a model.

#### **10. COUNCILMEMBERS' REPORTS**

Vice Mayor Montoya reported that there was some confusion in the community regarding the recent fire restrictions. Residents didn't realize it included activities such as barbequing at home on their private property.

**11. MAYOR'S REPORT**

The Mayor noted that the host hotel for the League of Arizona Cities and Towns conference in August is sold out. He asked Councilmembers to inform Manager Ryall right away if they planned to attend.

Mayor Bryan also reminded staff to order new tables for the Council Chambers, so that the current tables could be returned to their owner.

**12. MOTION TO ADJOURN**

There being no further business to come before the Council, Councilmember Sanderson moved to adjourn the meeting at 8:23 p.m. The motion was seconded by Vice Mayor Montoya and passed on unanimous vote.

  
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MAYOR

**ATTEST:**

Laura Matthews  
INTERIM TOWN CLERK

**CERTIFICATION**

State of Arizona        )  
                                  ) ss.  
Coconino County        )

I, Laura Matthews, do hereby certify that I am the Interim Town Clerk of the Town of Tusayan, County of Coconino, State of Arizona, and that the above minutes are a true and correct summary of the meeting of the Council of the Town of Tusayan held on June 19, 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 15<sup>th</sup> day of August, 2012.

Laura Matthews  
INTERIM TOWN CLERK



greg bryan &lt; gbtusayan@gmail.com &gt;

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**July 3rd Minutes**

2 messages

**Tom De Paolo** < tdmedallion@qwestoffice.net >

Thu, Aug 30, 2012 at 10:44 AM

To: "Bryan, Greg" &lt; gbtusayan@gmail.com &gt;

Cc: "Ryall, Tami" &lt; tusayantownmanager@gmail.com &gt;, "Sims, William III" &lt; wjsims@lasotapeters.com &gt;, "Larson, Nicholas" &lt; nicholaslarson@fs.fed.us &gt;, Tusayan Town clerk &lt; tusayanclerk@gmail.com &gt;

Mayor Greg Bryan:

I am writing in reference to the minutes of a council meeting that was held on Tuesday July 3<sup>rd</sup>, 2012 that I received by e-mail. Specifically, I would ask that you look at Page 5, Item #7A.

**The Town will essentially own the access road; and be responsible for maintenance, snow plowing, etc.**

I believe this to be technically correct but I would like for the council to consider some clarification language that may more completely frame the matter. I recall there was additional discussion whereby this is a customary practice but perhaps more importantly, it is ultimately the developer that assumes **all of the cost for the installation of improvements and any subsequent maintenance thereof**. There are a number of ways this is accomplished that may include bonding, assessments or other vehicles to insure that permit the Town to **relieve itself of any obligations thereunder**.

I believe it is important that the community understands that should these improvements be constructed that there will be no initial or subsequent cost to the community and that these costs are private sector obligations. Appropriate legal documentation to insure same is part and parcel to this matter.

Thank you for your consideration.

Tom De Paolo

Thomas A. De Paolo

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