

## **TUSAYAN TOWN COUNCIL REGULAR MEETING**

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03  
Wednesday, July 18, 2012 at 6:00 P.M.  
TUSAYAN TOWN HALL  
845 Mustang Drive, Tusayan Arizona

### **TOWN COUNCIL SUMMARIZED MINUTES**

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

Mayor Bryan called the meeting to order at 6:00pm and the Pledge of Allegiance was recited.

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

Upon roll call, the following were present:

**MAYOR BRYAN**  
**VICE MAYOR MONTOYA**

**COUNCILMEMBER FITZGERALD**  
**COUNCILMEMBER SANDERSON**  
**COUNCILMEMBER RUETER - Excused**

Also Present:

Tami Ryall, Interim Town Manager  
Judi Beckerleg Financial Consultant

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

No public comments were made.

#### **4. CEREMONIAL AND INFORMATIONAL MATTERS**

Mayor Bryan presented Financial Consultant Beckerleg with a Certificate of Appreciation for the work she had done the last year in getting the financial statements organized and the first Audit completed. Her role will be filled by Irina Ermakova after some training.

##### **A. Update from Coconino County Sheriff's Department**

Coconino County Sheriff Bill Pribil was present to introduce a new area Supervisor, Lt. Mark Christian out of Williams who has taken over for Lt. Brian Tozer. The Sheriff reviewed Lt. Christian's many years of service and the Council welcomed him to the Town.

Sheriff Pribil then reviewed statistics on services performed in Tusayan by The Coconino County Sheriff's Department during the period of February through June, 2012 and comparisons with the same period in 2011. Many areas showed decreases in crimes and tickets issued. The Sheriff also discussed the proposal he has made to provide a "branded" Sheriff's vehicle for use when deputies are working in Tusayan. The vehicle would be left in Town and provide some visual presence and hopefully slow speeders down. The Council briefly discussed the options on the look of the vehicle and asked the Town Manager to work with the CCSO to develop the right look and bring back to the Council for a final decision. The ordering and delivery of the vehicle would take

approximately two to three months. The Council thanked the Sheriff for working with the Town and for the work that Lt. Tozer had done during his term in the area.

## **5. CONSENT AGENDA**

### **A. Consideration and Possible Approval of Minutes of June 6, 2012.**

### **B. Consideration and Possible Approval of Accounts Payable Billings.**

Vice Mayor Montoya moved to approve the Consent Agenda as presented, seconded by Councilmember Fitzgerald. Councilmember Sanderson recused himself from voting as the accounts payable item included a reimbursement for his travel. The motion passed on unanimous vote. Councilmember Sanderson returned to the meeting.

## **6. COMMITTEE REPORTS**

Town Manager Ryall reported on the Community Park Committee meeting that had taken place on July 10, 2012. Bid packets have been distributed and bids will be opened on July 24, 2012 at 3:00 p.m. at the School District offices. The Tot Lot preparation will be included in the design work, but not the equipment itself.

The Planning & Zoning Commission will hold a workshop on July 24<sup>th</sup> to finalize the Zoning Ordinances changes and will hold a Public Hearing on the Ordinances on August 28, 2012.

## **7. ACTION ITEMS**

### **A. Consideration, Discussion and Possible approval of Town Financial Policies**

The Town Manager presented for discussion and possible action a draft of the first phase in adopting Town Financial Policies. The Council spent time reviewing the documents that included Fiscal Planning and Budgeting; Fund Balance Policies; Expenditure Control; and Grants. The Council was aware that these are just the first pieces of an overall Financial Policy discussion and development for the Town.

Vice Mayor Montoya moved to approve the specific amounts of \$250,000 for an Emergency Reserve; \$750,000 for Operating Reserve; and \$500,000 for the Budget Stabilization Reserve amounts, and that the trigger amount would be \$300,000 for the Operating and Budget Stabilization Reserve usage. The motion was seconded by Councilmember Fitzgerald and passed on unanimous vote.

## **8. DISCUSSION ITEMS**

None.

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

Town Manager Ryall reported that the Grand Canyon Chamber/Visitor Bureau has once again offered to handle the Town's booth at the Annual League Conference Showcase in Scottsdale. The Town will cover all expenses.

The Town Manager shared with the Council her plans to create candidate assessment guidance tools for the Council to use in its future selection process for hiring a new Town Manager and Town Clerk. She also reviewed current projects that are being worked on by the Clerk in organizing all the Council's official documents and decisions, as well as business licenses and Public Information Requests and fulfillments.

**10. Future Agenda Items**

Council reviewed the scheduled list of Agenda items for the August 1, 2012 Council Meeting and added two items; 1) an update on the community park bids; and 2) an update on graphics for the Sheriff's vehicle assigned to Tusayan.

**11. COUNCIL MEMBERS' REPORTS**

Vice Mayor Montoya expressed his concern about the shortage of public restrooms in Town and whether the Town might consider renting porta-potties during the peak visitor season.

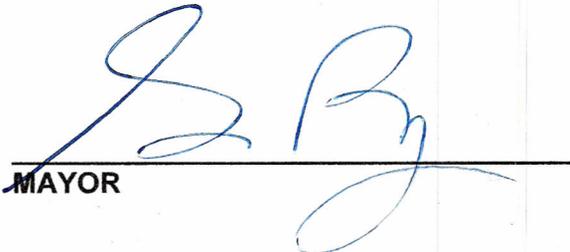
**12. MAYOR'S REPORT**

The Mayor reported on a meeting that he and the Town Manager had with John Nichols, Arizona Department of Transportation (ADOT), regarding actions and comments from the Flagstaff Convention and Visitors Bureau (CVB) and Coconino County Board of Supervisor Chairman, Matt Ryan, about the Grand Canyon Airport plans for improvements. Some comments were in protest of the improvements and asked Senator John McCain to oppose the use of "earmarked" funds for the expansion. Mayor Bryan will be talking with the Flagstaff Mayor and BOS about their positions.

The Mayor also reminded the Council that they need to begin the process of looking for a permanent Town Manager and Town Clerk. Council needs to think about whether they want a full-time or part-time Town Clerk.

**13. MOTION TO ADJOURN**

Councilmember Sanderson moved to adjourn the meeting at 7:52 p.m., seconded by Vice Mayor Montoya. The motion passed on unanimous vote.

  
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 July 18, 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 16<sup>th</sup> day of August, 2012.

Laura Matthews  
INTERIM TOWN CLERK