

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03
Wednesday, August 7, 2013 at 6:00pm
TUSAYAN TOWN HALL BUILDING
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 6:20pm and the Pledge of Allegiance was recited.

2. ROLL CALL

MAYOR GREG BRYAN
VICE MAYOR AL MONTOYA
COUNCILMEMBER BILL FITZGERALD
COUNCILMEMBER JOHN RUETER – via phone
COUNCILMEMBER CRAIG SANDERSON

Also present were:

Will Wright, Town Manager
Melissa Malone, Town Clerk

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

None

4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

A. Presentation from Kirby Shedlowshi of the National Park Service

Kirby Shedlowski, the new Information Officer for Grand Canyon National Park, gave an overview of documents she distributed to the Council. She covered a press release regarding Hospitality Contracts in the Park and a report on the Paul Revere Transportation Service and ridership.

B. Recent Construction Activity Report

Manager Wright gave an overview of the report provided by Roger Brooks which was included in the Agenda Packet.

5. CONSENT AGENDA

A. Minutes of the Town Council Special Meeting on 7/24/13, and the Regular Meeting on 7/24/13

B. Accounts Payable Billings

Councilmember Fitzgerald made a motion to approve the Consent Agenda.
Councilmember Sanderson seconded the motion and it passed on unanimous vote.

6. COMMITTEE REPORTS

A. Update from the Community Park Committee

Manager Wright gave a brief update on the Park Committee and mentioned that the School District Board had approved the design of the park.

John Vail, a homeowner adjacent to the park, spoke in favor of proceeding with the park development. Fire Chief Robbie Evans spoke in favor of proceeding with the park stating that it will be a great fire break.

Former Mayor Pete Shearer gave an update from the Park Committee Meeting. He stated that the ball field and the soccer field have been staked. The Sanitary district covered the cost of \$5,000 to do that. Fann construction will donate the base material and compact it. The Tusayan Fire District and CREC (Coconino Rural Environment Corps) will clear the property and APS (Arizona Public Service) will provide a chipper and man power to dispose of wood material if an agreement to proceed can be reached. He asked if the Council wants the committee to continue with the work, reporting back to the Council, or if they want decisions to come back to them at each step.

Mr. Shearer requested that the Town give the appropriated money for the park to the School so that the School can write all the checks to vendors. This would allow the Committee to make decisions to proceed and show more control in determining the total spend on the Park. Manager Wright proposed that this topic be brought back to the Council next month and the processes defined at that time.

Councilmember Rueter stated that the next steps that should be taken soon are clearing the land and spreading the sub-base. He also stated that there should be decisions by the Council on the process for proceeding with the project, the Master Plan, etc. He spoke in favor of moving ahead and about the benefits of the fire break.

Mayor Bryan spoke about continuing the fiduciary process of having the School and the Council sign off on payments and then the Town sending the checks. He requested plans, surveys, etc. to assure proper installation of the sports fields. He requested an action item on the process be placed on the agenda for the next Council Meeting.

Mr. Shearer stated that a survey has been done and that the project should proceed. He also stated that the School will support the Council's direction as long as it does not go against community interest. Councilmember Fitzgerald asked Mr. Shearer for information on the changes to the Master Plan and a list of project tasks and the order of operation. Councilmember Sanderson stated that his preference would be that the project be outlined, with costs, and then the Council would approve it as a whole, not approve each individual task.

B. Update from the Planning and Zoning Commission

None

7. ACTION ITEMS

A. Consideration, discussion, and possible ratification of the Arizona Diamondbacks "Diamonds Back" Youth Field Program Grant Application

Manager Wright gave an overview of a grant application submitted to the Arizona Diamondbacks to fund a baseball field in the Community Park. He also stated that APS (Arizona Public Service) is a partner in the foundation.

Mayor Bryan stated that he signed the application due to time constraints with the understanding that it will be withdrawn if the Council wishes. He also stated that the grant does not require matching funds.

Manager Wright stated that he contacted the grant administrator to clarify that no matching funds are required. The administrator stated that they will build the field if Tusayan is selected and that community involvement is taken into consideration. A decision will be made by the end of the year with construction taking place in 2014.

Councilmember Fitzgerald made a motion to ratify the grant application. Councilmember Rueter seconded the motion and it passed on unanimous vote.

Councilmember Rueter thanked Manager Wright and the Mayor for moving ahead with this.

B. Consideration, discussion, and possible approval of Park Rules

Manager Wright stated that he researched park rules in other municipalities and developed the list of rules which was included in the packet. Councilmember Sanderson asked about timing on lights and allowing pets.

Mayor Bryan requested the Council review the list and provide feedback to Manager Wright before the next meeting. He also requested staff to review the Municipal Code to assure compliance.

Councilmember Sanderson requested the next Workshop, scheduled for 9/3/13, be on this topic instead of the Municipal Code.

C. Consideration, discussion, and possible approval of proposal from J2 Engineering for Drainage Improvements

Manager Wright gave an overview of the proposal for Phase II which would identify specific areas for improvements with costs. Mayor Bryan asked if this proposal was a new amount of \$40,000 or if it is a continuation of the original quote.

Councilmember Sanderson suggested moving ahead

Former Mayor Pete Shearer stated that there are some errors in the J2 Engineering report that need to be addressed. He also stated that the School may qualify for grants which may require matching funds which could allow partnering with the Town on drainage improvements.

Manager Wright recommended moving ahead as long as the new proposal falls under the original \$40,000 cost.

Councilmember Sanderson made a motion to approve the J2 Engineering proposal for Phase II as long as the \$40,000 cost includes the work previously completed. Vice Mayor Montoya seconded the motion and it passed on unanimous vote.

D. Consideration, discussion, and possible approval of a proposed settlement agreement

Mayor Bryan recused himself from this item based on his employment at the Squire Hotel and Councilmember Rueter recused himself from this item based on his position as President of Hydro Resources.

The Town Council may decide to go into executive session pursuant to A.R.S. §§ 38-431.03.A.3 and A.4 for legal advice from the Town Attorney and to give the Town Attorney directions regarding the final negotiations concerning a proposed Settlement Agreement in ACC Docket No's: W-02350A-10-0163, W-20765A-10-0432 and W-20770A-10-04735A-10-0432. These dockets deal with the CCN for water service to Tusayan.

If an executive session is held, following the executive session, or if an executive session is not held, the Town Council may take action to approve the Settlement Agreement.

Vice Mayor Montoya requested a motion regarding the proposed settlement agreement.

Councilmember Fitzgerald made a motion to approve the Settlement Agreement. Councilmember Sanderson seconded the motion.

Manager Wright stated that all parties have agreed on this settlement agreement. The Town is an intervener in this case and the Town Attorney, Bill Sims, has stated that this agreement is satisfactory.

The motion passed on a unanimous vote.

Vice Mayor Montoya turned the meeting back over to Mayor Bryan.

8. DISCUSSION ITEMS

A. Discussion of Town Marketing Strategy and Branding Study

Manager Wright stated that this item was placed on the agenda at the request of Councilmember Fitzgerald at the last meeting.

Councilmember Fitzgerald gave some background on previous efforts on marketing the Town involving the Grand Canyon Chamber of Commerce and Visitors' Bureau (CVB). He spoke to Cher Pascoe with Inspire Strategy Inc. about her services in executing a branding study.

Mayor Bryan suggested the Council determine a direction and possibly issue a Request for Proposal or to allow the CVB to respond to the Council's earlier offer of funding for a Marketing Strategy and Branding Study.

After discussion, the Council directed Manager Wright to invite the CVB Board Members to present to the Council on direction and plans since the recent changes at the CVB.

B. Parking Study

Manager Wright stated that this item was placed on the agenda at the request of Councilmember Fitzgerald at the last meeting.

Councilmember Fitzgerald reminded the Council of past discussions about initiating a parking study. He stated that it has not been started. He stated that the Zoning Code was implemented with the understanding that the parking section would be validated by a parking study in peak season. It is too late for this season so he stated that he would support moving forward with it next year.

The Council discussed the issue and possible options.

Mayor Bryan suggested a Fall Retreat for the Council to set and prioritize goals for 2014 to include this topic, among others.

C. Discussion of possible projects for Interim Public Management (IPM)

Mayor Bryan introduced this topic and Manager Wright stated that staff is capable of completing all the projects depending on the Council's timetable. Mayor Bryan stated that having IPM (Tami Ryall) work on some of the projects would give the new Town Manager "breathing room." The Council discussed the project options and suggested that the Mayor and Manager Wright should work through the list and Manager Wright can manage the projects as needed with or without IPM.

D. Arizona Department of Housing Bulletin

Mayor Bryan gave an overview of the bulletin which was included in the Agenda Packet.

9. TOWN MANAGER'S REPORT

A. Update on Broadband Study

Manager Wright introduced a letter from NI Solutions which was a response to a request for additional information. Councilmember Rueter stated that there was no cost estimate on the underground fiber network design to compare to a wireless mesh design. He requested the costs and a list of the major components required for this option. He also wants to see those items defined which can be used with the wireless option.

Mayor Bryan stated that the final payment will be paid to NI Solutions now that this information has been provided. An Action Item will be added to the next meeting to decide if the Town will move into the next phase with NI Solutions.

Councilmember Sanderson requested a per user cost on each solution.

B. Update on audio-visual equipment installation in Council Chambers

Manager Wright stated that the audio-visual equipment has been installed but is not yet operational. An engineer is expected to be here this week to finish the project.

C. Update on Arizona Department of Transportation (ADOT) turn-over of right-of-way maintenance

The walk-through of the right-of-way occurred 2 weeks ago and ADOT is expected to contact us soon about the actual date of turn-over. Also, construction of bus shelters will begin in September.

D. Update on new Town maintenance position

The part time position is currently being advertised.

E. Northern Arizona Council of Governments (NACOG) Comprehensive Economic Development Strategy Projects

Manager Wright discussed a letter from NACOG.

F. Other Items

Manager Wright discussed a basketball tournament being held on August 17, 2013.

10. FUTURE AGENDA ITEMS

- 8/21/13
 - Add CVB presentation if available
 - Add action item for the Community Park Master Plan
- 9/3/13
 - Workshop on Park Rules
- 9/4/13 – Adopt Park Rules
- 10/16/13 – Mayor Bryan will not be in town

11. COUNCIL MEMBERS' REPORTS

Councilmember Rueter is out of town in Alaska. The town he's in is installing natural gas lines so he will bring back photos of the equipment and the process.

Councilmember Fitzgerald stated that the service club signs at the entrance to Town were removed for the ADOT Highway Project and haven't been replaced. Mayor Bryan said he would research their whereabouts.

Councilmember Sanderson expressed appreciation for the port-a-potty at the Community Park.

12. MAYOR'S REPORT

- Mayor Bryan received a letter stating an interest in tennis courts at the Park. Previous surveys of the Community showed a very low interest in tennis courts.
- He gave an update on work at the Community Park and the Community Build Day which occurred on July 27, 2013. He complimented Andrew Aldaz and all the others for the work that has already been done.
- He stated that in the Council's Executive Session earlier this evening, a date of September 26, 2013 was set for mediation on the Stilo Project.

13. MOTION TO ADJOURN

Vice Mayor Montoya made a motion to adjourn the meeting at 9:25pm. Councilmember Rueter seconded the motion and it passed on unanimous vote.



 Greg Bryan, Mayor

8/21/13

 Date

ATTEST:


 Melissa A. Malone, Town Clerk

CERTIFICATION

State of Arizona)
) ss.
 Coconino County)

I, Melissa Malone, do hereby certify that I am the 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 August 7, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 15th day of August, 2013.



 Town Clerk