

AGENDA

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Wednesday, March 5, 2014 at 6:00pm

TUSAYAN TOWN HALL BUILDING

845 Mustang Drive, Tusayan Arizona

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Tusayan Town Council and to the general public that the Tusayan Town Council will hold a meeting open to the public on Wednesday, March 5, 2014 at the Tusayan Town Hall Building. If authorized by a majority vote of the Tusayan Town Council, an executive session may be held immediately after the vote and will not be open to the public. The Council may vote to go into executive session pursuant to A.R.S. § 38-431.03.A.3 for legal advice concerning any matter on the agenda, including those items set forth in the consent and regular agenda sections. The Town Council may change, in its discussion, the order in which any agenda items are discussed during the course of the meeting.

Persons with a disability may request a reasonable accommodation by contacting the Town Manager at (928) 638-9909 as soon as possible.

As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you silence it at this time to minimize disruption of today's meeting.

TOWN COUNCIL REGULAR MEETING AGENDA

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

MAYOR GREG BRYAN

VICE MAYOR AL MONTOYA

COUNCILMEMBER BILL FITZGERALD

COUNCILMEMBER JOHN RUETER

COUNCILMEMBER CRAIG SANDERSON

❖ *One or two Council Members may attend by telephone*

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

Members of the public may address the Council on items not on the printed agenda. The Council may not discuss, consider or act upon any matter raised during public comment. Comments will be limited to three minutes per person.

Members of the audience who wish to speak to the Council on an item listed as Public Hearing should complete a Request to Speak Card and turn it into the Town Clerk. Speakers will be limited to three minutes each.

4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

Presentation from John Davison with the Coconino Plateau Water Advisory Council (CPWAC) on a Youth Water Council

5. CONSENT AGENDA

Items on the consent agenda are routine in nature and will be acted on with one motion and one vote. Public hearing items are designated with an asterisk (). Members of the council or staff may ask the mayor to remove any item from the consent agenda to be discussed and acted upon separately.*

A. Minutes of the Town Council Workshop on 2/5/14, Regular Meeting on 2/5/14, and Retreat on 2/21/14.

B. Accounts Payable Billings

6. COMMITTEE REPORTS

A. Update on the Community Park Committee

B. Update on the Planning and Zoning Commission

7. ACTION ITEMS

A. Consideration, discussion, and possible approval of the Tusayan Wildfire Protection Plan

B. Consideration, discussion, and possible action on Home Rule Option (Alternative Expenditure Limitation) in Primary Election on August 26, 2014 or in General Election on November 4, 2014

C. Consideration, discussion, and possible approval of Community Park Map with new structures

D. Consideration, discussion, and possible action to direct staff to proceed with the purchase of a storage building for the Community Park

E. Consideration, discussion, and possible approval of funding to place Century Link lines under Highway 64 from Red Feather property to the Trading Post

F. 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, and to consult with, the Town Attorney concerning due diligence regarding the First Town Housing Parcel and closing instructions regarding the same. Following the executive session, the Town Council may elect to go into open session to approve the Title Company's Form Escrow Instructions, approve acceptance of the Deed for the First Town Housing Parcel, authorize the Mayor to sign the First Housing Parcel Deed, and authorize the Town Attorney to submit a closing letter to the title company authorizing the closing on the First Town Housing Parcel.

8. DISCUSSION ITEMS

A. Discussion of date for next Council retreat day

9. TOWN MANAGER'S REPORT

10. FUTURE AGENDA ITEMS

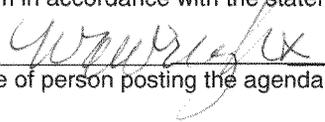
11. COUNCIL MEMBERS' REPORTS

12. MAYOR'S REPORT

13. MOTION TO ADJOURN

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the General Store in Tusayan, Arizona on this 4TH day of March, 2014, at 4:45 pm in accordance with the statement filed by the Tusayan Town Council.



Signature of person posting the agenda

ITEM NO. 5A

TUSAYAN TOWN COUNCIL MUNICIPAL CODE WORKSHOP

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

Wednesday, February 5, 2014 at 5:00pm

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 5:09pm and the Pledge of Allegiance was recited.

2. ROLL CALL

Upon roll call, the following were present:

MAYOR GREG BRYAN

VICE MAYOR AL MONTOYA - excused

COUNCILMEMBER BILL FITZGERALD

COUNCILMEMBER JOHN RUETER - excused

COUNCILMEMBER CRAIG SANDERSON

Also present were:

Will Wright, Town Manager

Melissa Malone, Town Clerk

3. DISCUSSION OF DRAFT LANGUAGE FOR THE TUSAYAN MUNICIPAL CODE

Chapter 9 – Business Regulations

Manager Wright introduced the Chapter from the Camp Verde Municipal Code.

The Council discussed the Chapter and determined that the Camp Verde version is too restrictive and elaborate for Tusayan. Manager Wright will edit and tailor the Chapter (with input from the Councilmembers) to fit the Town of Tusayan and bring back a new version at the next workshop.

4. MOTION TO ADJOURN

Mayor Bryan made a motion to adjourn the meeting at 5:50pm. Councilmember Fitzgerald seconded the motion and it passed on unanimous vote.

ATTEST:

Greg Bryan, Mayor

Date

Melissa A. Malone, Town Clerk

CERTIFICATION

State of Arizona)
) ss.
Coconino County)

I, Melissa A. 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 February 5, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 5th day of February, 2014.

TOWN CLERK

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Wednesday, February 5, 2014 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 6:04pm and the Pledge of Allegiance was recited.

2. ROLL CALL

MAYOR GREG BRYAN

VICE MAYOR AL MONTOYA - excused

COUNCILMEMBER BILL FITZGERALD

COUNCILMEMBER JOHN RUETER – via phone

COUNCILMEMBER CRAIG SANDERSON

Also present were:

Will Wright, Town Manager

Melissa M. Drake, Town Clerk

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

None

4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

Presentation from Tusayan Fire District Chief Robbie Evans on the Tusayan Community Wildfire Protection Plan (TCWPP)

Chief Evans distributed a handout and gave a presentation on the updated TCWPP. He also stated that there will be a meeting on the topic on February 12, 2014 at Town Hall at 10:30am. He discussed the status of thinning and burning projects and upcoming training programs. He hopes to have the final draft of the TCWPP available for the next Council meeting for sign-off.

He also stated:

- The administrative position funded by the Town will be filled on Monday, February 10, 2014
- He is continuing to work on the AIRS program.

5. CONSENT AGENDA

Mayor Bryan stated that there was an error in the minutes of the meeting on 1/22/14. On Item 13, Mayor's Report, the \$199M listed on the last item should be \$119M.

A. Minutes of the Town Council Regular Meeting on 1/22/14

B. Accounts Payable Billings

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

6. COMMITTEE REPORTS

A. Update from the Community Park Committee

Manager Wright stated that a meeting of the Park Committee was held this morning. He and Councilmember Sanderson (with help from former Mayor Pete Shearer) updated the Council on the following:

- A storm water pollution prevention plan for the area of the park where there is soil disruption must be developed to meet the requirements of the state
- They are pursuing an easement for the power
- The placement of the storage building and maintenance yard has been determined
- Change in orientation of the small baseball field
- Location of expanded parking areas and service roads
- Possible downsizing of the large baseball field to better fit the current topography
- Bid for sub-grade and compaction
- Paving of the service road, walkways, and a portion of the parking area for ADA access

All of these items will be formalized and brought back to the Council for approval at a later date.

B. Update from the Planning and Zoning Commission

Manager Wright stated that the General Plan Technical Review Committee met last night for 3 hours. The meeting was very productive and the latest draft of the General Plan will be distributed early next week. The next Public Hearing will be held on February 25, 2014 at the next Planning & Zoning Commission Meeting. The committee is encouraging greater public participation.

Former Mayor Pete Shearer requested that Mayor Bryan invite the public to the meeting on 2/25/14 for final comments. Mayor Bryan stated that the Town Manager and P&Z Chair are working on letters to be published in the newspaper and he would be willing to do the same. Mayor Bryan asked Mr. Tim Jarrell from the National Park Service to notify the appropriate staff within the National Park Service that the latest draft will be available on the Town website by 2/12/14.

7. ACTION ITEMS

A. Consideration, discussion, and possible approval of Resolution No. 2014-02 in Support of Restoration of HURF Distribution to Cities, Towns, Counties, and State Highways

Mayor Bryan introduced the topic and gave a brief overview of the State's action of using HURF funds for the Department of Public Safety. The Resolution was

requested by the Greater Arizona Mayors' Association (GAMA) in an effort to restore the funds.

Councilmember Sanderson made a motion to approve Resolution No. 2014-02. Councilmember Fitzgerald seconded the motion and it was approved on unanimous vote.

B. Consideration, discussion, and possible designation of Tusayan representative (and alternate) to the Northern Arizona Council of Governments (NACOG) Regional Council

Mayor Bryan stated that NACOG periodically requests an update to our representative list. He stated that he is currently the representative and that Vice Mayor Montoya is the alternate.

Councilmember Rueter made a motion to have Mayor Bryan continue to represent Tusayan with the NACOG Regional Council and Vice Mayor Montoya continue as the alternate. Councilmember Fitzgerald seconded the motion and it passed on unanimous vote

C. Consideration, discussion, and possible action to direct staff to proceed with the purchase of a maintenance truck

Manager Wright presented the Council with information on bids for a maintenance truck. He recommended moving ahead with the purchase of a Chevrolet truck (with an extended warranty) through the State Procurement Contract.

The Council discussed the options.

Councilmember Fitzgerald made a motion to direct staff to proceed with the purchase of the gas powered Chevrolet truck with automatic transmission, spray-in bed liner, and snowplow package. It should not include the snowplow at this time. The warranty should be "bumper to bumper" and include towing to the nearest dealership. Councilmember Sanderson seconded the motion and it passed on unanimous vote.

8. DISCUSSION ITEMS

A. Discussion of possible Town of Tusayan ordinance prohibiting approaching and/or feeding wildlife

Manager Wright introduced the topic and noted that the Arizona Game and Fish Department has requested that the Town of Tusayan adopt this ordinance or a modified version of it.

Mr. Jarrell from the National Park Service stated that Grand Canyon National Park is currently trying to reduce interaction between people and wildlife for the protection of both.

The Council discussed the possible ordinance and the options. They were in favor of eliminating Section 1.H.3 and 4. and modifying 1.H.2 so that a second or more violations will be a fine not to exceed \$300.

Manager Wright will research a similar ordinance passed by the City of Flagstaff, the legalities of passing or not passing this ordinance with the Town Attorney, and get input from the Coconino County Sheriff's Department and the Arizona Department of Public Safety.

B. Discussion of possible Town of Tusayan ordinance prohibiting distracted driving

Manager Wright stated that this request came from Cynthia Seelhammer, Coconino County Manager. The Coconino County Board of Supervisors is considering this now and the focus is cell phone usage.

Councilmember Rueter left the meeting at 8:14pm.

The Council was in favor of waiting to consider an ordinance on this topic until the State and/or County act upon it.

C. Discussion of possible application for Post-2017 Resource Pool of Hoover hydroelectric power

Manager Wright discussed a letter (included in the packet) regarding the possibility of the Town receiving Hoover hydroelectric power at reduced rates. If received, the option would only be available to the Town, not the residents. Mayor Bryan stated that he has spoken to Arizona Public Service representatives who will research this possibility.

9. TOWN MANAGER'S REPORT

The only question regarding Manager Wright's report was that Councilmember Fitzgerald asked when CDBG funds will be available. Manager Wright stated that they should be disbursed in the Spring of this year.

11. FUTURE AGENDA ITEMS

- TCWWP
- 2/19 – Presentation from John Davison with CPWAC about creating a Water Youth Council
- 2/21 – Council Retreat
 - possibly in the Thunderbird Room in Grand Canyon National Park again
 - Tom Belshe from the League of Arizona Cities and Towns will give a presentation

12. COUNCIL MEMBERS' REPORTS

Councilmember Fitzgerald will be attending the Arizona Tourism Unity Dinner in Scottsdale on 2/12/14.

13. MAYOR'S REPORT

- GOVnet has resurfaced and is working on broadband services

- CPWAC has acknowledged that the Town and Grand Canyon National Park are withholding participation in the water study
- Bus Shuttles
- ADOT issues

14. MOTION TO ADJOURN

Councilmember Sanderson made a motion to adjourn the meeting at 8:40pm. Mayor Bryan seconded the motion and it passed on unanimous vote.

Greg Bryan, Mayor **Date**

ATTEST:

Melissa M. Drake, Town Clerk

CERTIFICATION

State of Arizona)
) ss.
 Coconino County)

I, Melissa M. Drake, 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 February 5, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 26th day of February, 2014

Town Clerk

TUSAYAN TOWN COUNCIL RETREAT MINUTES
PURSUANT TO A.R.S. § 38-431.02 & §38-431.03
Friday, February 21, 2014 at 8:45am
THUNDERBIRD ROOM AT THE THUNDERBIRD LODGE
GRAND CANYON NATIONAL PARK
Grand Canyon, Arizona

TOWN COUNCIL SUMMARIZED MINUTES

1. Welcome and continental breakfast

2. Call to Order and Pledge of Allegiance

Mayor Bryan called the meeting to order at 8:45am and the Pledge of Allegiance was recited.

3. Roll Call

Upon roll call, the Following were present:

MAYOR GREG BRYAN

VICE MAYOR AL MONTOYA

COUNCILMEMBER BILL FITZGERALD - excused

COUNCILMEMBER JOHN RUETER

COUNCILMEMBER CRAIG SANDERSON

Also present were:

Will Wright, Town Manager

Melissa M. Drake, Town Clerk

4. Review last year's goals and give an update or status on those goals.

Manager Wright covered the status of goals which were developed in last year's retreat:

- A. The Council discussed a parking study, possibly informal, of the Town businesses. An inventory will be needed first and Manager Wright stated that Town staff could handle that portion of a study. A standard requirement for the Town is needed which would be appropriate for a tourist area which includes significant bus traffic.
- B. ADOT has not yet turned over responsibility of landscape maintenance along Highway 64 in Town but it should happen this spring. An alternate method of winterizing is needed since.
- C. Town staff now maintains the Community Park. The boundaries have been marked for the location of the storage building and maintenance yard and both the School District and the Council will need to approve the amended master plan for the Park. The Council discussed ongoing and future work in the Park. The gates have been removed so a post should be placed to prevent cars from driving on the sidewalk.
- D. Town staff now maintains Town Hall and grounds.
- E. The vote on Home Rule will occur on August 26 or November 4, 2014.

- F. Broadband & Streaming - GOVnet has resurfaced as a possibly viable option to increase broadband and offer internet services. The next meeting will be held on March 3rd at the Squire Hotel.
- G. The Town hired Tim Stine as a part time maintenance worker in September 2013. We plan to have Tim certified as a manufactured home inspector in about a month and we then we will need an intergovernmental agreement with the State to handle those inspections in Town. We hope to move Tim to full time at that point. Councilmember Reuter noted that additional sidewalk and trail work is needed and with ADOT's permission, Tim may be able to do that work.
- H. The Town was recognized as a Gateway Community for the Arizona Trail in October 2013 and a trails master plan was developed in the General Plan.
- I. The Town, in conjunction with the Park Service, is having four bus stops built to accommodate the shuttle service. Once complete, the Town may make improvements and add artwork. The shuttle service is scheduled to resume in May for the summer season and end in September. Manager Wright will contact Pam Edwards with the National Park Service about the possibility of extending the season.
- J. The town completed the audio visual system in Council Chambers and put in a backup server. The Council discussed streaming audio, video-conferencing, and better audio-conference interfacing.
- K. Phase 1 of the Community Park was completed with the sport court, tot-lot, fencing and performed some preliminary field preparation for the baseball and soccer fields.
- L. The Town may need help with maintenance during the summer that could include a youth employment program.
- M. The Council discussed the lack of child care programs in the town however the Kaibab Learning Center opened this past year, which provides some child care services in Grand Canyon National Park.
- N. There were no senior care programs in this past year.
- O. Adult recreation - The school had a 3 on 3 basketball tournament fund raiser on the sport court but nothing was initiated through the Town at the Park.
- P. Sometime in the future, a community center could be built.
- Q. The Council discussed marketing of the Town as a responsibility of the Chamber and Visitors' Bureau with possible funding from the Town. The Council also discussed the possibility of changing the name of the Town to include "Grand Canyon" in the name. The Mayor and Manager Wright will follow up with the Town Attorney and the League of Arizona Cities and Towns on what would be required to change the name.
- R. Environmental or other conferences - There is a lack of space in Tusayan for conferences in the summer but there are options for the winter. The Mayor volunteered to host an upcoming GAMA meeting and he suggested holding it here in the Thunderbird Room. The Council was in favor of hosting at this location.
- S. Winter activities for visitors - There have been discussions about a snow park with some preliminary research of other parks in the area.

- T. Construction fees, permits, inspections - Tami Ryall and Pat Walker performed a Building Permit Process Review that they presented in January with action items for the Town to follow up on once the report is finalized.
 - U. Councilmember Sanderson is the liaison to the Planning and Zoning Commission. The Council discussed the P&Z Commission, terms, and appointments for the future.
 - V. Coordination between the Town and the Fire and Sanitary Districts has improved. Members of the districts regularly attend Council meetings and the Town is now funding 2 full-time positions for the Fire District. The Fire District has requested that they be allowed to use the money allocated for the administrative assistant position's housing cost for a second fire fighter's housing costs since the administrative assistant already has housing. The Mayor and Town Manager will send out a letter to the Fire Chief.
 - W. A contract to construct the four bus shelters along Highway 64 was just awarded with a provision for the town to work on a process to beautify these structures in town;
5. **11:45 am – 1:00 pm - Lunch with County and public safety representatives regarding Emergency Services with Art Babbott Coconino County Board of Supervisors, Michele Ralston, Executive Assistant to Supervisor Art Babbott, Robert Rowley Director of County Emergency Services, James Simino Tusayan District Ranger for the Kaibab National Forest Service, Tusayan Fire District Chief Robbie Evans, Lieutenant Jim Coffey, County Sheriff's Department, Mike Halpin Grand Canyon National Park Airport Manager with ADOT, Shaun Shields, DPS Officer and Brandon Torres, NPS**
6. **Tom Belshe, Deputy Director of the League of Arizona Cities and Towns reviewed Conducting an Effective Council meeting, Conflict of Interest, the Home Rule election and other nuggets of wisdom for local government elected officials**

Mr. Belshe, Deputy Director of the League of Arizona Cities and Towns, gave a presentation on several topics including:

- Open Meeting Law
- Council Procedures
- Meeting Notice Requirements
- Agenda Requirements
- Meeting Rules of Procedure
- Role of the Mayor
- Public Hearings
- Debate and Decorum
- Motions
- Council Voting
- Executive Sessions
- Quorum Issues
- Conflict of Interest
- Home Rule Option – alternative expenditure limit
 - o The town or city adopts an expenditure limit independent of the state

- o 2 public hearings with published notice and a publicity pamphlet is produced prior to the citizens voting
 - o Good for 4 years
 - o If the community denies, the town cannot try again for 2 years
 - o Council members can write narratives in support or against in the publicity pamphlet
 - o Council members or the Manager can present to groups expressing their views as private citizens
- Discussion of possible Town name change

7. Wrap Up

Manager Wright and Mayor Bryan asked the Council if there were any specific goals or issues remaining for the day. The Council listed the following items to be discussed at the next retreat (this spring) if not before:

- Mayor Bryan will follow up with a contact of his for possibly creating stationery and other logo-clad items for the Town
- A Housing Committee will be needed if Stilo responds on time to the First Amendment to the PADA. The Town may also need to create a 501C3 organization to start receiving funds for housing. The Town will need to start the process for the Forest Service access request.
- If Stilo does not respond on time, they may request an extension by Council action.
- Update on the permit fee study
- Discussion on the Home Rule Option
- Update on the drainage study status – if it moves forward, there may be private funds available to help with the construction of detention basins in the National Forest and there may be dirt available from that work for the Community Park. There should be an update summary from J2 Engineering in the March 26th meeting.

8. Motion to Adjourn

At 4:02pm, Mayor Bryan made a motion to adjourn the meeting. Councilmember Rueter seconded the motion and it passed on unanimous vote.

Greg Bryan, Mayor

Date

ATTEST:

Melissa M. Drake, Town Clerk

CERTIFICATION

State of Arizona)
) ss.
Coconino County)

I, Melissa M. Drake, 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 February 21, 2014.

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

DATED this 26th day of February, 2014

Town Clerk

ITEM NO. 7A

Tusayan Community Wildfire Protection Plan an At-Risk Community of the Kaibab National Forest in Coconino County

April 18, 2013

prepared by:

Tusayan Community Wildfire Protection Committee

P.O. Box 3625

Grand Canyon, AZ 86023

(928) 638-3473

e-mail: tfdgc@msn.com



Committee Members:

Robbie Evans, Tusayan Fire District, Chief

Lora Pitsinger, Tusayan Fire District, Assistant Chief/Administrator

Clarinda Vail, Red Feather, INC., Tusayan Representative

Josie Bustillos, Grand Canyon Chamber and Visitor's Bureau, Tusayan Representative

Cooperating Federal and State Agencies Representatives:

James Simino, Kaibab National Forest (KNF), Tusayan District Ranger

Quentin Johnson, (KNF) Tusayan Ranger District, Fire Management Officer

Bruce Banke, Arizona State Forestry Division, Assistant Fire Management Officer

Dan Pearson, Grand Canyon National Park, Fire Management Officer

David Mills, Tusayan Fire District Wildland Consultant

Final (Draft until approved by agencies)

Table of Contents

Acronyms and Abbreviations.....	3
I. Introduction and Purpose.....	4
A. Community Information.....	5
B. Goals.....	5
II. Wildland-Urban Interface.....	5
A. Risk Assessment, Current Condition and Recommended Measures.....	6
B. Monitoring, and TCWPP Reporting.....	7
C. Future Funding Needs.....	7
III. Recommended Measures to Create a More Wildfire Defensible Community.....	8
A. Priorities for Promoting Community Involvement through Education, Information, and Outreach.....	8
B. Enhancing Local Wood Products-Related Industries.....	9
C. Future Fire Conditions Will Improve.....	9
IV. Declaration of Agreement and Concurrence of all Required Agencies.....	10
Attachment A, TWCCP Zone	11
Attachment B, Fire History.....	12
Attachment C, Tusayan All Hazard.....	12-18
Attachment D, Firewise Guidance.....	19-20

Acronyms and Abbreviations

ARS	Arizona Revised Statutes
CWPP	Community Wildfire Protection Plan
GCNP	Grand Canyon National Park
GCNPA	Grand Canyon National Park Airport
HFRA	Healthy Forests Restoration Act of 2003
KNF	Kaibab National Forest
NEPA	National Environmental Policy Act
NFP	National Fire Plan
TCWPP	Tusayan Community Wildfire Protection Plan
TFD	Tusayan Fire Department
USDA	United States Department of Agriculture
USFS	United States Forest Service
WUI	Wildland-Urban Interface
4FRI	Four Forest Restoration Initiative

I. Introduction and Purpose

The collaborative process for developing the Tusayan Community Wildfire Protection Plan (TCWPP) began May 5, 2004 at a Grand Canyon Chamber and Visitor's Bureau meeting in Tusayan. The topic was discussed and five committee members, representing various interested parties, were appointed that day. Other State and Federal representatives were then invited to participate and the committee listed was formed. The committee had its first meeting August 18, 2004. The plan was approved in 2005.

This document is the updated 2013 TCWPP.

A group met January 11, 2012, at the request of the Tusayan Fire District (TFD) Chief to review and renew the plan in light of recent wildland fire activity, mechanical treatments and additional lands annexed increasing the acreage of the Town of Tusayan. Participants included TFD, KNF, AZ State Forestry Division, Grand Canyon Chamber and Visitor's Bureau, and other representatives of the community. Participation and input by all local residents has been encouraged throughout the planning process. This has been somewhat limited by the low number of actual property owners. Public involvement will continue to be sought as this plan continues to evolve and "Firewise Community" designation is pursued.

The TCWPP is for a federally recognized "at-risk" community located in the Kaibab National Forest (KNF) managed by the United States Department of Agriculture (USDA) Forest Service and located in Coconino County. It was developed in response to the Healthy Forests Restoration Act of 2003 (HFRA). This legislation established unprecedented incentives for communities to develop a comprehensive wildfire protection plan in a collaborative, inclusive process. Furthermore, this legislation gives direction to the Departments of Interior and USDA to address local community priorities in fuel reduction treatments, even on nonfederal lands. The HFRA represents the legislative component of the Healthy Forests Initiative, introduced by President Bush in January 2003. Congress passed the HFRA in November 2003 and the president signed it into law that December. When certain conditions are met, Title I of the HFRA authorizes the Secretaries of Agriculture and Interior to expedite the development and implementation of hazardous fuel reduction projects on lands managed by the Forest Service or the Bureau of Land Management.

The HFRA emphasizes the need for federal agencies to collaborate with communities in developing hazardous fuel reduction projects and places priority on treatment areas identified by communities themselves through development of a Community Wildfire Protection Plan (CWPP). Priority areas include the wildland-urban interface (WUI), municipal watersheds, areas impacted by wind throw or insect or disease epidemics, and critical wildlife habitats that would be negatively impacted by a catastrophic wildfire. In compliance with Title 1 of the HFRA, the CWPP requires agreement among local government, local fire districts, and the state agency responsible for forest management (in Arizona, the Arizona State Forestry Division [State Forester]). The CWPP must also be developed in consultation with interested parties and the applicable federal agency managing the land surrounding the at-risk communities. A CWPP is developed to assist local fire districts, local governmental agencies and residents in the identification of lands—including federal lands—at risk from severe wildfire threat and to identify strategies for reducing fuels on wildlands while improving forest health, supporting local economies, and improving firefighting response capabilities. Guidance for development of the TCWPP is based on *Preparing a Community Wildfire Protection Plan: A Handbook for Wildland-Urban Interface Communities* (Communities Committee, Society of

American Foresters, National Association of Counties, National Association of State Foresters 2004). This TCWPP was collaboratively developed through consultation with the KNF.

A. Community Information

Tusayan is located within seven miles of the South Rim of Grand Canyon National Park (GCNP) on State Route 64 (180) in Coconino County, Arizona. The community of Tusayan is comprised of various private and non-private lands with overnight accommodations (approximately 1,048 hotel rooms), various restaurants, retail stores and other services. The community has considerable infrastructure designed to serve the approximately 5 million people that visit the Grand Canyon each year. This includes commercial, residential and advanced sanitary/reclaimed water systems. The adjacent Grand Canyon National Park Airport (GCNPA) is 859 acres with various air tour and retail operations and includes a residential area. The Tusayan Ranger District of KNF residential compound, shop and office compound is located approximately $\frac{3}{4}$ of a mile north of Tusayan and is 40 acres in size. The Grand Canyon Unified School District owns the Tusayan School site and is located to the north west of the GCNPA property and is 80 acres in size. The residential population of Tusayan is mainly employed by tourist related businesses, GCNPA or KNF. The population varies, depending on the season, from 500-700 residents. TFD was formed in July of 1996, and the community's current ISO grade is 6/9. Private ownership of developed land is mainly restricted to areas within the community, although there are a few private in-holdings in the plan area, including Kotzin, Ten-X Ranch, Imbleau, Griffin, Highland Mary, Metzger and Anita Station. There are no current homeowners associations in the plan area. The plan area has numerous United States Forest Service fuel reduction projects planned, with several currently underway. See attached map (A) for past and ongoing fuel reduction projects

B. Goals

The TCWPP Committee has agreed to the following goals:

- ❖ promote community involvement in the TCWPP process
- ❖ improve fire prevention and suppression
- ❖ reduce hazardous forest fuels
- ❖ restore forest health
- ❖ educate the public in firewise treatments around their homes and businesses to reduce structural ignitability in the TCWPP area
- ❖ recommend measures to create a more wildfire defensible community
- ❖ support 4FRI- Four Forest Restoration Initiative

II. Wildland-Urban Interface

The WUI is commonly described as the zone where structures and other features of human development meet and intermingle with undeveloped wildland or vegetative fuels. Communities within the WUI face significant risk to life, property, and infrastructure.

Wildland fire within the WUI is one of the most dangerous and complicated situations firefighters face. Both the National Fire Plan (NFP), a response to catastrophic wildfires, and *A Collaborative Approach for Reducing Wildland Fire Risks to Communities and*

the Environment, 10-Year Comprehensive Strategy (2001) place a priority on working collaboratively with communities in the WUI to reduce their risk from large-scale wildfire. The HFRA builds on existing efforts to restore healthy forest conditions in the WUI by empowering local communities and by authorizing expedited environmental assessment, administrative appeal, and legal review for qualifying projects on federal land. The community is recognized as an “at risk” community for catastrophic fire.

The high priority inhabited area containing critical human infrastructure is identified as the TWCPP WUI zone in red on the attached map (A) and includes 63,614 acres. The community of Tusayan and private in-holdings are in white on the attached map (A).

The zone was determined based on KNF recommendations and fire behavior/incidence history, the risk of crown fire, topography and predominant south/south west wind direction as deciding factors. The attached map (B) depicts lightning fire history from 1970-2004 and hazard-fuel reduction projects as of 2004. There are no critical watersheds in the zone. Rain Tank, a natural catchment, exists southwest of GC Airport. The only other surface water occurs in constructed wildlife catchments and the South Grand Canyon Sewer District overflow pond containing as much as 5 million gallons of treated effluent.

The Tusayan All Hazard Plan completed in 2003 and updated in 2013 is Attachment D.

A. Risk Assessment, Current Condition and Recommended Measures

Representatives from TFD and KNF have conducted a risk assessment of the community of Tusayan in the WUI where the community’s boundary is adjacent to the KNF. During this assessment critical areas needing immediate treatment were identified.

The most critical areas to receive priority treatment are those WUI areas located adjacent to existing infrastructure such as Arizona Public Service (APS) sub-station and electrical power distribution lines. These electrical power lines are above ground and are crucial to maintain power to the community’s potable and non-potable water systems, to keep fire pumps operational, in addition to emergency radio communication systems for USFS, TFD and the Coconino County Sheriff Department. Recently designated public school property in the same area as the APS substation and power lines is being developed with clearings for sports field located strategically to maximize defensible space.

Ongoing mechanical thinning projects and prescribed burns have been conducted around the community in the last decade, especially on the south and west sides (refer to map, Attachment A). Based on KNF recommendations thinning, prescribed burns and low intensity ground fire will be conducted on a rotating 7-10 year basis in this zone. The area to the southwest could be a great threat to the community due to the alignment of topography with predominantly southerly winds. Fire restrictions and hazardous fuel reduction are the only manageable variables.

Most of the forest surrounding Tusayan has received some kind of treatment or the KNF is currently in the planning process for the areas that have not received any treatment. Ongoing hazardous fuels treatment projects include:

1. The Tusayan South project, mechanical thinning and prescribed burns south of the airport, west of SR 64, and including Ten-X Campground.
2. The Tusayan East project, mechanical thinning and burning to the north and east between KNF housing and the South Rim Mobile Home Park.
3. The Flying J project, thinning and prescribed burning south and west of Tusayan.
4. The Ten-X PCT project, thinning and burning around Ten-X Ranch private land.
5. Tusayan East WUI project is 900 acres and is adjacent to the community.
6. Tusayan South WUI project is 400 acres and is south of GCNP Airport.

Additional hazardous fuels reduction treatments have been completed by TFD on the Kotzin Parcel and Ten-X Ranch private inholdings. The GCNP Airport project is currently being conducted and scheduled to be completed by the end of 2015.

The assessment of community residential areas indicates a need for on-going non-complex hazard fuel reduction particularly along the WUI perimeter on all sides.

A collaborative effort by TFD and KNF to initiate a Fire Wise program would provide a means for the local residents to have their homes and businesses assessed. Recommendations would be provided to homeowners and businesses to make them more fire resistant. TFD would try to find the available manpower, resources or grants, to assist the local residents with clean up and educational programs. Aggressive public education and private property treatment projects within the community, coupled with current efforts by TFD and KNF programs, will make the area a safer, more informed community that will meet the intent and spirit of the TCWPP.

B. Monitoring, and TCWPP Reporting

TFD and the TCWPP Committee will administrate and be responsible for implementing and monitoring the TCWPP recommendations. The TFD Board will appoint committee members as necessary. The TCWPP should be periodically reviewed and updated, as needed by TFD and the TCWPP Committee with participation from the KNF.

C. Future Funding Needs

1. Increased reclaimed and fresh water storage and more hydrants in the Tusayan Community. TFD to assess actual need and placement primarily in the urban interface zone.
2. Funds to provide at least two staff members and up to \$400 per acre for implementation of mechanical treatment projects in the private property areas listed in the assessment.

3. Funding for wild land fire training the mostly volunteer TFD.
4. Funding to train homeowners to make their homes more defensible.

III. Recommended Measures to Create a More Wildfire Defensible Community

The community takes the risks seriously of a destructive wild land fire igniting and spreading in the WUI zone. TFD, KNF, and GCNP fire suppression effectiveness can be enhanced through combined responses. In the case of a large fire or multiple fires, it may not be possible to protect every home and structure in the WUI zone. Community leaders as well as private landowners must take actions to reduce fire risks and promote effective responses to wild land fires. The following are recommendations to enhance protection capabilities in the TCWPP:

1. Provide this TCWPP and the Tusayan All Hazard Plan to Tusayan businesses and residents and describe high-risk areas, specific land standards that apply to trees and make recommendations to address fuels treatment.
2. Local land use policies could include incentives for private landowners to address defensible space and fuels management on their properties and implement fire-sensitive land use planning.
3. TFD, KNF and the Town of Tusayan will enhance regulatory and control policies, such as open burning, campfires, smoking restrictions, and other use of fire and will enhance relationships with local law enforcement to ensure compliance with any regulations adopted.
4. Additional comprehensive and frequent training will be encouraged. TFD, KNF and the Coconino County Sheriff's Department will conduct a common training activity when ever possible for the purpose of emphasizing tactics of WUI fire suppression and interagency coordination. GCNP participates in many cooperative training activities as well.

A. Priorities for Promoting Community Involvement through Education, Information and Outreach

The TCWPP, KNF and TFD have developed and implemented public outreach programs to help create an informed citizenry. The goal is to have residents support concepts of fire-wise landscaping and naturally functioning forest ecosystems through restoration management and appropriate response to wild land fire. The TCWPP is intended to be a long-term strategic tool to promote forest health while reducing hazardous fuels in the WUI. To effectively achieve these goals, a grass roots collaboration of individual citizens, supported by local government as partners, will provide the most effective long-term means to maintaining a defensible community over time. The components of such a structure include the following recommendations:

1. Expand the use of current public information tools to promote fire-wise treatments at businesses and residential areas. This may be accomplished through public presentations describing treatments that promote defensible space, through modifications/improvements to both structures and the vegetation located in the WUI.

2. TFD and KNF personnel will act as “goodwill ambassadors” by making available wild land hazardous fuel reduction and residential preparedness information at community activities and events. Information will be made available in both printed and oral formats that explain the need for fire awareness and the benefits of preparing private property for potential threat from wildfires. Promote awareness of Tusayan All Hazard Plan (Attachment D).

B. Enhancing Local Wood Products-Related Industries

The TCWPP supports development of potential utilization opportunities for fuels removed in support of hazardous fuel reduction efforts in and around the community. Development of markets and industries that extract useable material from fuel reduction management projects (e.g., biomass, firewood, post and poles, other small diameter wood products) would benefit hazardous fuel reduction, forest health, and employment opportunities.

The Four Forest Restoration Initiative is a project designed to carry out landscape-scale restoration of ponderosa pine forests in northern Arizona. The four forests involved are the Kaibab, Coconino, Apache-Sitgreaves and Tonto National Forests. The overall goal of the project is to restore the structure, pattern, and composition of fire-adapted ecosystems. The restoration-based work opportunities are expected to create jobs across northern Arizona and reduce fuel loading in order to minimize risk of high-intensity fire. All of the ponderosa pine areas within the TCWPP boundary are included in this project. Plans for thinning and prescribed burning around Tusayan will help minimize risk of damage due to wildfire.

C. Future Forest Conditions Will Improve

The TCWPP will promote forest health, while reducing the threat of fire to structures and improvements by hazardous forest fuels reduction with community involvement. This may also encourage economic development in the community. Tusayan and the natural wonders of Grand Canyon are extraordinary resources that deserve protection from catastrophic wildfire. The TCWPP is a major step in building wildland fire protection for this area, its residents, visitors, homes, businesses and infrastructure.

IV. Declaration of Agreement and Concurrence of all Required Agencies

The following partners in the development of this Community Wildfire Protection Plan have reviewed and do mutually agree or concur with its contents:

AGREEMENT

Tusayan District Ranger, Kaibab Forest National _____
Date

CONCURRENCE

Fire Chief, Tusayan Fire District _____
Date

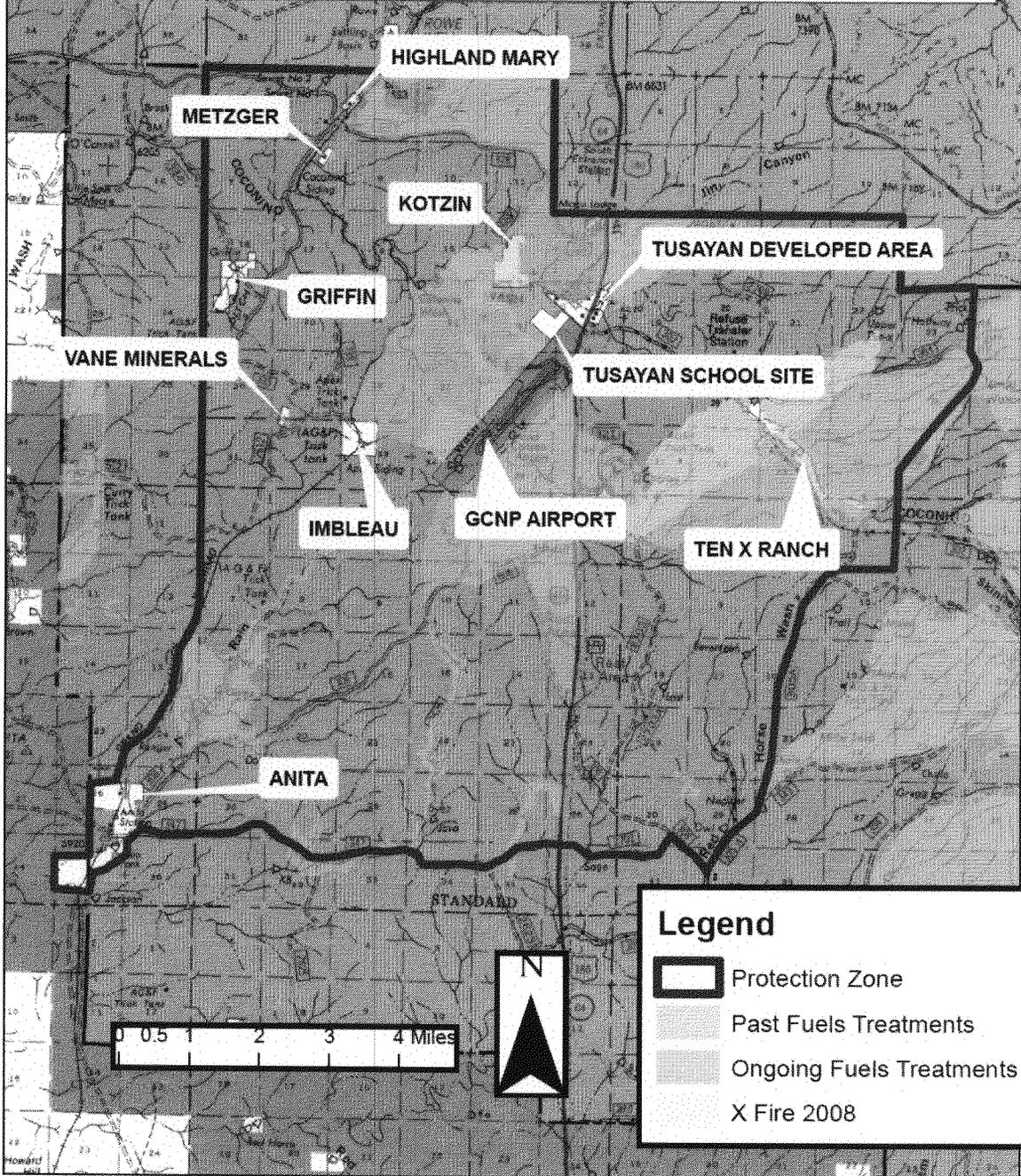
Chairman, Coconino County Board Of Supervisors _____
Date

Mayor, Town of Tusayan _____
Date

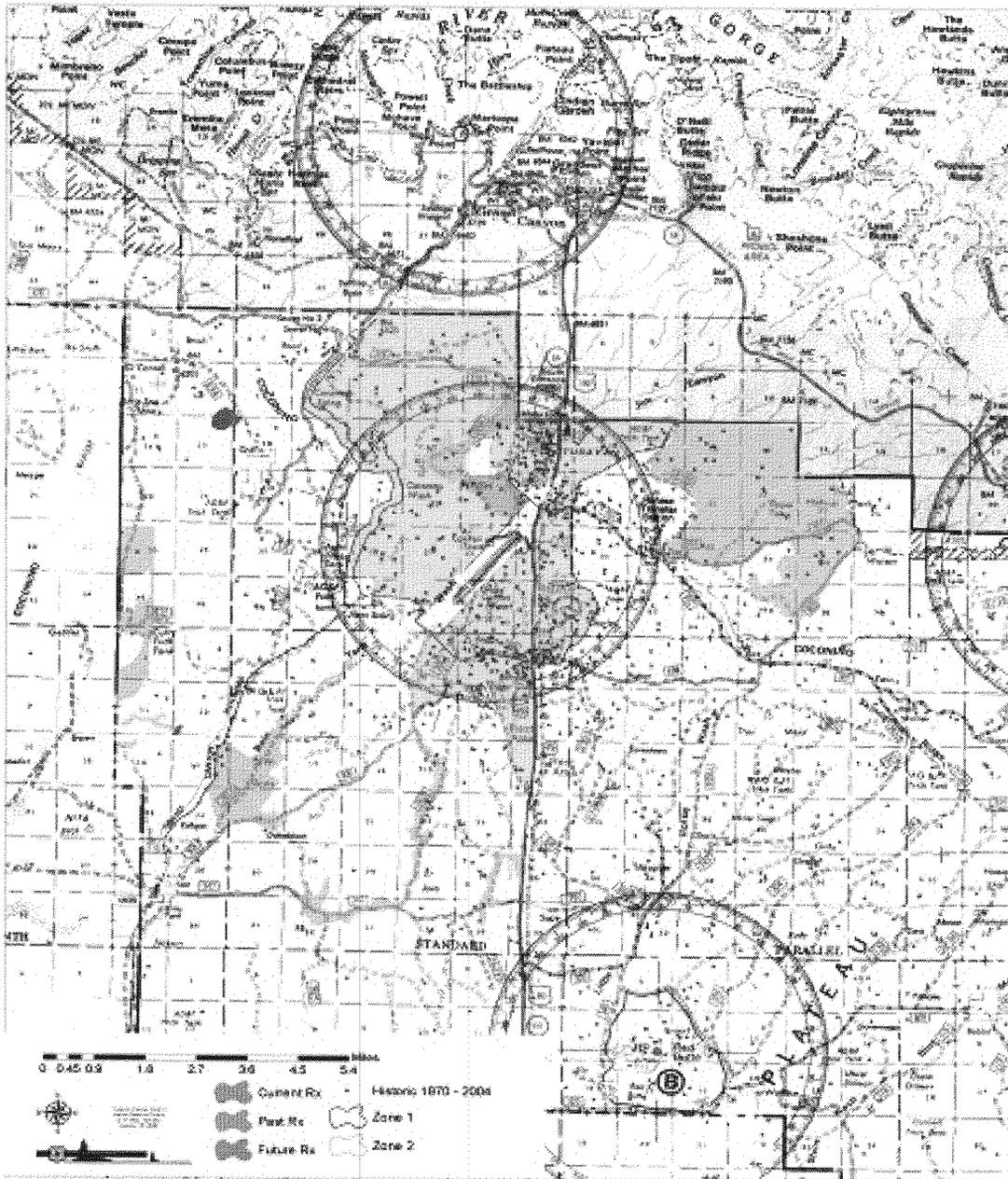
APPROVAL

State Forester, Arizona State Forestry Division _____
Date

ATTACHMENT A MAP TUSAYAN WILDFIRE PROTECTION PLAN



ATTACHMENT B



ATTACHMENT C

Document from the:

Tusayan Fire District Standard Operating Guidelines (TFDSOG)

Page: 1 of 7

**Tusayan All Hazard Plan
Revised Date: 04/13**

Fire Chief: Robbie Evans

Purpose: The purpose of this TFDSOG is in response to the need of pre-planning for a natural or manmade disaster that would precipitate an evacuation of the Tusayan area. Some events that may call for evacuations are: the threat of wildland fire, earthquakes, or hazardous materials incidents.

This plan is generic in nature, allowing flexibility depending on the nature or urgency of the emergency evacuation. This plan must also work in conjunction with the Grand Canyon National Parks emergency evacuation plan, along with Coconino County's Emergency Evacuation procedures.

Policy:

- a. It is the policy of Tusayan Fire District to provide for the safety and protection of the residents and visiting public to the Tusayan/ Grand Canyon area.
- b. If the need to evacuate Tusayan becomes apparent due to an emergency that would threaten the safety of the public and local residents. The Tusayan evacuation plan is intended to ensure a safe and efficient emergency operation. This policy needs to take into consideration the advisability of putting in excess of 12,000 vehicles, in the busy summer months, south bound on Hwy 64 if an evacuation is called for in the area. Alternatives, for safety of the public, include staying in place and alternative places in Tusayan.

Procedures:

- a. The decision and call for evacuation of Tusayan will be made in concurrence with Coconino County Sheriffs Office and Tusayan Fire District.
- b. The command structure will managed under the National Incident Command System (NIMS), this will provide a flexible command structure. And by using the Incident Command System a unified command is easily implemented and allows for two or more agencies to have primary incident responsibilities The Incident Commander will designate a Command post as soon as the evacuation declaration is made.

- c. Communications: Grand Canyon National Park Dispatch will serve as the primary incident communications center for Tusayan Fire District. The National Park Service Dispatch center has the capability to connect various communications center through radio/telephone patching.
- d. Information: A Public Information Officer will be designated and operate under the direction of the Incident Commander.
- e. Notification: Will be made to the various governmental and public service agencies as soon as possible upon the decision to evacuate. The GCNP Communication Center will have primary responsibility for conducting these notifications. Tusayan Fire and Coconino County Sheriffs Office will notify local businesses and residents.

Local Resources

- a. Town of Tusayan
- b. Grand Canyon National Park Service
- c. Coconino County Sheriff's Office
- d. U. S. Forest Service, Kaibab National Forest, Tusayan Ranger District
- e. Arizona Department of Public Safety
- f. Guardian Medical Transportation
- g. Arizona Department of Transportation, Williams Maintenance Yard
- h. Arizona Department of Game and Fish
- i. Grand Canyon National Park Airport

Immediate Resource Contacts

Coconino County Emergency Management, and the State of Arizona Department of Emergency Management. Both of these agencies can provide access to other resources, equipment and manpower, which includes mobilizing the Arizona National Guard. Either entity can make a disaster declaration and immediately begin providing assistance and resources. The State of Arizona will determine costs and request funding through the Federal Emergency Management Agency (FEMA).

Shelters

The American Red Cross can create disaster shelters. There are contracts with both the Williams School District and Flagstaff Unified School District along with the National Guard Armories. These facilities can be set up within evacuation travel times from the Tusayan area.

Red Cross Flagstaff Contact is 928-774-5494

Grand Canyon School Contact, though not a designated Red Cross Shelter, is 928-638-2461

Funding Resources

Both state and county funding channels are available through the Coconino County Sheriff's Office based on a Declaration of a State Emergency.

Tusayan Evacuation Procedures

- a. Public Notification

Public evacuation information will be broadcast as soon as possible on 102.5 (KUGO) with either telephone notification or personal contact with the area businesses and residents. The information provided will address the securing of residences, available egress routes out of Tusayan, Evacuation Collection Area's, and Safety Zones.

b. Evacuation of Residents and Overnight Visitors

Evacuation of guests and residents will be conducted under the direction of Coconino County Sheriffs Department.

Bus Transportation

For any residents or visitors requiring bus transportation out of the area to an evacuation shelter. This will be accomplished by using local tour bus operations that are operated out of Grand Canyon Airport or inside Grand Canyon National Park. A local representative of the entity that owns the buses will respond to the Incident Command Post to act as liaison for the use of all buses during the evacuation phase.

Hotel Guests

All local hotels will be notified that evacuation procedures have been initiated and the need to begin evacuation of all guests. Either the General manager or the Front Desk Personnel will be contacted, and using the available on duty personnel at each hotel. They will contact and notify all guests of the order to evacuate. These personnel are to insure that the guests have received the notice and have evacuated or are in the process of evacuating will physically check each guestroom. After each room is cleared a pillowcase or towel shall be tied to the exterior door handle of the room to mark it as checked and cleared. After each hotel/area is checked and cleared, the personnel involved shall report to either the G.M or Front Desk Personnel, who will in turn notify the Incident Command Post of the progress and status of their evacuation efforts.

Any guests requiring transportation will be directed to report to the front desk associated with their hotel. Front Desk Personnel will then contact the ICP transportation manager to relay information regarding the numbers of guests needing transportation as well as any special needs.

A different team of personnel from each hotel will make a secondary check of each area following the initial check and evacuation.

Residential Areas

Coconino County Sheriff Department and National Park Service Ranger units, if available, will manage residential evacuation. This activity will be conducted under the direction of Operations Chief.

Teams of officers (CCSO, DPS, NPS Rangers, USFS Kaibab and Tusayan Fire District Personnel) will be assigned to residential areas to inform residents of the need to evacuate. Forcible removal is questionable unless there is immediate threat of injury occurring.

Residents shall turn on their front porch light and tie a pillowcase, towel or similar item to their front door handle to signify that they have evacuated their residence.

Due to the many seasonal employees that have no transportation, buses will be provided to assist in their transportation to evacuation collection areas.

Available buses will be dispatched to the different hotels and employee housing areas.

After each bus is filled the driver will report via radio to the transportation manager, and state the number of passengers and any need for additional assistance. The drivers will then proceed to the designated evacuation collection area.

After the initial evacuation, all residential areas will receive a second check to insure complete evacuation.

Safety Zones

The following areas have been designated as Urban/Wildland Interface Safety Zones in the event that immediate evacuation egress from the Tusayan area is not possible during such an incident. Incident personnel shall be assigned to supervise each safety zone.

Safety Zones

Grand Canyon Airport - south ramp road, main terminal parking lot

Papillion Helicopter Terminal - Parking areas

Grand Canyon Helicopter Terminal – Parking areas

Traffic Control

All highway traffic control will fall under the jurisdiction of Department Of Public Safety and Coconino County Sheriff Department. And they will implement all procedures for traffic control.

Notification List- (Current April 18, 2013)

Arizona Department of Public Safety	928-773-3600
Arizona Department of Emergency Management	602-244-0504
Coconino County Sheriff Department	800-338-7888
Coconino County Emergency Management	800-338-7888
Arizona Department of Transportation	928-779-7547
GCNP NPS Dispatch	911 or 638-7805
Town of Tusayan	928-638-9909
Tusayan Ranger District U.S. Forest	928-638-2443
Williams Ranger District	928-635-2681
GCNP Airport	928-638-2446
KUGO Radio (102.5)	800-264-5449
American Red Cross Flagstaff	928-774-5494
American Red Cross National	800-842-7349
Arizona Public Service	928-638-2282
Hydro-Resources Water	928-310-4350
A Quality Water for Anasazi Water	928-606-0498
SGC Sanitary District	928-638-0906

Graves Butane	928-638-9295
Ferrell Gas	928-526-0466
Titan Gas	928-526-3147
Superior Gas	928-635-1314
Century Link	928-638-7854
Grand Canyon Chamber and Visitor's Bureau	928-638-2901

Contact For Buses:

Grand Canyon Airlines	928-638-2463
Grand Canyon School District	928-638-2461
Paul Revere	928-638-0951
Vision Air	928-638-3306
Xanterra Transportation	928-638-2631

Also, notify all area businesses.

Also, tell them to notice their employees in housing: (Current April 18, 2013)

Big E Steakhouse	928-638-0333
Camper Village	928-638-2887
Canyon Food Mart	928-638-2608
Canyon Plaza Inn & Suites	928-638-2673
DNPS Store & Housing	928-638-2854
Grand Canyon Airlines	928-638-2463
Grand Canyon Helicopters	928-638-2764
Grand Hotel	928-638-3333
Holiday Inn	928-638-3000
Imax Theater	928-638-4629
Maverick Helicopters	928-638-2622
McDonalds Restaurant	928-638-2208
Papillon Helicopters	928-638-9330
Pink Jeep Tours	928-282-5000
Plaza Bonita	928-638-8900
Red Feather Lodge	928-638-2414
Seven Mile Lodge	928-638-2291
Sophie's Mexican Kitchen	928-638-4654
Steak House	928-638-2780
Squire Inn	928-638-2681
Trading Post	928-638-2417
We Cook Pizza	928-638-2778
Wendy's	928-638-6484

Over the past several years, Coconino County, Grand Canyon National Park and Tusayan Fire District officials have embarked on an aggressive plan to build a corrected address database in accordance with the addressing ordinance. Proper addressing qualifies communities to take advantage of the Statewide Enhanced 911 system, meaning that, when a citizen calls 911, their location automatically displays in the dispatch center. Emergency services are able to accurately locate citizens in a timely manner, without having prior knowledge of a specific area. Though all of the Tusayan work has been done, some phone numbers still come up with incorrect addresses due to using old address or other reasons. The committee thought this fact was worth noting in this All Hazard Plan.

ATTACHMENT D- page 1 of 2

Protecting your Home, Business and Community Against Fire

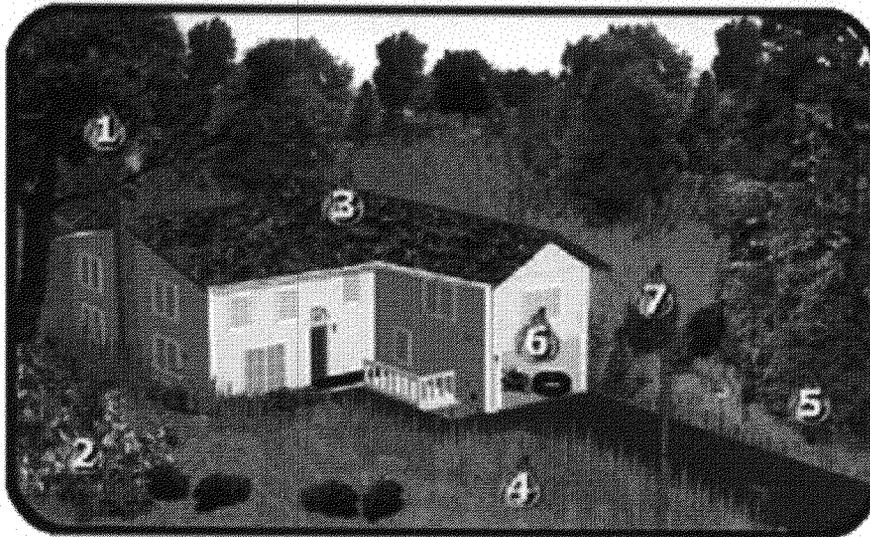
These are some precautions you can take to help guard against wildfire:

Firewise

- ❖ Stack firewood or lumber at least 100 feet away and uphill from structures.
- ❖ Clear a 10-foot area around propane tanks and barbecues
- ❖ Regularly clean your roof and gutters.
- ❖ Inspect chimneys at least twice a year and clean them at least once a year.
- ❖ Keep dampers in good working order.
- ❖ Remove portions of trees and bushes that extend within 10-15 feet of your flue openings.
- ❖ Flue and chimney tops should have a screen covering with openings no larger than ½ inch.
- ❖ Install ABC approved fire extinguishers and learn how to use them.
- ❖ Keep handy household items that can be used as fire tools: a rake, axe, handsaw or chain saw, bucket, shovel, and a ladder that will reach the roof.
- ❖ Identify and maintain an adequate outside water source such as a hose or hydrant. Have a garden hose that is long enough to reach any area of the home and other structures on the property.
- ❖ Clean out storage areas. Don't let trash such as old newspapers, boxes and magazines accumulate.
- ❖ Check electrical wiring. Inspect cords for frayed or exposed wires or loose plugs.
- ❖ Do not overload extension cords or outlets. If you need to plug in two or three appliances, get an UL-approved unit with built-in circuit breakers to prevent sparks and short circuits.
- ❖ Make sure your heating source is clean and in working order. Many home fires are started by faulty furnaces or stoves, cracked or rusted furnace parts and chimneys with creosote build up. Call professionals for help.
- ❖ Use caution when using alternative heating sources, such as wood, coal, kerosene heaters, and electrical space heaters.
- ❖ Place heaters at least three feet away from flammable materials.
- ❖ Make sure the floor and nearby walls are properly insulated.
Use only the type of fuel designated for your unit and follow manufacturers' instructions.
- ❖ Store ashes in a metal container outside and away from the house.
- ❖ Keep open flames away from walls, furniture, drapery and any flammable items. Keep a screen in front of the fireplace.
- ❖ Make sure insulation does not touch electrical wiring.
- ❖ Know the locations of the gas valve and electric fuse or circuit breaker box and how to turn them off in an emergency. If you shut off your main gas line for any reason, allow only a gas company representative to turn it on again.
- ❖ Make sure there is ample room for fire and other emergency vehicles around property.

Firewise Inspection Contact.....Tusayan Fire Department 638-3473

PREPARING A HOUSE FOR WILDLAND FIRE SEASON



1) Remove dead or overhanging branches. During the windy conditions that exist during a wildland fire, flames, sparks and firebrands could travel from the tree to the roof of this structure.

2) Remove leaf accumulation from your yard. Leaf accumulation provides fuel for a wildland fire.

3) Remove leaf clutter from your roof and gutters. During a wildland fire, leaves on the roof and/or in the gutters could be ignited by flying embers.

4) Remove tall, dry grasses. Tall, dry grasses provide a path for fire that can lead directly to a house.

5) Remove "ladder fuels". Prune tree limbs so the lowest is between 6' - 10' from the ground. Fire burning through tall, dry grass could ignite these limbs and climb to the top of the tree with relative ease.

6) Check your generator and/or hose to be sure it is in good repair. Refuel garden equipment carefully. Yard equipment needs annual maintenance and proper fueling. Hoses develop leaks and deteriorate with age and exposure. During wildland fire season, fuel your lawn mower properly --away from dry, flammable grasses.

7) Prune bushes and shrubs regularly. Remove excess growth as well as dead leaves and branches to decrease their flammability, and the threat they could pose during a wildland fire.

Dispose of cuttings and debris promptly, according to local regulations.

Find more Firewise tips at our website.

www.firewise.org

ITEM NO. 7B

**2014 SUGGESTED HOME RULE OPTION
ELECTION CALENDAR**
(Fall Primary Election)

<p><u>March 25**</u> ! Publish first notice of public hearings</p>	<p><u>April 1**</u> ! Publish second notice of public hearings</p>	<p><u>April 8**</u> ! Hold first public hearing on proposed home rule option</p>	<p><u>April 15**</u> ! Hold second public hearing on the proposal ! Council votes on the proposal immediately after second hearing in a special meeting</p>
<p><u>April 16**</u> ! Publish record of vote and, if approved, the amount of expenditures in excess of the state-imposed limitation and purposes for the excess</p>	<p><u>April 28*</u> ! Submit to Auditor General=s Office required information; including summary and detailed analyses (<i>time starts when Auditor General receives the information</i>)</p>	<p><u>May 19**</u> ! Receive <u>reviewed</u> detailed and summary analyses and summary analysis worksheet from Auditor General=s Office</p>	<p><u>May 28*</u> ! Receive arguments <u>for or against</u> alternative expenditure limit for publicity pamphlet</p>
<p><u>June 4**</u> ! Complete preparation of publicity pamphlet; send draft to Auditor General=s Office in sufficient time for review and comment prior to printing</p>	<p><u>June 27**</u> ! Send publicity pamphlets to the printer</p>	<p><u>July 24*</u> ! Make early ballots available*** ! Mail publicity pamphlets or let early voters know when and where they will be available</p>	<p><u>July 31*</u> ! Distribute early ballots***</p>
<p><u>August 15th*</u> ! Distribute publicity pamphlets (<i>if for some reason they were not distributed earlier, this is the deadline.</i>)</p>	<p><u>August 26</u> ! PRIMARY ELECTION DAY</p>	<p><u>September 15*</u> ! Canvass Vote ! Inform Auditor General=s Office and Economic Estimates Commission of the outcome of election</p>	

* These calendar dates are the latest possible dates (unless otherwise indicated) to comply with election deadlines based on a Fall Primary Election date of August 26, 2014.

** These dates are suggested dates to allow you to send the publicity pamphlet out in time for early voting. **If you contract with your county for elections services, we recommend that you check with them for their ballot preparation deadlines.**

*** Early ballots must be available no later than 33 days before the election. **However, a law passed in 2009, prohibits an early ballot being distributed until 26 days before the election.**

**2014 SUGGESTED HOME RULE OPTION
ELECTION CALENDAR**

(Fall General Election)

<p><u>June 3**</u> ! Publish first notice of public hearings</p>	<p><u>June 10**</u> ! Publish second notice of public hearings</p>	<p><u>June 17**</u> ! Hold first public hearing on proposed home rule option</p>	<p><u>June 24**</u> ! Hold second public hearing on the proposal ! Council votes on the proposal immediately after second hearing in a special meeting</p>
<p><u>June 25**</u> ! Publish record of the vote and, if approved, the amount of expenditures in excess of the state-imposed limitation and purposes for the excess</p>	<p><u>July 7**</u> ! Submit to Auditor General=s Office required information; including summary and detailed analyses (<i>time starts when Auditor General receives the information</i>)</p>	<p><u>July 28**</u> ! Receive reviewed detailed and summary analyses and summary analysis worksheet from Auditor General=s Office</p>	<p><u>August 6*</u> ! Receive arguments for or against alternative expenditure limit for publicity pamphlet</p>
<p><u>August 13**</u> ! Complete preparation of publicity pamphlet; send draft to Auditor General=s Office in sufficient time for review and comment prior to printing</p>	<p><u>September 5**</u> ! Send publicity pamphlets to the printer</p>	<p><u>October 2*</u> ! Early ballots ready*** ! Mail publicity pamphlets or let early voters know when and where they will be available</p>	<p><u>October 9*</u> ! Distribute early ballots***</p>
<p><u>October 24*</u> ! Distribute publicity pamphlets (<i>If for some reason they were not distributed earlier, this is the deadline.</i>)</p>	<p><u>November 4</u> ! GENERAL ELECTION DAY</p>	<p><u>November 24*</u> ! Canvass Vote ! Inform Auditor General=s Office and Economic Estimates Commission of the outcome of election</p>	

* These calendar dates are the latest possible dates (unless otherwise indicated) to comply with election deadlines based on a Fall General Election date of November 4, 2014.

** These dates are suggested dates to allow you to send the publicity pamphlet out with the early ballots. Statutory deadlines, if any, are in parentheses. **If you contract with your county for elections services, we recommend that you check with them for their ballot preparation deadlines.**

*** Early ballots must be available no later than 33 days before the election. **However, a law passed in 2009, prohibits an early ballot being distributed until 26 days before the election**

RESOLUTION NUMBER 2014-03

**A RESOLUTION OF THE TOWN OF TUSAYAN PROPOSING AN (EXTENSION OF THE)
ALTERNATIVE EXPENDITURE LIMITATION**

WHEREAS, THE ARIZONA STATE CONSTITUTION PERMITS THE SUBMISSION TO THE VOTERS OF A CITY OR TOWN OF AN ALTERNATIVE EXPENDITURE LIMITATION; AND

WHEREAS, THE VOTERS OF THE TOWN OF TUSAYAN IN 2010 ADOPTED AN ALTERNATIVE EXPENDITURE LIMITATION; AND)

WHEREAS, THE TOWN COUNCIL OF TUSAYAN, AFTER TWO PUBLIC HEARINGS HAS DETERMINED THAT AN (EXTENSION OF THE) ALTERNATIVE EXPENDITURE LIMITATION IS NECESSARY FOR THE TOWN OF TUSAYAN.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF TUSAYAN THAT THE FOLLOWING ALTERNATIVE EXPENDITURE LIMITATION BE SUBMITTED TO THE VOTERS OF THE TOWN OF TUSAYAN.

SHALL THE FOLLOWING BE ADOPTED BY THE TOWN OF TUSAYAN AS AN ALTERNATIVE EXPENDITURE LIMITATION:

"THE MAYOR AND COMMON COUNCIL OF THE TOWN OF TUSAYAN SHALL ANNUALLY, AS PART OF THE ANNUAL BUDGET ADOPTION PROCESS, ADOPT AN ALTERNATIVE EXPENDITURE LIMITATION EQUAL TO THE TOTAL AMOUNT OF BUDGETED EXPENDITURES/EXPENSES AS IT APPEARS ON THE ANNUAL BUDGET AS ADOPTED BY THE COUNCIL TO APPLY TO THE TOWN OF TUSAYAN FOR EACH OF THE FOUR FISCAL YEARS IMMEDIATELY FOLLOWING ADOPTION OF THE ALTERNATIVE EXPENDITURE LIMITATION. THE ALTERNATIVE EXPENDITURE LIMITATION SHALL BE ADOPTED EACH YEAR AFTER A PUBLIC HEARING AT WHICH THE CITIZENS OF THE TOWN OF TUSAYAN MAY COMMENT ON THE PROPOSED ALTERNATIVE EXPENDITURE LIMITATION. NO EXPENDITURES MAY BE MADE IN VIOLATION OF SUCH ALTERNATIVE EXPENDITURE LIMITATION, NOR MAY ANY PROPOSED EXPENDITURES BE IN EXCESS OF ESTIMATED AVAILABLE REVENUES, EXCEPT THAT THE MAYOR AND THE COMMON COUNCIL MAY, BY THREE-FOURTHS VOTE, DECLARE AN EMERGENCY AND SUSPEND THE ALTERNATIVE EXPENDITURE LIMITATION. THE SUSPENSION OF THE ALTERNATIVE EXPENDITURE LIMITATION SHALL BE IN EFFECT FOR ONLY ONE FISCAL YEAR AT A TIME."

PASSED AND ADOPTED BY THE TOWN COUNCIL OF TUSAYAN, THIS _____ DAY OF _____, 2014.

Greg Bryan, Mayor

ATTEST:

Melissa M. Drake, Town Clerk

APPROVED AS TO FORM:

Bill Sims, Town Attorney

ITEM NO. 7C

ITEM NO. 7E

TOWN OF TUSAYAN

at the entrance to Grand Canyon National Park

DATE: February 27, 2014

TO: Mayor and Members of the Town Council

FROM: Will Wright, Manager

SUBJECT: Undergrounding Century Link Service Lines

This memo is to bring an issue before the Council regarding the upcoming project of APS to place the power service lines underground beginning behind the Plaza Bonita Restaurant across Highway 64 going east to the Trading Post. This project is scheduled to start next month with APS opening a trench on both sides of Highway 64 then utilizing the sleeve under the highway to put the power service lines underground for the adjacent property owners. However, Century Link, whose telephone lines share these four utility poles, is not in a position to place their service lines underground at this time. Century Link plans to take ownership of these four utility poles in order to maintain their service lines above ground.

I have asked Century Link's representative, Mr. John David Meyers, to provide a cost estimate on putting conduit with sweeps and the service wire in the open trenches that APS will utilize for placing the electric service lines underground. He indicated there are two cost approaches for the town to consider, namely: 1) cost of labor, equipment and materials to complete the entire project that would remove four utility poles and place the telephone service underground; and 2) cost of labor, equipment and materials to remove the one pole on the west side of the highway behind the Plaza Bonita Restaurant by putting the telephone service underground then to run the conduit with sweeps and service wire to the three poles on the east side of the highway. The second option would keep the three utility poles in place with the telephone service remaining above ground, but the costs to the town would be considerably less as the service lines would not need to be spliced, which is a significant cost in this process.

John thought he'd have these construction cost alternatives to the town by March 5, 2014 for the Town Council to consider. I realize this requested action could potentially establish a costly precedent, however, there are policies in the General Plan, currently under consideration, that indicates the community values aesthetics and desires to see all overhead service poles and lines placed underground. This consideration is therefore, in keeping with those desires of the community and the Council. It is for this reason, staff deems it important to bring this matter before the Council for your consideration. Let me know if you have any questions or comments about this information.

ITEM NO. 9

Manager's Report
March 5, 2014

I. ADMINISTRATION:

- a) I have talked with the Local Government Investment Pool (LGIP), which the Chase Bank representative indicated appears to be the best investment strategy for the town.
- b) I contacted Coconino County regarding possibility of working with them for Building Services in Tusayan, but haven't heard back. I'll include them when the RFP is ready to send out.
- c) Staff is awaiting input from Pat Walker and Tami to complete the RFQ and RFP for building services, planning and engineering services for the town, which should be here today.

II. ADOT – I resubmitted permit for 'Gateway Community' sign, but haven't received an answer to several other questions regarding permits and/or assistance for replacing the pole by the south roundabout that held several service agency banners, extending the sidewalk on the southeast corner to FS Road 302, and what options ADOT is aware of for improving the safety for the crosswalks in town. Staff also contacted ADOT about a couple of Yield signs that are down at the northern roundabout.

III. AIRS – Chief Evans was looking at a grant to help fund the AIRS project but received conflicting information about its viability in our area. He plans to visit with others, including Mark Venuti, who works for Guardian and sits on the AIRS board, and who made a presentation at the October 2nd Council meeting on the AIRS program. Staff plans to work with the TFD to assist with putting this program into place for improved emergency services communications.

IV. BROADBAND – ADOT received a letter from GovNet (see attached) about putting in a new 120' tower at the airport which will bring increased broadband into this area. We have a meeting scheduled for March 3, 2014 to follow up on this opportunity. Waiting to see how this turns out before re-contacting Bill Bolin, contractor for IT for Coconino County and Jim Simms, another IT business owner familiar with Coconino County and Tusayan.

V. BUDGET – a preliminary budget for FY2014-15 was provided at the Council Retreat, which staff continues to work on for the upcoming Home Rule election.

VI. CDBG – Isabel Rollins, NACOG's CDBG representative has completed and submitted the ERR (environmental review report) to ADOH, which is required before we get final approval for this project. ADOH sent an email that the ERR was received, which means the town should receive notification of approval to move forward in March sometime.

VII. COMMUNITY PARK – A crew from the Coconino Jail has come out a couple of times to continue clearing and grubbing of small brush and apparently will continue this practice with the most recent help coming on 1/14/14. L.P.'s Excavating has been bringing in dirt from the Grand Hotel project and began spreading it. The Park Committee met in February and gave staff direction to apply for a SWPPP and to have Willdan put together a performance bid to do the dirt work for the fields. This part of the project will be brought to the Council for their information and approval as it progresses. In addition, I need to follow up with Art Babbott regarding the County Parks and Open Space (CPOS) program to express Tusayan's interest in participating in this program.

VIII. COUNCIL FOLLOWUP:

- a) As you may have seen in the newspaper, the Fire District recently hired an Administrative Assistant and requested a modification to our agreement about the housing subsidy;
 - b) Coconino County Health Department submitted data on animal control that I emailed to Council and I've requested that they provide us with information on the cost to provide these services for the upcoming fiscal year; and
 - c) The Council Retreat on February 21st went well and I thought the meeting with emergency service providers/coordinators was particularly timely given the fire season prospects. I also appreciated Tom Belshe of the League's presentation, however the Council was unable to finish their goal setting exercise or to really review the budget for next fiscal year and some indicated a need to meet again in a few months.
 - d) Staff is finishing up the RFQ for engineering services and the RFP for building and planning services, which should be done for Council review by second meeting in March.
- IX. DEVELOPMENT/P&Z MEETING – The P&Z Commission met on February 25, 2014 to consider the draft General Plan and due to some significant comments from the Grand Canyon NPS decided to close the public hearing and meet again on March 12, 2014 to consider incorporating these final comments into the plan. Lawrence Tomasello is the new planner from Willdan. His email is lawrence_tomasello@yahoo.com and his number is (520) 826-9352. I know he's worked as a planner in California and in Arizona, but don't have the specifics to share as yet. He is helping with amending the draft General Plan.
- X. DRAINAGE – J2 Engineering is continuing to work on phase 2 of the drainage study which will be under the \$40,000 cap for estimated costs for this study. I'm trying another way to obtain aerial maps of this area from ADOT but haven't received return calls from a couple of staff on my requests. These maps would also be useful to J2 in completing the drainage study as well as to the town on other projects. J2 is proceeding with putting together a summary of projects that would address the town's flooding issues.
- XI. MUNICIPAL CODE – Working through a process of putting municipal code information together for the Council to review according to schedule shown on future meetings. Staff recently provided an overview of the codes that had been approved by the Council and a schedule of the remaining codes to be considered by the Council. Staff is working to put approved codes in a binder for Council to have as we move forward. The Council approved the Building Codes at their last meeting in January 2014.
- XII. PUBLIC OUTREACH – John Davison of CPWAC is planning to make a presentation at the Council's March 5th meeting. Chief Robbie Evans presented the Tusayan Community Wildfire Protection Plan (TCWPP) at the February 5, 2014 Council meeting and the Council will be asked to approve it in their March 5th meeting. Pat Walker emailed me to say the final report would be provided by February 28, 2014, which staff can then use to complete the RFP for building services. James Simino is the new Forest Service Ranger for the Tusayan District and was able to attend the Council's Retreat.
- XIII. SIGNS – town hall signs were installed and still trying to find a way to add the address at a reasonable cost. Also, will need signage for park with new rules which the Council approved at their December 4, 2013 Council meeting. I did find out that the Park Service also manufactures signs, which we'll look into for future sign projects.
- XIV. STILO – The amendment to the Pre-Annexation Development Agreement (PADA) with Stilo was passed by the Council in their January 22, 2014 meeting. The Town is now awaiting Stilo to sign it, which they have 45 days or until March 7th to accomplish.