

AGENDA

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Wednesday, September 3, 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, September 3, 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

- A. Presentation from Holly Krake, Kaibab National Forest Fire Information Officer, regarding upcoming prescribed fires
- B. Mayor's Proclamation of September 22-26, 2014 as National Employer Support of the Guard and Reserve Week in the Town of Tusayan

5. CONSENT AGENDA

Items on the consent agenda are routine in nature and will be acted on with one motion and one vote. 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 Workshops on 8/12/14 and 8/13/14 and Regular Meeting on 8/13/14

B. Accounts Payable Billings

6. COMMITTEE REPORTS

A. Update on the Sports Complex Committee

B. Update on the Planning and Zoning Commission

7. ACTION ITEMS

A. Consideration, discussion, and possible approval of a funding request from the Grand Canyon Chamber and Visitors' Bureau (CVB) for matching funds for an Arizona Office of Tourism (AOT) tourism marketing grant

B. Consideration, discussion, and possible approval of a proposal for aerial topographic mapping of the Town of Tusayan

C. Consideration, discussion, and possible approval of the purchase of a large live tree for Christmas lighting purposes

D. Consideration, discussion, and possible decision on utility location for the Community Development Block Grant (CDBG) project at the Community Park

E. Consideration, discussion, and possible approval of Forest Service Cost Recovery Plan for access to Town Housing Parcels and Kotzin Ranch

F. Consideration, discussion, and possible approval of continuing membership in the Coconino Plateau Water Advisory Council (CPWAC)

8. DISCUSSION ITEMS

A. Update on discussions of a possible Tusayan Tourism Board

B. Discussion of next steps on storm water issues, aerial survey costs, and costs of detention basins

C. Discussion of possibility of the Town assuming responsibility for the Special Lighting District (SLID)

D. Discussion of possible Agenda Items for the joint meeting with the Coconino County Board of Supervisors

9. TOWN MANAGER'S REPORT

10. FUTURE AGENDA ITEMS

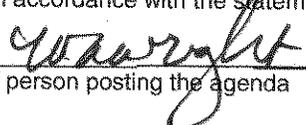
11. COUNCIL MEMBERS' REPORTS

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 28th day of August, 2014, at 10:26 pm in accordance with the statement filed by the Tusayan Town Council.


Signature of person posting the agenda

ITEM NO. 4A

FIRE ADVISORY

Kaibab National Forest



Website: www.fs.usda.gov/kaibab
Twitter: www.twitter.com/KaibabNF
Inciweb: inciweb.nwcg.gov

For Immediate Release
August 27, 2014

Contact: Holly Krake, 928-635-5653

Williams and Tusayan Ranger Districts 2014-2015 Prescribed Fire Plans

WILLIAMS, Ariz. – Starting this September, the Williams and Tusayan Ranger Districts have prescribed (Rx) fire plans for approximately 12,700 acres and 4,400 acres respectively. However, significantly fewer acres may be treated through fire if conditions are not favorable. Conditions include correct temperature, wind, fuel moisture, ventilation, and relative humidity. When these criteria are met, crews implement, monitor, and patrol each burn to ensure it meets the goals and objectives outlined by fire managers.

“We know that during implementation of prescribed fires, firefighter activity, helicopter noise, vehicle traffic, and smoke can all have an impact to forest users and our communities” said Forest Fire Staff Officer, Art Gonzales. “So we include these concerns into our decision process and work very closely with the National Weather Service and the Arizona Department of Environmental Quality to minimize these impacts as much as possible while still meeting our goals for forest health and public safety.”

Key goals for prescribed fire include continuing efforts to improve forest health, enhance public safety, and return fire to a fire-adapted ecosystem. Additionally, prescribed fire lowers the risk of severe wildfires on the forest during critical summer fire conditions by reducing litter, debris, and dense stands of trees. “We’ve made great strides in areas where private businesses and homes meet the forest, but there is still lots of work to be done in creating defensible spaces” Gonzales added.

Before a Rx fire, notification will be provided through multiple channels including; email news releases, Forest fire information line, Inciweb, Twitter, flyers, and the Forest website. Immediately following a Rx fire, browning of lower level pine needles may occur as the tree crown is raised. This is perfectly normal and healthy. Some areas are also part of long term project work where future timber marking paint, mechanical thinning equipment, and other impacts may occur.

Get fire activity updates and maps 24 hours-a-day:

Fire Information Line: 928-635-8311

Inciweb: inciweb.nwcg.gov

Text Message: text ‘follow kaibabnf’ to 40404

For more information on smoke and air quality please visit www.azdeq.gov or wildlandfire.az.gov.

Page 1 of 3

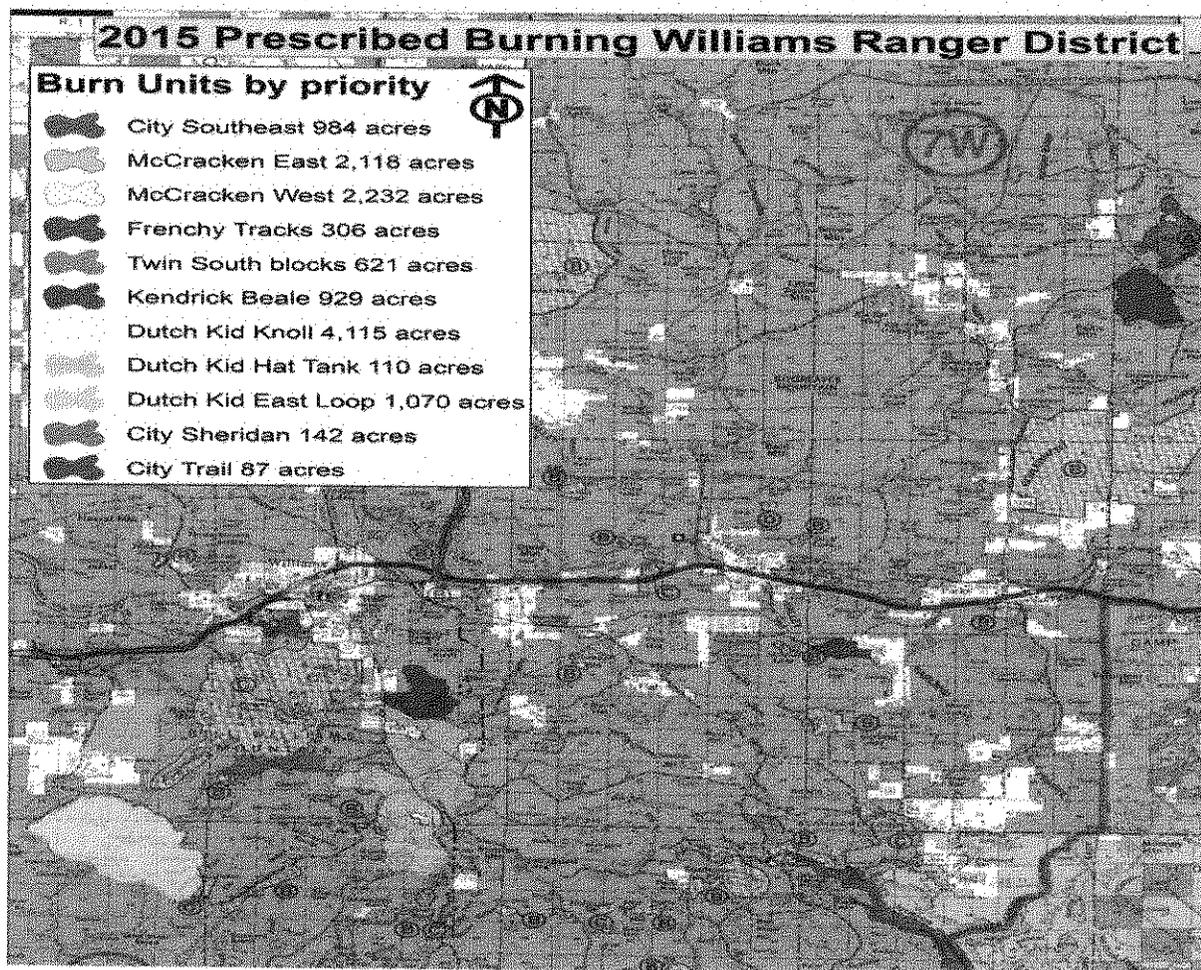


Image 1: Williams Ranger District 2014-2015 Rx Fire Planning Map.

| Project Name | Acres | Location |
|---------------------|---------------|--|
| City SE | 984 | 4 miles southeast of Williams, AZ along County Road 73 |
| McCracken East | 2,118 | 5 miles southeast of Williams, AZ on the east side of County Road 73 |
| Frenchy Tracks | 306 | 2 miles east of Sherwood Forest Estates area |
| Kendrick Beale | 929 | 8 miles northeast of Parks, AZ |
| McCracken West | 2,232 | 6 miles south of Williams, AZ along the west side of County Road 73 |
| Dutch Kid Hat Tank | 110 | 6 miles southwest of Williams, AZ along FS Road 108 |
| Dutch Kid East Loop | 1,070 | 6 miles southwest of Williams, AZ along FS Road 108 |
| City Sheridan | 142 | 1 mile southwest of Williams, AZ |
| City Trail | 87 | 1 mile southwest of Williams, AZ in the Clover Springs area |
| Dutch Kid Knoll | 4,115 | 6 miles southwest of Williams, AZ along FS Road 108 |
| Twin South Mountain | 621 | 6 miles south of Williams, AZ along Twin Springs Road |
| Total | 12,714 | |

Table 1: Project name, acres, and location description for Williams Ranger District 2014-2015 Rx Fire.

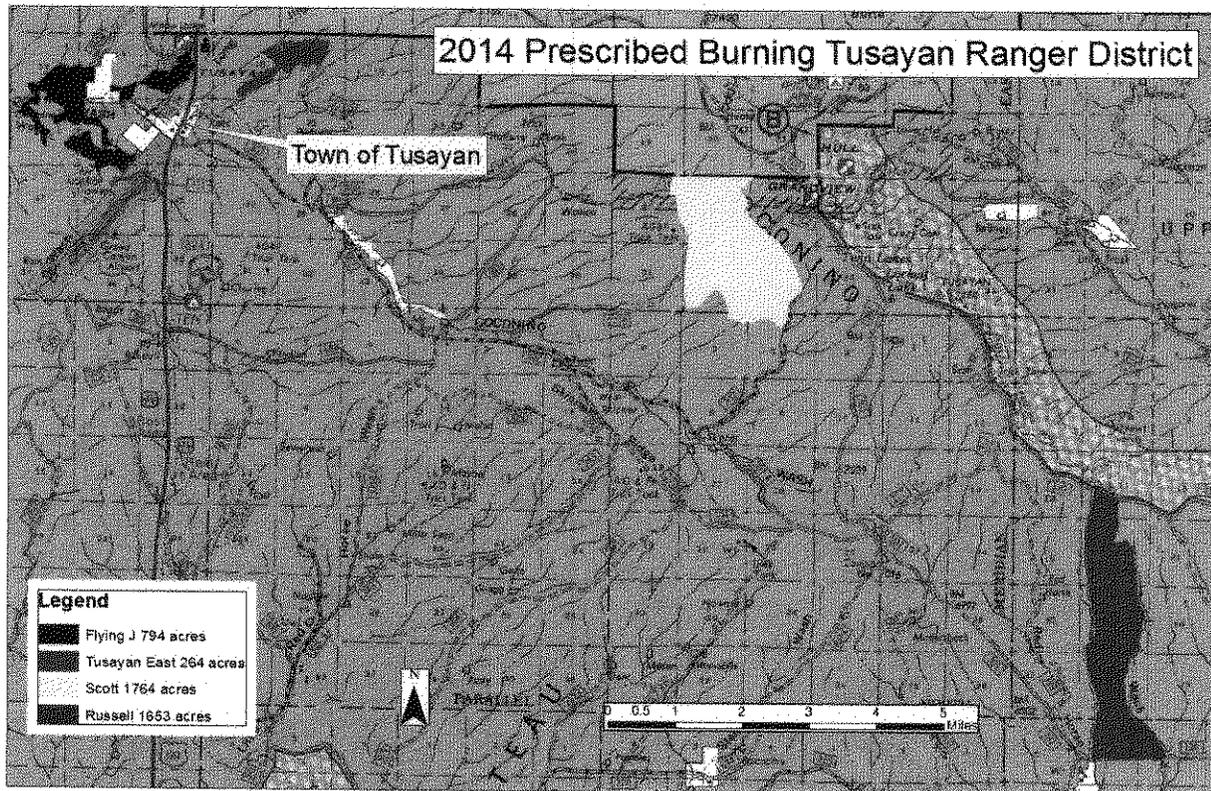


Image 2: Tusayan Ranger District 2014-2015 Rx Fire Planning Map.

| Project Name | Acres | Location |
|--------------|--------------|--|
| Flying J | 794 | 3 miles southwest of Tusayan, AZ west of Highway 64 |
| Tusayan East | 264 | 3 northeast of Tusayan, AZ east of Highway 64 |
| Scott | 1,764 | 10 miles northeast of Tusayan, AZ and south of Grandview area |
| Russell | 1,653 | 17 miles southeast of Tusayan, AZ on the south side of FS Road 310 |
| Total | 4,475 | |

Table 2: Project name, acres, and location description for Tusayan Ranger District 2014-2015 Rx Fire.

ITEM NO. 4B

Town of Tusayan – Office of the Mayor

Proclamation

WHEREAS, National Guard and Reserve forces comprise nearly half of our nation's military strength, and are essential to America's national security. Reserve Component forces stand ready to answer the call to serve, whether serving alongside active duty counterparts all across the globe or responding to humanitarian crises at home and abroad; and

WHEREAS, employers provide critical support to members of the National Guard and Reserve; allowing Citizen Warriors to serve whenever the Nation calls, often foregoing financial gain and making sacrifices in the process; and

WHEREAS, employer support is stronger than ever, more than 42 years after President Richard Nixon authorized the Secretary of Defense to establish the National Committee for Employer Support of the Guard and Reserve (ESGR); and

WHEREAS, our nation is in debt to the Citizen Warriors departing the comforts of home to ensure our freedoms remain intact. Likewise, America pays special tribute to the commitment of dedicated and supportive employers who continue to make service in the Reserve Components possible,

NOW, THEREFORE, I, GREG BRYAN, MAYOR OF THE TOWN OF TUSAYAN do hereby proclaim:

September 22-26, 2014 as National Employer Support of the Guard and Reserve Week

in Tusayan, Arizona and do hereby urge all employers of this community to show support of the Guard and Reserve.

DATED this 3rd day of September, 2014

Mayor Greg Bryan

ATTEST:

Melissa M. Drake, Town Clerk

ITEM NO. 5A

TUSAYAN TOWN COUNCIL MUNICIPAL CODE WORKSHOP

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

Wednesday, August 12, 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 5:02pm and the Pledge of Allegiance was recited.

2. ROLL CALL

Upon roll call, the following were present:

**MAYOR GREG BRYAN
VICE MAYOR AL MONTOYA
COUNCILMEMBER BILL FITZGERALD
COUNCILMEMBER JOHN RUETER
COUNCILMEMBER CRAIG SANDERSON**

Also present were:

Will Wright, Town Manager
Melissa Malone, Town Clerk

3. DISCUSSION ITEM

Goal setting and prioritization for Fiscal Year 2014/2015 for the Town Manager

Mayor Bryan introduced the topic and the list of goals put together by Manager Wright. Manager Wright pointed out to the Council that a draft Municipal Code book had been placed on the Council desks for the Municipal Code Workshop tomorrow. The Council discussed the goals and priorities list and added or modified the following:

- Added AIRS network project
- Arizona Corporation Commission (ACC) Water Settlement status & water alternatives and emergency plans for the future (Mayor Bryan stated that the Water Settlement is in the hands of the ACC and Councilmember Rueter stated that the state requires emergency management plans which include tanker trucks, reciprocal relationships between current water sources, and limited help from Grand Canyon National Park in an emergency situation.)
- Add franchise code or policy to 1.a.
- 5.a. timeline? Manager Wright stated October would be appropriate
- 6. Housing, add a land or housing planning consultant and creation of a charitable entity to receive promised monies to help the public purchase homes
- 7.c. get list of state or federal title 1 requirements for a high school baseball field
- 8.a. possible IGA with Coconino County for building permits and inspections
- 10.a. snow removal plan (removal and placement of snow)

TUSAYAN TOWN COUNCIL MUNICIPAL CODE WORKSHOP

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03
Wednesday, August 13, 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 5:03pm and the Pledge of Allegiance was recited.

2. ROLL CALL

Upon roll call, the following were present:

**MAYOR GREG BRYAN
VICE MAYOR AL MONTOYA
COUNCILMEMBER BILL FITZGERALD
COUNCILMEMBER JOHN RUETER
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 a revised, less complicated version of the Chapter which he created combining several other communities' codes.

Clarinda Vail thanked the Town Manager and the Council for revising the document. She asked the Council to consider revision of Section 9-1-8, Revocation, relating to some time frame for a felony which may result in revocation.

The Council discussed the Chapter and made the following changes:

- Mayor Bryan suggested Section 9-1-3 should have a time frame for issuance or denial of a license. The Council determined 10 working days is appropriate.
- 9-1-4-G. "the Town Clerk shall assess a penalty"
- 9-1-8-B & C., the Town Manager will consult with the Town Attorney regarding these clauses and their reason, value, and liability
- 9-1-10, add time frame of 10 working days for a hearing after an appeal is filed

4. MOTION TO ADJOURN

Vice Mayor Montoya made a motion to adjourn the meeting at 6:06pm. Councilmember Sanderson seconded the motion and it passed on unanimous vote.

ATTEST:

Greg Bryan, Mayor

Date

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 August 13, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 13th day of August, 2014

TOWN CLERK

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Wednesday, August 13, 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 6:12pm and the Pledge of Allegiance was recited.

2. ROLL CALL

MAYOR GREG BRYAN

VICE MAYOR AL MONTOYA

COUNCILMEMBER BILL FITZGERALD

COUNCILMEMBER JOHN RUETER

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

A. Update on fire activity from Bob Blasi and James Simino of Kaibab National Forest

Bob Blasi presented information on the McRae and Hammer fires. He also discussed prescribed fires planned for the fall. James Simino was not able to attend.

B. Presentation from Pam Edwards with Grand Canyon National Park regarding the shuttle buses

Pam Edwards discussed the shuttle service and the number of riders over the summer so far.

5. CONSENT AGENDA

A. Minutes of the Town Council Workshop and Regular Meeting on 7/23/14

B. Accounts Payable Billings

Vice Mayor Montoya made a motion to approve the Minutes. Councilmember Fitzgerald seconded the motion. The motion passed on unanimous vote.

6. COMMITTEE REPORTS

A. Update from the Sports Complex Committee

No update

B. Update from the Planning and Zoning Commission

No update

7. ACTION ITEMS

A. Consideration, discussion, and possible approval of a funding request from Tusayan Fire District (TFD) for communication radios

TFD Fire Chief Robbie Evans spoke to the Council about an available grant which would require matching funds of over \$3,000 to purchase digital radios. A few of the radios would be made available to the Town to enhance communications during emergency situations.

The Council discussed the options with Chief Evans.

Mayor Bryan made a motion to approve funding \$3,672.96 for matching funds for the radios. Councilmember Rueter seconded the motion and it passed on unanimous vote.

B. Consideration, discussion, and possible approval determination of commercial lease tax start date

Manager Wright stated that he spoke to the Town Attorney and he stated that the Town must notify tax payers at least 60 days prior to collecting the tax and there are no issues with giving greater notice.

Vice Mayor Montoya made a motion to set the start date at January 1, 2015. Councilmember Rueter seconded the motion it passed on unanimous vote.

C. Consideration, discussion, and possible approval of FY14 Audit Engagement Letter

Manager Wright gave a brief overview of the engagement letter from Hinton Burdick with a fee not to exceed \$8,150. His recommendation was to approve the letter.

Vice Mayor Montoya made a motion to approve the Hinton Burdick FY14 Audit Engagement Letter. Councilmember Sanderson seconded the motion and it passed on unanimous vote.

D. Consideration, discussion, and possible approval of a proposal for topographic or LiDAR mapping of the Town of Tusayan

Manager Wright introduced the proposals the Council requested in the last meeting. He stated that if the Council chooses options 2 and 3 (aerial mapping

of the Tusayan Townsite and a 1,000 foot strip east of Highway 64 in Tusayan), there is a potential savings.

Mayor Bryan stated that he met with Woodson Engineering today and the engineers stated that a topographic map would probably be more useful to the Town than a LiDAR map.

The Council directed the Town Manager to get a quote for Options 2 and 3 as well as Kotzin and Ten X Ranches.

8. DISCUSSION ITEMS

A. Update on crosswalk improvement status

Manager Wright stated that ADOT has stated that the Flag Option is experimental and the process to allow the installation for evaluation would take 4-6 weeks with a decision in about a year. The current sign posts would not be conducive to using the flags.

Mayor Bryan stated that Kirkland Washington and Salt Lake City currently use flag systems and those municipalities have shown improvements. The University of Berkeley had a similar program which was not successful.

Flashing lights for the crosswalks would require 4 per crosswalk.

The Council directed the Town Manager to proceed with an application to ADOT for installing the flags at crosswalks on an experimental basis.

B. Discussion of possible Tusayan Tourism Board

Councilmember Sanderson stated that having a Tourism Board specifically for Tusayan instead of the region may benefit the Town and be an addition to the Grand Canyon Chamber and Visitors' Bureau (CVB), not a replacement.

Clayann Cook spoke in favor of creating a Tourism Board since the CVB is a regional chamber and monies donated to the CVB by the Town don't just benefit the Town but the whole region. She also suggested additional research on the topic.

The Council discussed the issues around the CVB and a possible Tourism Board.

Freda Rahnenfehrer, CVB President, spoke about the willingness of the current board to work with the Town and provide matching funds for projects. She suggested creating a steering committee to develop a framework and then have a town hall format meeting on tourism inviting everyone to participate.

Clarinda Vail stated that all the members of the CVB have businesses in Tusayan. Associate Members have businesses outside the Town.

Councilmember Sanderson will work with CVB President to set up a meeting and will report back to the Council.

C. Update on Forest Service Access Application

Mayor Bryan stated that the application is in the hands of the National Forest Service. They are in the initial scoping phase and should be getting back with the Town in the next week to 10 days with a reimbursement schedule.

9. TOWN MANAGER'S REPORT

Manager Wright highlighted an update in his report from the Arizona State Retirement System, a Construction report from Willdan, an upcoming proposal for concrete work around Town Hall, the upcoming September 30th joint meeting with the Coconino County Board of Supervisors, and a possible change in the route for the utilities for the CDBG project at the Community Park.

10. FUTURE AGENDA ITEMS

- 9/3/12 – Tourism Board report
- 9/3/14 – Park Options
- Topics for the 9/30/14 meeting need to be forwarded to the Town Manager as soon as possible

11. COUNCIL MEMBERS' REPORTS

Councilmember Sanderson spoke about the issues the Town would face if the Home Rule Option fails. Mayor Bryan stated that the official title of the ballot measure is the Alternative Expenditure Limitation.

12. MAYOR'S REPORT

None

13. MOTION TO ADJOURN

Councilmember Sanderson made a motion to adjourn the meeting at 8:53pm. Councilmember Rueter seconded the motion and it passed on unanimous vote.

ATTEST:

Melissa M. Drake, Town Clerk

Greg Bryan, Mayor

Date

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 August 13, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 26th day of August, 2014

Town Clerk

ITEM NO. 7B

WOODSON

ENGINEERING & SURVEYING, INC.

124 N. Elden St., Flagstaff, AZ 86001
928-774-4636 • Fax 928-774-4646

August 26, 2014

Will Wright, Town Manager
Town of Tusayan
PO Box 709
Grand Canyon, AZ 86023

Re: 114675, Task 11 – Town of Tusayan
Town Mapping

Dear Will:

Please find attached to this letter our fees for topographic mapping services. We have provided a matrix of costs and a key map for these fees. The fees are broken out based on many different combinations of areas of topographic survey. The intent is that any combination can be chosen to meet the Town's or community's needs.

Woodson Engineering & Surveying, Inc. will contract with an aerial mapping firm to perform photogrammetric mapping of the town of Tusayan in accordance with the attached matrix. We will set aerial targets as required, determine their horizontal and vertical locations, and provide them to the mapping firm. They will utilize conventional photogrammetric techniques to determine spot elevations, planimetric features, etc. to produce contours at 1' intervals. We will perform field verification to ensure the accuracy of this data both horizontally and vertically. The mapping will be based on NAVD88 vertical datum. We will provide hard copy prints, digital files in AutoCAD format, and a color digital orthophotograph.

Based on our discussions with the Mayor, Town Council, and you we feel that areas A and B are the priority. This is the greater Tusayan area and the strip east of Highway 64. Area C may also be a priority. This is the Town's 20 acres at Kotzin. Significant savings can be realized by having at least areas A and B done together due to the setting of control panels and a single flight. Areas A, B and C together could be done for a cost of \$36,860. Areas A and B done now, with area C added later would cost a total of \$39,675 for example. Furthermore, areas A, B and C all done separately would cost a total of \$51,292.

Thank you again for the opportunity to continue to work with you and feel free to contact us if you have any questions or need any additional information.

Sincerely,

WOODSON ENGINEERING

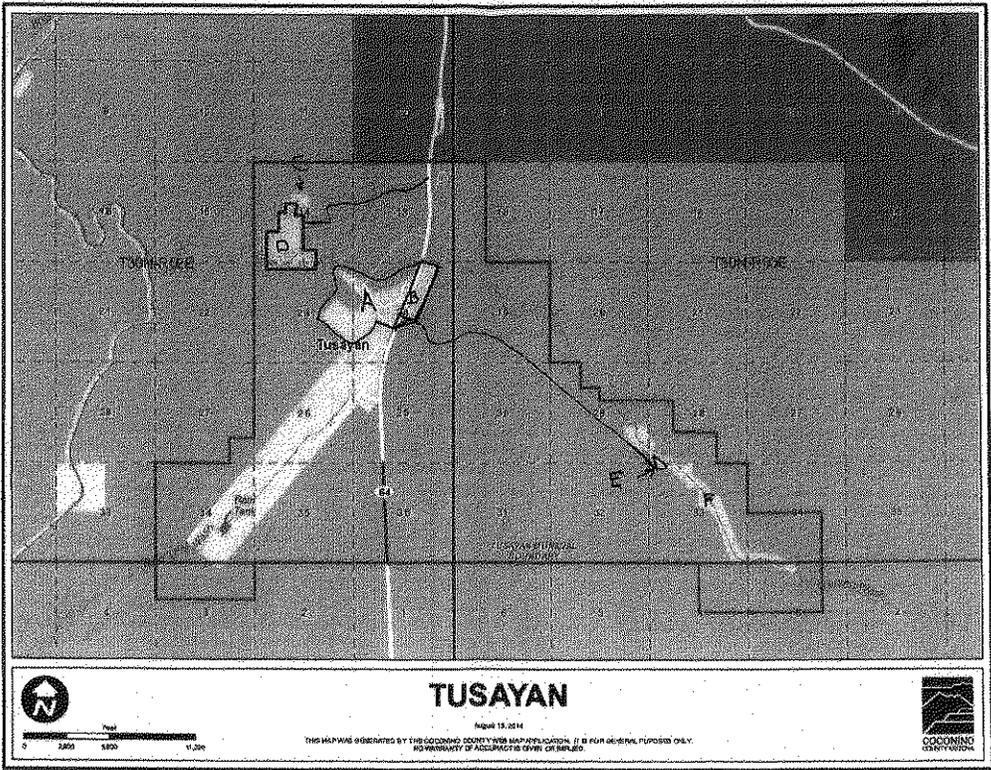


Rick Schuller, PE
Engineering Manager

TUSAYAN PHOTOGRAMMETRIC MAPPING FEES 114675

| AREA | DESCRIPTION | | |
|------|----------------------|--------------------------------|--|
| A | Greater Tusayan Area | | |
| B | Hwy 64 strip | | |
| C | Kotzin 20 acres | (including corridor to Hwy 64) | |
| D | Kotzin remainder | (including corridor to Hwy 64) | |
| E | 10X 20 acres | (including corridor to Hwy 64) | |
| F | 10X remainder | (including corridor to Hwy 64) | |

| AREA | KAM fee | WOODSON fee | TOTAL |
|-------------|----------|-------------|----------|
| A | \$13,500 | \$6,342 | \$19,842 |
| A+B(LIDAR) | \$28,325 | \$12,183 | \$40,508 |
| B | \$12,000 | \$5,660 | \$17,660 |
| A+B | \$16,535 | \$9,350 | \$25,885 |
| C | \$8,180 | \$5,610 | \$13,790 |
| D | \$11,655 | \$8,415 | \$20,070 |
| C+D | \$13,025 | \$9,900 | \$22,925 |
| E | \$15,770 | \$11,220 | \$26,990 |
| E+F | \$22,555 | \$14,025 | \$36,580 |
| A+B+C+E | \$32,725 | \$25,300 | \$58,025 |
| A+B+C+D | \$26,835 | \$17,765 | \$44,600 |
| A+B+E+F | \$36,365 | \$23,375 | \$59,740 |
| A+B+C+D+E+F | \$40,605 | \$31,790 | \$72,395 |
| A+B+C | \$21,900 | \$14,960 | \$36,860 |



ITEM NO. 7C

mountains of Coahuila, Tamaulipas, and Nuevo Leon in Mexico, *Quercus fusiformis* is the common live oak used in landscaping and found in the wild in central Texas.

Escarpment live oak grows in the same area that the coastal live oak grows but also further inland and north and in more rocky alkaline droughty areas.

Rust colored male flowers that hang from the terminal growth in the early spring along with female flowers that bloom singly or in clusters. Fruits are one seeded black acorns.

Resource Links

http://www.wildflower.org/plants/result.php?id_plant=QUFU

Fat Albert

Fat Albert

pungens

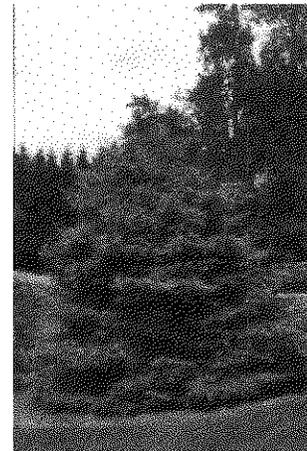
Conical evergreen with greenish-blue needle-like foliage growing to 35' tall and 20' wide. This cultivar had a naturally bluer foliage than the common Colorado spruce. Zone 2-8

Cultivar of native Colorado Spruce selected for its tendency to have bluer foliage than the species

Full sun to partial shade. Needs regular watering (weekly or more often) during the summer months.

No flowers Warner's Nursery - Flagstaff

Verde River Growers - 928-639-1022 - Lindsey or Sean out of Cottonwood recommended a Fat Albert - plant in Oct - 70' x 12' - \$1,500 delivered + planted



Resource Links

<http://www.monrovia.com/plant-catalog/plants/1959/fat-albert-colorado-blue-spruce.php>

ITEM NO. 7D

After recording return to:

Jeffery Dollins
Mangum, Wall, Stoops & Warden, PLLC
100 N. Elden
Flagstaff, Arizona 86001

DOCUMENT TITLE

AMENDMENT OF THE EASEMENT RECORDED ON OCTOBER 7, 2009

When recorded, mail to:
Jeffery Dollins, Esq.
MANGUM, WALL, STOOPS & WARDEN, P.L.L.C.
PO Box 10
Flagstaff, Arizona 86002

AMENDMENT OF THE EASEMENT RECORDED ON OCTOBER 7, 2009

THIS AMENDMENT OF EASEMENT RECORDED ON OCTOBER 7, 2009 is made as of this 15TH day of December, 2009, by Grand Canyon National Park Airport, ("Grantor"), and Grand Canyon Unified School District No. 4, a political subdivision of the State of Arizona ("Grantee"), with respect to the following facts and intentions:

RECITALS

WHEREAS, Grantor and Grantee erred in the original Easement recorded on October 7, 2009 by recording the Easement with the wrong range represented in Exhibit A; and

WHEREAS, Grantor and Grantee desire to correct this error in a manner sufficient to prevent any future confusion or controversy; and

WHEREAS, Grantor and Grantee intend this Amendment of The Easement Recorded on October 7, 2009 to amend and supersede the Easement Recorded on October 7, 2009; and

WHEREAS, Grantor is the owner of certain real property which includes portions of the area described in Exhibit A hereto and referred to herein as the "Easement Area;" and

WHEREAS, the parties now desire to formalize their respective rights and obligations with respect to the Easement Area by executing and recording this Declaration of Easement;

NOW, THEREFORE, for the consideration of One Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which the

parties hereby mutually acknowledge, Grantor and the undersigned Grantee do hereby declare and agree as follows:

TERMS AND CONDITIONS

1. Declaration of Easement. Grantor does hereby grant and convey to the undersigned Grantee, for the benefit of the Dominant Tenement and upon the conditions set forth herein, a non-exclusive Easement for the operation of utilities upon the portion of the Easement Area outlined in Exhibit A owned by Grantor, together with the right to maintain and repair said Easement Area.

2. Utilities. The term "utilities" found in Section 1 of the Terms and Conditions shall include sewer, electrical, water, telecommunications, and internet services.

2. Duration. The duration of this Easement shall be perpetual.

3. Indemnification. Grantee, for itself, its successors and assigns, shall defend, indemnify and hold harmless Grantor, his successors and assigns from all claims, demands and lawsuits filed as a result of any act, error or omission of Grantee, in its use or maintenance of the Easement area.

4. Successors and Assigns. The provisions of this Declaration of Easement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns. Grantor and Grantee intend that the Easement and all rights, obligations, and privileges created hereby shall be appurtenant to, run with, bind, and benefit the Easement Area and shall also be appurtenant to, run with, bind, and benefit the Dominant Tenement.

5. Remedies. In the event of any breach or default in or of this Declaration or terms or provisions hereof by any party hereto, the other parties shall be entitled to pursue any right or remedy contained in this Declaration or available at law or in equity. Grantor and Grantee agree that the rights and privileges granted by this Declaration are for the sole benefit of Grantor and Grantee, and no other person or entity shall have the right to enforce the terms of this Declaration save the Grantor and Grantee and their respective successors and assigns.

6. Miscellaneous.

6.1 This Declaration and the rights and obligations of the parties hereto shall be governed by and construed in accordance with the laws of the State of Arizona.

6.2 In the event either party finds it necessary to employ legal counsel to bring an action or other proceeding against any other party to enforce any of the terms, covenants, or conditions hereof, the party prevailing in such action or other proceeding shall be entitled to recover its reasonable costs and attorneys' fees.

6.3 This Declaration shall be construed as a whole and in accordance with its fair meaning. Notwithstanding rules of construction to the contrary, this Declaration shall not be construed for or against either party. Headings contained herein are for convenience only and shall not affect the meaning or construction of any provision hereof.

6.4 Notwithstanding anything contained herein to the contrary, and without limiting any other provision hereof, Grantor reserves the right to use, occupy, and improve the Easement Area for any and all purposes not inconsistent with or the rights granted herein.

7. Integration, Merger, and Modification. This Declaration constitutes the entire agreement of the parties with respect to the Easement Area. All prior and contemporaneous agreements, representations, and understandings, whether oral or written, are superseded by and merged in this Declaration. Grantor and Grantee acknowledge that there are no oral promises, conditions, representations, understandings, interpretations, or terms of any kind relative to the Easement Area or the maintenance and repair thereof which are not contained herein. This Declaration may not be amended or modified except by a document in writing, signed by the party to be charged.

8. Conflicts with the Easement Filed on October 7, 2009. This Amendment of the Easement Filed on October 7, 2009 and its exhibits shall control and supersede any conflicts, discrepancies, or inconsistencies between this Amendment and the Easement filed on October 7, 2009.

IN WITNESS WHEREOF, the parties hereto have executed this Declaration as of the date first above written.

GRANTOR:

Exhibit A

A portion of the Southwest Quarter of Section 24, Township 30 North, Range 2 East of the Gila and Salt River Meridian Coconino County Arizona, being a portion of the Grand Canyon National Park Airport parcel as described in Docket 277, Page 585 (hereinafter referred to as R1) and shown in Record of Survey Book 6, Page 9 Coconino County Recorder (hereinafter referred to as R2) more particularly described as follows:

A strip of land 20 feet wide, lying 10' on each side of a centerline described as follows:

Beginning for reference at a BLM Brass Cap stamped AP3/S23 2005 found at the most Southerly corner of Tract 39 as shown on the BLM "Survey of Tract 39 in Sections 23 and 24", dated April 14, 2006 (hereinafter referred to as R3), being also a point on the Northwesterly line of R1, from which a BLM Brass Cap stamped TR39/S24 2005 at the most Northerly corner of R1 and the most Easterly corner of R3, bears North 40°39'35" East (North 40°40'07" East R1, North 40°37'04" East R2, North 40°39' East R3) a distance of 2251.12 feet (2249.94 feet R3);

Thence North 40°39'35" East (North 40°40'07" East R1, North 40°37'04" East R2, North 40°39' East R3), along the Southeasterly line of R3 and the Northwesterly line of R1, a distance of 1231.41 feet to the True Point of Beginning of said centerline;

Thence South 43°15'25" East, a distance of 256.97 feet;

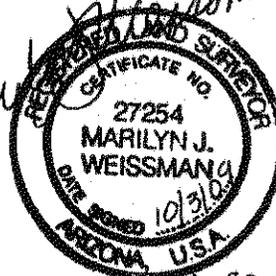
Thence South 39°17'39" East, a distance of 400.00 feet;

Thence South 49°30'20" East, a distance of 400.00 feet to the end of said centerline.

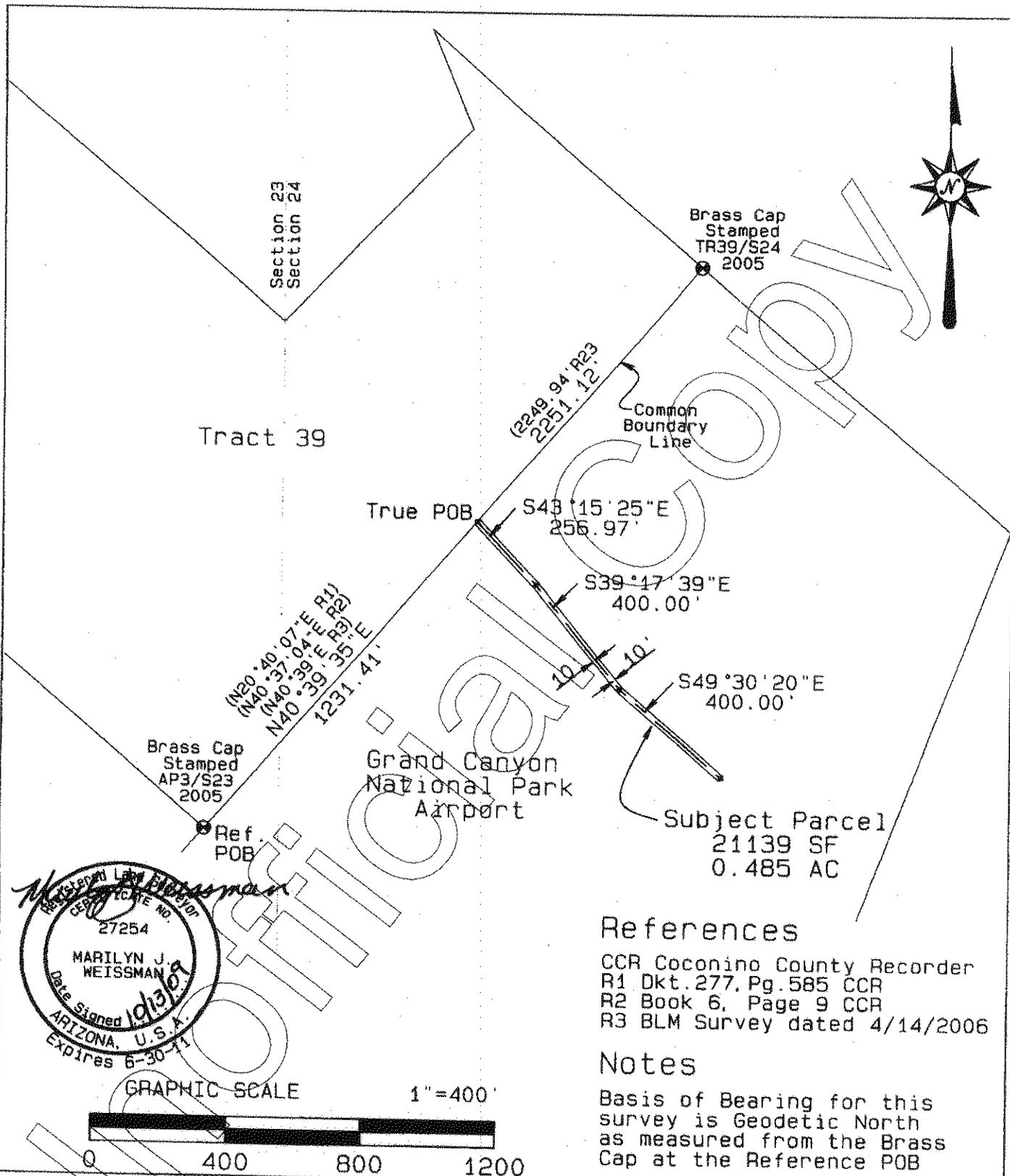
The sidelines of said parcel to be extended or shorted to begin at the Southeasterly line of R2 and the Northwesterly line of R1 and to meet at angle points.

Basis of Bearing for this survey is Geodetic North as measured from the Brass Cap at the reference point.

Said parcel contains 21139 square feet or 0.485 acres, more or less, as shown on the attached Exhibit A-1, which is made a part hereof by this reference.



Expires 6-30-11



References

CCR Coconino County Recorder
R1 Dkt.277, Pg.585 CCR
R2 Book 6, Page 9 CCR
R3 BLM Survey dated 4/14/2006

Notes

Basis of Bearing for this survey is Geodetic North as measured from the Brass Cap at the Reference POB



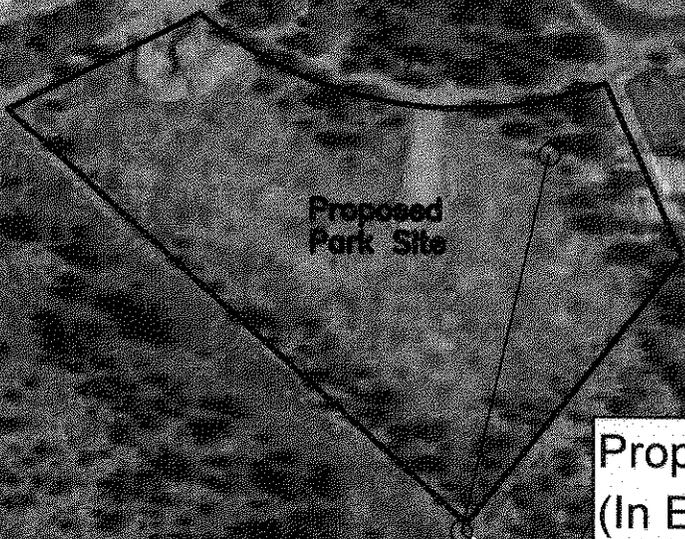
Four Winds Land Surveys, Inc

1055 E Apple Way Flagstaff, AZ 86001
tel/fax 928-779-5323 email FWLand@aol.com

Exhibit A-1

A portion of the SW4
Section 24 T-30-N, R-2-E
G&SRM Coconino County, Arizona

Scale: 1"=400' Date: 10/13/09 Job #: 8058



Proposed
Park Site

Proposed Sewer Line
(In Exst Easement)

Tie Into Exst

ITEM NO. 7E



United States
Department of
Agriculture

Forest
Service

Kaibab National
Forest

800 South Sixth Street
Williams, AZ 86046-2899
(928) 635-8200

File Code: 2730

Date: AUG 22 2014

GREG BRYAN
MAYOR
TOWN OF TUSAYAN
PO BOX 709
TUSAYAN, AZ 86023

Dear Mr. Bryan:

On July 1, 2014 a letter was sent to you, informing you that I have accepted the application from the Town of Tusayan for Transportation and Utility Systems, and Facilities on Federal Lands within the Tusayan Ranger District of the Kaibab National Forest. This letter is to forward to you, for your review and signature, the *Cost Recovery Agreement 14MJ-11030704501*, along with the associated appendices, to start the processing of the application.

I, as the Authorized Officer, am informing you of the anticipated steps that will be needed to process the application. These steps are outlined for you in the attached *Cost Recovery Agreement 14MJ-030704501, in Appendix C, Scope of Work* document, under item *I. Processing Timeline*. Please review this document carefully.

If you have any questions or need clarification about these documents, please contact Deirdre A. McLaughlin, Forest Service Case Manager, at (928) 635-5662 or damclaughlin@fs.fed.us.

The estimated fee for this category 6 Major Cost Recovery Agreement is \$55,853.00. There will be an initial estimated processing fee of \$13,963.25 and three (3) subsequent quarterly estimated processing fees of \$13,963.25, for a total of \$55,853.00. The processing fees for the application are based upon the direct and indirect costs that the Forest Service incurs in reviewing the application as stated in the agreement. If the application results in an authorization for transportation and utility corridors, monitoring fees may be assessed prior to construction.

If the Town of Tusayan, as the applicant, disagrees with the fee category determination or estimate fee amount, the Town may request substitution of an alternative fee category or estimated fee amount. This request must be submitted in writing to:

Calvin Joyner, Regional Forester
Southwestern Regional Office
333 Broadway SE
Albuquerque, NM 87102

The Town must also provide documentation that supports selection of an alternative fee category or estimated fee amount (36 CFR 251.58(e)). Once the Town of Tusayan has signed the Cost Recovery Agreement, please return the original signed agreement to:

Deirdre A. McLaughlin
Forest Service Case Manager
742 South Clover Rd
Williams, AZ 86046



Caring for the Land and Serving People

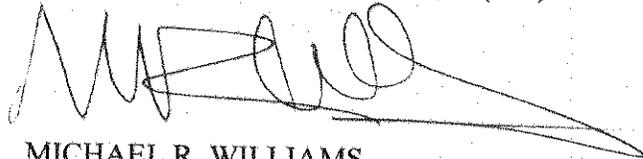
Printed on Recycled Paper



When the Cost Recovery Agreement has been fully executed, a bill for the initial payment will be sent to the Town of Tusayan. The Town will have 30-days from the date on the bill for collection to make the payment. The Forest Service shall not initiate application processing until the initial estimated processing fee is paid. If the Town fails to pay the initial, or any subsequent estimated processing fee, or the fee is late, the Forest shall cease processing the application until the fee is paid.

Additionally, once the Cost Recovery Agreement is signed and the initial estimated processing fee has been paid, I will review the qualifications of any potential Prime Consultant. The Prime Consultant will be chosen solely by and serve under the direct supervision and control of the Forest Service. The Prime Consultant's work product will be considered Forest Service work product owned by the Forest Service because it will be prepared under Forest Service supervision and is intended to meet legal requirements that apply to the Forest Service. I will consider the views of the Town in choosing the Prime Consultant and manage the contract. The selection of the Prime Consultant will be based on past experience, technical competence, availability to perform work, cost factors, and an absence of conflict of interest.

I look forward to working with the Town as we proceed forward with the processing of this application. If you have any questions, please contact Deirdre A. McLaughlin, Williams/Tusayan Lands and Minerals Staff Officer, at (928) 635-5662.



MICHAEL R. WILLIAMS
Forest Supervisor

Enclosures (3)

cc: Liz M Schuppert, James E Simino

APPLICATION FOR TRANSPORTATION AND
 UTILITY SYSTEMS AND FACILITIES
 ON FEDERAL LANDS

FORM APPROVED
 OMB NO. 0598-0082

FOR AGENCY USE ONLY

NOTE: Before completing and filing the application, the applicant should completely review this package and schedule a preapplication meeting with representatives of the agency responsible for processing the application. Each agency may have specific and unique requirements to be met in preparing and processing the application. Many times, with the help of the agency representative, the application can be completed at the preapplication meeting.

Application Number

Date Filed

1. Name and address of applicant (include zip code)
 Town of Tusayan
 PO Box 709
 845 Mustang Drive
 Tusayan AZ 86023

2. Name, title, and address of authorized agent
 If different from item 1 (include zip code)
For the Town of Tusayan:
 Will Wright, Town Manager
 Town of Tusayan
 PO Box 709
 845 Mustang Drive
 Tusayan AZ 86023

For Stilo:
 Stilo Development Group USA, LP
 Attn: Dawn Meldinger
 c/o Fennemore Craig
 2394 E. Camelback Rd., Ste. 600
 Phoenix, AZ 85016

3. Telephone (area code)

Applicant
 (928) 638-9909

Authorized Agent
For the Town of Tusayan:
 Will Wright
 (928) 638-9909

For Stilo:
 Dawn Meldinger
 (602) 916-5470

4. As applicant are you? (check one)

- a. Individual
- b. Corporation*
- c. Partnership/Association*
- d. State Government/State Agency
- e. Local Government
- f. Federal Agency

* If checked, complete supplemental page

5. Specify what application is for: (check one)

- a. New authorization
- b. Renewing existing authorization No.
- c. Amend existing authorization No.
- d. Assign existing authorization No.
- e. Existing use for which no authorization has been received *
- f. Other*

* If checked, provide details under item 7

6. If an individual, or partnership are you a citizen(s) of the United States? Yes No

7. Project description (describe in detail): (a) Type of system or facility, (e.g., canal, pipeline, road); (b) related structures and facilities; (c) physical specifications (Length, width, grading, etc.); (d) term of years needed; (e) time of year of use or operation; (f) Volume or amount of product to be transported; (g) duration and timing of construction; and (h) temporary work areas needed for construction (Attach additional sheets, if additional space is needed.)

(a) Type of system or facility

The use requested in this application is in support of the requirements of the *Pre-Annexation and Development Agreement (PADA) No. 2011-11-02* (Appendix A of this application) and the First Amendment to the *PADA No. 2011-11-02* (Appendix B of this application) between the Town of Tusayan (Town) and Stilo Development Group USA, LP (Stilo). The applicant proposes to make improvements to segments of existing forest roads and construct new segments to provide all weather access and utility service to two in-holding properties (TenX Ranch and Kotzin Ranch). Kotzin Ranch includes land owned by Stilo and the Town, and Ten-X is wholly owned by Stilo. The Town has agreed to act as the applicant and hold the right of way authorization sought via this application. The roadway improvements and utility construction would begin at State Route 64 (SR 64) in the Town. As depicted in Figure 1, the project area lies within the Tusayan Ranger District of the Kalbab National Forest, and the proposed corridors cross the areas listed in Table 1. TenX Ranch is identified as the Coconino County Assessor's Parcel Number (APN) 502-14-001, and Kotzin Ranch is APN 502-16-006.

Table 1. Project Location

| Proposed Corridor from SR 64 to: | Sections | Township | Range |
|----------------------------------|------------------|--------------|------------|
| Kotzin Ranch (2 alignments) | 13, 14, 23, 24 | T30N | R2E |
| TenX Ranch (FR 302) | 24 19, 29, 30 | T30N T30N | R2E R3E |

Township and Range of the Gila and Salt River Baseline and Meridian

The locations of the requested alignments are depicted in Figure 2. Generally, access and utility service to TenX Ranch requires improvements to the existing Forest Road (FR) 302; the road and utility corridors to Kotzin Ranch would improve segments of existing FR 605M (Long Jim Loop) and FR 605 as well as construction of new road and utility corridor segments. Table 2 identifies the physical specifications of the requested corridors on a segment-by-segment basis.

(b) Related structures and facilities

From the requested southern access road and utility corridor to Kotzin Ranch, an approximately 255-foot long corridor along FR 605 is necessary to accommodate a sewer line to the existing collection system facilities of the South Grand Canyon Sanitary District (SGCSD) wastewater treatment plant in the Town, as depicted in Figure 3B. In addition, an approximately 300-foot long sewer line corridor is necessary parallel to SR 64 from the intersection of FR 302 to the existing developed boundaries of the Town. This corridor facilitates a second tie-in to the SGCSD wastewater collection system to convey flows from TenX Ranch, and is depicted in Figure 3A. The two sewer line corridors are estimated to be 25 feet wide; the specific width and location will be dependent on the capacity, location and depth of the existing wastewater collection facilities. The sewer line corridors would consist of temporary ground disturbance for construction, with the exception of manhole covers that would remain at grade.

A wastewater lift station is anticipated to convey wastewater flows to the SGCSD wastewater treatment plant from TenX Ranch. The lift station would be located adjacent to the access and utility corridor along FR 302. Two booster pump stations, one for reclaimed water and one for potable water, would be located approximately 0.3 mile east of SR 64, adjacent to FR 302. Each station would each be approximately 0.2 acre in size, or 100 feet by 100 feet, and would be located adjacent to the access and utility corridor along FR 302. The approximate locations of these stations are depicted in Figure 3A.

A wastewater lift station is anticipated on the southern access road and utility corridor to Kotzin Ranch to convey wastewater flows to the SGCSD wastewater treatment plant from Kotzin Ranch. The lift station would be located adjacent to the access and utility corridor at the Kotzin Ranch property line. The lift station would be approximately 0.2 acres in size or 100 feet by 100 feet. The approximate location is shown on Figure 3B.

The specifications of these improvements will be further determined as the environmental review and engineering design proceed. Utilities would be installed per the applicable local standards. As part of the environmental review and engineering design, existing permitted utility easements would be identified and the proposed utility corridors designed to avoid conflicts.

(c) Physical specifications

The project proposes to improve and construct maintenance level 5 roadway access to the two in-holdings. As defined in Forest Service Handbook (FSH) 7709.58, 12.3, maintenance level 5 is assigned to roads that provide a high degree of user comfort and convenience; these roads are normally double-lane, paved facilities. The roadway and utility improvements are needed to accommodate the Town approved land use plans as defined in the PADA Exhibit B1 *Kotzin Ranch Land Use Plan and Data Table* and Exhibit B2 *TenX Ranch Land Use Plan and Data Table*.

In total, approximately 28,213 linear feet of roadway access and utility corridor (including approximately 255 linear feet of sewer line without roadway access) are requested. The total area of disturbance on USFS land is estimated to be approximately 52.0 acres, of which 17.5 acres (34 percent) has been previously disturbed.

Table 2 lists each corridor segment, existing and proposed maintenance levels, the existing recreation opportunity spectrum (ROS), the length of the segment (in feet and miles), the area disturbance (including estimates of new and previously disturbed areas), and the utility lines proposed for each segment.

Figure 4 depicts the cross section of the proposed corridor, conforms to the requirements specified by the PADA and meets applicable local standards. The corridor would accommodate two, paved travel lanes (14 feet wide each), resulting in 28 feet of surfaced roadway, with aggregate shoulders (2 feet wide each) and a 14-foot-wide border area/utility corridor adjacent to each shoulder. The corridor would also accommodate an 8-foot-wide bike/pedestrian path on either side of the paved surface. An additional 4 feet would allow for adjustments to grade. In total, an 80-foot-wide corridor is requested to provide all weather access and utility service to the two privately owned in-holding parcels. Note that the dimensions specified above and in Figure 4, which comprise the overall 80-foot-wide corridor, represent a typical cross section; the engineering design may vary in locations to accommodate topographic and other site-specific constraints.

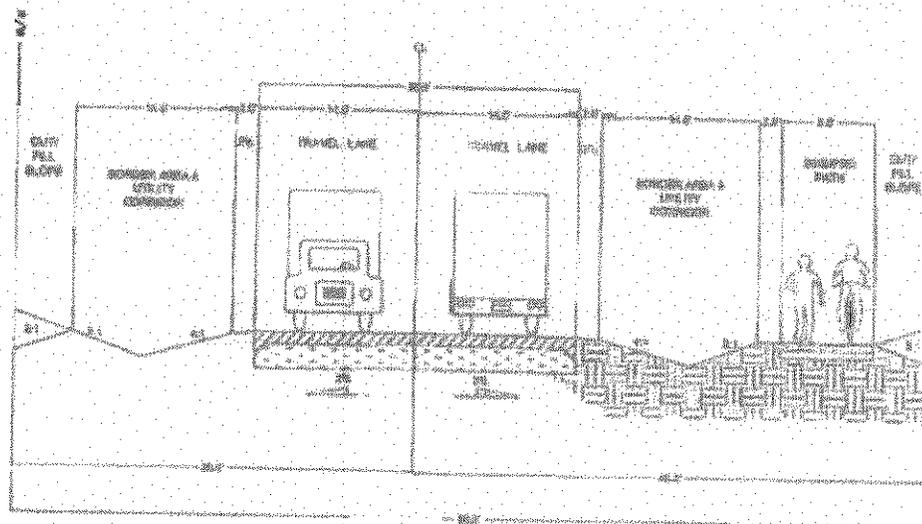


Figure 4: Access roadway and utility corridor typical section

Corridor to TenX Ranch

FR 302 would be improved from SR 64 for approximately 2.6 miles, or 14,880 feet, to TenX Ranch. Utilities to be provided within the two, 14-foot-wide border area and utility corridors include a potable water distribution main, a reclaimed water transmission main, a sewer main, a natural gas pipeline, electric, and telecommunications (internet, cable television, telephone, etc.).

Corridor to Kotzin Ranch

Southern Access

The southern access roadway and utility corridor would be 1.4 miles (7,100 feet) long and would traverse lands within the Kaibab National Forest (approximately 0.9 miles; 4,850 feet), connecting the existing SR 64 roundabout at Long Jim Loop to Kotzin Ranch, including the segments listed below. The utilities proposed within the two, 14-foot-wide border area and utility corridors vary slightly by segment, but generally include water transmission and distribution mains, a reclaimed water main, and a sewer main. Dry utilities in the corridor also vary by segment, but generally include a natural gas pipeline, electric lines, and telecommunications. Details of the utility lines included in each segment are listed herein and in Table 2.

- The existing FR 605M (Long Jim Loop) would be improved from the SR 64 roundabout west approximately 2,460 feet to the forest boundary. Of the 2,460 feet, approximately 200 feet are on USFS lands and approximately 2,260 feet are on private land road easements administered by the USFS.
 - Utilities proposed in this segment include water transmission and distribution mains, a reclaimed water main, a natural gas pipeline, and telecommunications.
- From the forest boundary, a new roadway and utility corridor would be constructed for approximately 1,080 feet west to the intersection with FR 605, which accommodates the existing Arizona Public Service (APS) easement.
 - Utilities proposed in this segment include water transmission and distribution mains, a reclaimed water main, a natural gas pipeline, and telecommunications.
- The existing FR 605 would be improved for approximately 1,750 feet to the west.
 - Utilities proposed in this segment include water transmission and distribution mains, a reclaimed water main, a sewer force main, a natural gas pipeline, and telecommunications.
 - The sewer main from Kotzin Ranch would leave the utility corridor near the southern boundary of the SGCSD facilities and continue northeast in a corridor for approximately 255 feet to the existing wastewater collection facilities of the SGCSD.
- From FR 605 to Kotzin Ranch, a new roadway would be constructed in a generally northwesterly direction for approximately 1,810 feet to Kotzin Ranch.
 - Utilities proposed in this segment include water transmission and distribution mains, a reclaimed water main, sewer force main, electric lines, a natural gas pipeline, and telecommunications.
 - Electric lines would be in this segment of the corridor, connecting to the existing APS power lines that parallel FR 605.

Northern Access

The northern access roadway and utility corridor would traverse lands within the Kaibab National Forest for approximately 7,930 feet, or 1.5 miles, from the intersection of SR 64 and Moqui Drive (FR 328) west to Kotzin Ranch, including the segments listed below. The utilities within the two, 14-foot-wide border area and utility corridors would include a potable water main and a reclaimed water main. Dry utilities are not anticipated in this corridor.

- FR 328 would be improved approximately 4,070 feet from SR 64 west to FR 605F.
- FR 605F would be improved approximately 1,560 feet west from FR 328 to the intersection with FR 605E.
- FR 605E would be improved for approximately 1,530 west.

A new roadway and utility corridor would be constructed west approximately 770 feet to Kotzin Ranch.

(d) Term of years needed

All weather access and utility service is requested in perpetuity. Pursuant to the PADA, construction and maintenance funding for the roadway and utilities is the responsibility of Stilo, however, if not completed in a timely manner the Town may fund and construct. Per the PADA, the roads would be maintained to the standards of the Forest Service, which are defined in the *Guidelines for Road Maintenance Levels (2005)*. The utilities would be maintained to the standards of the local utility providers.

(e) Time of year of use or operation

All weather access and utility service is requested yearlong.

(f) Volume or amount of product to be transported

The volume of traffic and sizes of utilities are undetermined at this time. Details, to the extent available, will be provided as the environmental review and engineering design proceed. The two-lane roadways are proposed as presented in the PADA (page 4 and Exhibits C1 and C2). Preliminary engineering indicates two-lane roadways would adequately accommodate anticipated traffic.

Utility infrastructure for the private parcels that will be served by these roadways across Forest Service lands will be sized based on the anticipated build out of the private parcels. The utility corridors within the roadway section are of sufficient size to support all of the utility infrastructure contemplated for the private parcels at build out.

(g) Duration and timing of construction

Construction would be anticipated to be complete within an approximate 36-month period, considering the potential for inclement weather.

(h) Temporary work areas needed for construction

No temporary work areas for construction would be needed within the Kaibab National Forest. All temporary construction areas will be on private lands.

8. Attach a map covering area and show location of project proposal

9. State or Local government approval: Attached Applied for Not Required

10. Nonreturnable application fee: Attached Not required

11. Does project cross international boundary or affect international waterways? Yes No (If "yes," indicate on map)

12. Give statement of your technical and financial capability to construct, operate, maintain, and terminate system for which authorization is being requested.

The applicant is technically and financially capable of completing the project described in this application. The contractor must be duly licensed, bonded and insured, and would be selected based on a review of bids submitted in response to a solicitation/design package. Criteria to be considered may include factors such as: project understanding, relevant management and technical experience, staff qualifications, capacity to conduct the work, proposed work plan, past performance on similar work and record of completion, quality plan, cost, and health, safety, and environmental record.

Pursuant to the PADA, Stilo will fund construction and maintenance of the road and utilities, however if the project is not completed in a timely manner, the Town may fund construction and maintenance. The ability to fund will be demonstrated based upon the Kaibab National Forest requirements for substantiating (i.e., financial records, list of completed projects, etc.). The applicant would agree to completion and maintenance bonding, as appropriate. Bonding would be utilized as a form of surety, in addition to other protective stipulations and contractual remedies in the road maintenance agreement. Guidance is needed from Kaibab National Forest regarding bonding requirement and/or calculation methodology for determining the appropriate amount.

The proposed corridors would be open to the public for travel.

The properties are inholdings, completely surrounded by federal lands administered by the Kaibab National Forest, with no private lands abutting either property. As such, any access to the properties would require use of forest lands. The Forest land alternatives considered are shown in the PADA, Exhibits D1 and D2.

Alternative alignments for the southern roadway access and utility corridor to Kotzin Ranch may be feasible and will be considered during the environmental review and engineering design process. No other alternatives were considered for the roadway access and utility corridor to TenX Ranch or for the northern corridor to Kotzin Ranch due to the presence of existing forest roads, thus minimizing surface disturbance.

b. Why were these alternatives not selected?

Alternative alignments for the southern roadway access and utility corridor to Kotzin Ranch will be considered during the environmental review and engineering design process.

c. Give explanation as to why it is necessary to cross Federal Lands.

Kotzin Ranch and TenX Ranch are inholdings in the Kaibab National Forest. Both properties are accessible via existing forest roads, however, these roads are subject to closure at the discretion of the District Ranger during wet weather periods. Improved, all-weather access is necessary to ascertain reasonable use and enjoyment of these privately held lands. Per the PADA, both properties would be developed for commercial and residential, year around use requiring all weather access.

14. List authorizations and pending applications filed for similar projects which may provide information to the authorizing agency. (Specify number, date, code, or name)

No other authorizations or applications are known to be pending for similar, linear projects in the vicinity. Table 3 lists projects within the Tusayan Ranger District of the Kaibab National Forest identified on the Forest Service Schedule of Proposed Actions (SOPA).

Of the projects listed, only the Tusayan Flood Control Project Environmental Assessment (EA) is located in the immediate vicinity of the proposed roadway and utility corridor. The applicant will coordinate with the Forest Service to ensure the flood control project and the proposed roadway and utility corridor project are compatible.

Table 3. Tusayan Ranger District Schedule of Proposed Actions

| Project Name | Project Purpose | Location | Expected Implementation |
|---|--|---|-------------------------|
| GC Hub Wireless Communications Site Development CE | Construct a communications facility to serve the Grand Canyon area | Tusayan Ranger District, Township 29 North, Range 4 East, NW ¼, SW ¼ of Section 7. | On hold |
| Four-Forest Restoration Initiative EIS: Kaibab and Coconino EIS | Road, fuels, watershed, and vegetation management (other than forest products) and forest products | Coconino National Forest All Units, Williams Ranger District, Tusayan Ranger District, including ponderosa pine habitat on the Kaibab and Coconino National Forests | 12/2014 |
| Rock Pit Development: Coconino and Kaibab National Forests EA | Road management | Coconino National Forest All Units, Williams Ranger District, Tusayan Ranger District | 04/2014 |
| Kaibab National Forest Plan Revision EIS | Land management planning | Kaibab National Forest All Units | 02/2014 |
| Watts Vegetation Management Project CE | Land management planning | Tusayan Ranger District; Township 29 North, Range 5 East, Sections 1, 2, 3, 11, and 12; Township 30 North, Range 5 East, Sections 26, 27, 34, 35, and 36. | 05/2014 |
| VANE Minerals Uranium Exploratory Drilling Project EIS | Minerals and Geology | Tusayan Ranger District; Townships 27, 28, and 29 North; and Ranges 2, 3, and 4 East | On hold |
| Tusayan Flood Control Project EA | Watershed management | Tusayan Ranger District; Township 30 North, Range 2 East, Sections 19, 24, and 30, just east of the Town of Tusayan | 01/2014 |

15. Provide statement of need for project, including the economic feasibility and items such as: (a) cost of proposal (construction, operation, and maintenance); (b) estimated cost of next best alternative; and (c) expected public benefits.

Statement of need for project, including the economic feasibility

The need for this project is to improve access to facilitate reasonable use and enjoyment of the in-holding properties in a safe and adequate manner. All-weather access is required to the Kotzin Ranch and TenX Ranch in-holdings in accordance with the PADA. Both properties will be developed for commercial and residential use requiring higher level of services for

vehicle access as well as accommodation for the required utilities.

The project is economically feasible and would be privately funded.

(a) Cost of proposal (construction, operation, and maintenance)

Preliminary construction costs were provided in the Kotzin Ranch Applicant's Narrative Report, Planned Community District Zoning Submittal, Approved November 2, 2011, Exhibit 5, Primary Infrastructure (see Appendix B of this application) and TenX Ranch Applicant's Narrative Report, Planned Community District Zoning Submittal, Approved November 2, 2011, Exhibit 5, Primary Infrastructure (see Appendix C of this application). Revised cost estimates will be provided as the environmental review and engineering design proceed.

(b) Estimated cost of next best alternative

Cost estimates for reasonable alternatives will be provided as the environmental review and engineering design proceed.

(c) Expected public benefits

Expected public benefits include improved access to the in-holdings and the surrounding lands of the Kaibab National Forest. The planned land use for the properties is defined in the PADA, Exhibit B1 Kotzin Ranch Land Use Plan and Data Table and Exhibit B2 TenX Ranch Land Use Plan and Data Table.

16. Describe probable effects on the population in the area, including the social and economic aspects, and the rural lifestyles.

The in-holdings are surrounded by public lands administered by the Kaibab National Forest and have no form of access except across public land. While the proposed access roadways and utility corridors across lands administered by the Kaibab National Forest would not directly result in population growth, the population growth anticipated by the allowed zoning of the in-holdings is a reasonably foreseeable future action that would be considered during the environmental review of this application.

The proposed roadway access and utility corridors would also improve access to lands administered by the Kaibab National Forest with the potential for some increase in utilization of localized areas for recreational purposes. Impacts to rural lifestyles are expected to be localized and minimal in the context of the role of the local community as a gateway to the Grand Canyon National Park. The applicant will work to identify and minimize potential resource conflicts with rural lifestyles with safety in mind.

17. Describe likely environmental effects that the proposed project will have on: (a) air quality; (b) visual impact; (c) surface and ground water quality and quantity; (d) the control or structural change on any stream or other body of water; (e) existing noise levels; and (f) the surface of the land, including vegetation, permafrost, soil, and soil stability.

The applicant concurs that the environmental effects will be analyzed as part of the National Environmental Policy Act process.

(a) Air quality

The proposed project would pave existing gravel and dirt roads within the Tusayan Ranger District, which would reduce sources of fugitive dust in dry weather. There is substantial use of the existing roadways for dispersed camping and an immediate reduction of fugitive dust emissions from this user-group is anticipated with paving of these existing roadways. Additional traffic would be expected to traverse the improved roads, which may increase vehicle emissions.

(b) Visual impact

Removal of existing vegetation would be minimized to the extent practical; indigenous plants and trees and/or low-water use plants would be used to revegetate areas of temporary disturbance and in landscaped areas.

(c) Surface and ground water quality and quantity

The existing roads are unpaved and therefore subject to erosion during storm events, contributing to sediment generation and transport. The proposed project would pave access roadways, reducing the potential for erosion and sedimentation. Increased runoff generation and the potential for water quality impacts from the impervious roadway surfaces would be managed through engineering controls. Impacts to groundwater would not be anticipated from the roadway access and utility corridors.

(d) The control or structural change on any stream or other body of water

The existing FR 302 crosses a tributary to Coconino Wash approximately one half mile east of SR 64. The existing culvert may need to be extended laterally to accommodate the wider roadway. Additional culvert crossings may also be required to accommodate existing drainages and swales. Stormwater conveyance would be maintained, and no control or structural change of any stream or other body of water is anticipated.

(e) Existing Noise Levels

Existing noise on forest roads serving Kotzin Ranch results from occasional vehicles passing through to access lands within the Kaibab National Forest for recreational uses. Existing noise on FR 302 near TenX Ranch also occurs from vehicles accessing lands within the Kaibab National Forest for commercial and non-commercial recreational use; jeep tour operators use FR 302 routinely to access Grandview. FR 302 has a higher operational maintenance level and continues through the Kaibab National Forest, ultimately providing access to Flagstaff. As such, the road has greater existing vehicle volumes than the roads at Kotzin Ranch, with resulting higher noise levels. The proposed roadway and utility corridor may increase noise levels; however, limited receptors exist in the project area. The effects will be analyzed during the environmental review.

(f) The surface of the land, including vegetation, permafrost, soil, and soil stability

Where possible, new disturbance areas are proposed adjacent to existing roadways or other areas of prior disturbance. Impacts to the soil, vegetation, and soil stability would be minimized through the implementation of best management practices, engineering controls, and revegetation as appropriate. Impacts will be analyzed in detail during the environmental review. No impacts to permafrost would occur.

18. Describe the probable effects that the proposed project will have on (a) populations of fish, plantlife, wildlife, and marine life, including threatened and endangered species; and (b) marine mammals, including hunting, capturing, collecting, or killing these animals.

(a) Populations of fish, plantlife, wildlife, and marine life, including threatened and endangered species

Direct and indirect effects to plants and wildlife may occur, including lost or degraded habitat and increased vehicle/animal encounters and collisions. A complete analysis of the potential for effects to biological resources will be conducted during the environmental review.

(b) Marine mammals, including hunting, capturing, collecting, or killing these animals

The proposed project would not affect marine animals.

19. State whether any hazardous material, as defined in this paragraph, will be used, produced, transported or stored on or within the right-of-way or any of the right-of-way facilities, or used in the construction, operation, maintenance or termination of the right-of-way or any of its facilities. "Hazardous material" means any substance, pollutant or contaminant that is listed as hazardous under the Comprehensive Environmental Response, Compensation, and Liability Act of 1980, as amended, 42 U.S.C. 9601 et seq., and its regulations. The definition of hazardous substances under CERCLA includes any "hazardous waste" as defined in the Resource Conservation and Recovery Act of 1976 (RCRA), as amended, 42 U.S.C. 6901 et seq., and its regulations. The term hazardous materials also includes any nuclear or byproduct material as defined by the Atomic Energy Act of 1954, as amended, 42 U.S.C. 2011 et seq. The term does not include petroleum, including crude oil or any fraction thereof that is not otherwise specifically listed or designated as a hazardous substance under CERCLA Section 101(14), 42 U.S.C. 9601(14), nor does the term include natural gas.

Hazardous materials would not be produced or stored within the proposed corridor or related facilities. While not anticipated, hazardous materials that may be used during construction or transported by others would be in accordance with the Hazardous Materials Transportation Act and other applicable regulations.

20. Name all the Department(s)/Agency(ies) where this application is being filed.

US Department of Agriculture, Forest Service - Kaibab National Forest, Tusayan Ranger District

I HEREBY CERTIFY, That I am of legal age and authorized to do business in the State and that I have personally examined the information contained in the application and believe that the information submitted is correct to the best of my knowledge.

Signature of Applicant

Date

6/5/19

Title 18, U.S.C. Section 1001, makes it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious, or fraudulent statements or representations as to any matter within its jurisdiction.

**GENERAL INFORMATION
ALASKA NATIONAL INTEREST LANDS**

This application will be used when applying for a right-of-way, permit, license, lease, or certificate for the use of Federal lands which lie within conservation system units and National Recreation or Conservation Areas as defined in the Alaska National Interest Lands Conservation Act. Conservation system units include the National Park System, National Wildlife Refuge System, National Wild and Scenic Rivers System, National Trails System, National Wilderness Preservation System, and National Forest Monuments.

Transportation and utility systems and facility uses for which the application may be used are:

1. Canals, ditches, flumes, laterals, pipes, pipelines, tunnels, and other systems for the transportation of water.
2. Pipelines and other systems for the transportation of liquids other than water, including oil, natural gas, synthetic liquid and gaseous fuels, and any refined product produced therefrom.
3. Pipelines, slurry and emulsion systems, and conveyor belts for transportation of solid materials.
4. Systems for the transmission and distribution of electric energy.
5. Systems for transmission or reception of radio, television, telephone, telegraph, and other electronic signals, and other means of communications.
6. Improved right-of-way for snow machines, air cushion vehicles, and all-terrain vehicles.
7. Roads, highways, railroads, tunnels, tramways, airports, landing strips, docks, and other systems of general transportation.

This application must be filed simultaneously with each Federal department or agency requiring authorization to establish and operate your proposal.

In Alaska, the following agencies will help the applicant file an application and identify the other agencies the applicant should contact and possibly file with:

Department of Agriculture
Regional Forester, Forest Service (USFS)
Federal Office Building,
P.O. Box 21628
Juneau, Alaska 99802-1628
Telephone: (907) 586-7847 (or a local Forest Service Office)

Department of the Interior
Bureau of Indian Affairs (BIA)
Juneau Area Office
Federal Building Annex
9109 Mendenhall Mall Road, Suite 5
Juneau, Alaska 99802
Telephone: (907) 586-7177

Department of the Interior
Bureau of Land Management
222 West 7th Avenue
P.O. Box 13
Anchorage, Alaska 99513-7599
Telephone: (907) 271-5477 (or a local BLM Office)

U.S. Fish & Wildlife Service (FWS)
Office of the Regional Director
1011 East Tudor Road
Anchorage, Alaska 99503
Telephone: (907) 786-3440

National Park Service (NPS)
Alaska Regional Office,
2225 Gambell St., Rm. 107
Anchorage, Alaska 99502-2892
Telephone: (907) 786-3440

Note - Filings with any interior agency may be filed with any office noted above or with the Office of the Secretary of the Interior, Regional Environmental Office, P.O. Box 120, 1675 C Street, Anchorage, Alaska 99513.

Department of Transportation
Federal Aviation Administration
Alaska Region AAL-4, 222 West 7th Ave., Box 14
Anchorage, Alaska 99513-7587
Telephone: (907) 271-5285

NOTE - The Department of Transportation has established the above central filing point for agencies within that Department. Affected agencies are: Federal Aviation Administration (FAA), Coast Guard (USCG), Federal Highway Administration (FHWA), Federal Railroad Administration (FRA).

OTHER THAN ALASKA NATIONAL INTEREST LANDS

Use of this form is not limited to National Interest Conservation Lands of Alaska.

Individual department/agencies may authorize the use of this form by applicants for transportation and utility systems and facilities on other Federal lands outside those areas described above.

For proposals located outside of Alaska, applications will be filed at the local agency office or at a location specified by the responsible Federal agency.

SPECIFIC INSTRUCTIONS

(Items not listed are self-explanatory)

- 7 Attach preliminary site and facility construction plans. The responsible agency will provide instructions whenever specific plans are required.
- 8 Generally, the map must show the section(s), township(s), and range(s) within which the project is to be located. Show the proposed location of the project on the map as accurately as possible. Some agencies require detailed survey maps. The responsible agency will provide additional instructions.
- 9, 10, and 12 The responsible agency will provide additional instructions.
- 13 Providing information on alternate routes and modes in as much detail as possible, discussing why certain routes or modes were rejected and why it is necessary to cross Federal lands will assist the agency(ies) in processing your application and reaching a final decision. Include only reasonable alternate routes and modes as related to current technology and economics.
- 14 The responsible agency will provide instructions.
- 15 Generally, a simple statement of the purpose of the proposal will be sufficient. However, major proposals located in critical or sensitive areas may require a full analysis with additional specific information. The responsible agency will provide additional instructions.
- 16 through 19 Providing this information in as much detail as possible will assist the Federal agency(ies) in processing the application and reaching a decision. When completing these items, you should use a sound judgment in furnishing relevant information. For example, if the project is not near a stream or other body of water, do not address this subject. The responsible agency will provide additional instructions.

Application must be signed by the applicant or applicant's authorized representative.

EFFECT OF NOT PROVIDING INFORMATION: Disclosure of the information is voluntary. If all the information is not provided, the application may be rejected.

DATA COLLECTION STATEMENT

The Federal agencies collect this information from applicants requesting right-of-way, permit, license, lease, or certification for the use of Federal lands. The Federal agencies use this information to evaluate the applicant's proposal. The public is obligated to submit this form if they wish to obtain permission to use Federal lands.

SUPPLEMENTAL

| NOTE: The responsible agency(ies) will provide instructions | CHECK APPROPRIATE BLOCK | |
|---|-------------------------------------|--------------------------|
| | ATTACHED | FILED* |
| I - PRIVATE CORPORATIONS | | |
| a. Articles of Incorporation | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Corporation Bylaws | <input type="checkbox"/> | <input type="checkbox"/> |
| c. A certification from the State showing the corporation is in good standing and is entitled to operate within the State | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Copy of resolution authorizing filing | <input type="checkbox"/> | <input type="checkbox"/> |
| e. The name and address of each shareholder owning 3 percent or more of the shares, together with the number and percentage of any class of voting shares of the entity which such shareholder is authorized to vote and the name and address of each affiliate of the entity together with, in the case of an affiliate controlled by the entity, the number of shares and the percentage of any class of voting stock of that affiliate owned, directly or indirectly, by that entity, and in the case of an affiliate which controls that entity, the number of shares and the percentage of any class of voting stock of that entity owned, directly or indirectly, by the affiliate. | <input type="checkbox"/> | <input type="checkbox"/> |
| f. If application is for an oil or gas pipeline, describe any related right-of-way or temporary use permit applications, and identify previous applications. | <input type="checkbox"/> | <input type="checkbox"/> |
| g. If application is for an oil and gas pipeline, identify all Federal lands by agency impacted by proposal. | <input type="checkbox"/> | <input type="checkbox"/> |
| II - PUBLIC CORPORATIONS | | |
| a. Copy of law forming corporation | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Proof of organization | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Copy of Bylaws | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Copy of resolution authorizing filing | <input type="checkbox"/> | <input type="checkbox"/> |
| e. If application is for an oil or gas pipeline, provide information required by item "I-f" and "I-g" above. | <input type="checkbox"/> | <input type="checkbox"/> |
| III - PARTNERSHIP OR OTHER UNINCORPORATED ENTITY | | |
| a. Articles of association, if any | <input type="checkbox"/> | <input type="checkbox"/> |
| b. If one partner is authorized to sign, resolution authorizing action is | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Name and address of each participant, partner, association, or other | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| d. If application is for an oil or gas pipeline, provide information required by item "I-f" and "I-g" above. | <input type="checkbox"/> | <input type="checkbox"/> |

* If the required information is already filed with the agency processing this application and is current, check block entitled "Filed." Provide the file identification information (e.g., number, date, code, name). If not on file or current, attach the requested information.

III(c): Name and address of each participant, partner, association, or other:

NOTICES

Note: This applies to the Department of Agriculture/Forest Service (FS)

This information is needed by the Forest Service to evaluate the requests to use National Forest System lands and manage those lands to protect natural resources, administer the use, and ensure public health and safety. This information is required to obtain or retain a benefit. The authority for that requirement is provided by the Organic Act of 1897 and the Federal Land Policy and Management Act of 1976, which authorize the secretary of Agriculture to promulgate rules and regulations for authorizing and managing National Forest System lands. These statutes, along with the Term Permit Act, National Forest Ski Area Permit Act, Granger-Thye Act, Mineral Leasing Act, Alaska Term Permit Act, Act of September 3, 1954, Wilderness Act, National Forest Roads and Trails Act, Act of November 16, 1973, Archeological Resources Protection Act, and Alaska National Interest Lands Conservation Act, authorize the Secretary of Agriculture to issue authorizations or the use and occupancy of National Forest System lands. The Secretary of Agriculture's regulations at 36 CFR Part 251, Subpart B, establish procedures for issuing those authorizations.

BURDEN AND NONDISCRIMINATION STATEMENTS

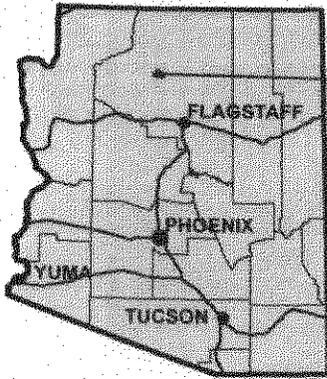
According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. The time required to complete this information collection is estimated to average 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

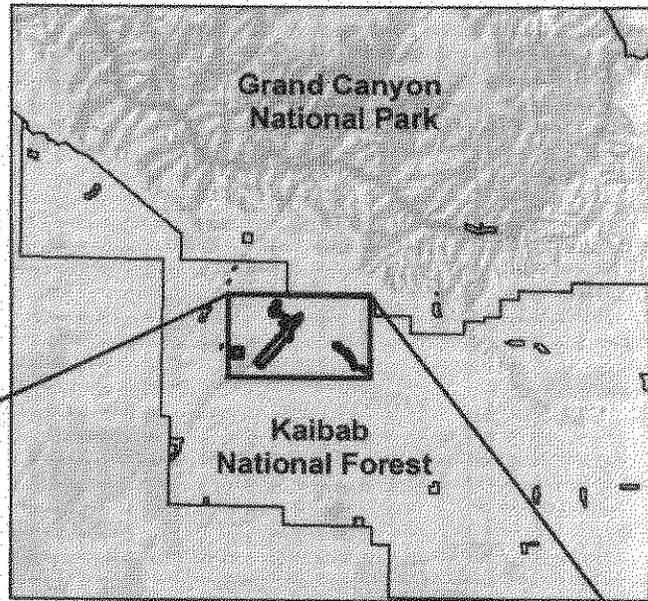
To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice) USDA is an equal opportunity provider and employer.

The Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.

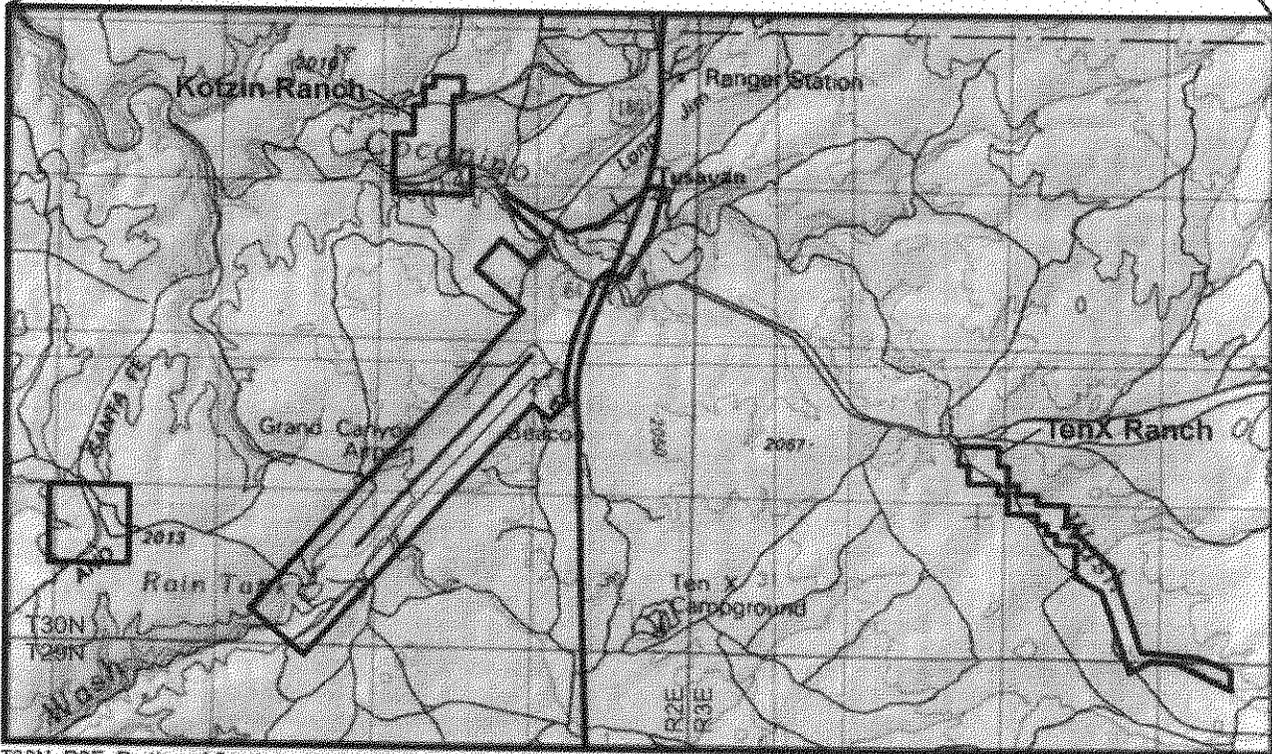
ARIZONA



PROJECT LOCATION

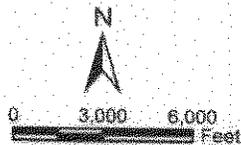


Approximate Scale 1 Inch = 10 Miles



T30N, R2E, Portion of Sections 13, 14, 23, 24,
T30N, R3E, Portion of Sections 19, 29, 30,
Coconino County, Arizona,
Tusayan East & Tusayan West USGS 7.5' Quadrangles

Town of Tusayan
the entrance to Grand Canyon National Park

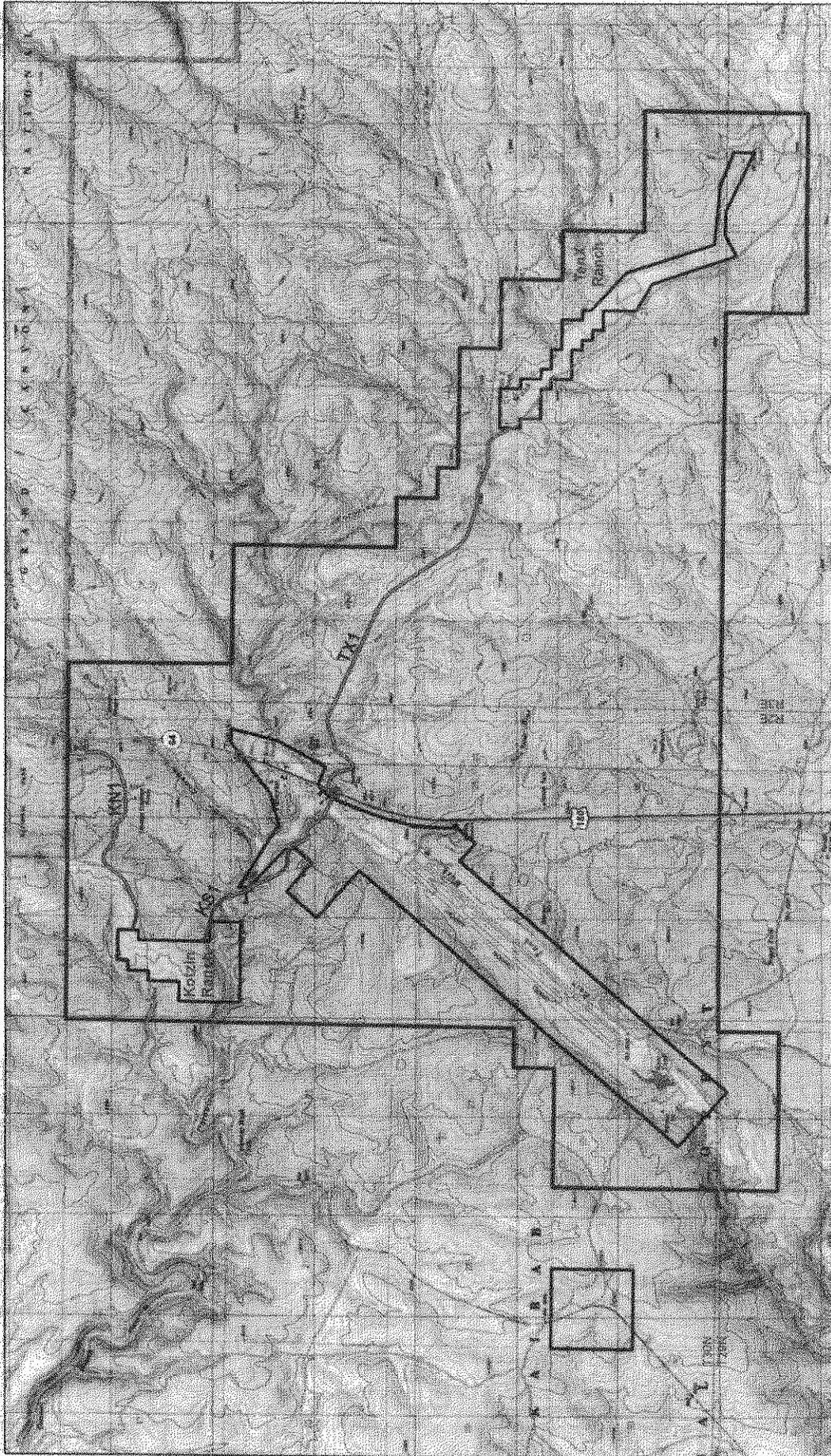


Legend

- Project Area
- Private Land

TUSAYAN
Proposed Corridor Project

VICINITY MAP
Figure 1



Tusayan
Proposed Corridor Project
 USGS TOPOGRAPHY
 Figure 2

Legend

- Motorized Vehicle Use Map (MUM) Roads
- Railroad
- Recreational
- Town of Tusayan
- Private Land
- Proposed Roadway Access and Utility Corridor

Town of Tusayan
 An Affiliate of Grand Canyon National Park

0 2,000 4,000 Feet



Tusayan
Proposed Corridor Project
Figure 3A

Legend

- Town of Tusayan Private Land
- Proposed Roadway Access and Utility Corridor
- Proposed Sewer Line
- Motorized Vehicle Use Map (MVCUM) Roads
- Drainage
- Maintenance
- Proposed Potable Water Booster Pump Station
- Proposed Lift Station
- Proposed Reclaimed Water Booster Pump Station

N
 0 1,000 2,000 3,000 Feet

Town of Tusayan
Prepared by: David Graybe, Water 2018



Tusayan
Proposed Corridor Project
 Figure 3B

- Roundabout
- Proposed Potable Water Booster Pump Station
- Proposed LIR Station
- Proposed Reclaimed Water Booster Pump Station

- Mileage Vehicle Use Map (MUVU) Scale
- Drainage
- Proposed Sewer Line

- Legend**
- Town of Tusayan
 - Private Land
 - Proposed Roadway Access and Utility Corridor



Appendix C
Scope of Work

This scope of work is based on the assumption that an environmental assessment will be prepared for this project. The environmental assessment will be attached as an appendix to this scope of work. If the Forest Service determines, based on scoping or subsequent analysis, that an environmental impact statement is required, it will be attached to this scope of work as an appendix. The Forest Service reserves the right to make any revisions to this scope of work based on any changes in estimated Agency processing or monitoring costs.

I. PROCESSING TIMELINE

| TASK | START DATE | ESTIMATED TIME REQUIRED | RESPONSIBLE PARTY |
|---|-------------------|--------------------------------|---|
| Review Application | 06/05/14 | 45 days | Forest Service (FS) |
| Cost Recovery Agreement & selection of 3 rd Party Contractor | 08/15/14 | 15 days | FS, Applicant |
| Public Notification - newspapers - scoping letters | 09/30/14 | 30 days | FS, Applicant |
| Scoping Meetings - agency | 09/15/14 | 1 day | FS, Applicant |
| - public | 09/15/14 | 1 day each | FS, Applicant |
| Alternative Development (driven by public comments) | 10/30/15 | as required (estimate 15 days) | FS, Applicant |
| Field Review and Specialist's Reports | 11/15/14 | 45 days | FS, Applicant, 3 rd party contractor |
| Preparation of the EA | 12/31/14 | 45 days | 3 rd Party Contractor |
| Internal Review EA | 02/15/15 | 30 days | FS |
| Public Notice & Comment | 03/15/15 | 30 days | Public |
| Issue Draft Decision Notice | 04/15/15 | 5 days | FS |
| Objection Period | 04/20/15 | 45 - 75 days | Public |
| <u>If Approved</u> | | | |
| Issue Authorization & Monitoring Cost Recovery | 7/24/15 | 30 days | FS |
| Pre-Construction Meeting | TBA | 1 day | FS |
| Start Construction & Compliance Inspections | TBA | As required | FS |

Appendix C **Scope of Work**

Information to be Supplied by Applicants

Technical drawings; plans for construction, operation and maintenance; survey drawings; and other information specifically related to the proposed project

Consultant Statement of Work

Specify the studies/documents that the Forest Service is requiring. This information is necessary to clearly identify the statement of work to be performed by the applicant/consultant.

Centerline survey
Biological Assessment and Evaluation for ESA (plant, animal, aquatic) for consultation with USFWS
Cultural Resource Survey
Water & Soil Evaluations
Plan of Development and Best Management Practices

Coordination with Other Agencies

USDA Forest Service will coordinate this proposed project with at least the following other agencies: (select those that apply)

| | |
|--|--------------------------------------|
| US Fish and Wildlife Service | Local Native American Tribes |
| State Department of Fish and Game | Environmental Groups |
| State Historic Preservation Department | Grand Canyon Unified School District |
| NPS-Grand Canyon National Park | |

Agency Statement of Work

Review Application, Plan of Development, Best Management Practices
Review technical reports/surveys provided by Applicant/Consultant
Meet with Applicant/Consultant and/or subcontractors
Write Decision Document
Prepare Authorization if Use Approved

Environmental Analysis

(See section III. Third Party NEPA)

Appendix C
Scope of Work

II. FINANCIAL PLAN

(Agency cost for processing Application)

Estimate for Fiscal Year(s) 2014 & 2015

PROCESSING

| <u>Personnel Needed for Processing</u> | <u>Estimated Processing Hours</u> | <u>Estimated Labor Costs</u> |
|--|---------------------------------------|---|
| Permit Administrator/Case Manager | 240 | \$9,907.20 |
| NEPA Coordinator | 184 | \$10,515.60 |
| Archeologist/Cultural Resources/Tribal | 320 | \$15,399.20 |
| Wildlife/Fisheries | 120 | \$4,644.80 |
| Air/Water/Soils | 120 | \$4,644.80 |
| Recreation/Visual | 24 | \$986.86 |
| Range/Botanist | 24 | \$897.12 |
| Timber/Silviculture | 24 | \$722.16 |
| Fire/Fuels | 24 | \$1,145.76 |
| PAO/Web Master | 40 | \$1,803.68 |
| Engineering | 24 | \$1,163.04 |
| TOTAL HOURS | <u>1,224</u> | TOTAL LABOR <u>\$49,515.68</u> |

Estimated Operating Costs

| | |
|--|--------------------|
| Travel: Estimated Tribal Trips 1 @ \$500.00 per trip | \$ <u>500.00</u> |
| Vehicle mileage: Estimating 200 miles per month at \$0.40/mile | \$ <u>1,000.00</u> |
| Misc. Supplies (copies and postage) | \$ <u>500.00</u> |
| Printing/Publication | \$ <u>500.00</u> |

Total Operating Costs \$2,200.00

Calculation

| | |
|-----------------------|--------------------|
| Total Labor Costs | \$54,160.48 |
| Total Operating Costs | \$ <u>2,200.00</u> |

Total Direct (Labor and Operating) Costs \$51,715.68

Total Direct Costs (all offices) \$51,715.68

Indirect Cost Rate **8%** (as given in SUDS) (Determined by ASC) \$ 4,137.25
 (Based on current National Overhead Rate published in the Annual Program Direction)

PROCESSING GRAND TOTAL \$55,852.93 rounded to **\$55,853.00**

Appendix C
Scope of Work

III. Applicant/Third Party Contract/Agency Responsibilities

A. PURPOSE

The purpose of this Scope of Work is to articulate the working arrangement whereby a third-party contractor (Prime Consultant) will be chosen by the Forest Service, in consultation with the Applicant, to prepare an environmental analysis to analyze the Proposed Roadway Easements from the Town of Tusayan, AZ submitted to the Forest Service by the Applicant to provide access to private in-holdings parcels on the Tusayan Ranger District of the Kaibab.

B. STATEMENT OF MUTUAL INTERESTS AND BENEFITS.

The Forest Service has discretion to accept and approve the Applicant's proposal, and as part of this approval process must comply with the National Environmental Policy Act of 1969 (NEPA), the National Forest Management Act of 1976, the Forest Service special-use permit regulations in 36 C.F.R. 251, and other applicable statutes, regulations, Executive orders, and the Forest Service Manual and Handbook direction (collectively, the applicable legal requirements) before any action can proceed.

Based upon the project description and other information provided by the Applicant, and an initial assessment of the Project, the Forest Service has determined that an Environmental Assessment (EA) must be prepared to determine whether an Environmental Impact Statement (EIS) is required or a Finding of No Significant Impact is required, or an Environmental Impact Statement must be prepared. The NEPA documents will be prepared by a contractor in a manner consistent with the applicable legal requirements.

The parties agree that the analysis will be given a high priority, will be initiated and completed promptly, will utilize existing information and resource specialists to the greatest extent appropriate, will focus on key environmental issues, and will provide an opportunity for full participation by interested members of the public and governmental agencies consistent with the applicable legal requirements.

The parties recognize that the Forest Service retains sole responsibility for making decisions with regard to the analysis.

C. IN CONSIDERATION OF THE ABOVE, THE PARTIES AGREE AS FOLLOWS:

1. It is understood by the Applicant and the Forest Service that the analysis will be prepared by a Prime Consultant, hired from a list of Forest Service approved contractors and paid for by the Applicant. The Prime Consultant will be chosen solely by and serve under the direct supervision and control of the Forest Service. The Prime Consultant's work product will be considered Forest Service work product owned by the Forest Service because it will be prepared under Forest Service supervision and is intended to meet legal requirements that apply to the Forest Service. The Prime Consultant may obtain technical assistance or information from one or more independent, third-party subcontractors subject to Forest

Appendix C Scope of Work

- Service approval. The combination of the Prime Consultant and any required subcontractors working under the direction of the Forest Service Case Manager should be sufficient to prepare the analysis.
2. Based upon a review of the project and the information developed to date, the Forest Service and the Prime Consultant will make every effort to meet a time schedule mutually agreed upon in writing by the Applicant and the Forest Service. The schedule may be subsequently modified due to events or conditions beyond the control of the parties. In this event, the Forest Service will work with the applicant on a new schedule.
 3. Meetings between the Applicant and the Forest Service, for the purpose of exchanging facts and/or information, and updating the status of the analysis, will occur during the project planning stages at the following key points in the planning part of the process:
 - a. Prior to selection of the Prime Consultant or subcontractors.
 - b. Prior to establishing a written time schedule for the preparation of the analysis.
 - c. The pre-work meeting with the Prime Consultant to review this Scope of Work.
 4. These meetings in no way limit the communications between the Applicant and the Forest Service regarding questions of procedural matters, scope of analysis, technical feasibility, mitigation, or other matters. All such meetings will generally include the Forest Service Case Manager, Deirdre A. McLaughlin and the principal contact of the Applicant, Will Wright, Town Manager.
 5. Once the NEPA process has started (when the scoping letter is sent out), contact by the Applicant with the contractor or the Forest Service will be limited to matters of budget or scheduling (see F.3 and F.4).

D. THE FOREST SERVICE SHALL:

1. Establish a principal point of contact for the Forest Service (see F.12) as the Case Manager on all matters relating to the environmental analysis and the preparation of the document. The duties of the Case Manager shall include oversight of all analyses using past relevant studies and reports, and information supplied by the Applicant, the Forest Service, other agencies, the Prime Consultant, and any subcontractors where necessary; facilitate communications between the Forest Service, the Applicant, the Prime Consultant, and subcontractors to assure a timely and thorough exchange of relevant information among the parties; oversee the public involvement plan developed by the Forest Service, including, without limitation, all necessary scoping meetings and other public reviews; and be responsible for other duties as required to complete the analysis. The goal is to facilitate appropriate and efficient communication between the Forest Service, the Prime Consultant, the Applicant, the public, and affected Federal, State, and local agencies, to expedite the flow of information necessary for the analysis.

Appendix C
Scope of Work

2. Consider the views of the Applicant, in choosing the Prime Consultant and manage the contract. Select the Prime Consultant based on past experience, technical competence, availability to perform work, cost factors, and an absence of conflict of interest.
3. Assist the Applicant, as necessary, with preparation of the contract with the Prime Consultant. The contract will be in accordance with the terms of the Scope of Work.
4. Furnish copies of the following information to the Prime Consultant and/or Applicant:
 - a. The Prime Consultant shall be provided with the agreed-upon schedule of work between the Forest Service and the Applicant.
 - b. An outline of the format to be used and the contents of the analysis as specified at 40 CFR 1500-1508.
 - c. A copy of the Forest Plan, Forest Plan environmental analysis, and Record of Decision with all amendments.
 - d. Copies of the statutes, regulations, Executive orders, Forest Service Manuals and Handbooks which control or guide the preparation of the analysis and the formulation of the legal concerns related to each of the issues.
 - e. The Prime Consultant shall be provided with written comments or reports prepared by Forest Service the Interdisciplinary Team.
 - f. Letters, comments or other materials received by the Forest Service from interested parties or agencies in the scoping session, comments on the document, or at other stages in the analysis process.
5. Meet with the Prime Consultant throughout the preparation of the [X] EA [] EIS to discuss at a minimum the following topics:
 - a. The significant issues that will be addressed in the analysis.
 - b. The design criteria for the proposed action and the alternatives to the proposed action.
 - c. The alternatives to be analyzed in detail and the alternatives that will not be analyzed in detail.
 - d. The changes to the [X] EA [] EIS required by the comments received from the public.
 - e. Proposed mitigation measures and analysis and disclosures required by those measures.
6. Make its own independent evaluation of the information submitted by the Prime Consultant, subcontractors, the applicant, or others, and have responsibility for its accuracy (40 CFR 1506.5(b)). Make the final determination of the inclusion or deletion of material from the analysis and in all instances involving questions as to the content of any material (including all data, analysis, and conclusions).

Appendix C
Scope of Work

7. Convene a Forest Service Interdisciplinary Team (ID Team) as required by 40 CFR 1500 to oversee the environmental analysis. It is anticipated that the ID Team will function principally as a review team, providing technical guidance to the Project Manager, Prime Consultant, and subcontractors regarding the issues and alternatives to be addressed in the analysis. They will provide input and guidance on the adequacy of existing data and studies, and such additional matters as are useful to the prompt and efficient completion of the analysis in compliance with the applicable legal requirements. Every effort will be made to avoid duplication of tasks between the Case Manager, Prime Consultant, subcontractors, and ID Team members and to focus the analysis on significant issues.
8. Provide the necessary personnel and other resources to complete their responsibilities in a timely and professional manner.
9. Upon request, make available all records provided to the USDA Forest Service, pursuant to the provisions of the Freedom of Information Act (FOIA), 5 U.S.C. 552 and the Privacy Act, 5 U.S.C. 552a. Submitters of business information will be provided prompt notification of a request for that information. The business information submitter will be given reasonable time in which to object to the disclosure of any specified portion of the information. The business information submitter will be notified of any determination to disclose such records prior to the disclosure date, in order that the matter may be considered for possible judicial intervention. Business information submitters will be promptly notified of all instances in which FOIA requesters bring suit seeking to compel disclosure of submitted information. 7 CFR 1.12.
10. Coordinate the release of the Decision Document.
11. Supervise the preparation of the analysis in compliance with applicable legal requirements including, but not limited to, public review of the analysis, analysis of public comments, and decision documentation. In exercising this responsibility, the Forest Service will endeavor to foster cooperation among other relevant agencies and to integrate NEPA requirements with other environmental review and consultation requirements in order to avoid, to the fullest extent possible, duplication of efforts by such agencies. (40 CFR 1500.5(g)-(h), 1501.2(d)(2), 1506.2) However, the Forest Service will not delegate to any other agency its authority over the scope and content of the analysis or its approval of the Project.
12. Via the Prime Consultant, and consistent with the applicable legal requirements, maintain the official administrative record for the project until the decision is signed. At that time, the project record will be delivered to the Forest Service.
 - a. The Forest Service shall provide direction to the Prime Consultant for design, organization, indexing, preparation, and maintenance of the administrative record for the project.
 - b. The Prime Consultant and subcontractors shall document the sampling, testing, field observations, literature searches, analysis, recommendation, and other work which provides source material for the analysis, and any Supplements to them. The

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Prime Consultant and subcontractors shall also document all the Forest Service's records in a similar and compatible manner.

- c. The documentation shall be assembled in some organizational system which will make it possible for the responsible official to refer conveniently to specific documents or pages within documents. The source documents shall be listed. The list shall show the date, author, addresses, subject, and document or page number. The list shall be an appendix to the analysis and used to incorporate by reference the items on the list in the analysis.
 - d. The list shall be prepared on a current basis throughout the environmental analysis and documentation processes so that it reflects the following information for each document: date, document number, page number, author, addressee, issue, sub-issue, and by page number. Provision should be made for printing reports of the sorted information.
 - e. Two complete copies of the record will be available to the public during the Draft analysis comment period. Any documents added after the comment period is prepared shall be included in the set of documents.
13. Through the Case Manager, develop a protocol, appended as Attachment A, on page 13 (the "Protocol"), to facilitate communication and coordinate the exchange of information between the Applicant, the Forest Service, and the Prime Consultant. All such communications will be part of the Forest Service's deliberative process regarding the proposed project. This protocol will be determined considering the complexity of the proposed action, the Federal Advisory Committee Act, the Freedom of Information Act, and related agency guidance.
 14. The Case Manager will keep the Applicant informed of the status of the analysis and will discuss with the Applicant any additional data needs, and of changes needed in the terms of the third-party contracts.
 15. Via the Prime Consultant and subcontractors, and as documented in their respective written contracts, and consistent with the applicable legal requirements:
 - a. Develop a public involvement plan for the public scoping.
 - b. Arrange for and participate in the agency and public scoping meetings and make available to the Applicant and the public any summary of the results.
 - c. Design visual aids for meetings and open houses including maps, handouts, poster boards, mailers, and so forth.
 - d. Develop an information mailer/newsletter and news releases for the scoping period and comment period, as well as for the release of the final analysis and decision documents.

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- e. Develop a mailing list and, at the direction of the Forest Service, draft responses to comments for Forest Service approval.
 - f. Be responsible for conducting and completing all necessary studies, inventories, and suitable reports for all resource values in the scoping process. These resource values may include but not be limited to: Cultural features; sensitive, threatened and endangered plant and animal species; wetlands; visual esthetics; fisheries; and riparian zones and tundra environments.
16. Invite the Applicant to attend meetings with Federal, State, regional, and local agencies and the public whenever possible and as appropriate (for example, discussions on procedural matters; physical, biological, and social issues; the proposal and alternative actions; impacts and their mitigation; and other compliance requirements).
 17. Meet with the Applicant as early as possible to discuss the project description, and various components of the analysis as needed to determine mitigation measures necessary to avoid or mitigate adverse impacts.
 18. Address Applicant-proposed alternatives and respond to comments submitted by the Applicant during the analysis process, whether of a procedural or substantive nature.
 19. Be responsible for the public review of the analysis, public hearings, analysis of public comments, distribution of the documents, within established time frames, with input as required from the Applicant.
 20. Be recipient of all comments on the Draft analysis resulting from the public comments. Determine any necessary modification of the text as a result of public comments with input from the Applicant.
 21. To the fullest extent possible, utilize existing information, inventories, studies, and reports to support the analysis. Accept and utilize information submitted within the established time schedule by the Applicant, consultants working for the Applicants, and other parties provided that such information can be verified by the Forest Service and is accurate as required by 40 CFR 1506.5(a) and (c).

E. THE APPLICANT SHALL:

1. Establish a principal point of contact (see F.12) for the Applicant on all matters relating to the environmental analysis.
2. Select a Prime Consultant from the Forest Service list of qualified contractors for the completion of the analysis on the Project which will be subject to review and written acceptance by the Forest Service. The Applicant's views on the selection of a Prime Consultant will be solicited and considered, but the Prime Consultant will be selected solely by the Forest Service.

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3. Require a disclosure statement to be executed by the Prime Consultant, the Prime Consultant's professional personnel, and the Prime Consultant's subcontractors stating that the Prime Consultant, the Prime Consultant's professional personnel and the Prime Consultant's subcontractors have no financial interest in the outcome of the analysis or any Biological Assessment pertaining to the project proposed by the Applicant (40 CFR 1506.5(c)).
4. Provide to the Prime Consultant or the Forest Service any justifiable, necessary, or relevant technical or environmental information it may have, which is needed (at the Forest Service's discretion) for analysis preparation.
5. Respond to data requests and provide review comments (for example, on description of the project and changes thereto) within a reasonable time set by the Forest Service. If the Applicant fails to provide requested materials on schedule, the analysis schedule will be adjusted by the Forest Service to the extent necessary for timely completion of the proposal.
6. Provide information about the feasibility of design criteria, mitigation measures, and related agreements as requested by the Forest Service.
7. Be solely responsible for all Primary Consultant and subcontractor fees, costs, and expenses and make no claim against the Forest Service for such fees, costs, and expenses.
8. Fund all reproduction, printing, and distribution of preliminary, Draft, and Final documents, unless otherwise agreed to by the Forest Service.
9. Provide in contracts with the Prime Consultant and any subcontractors that they are not to conduct public surveys or questionnaires without prior approval of the Forest Service.

F. IT IS MUTUALLY AGREED AND UNDERSTOOD BY THE PARTIES THAT:

1. The Prime Consultant will be under the supervision of the Forest Service, and the Forest Service will make the final determination concerning the scope and contents of the consultant's work. The contract between the Applicant and the Prime Consultant will specify compliance with all applicable legal requirements.
2. All information and data collected by the Prime Consultant and any subcontractors will be inserted in the administrative record.
3. The complexity and the independent nature of the NEPA process requires a common understanding of the roles of the Forest Service personnel, the Applicant, the Prime Consultant, and other interested persons, agencies, and organizations. The role of the Applicant is the same as it would be if the process were being entirely performed by Forest Service personnel, with no Applicant financing.
4. The independent nature of the NEPA process creates the need to conduct the process with integrity. As specified in D.13, the Forest Service Case Manager will establish the process

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- for the efficient flow of communication between the Prime Consultant, the Applicant, and the Forest Service. Oral and written communications among ID Team members are protected from disclosure to preserve the integrity of the deliberative process. Individuals who disclose this kind of information to the public and/or the applicant will be excluded from further participation in the analysis.
5. The Prime Consultant is an important part of the interdisciplinary process and will aid and support the Forest Service ID Team.
 6. All planning data, maps, files, reports, computer, audio or video tapes, and disks and other records will be made a part of the permanent administrative record.
 7. In the event of a challenge to the legality or adequacy of the Forest Service compliance with NEPA with respect to the proposal of the Applicant, the Applicant, the Prime Consultant, the Prime Consultant's professional personnel, and the subcontractors shall, at the Applicant's expense, make available to the Federal Government all pertinent non-privileged information under their control, and to the extent reasonable, discuss such information with the Government, and testify at deposition or trial regarding such information.
 8. As required by NEPA, the Forest Service will give full consideration to a "No Action Alternative" and other alternatives identified by the ID Team that are technically and economically feasible and address the purpose and need and significant issues. The Applicant's financing of this analysis will have no bearing on the consideration given to the "No Action" or other alternatives.
 9. Either party, in writing, may terminate the Cost Recovery Agreement (FS-2700-26) in whole, or in part as stated in clause C.11 of that Agreement, at any time before the date of expiration. In the event of termination, it is agreed to as follows:
 - a. The analysis preparation process will terminate.
 - b. All documentation, reports, analyses, and data used in the analysis developed by the Applicant, the Prime Consultant, or the Prime Consultant's subcontractors up to the date of termination will be delivered to the Forest Service and be placed in the administrative record.
 - c. The Applicant's contract with the Prime Consultant will require the Prime Consultant to submit to the Forest Service a written report on the environmental work and analyses done by the Contractor.
 - d. Preparation of the analysis may be initiated by the Forest Service, consistent with federal government manpower and budget limitations.
 10. Any information furnished to the Forest Service under this Scope of Work is subject to the Freedom of Information Act (5 U.S.C. 552).

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11. This Scope of Work in no way restricts the Forest Service or the Applicant from participating in similar activities with other public and private agencies, organizations, and individuals.
12. The principal contacts for this Scope of Work are:
 - For the Forest Service: Deirdre A. McLaughlin, Williams and Tusayan Ranger District, Lands and Minerals Staff Officer, 928/635-5662
 - For the Applicant: Will Wright, Town Manager, Town of Tusayan 928/638-9909
13. Nothing in this Scope of Work must obligate either the Forest Service or the Applicant to obligate or transfer funds. Specific work projects or activities that involve the transfer of funds, services, or property among the various agencies and offices of the Forest Service and the Applicant will require execution of separate agreements and be contingent upon the availability of appropriated funds. Such activities must be independently authorized by appropriate statutory authority. This Scope of Work does not provide such authority. Negotiation, execution, and administration of each such agreement must comply with all applicable statutes and regulations.
14. This Scope of Work is not intended to, and does not create, any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity, by a party against the United States, its agencies, its officers, or any person.
15. This Scope of Work may be amended upon mutual written agreement of all parties.

CATEGORY 6 MAJOR COST RECOVERY AGREEMENT
Between USDA, FOREST SERVICE, Kaibab National Forest, and Town of Tusayan, Arizona
Cost Recovery Agreement Number 14MJ-11030074501

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Attachment A
Communication Protocol

This document will be developed between the Case Manager for the Forest Service, Deirdre A. McLaughlin and the Applicant's Point of Contact, Will Wright, Town Manager for the Town of Tusayan.

ITEM NO. 9

MANAGER'S REPORT
September 3, 2014

- I. ADMINISTRATION:
 - a) Debra Blake of State Office of Manufactured Housing indicated that Tim still needs some field training before an IGA can be put into place so that the town can begin performing this public service.
- II. ADOT – ADOT approved the town's ROW encroachment permit to replace the sign on which the service organization signs as well as the gateway community sign for the Arizona Trail can be installed and staff ordered the materials for this installation. The Town has requested utility easements from ADOT to service the park with sewer and water, which is being processed according to Mike Thomas.
- III. BROADBAND – GovNET is not being responsive to ADOT requests so it appears they are NOT moving forward at this point. Councilmember Rueter was working with Kaibab National Forest to see if anything can be done on the water tanks.
- IV. CDBG – Council approved Woodson Engineering to perform the engineering to install the utilities and restroom structure at the park with Council considering alternative routes into these facilities, which will slow the process to get this engineering done.
- V. COMMUNITY PARK – Woodson is putting a design and build bid together for the grading and dirt work for the baseball and soccer fields. Staff re-submitted the D'backs grant for a baseball field at the park.
- VI. COUNCIL FOLLOWUP:
 - a) The Town is hosting a joint meeting with the Coconino Board of Supervisors in Tusayan on Tuesday, September 30th at the Tusayan Town Hall. Several discussion items include: 1) Four FRI project; 2) FS application for access/utilities to Kotzin for Stilo and the town; 3) look at State Light Improvement District (SLID) for town to take over responsibility; 4) possibility of bringing AIRS to Tusayan; 5) Ideas on establishing a housing authority; and 5) look at county handling building services for town (inspections).
- VII. DEVELOPMENT/P&Z MEETING –Woodson was hired to draft the Subdivision Regulations for the town.
- VIII. DRAINAGE – J2 Engineering presented the findings of their report at the July 23rd Council meeting and will put together a plan for moving forward with drainage improvement projects.
- IX. ELECTIONS – Primary election took place on August 26th with Expenditure Limitation being approved by a 60% vote for 60 ballots. County is counting the provisional ballots for the Council election and the canvassing of the election will occur sometime before September 15, 2014. An initiative will be voted on to have the mayor elected directly by the people with other conditions at the General Election on November 4, 2014.
- X. MUNICIPAL CODE – Staff put all the codes into a binder for Council and chapter 11 – Offenses is currently being reviewed by the Town Attorney, Prosecutor, Magistrate and Sheriff's Office.
- XI. PUBLIC OUTREACH – Holly Krake of Kaibab National Forest is planning to come to the Council on September 3, 2014 to speak fall prescribed burn plans. She may also be able to attend the joint meeting on September 30th to discuss Four FRI with the BOS and Council.
- XII. STILO – The Town submitted the FS application to access Kotzin Ranch across FS land on July 8, 2014 with Council considering the Cost Recovery Agreement at their upcoming meeting.

TOWN OF TUSAYAN

at the entrance to Grand Canyon National Park

DATE: August 25, 2014

TO: Tusayan Town Council

FROM: Will Wright, Manager

SUBJECT: FY2014-15 Strategic Plan of Goals

This memo is to briefly review those goals that Council discussed and prioritized in the Council's August 12th meeting. Staff will focus on the following projects/items in the near future, including: 1) perform engineering and construction of utilities in order to install the restroom facility and ADA improvements at the sports complex for CDBG; 2) check with school on Title 1 regarding school field requirements to make sure construction of a baseball field won't create unintended problems; 3) send notice to landowners regarding the start of commercial lease tax on January 1, 2015; 4) work with ADOT to obtain approval to install crosswalk improvements; 5) bring building permit fees schedule for Council to approve; 6) develop options and costs to start streaming Council meetings over the internet (audio and/or video); 7) complete paperwork to enter into an IGA with State for town staff to perform inspections of MH installation; 8) retain consultant to perform housing plan/design for town's twenty acre parcel; 9) research the establishment of an organization and/or entity to accept contributions for housing grants and present options for Council consideration; and 10) determine safe investment instrument with best return for town's reserve funds and enter into agreement with that entity, as required.

As you can see this is a significant list of goals and activities that staff is tasked to complete and these are only the *high* priority projects, which Council expects to be finished in a few months. The difficulty with finishing many of these projects in such a short time frame is the need to rely on an outside party for review, approve and construct improvements, such as ADOT authorization to install crosswalk improvements; the Office of Manufactured Housing to authorize the town to inspect MH installation; work with consultants for engineering and design of utilities and restroom, development of options to stream Council meetings; and getting contractors to construct utilities and the restroom facility. As the mayor indicated, this exercise is to provide Council members an opportunity to prioritize projects, which was done to some extent, but with everyone making their top choices the result is a long list of projects to accomplish in a relatively short time frame. Staff is, therefore, hopeful that Council will continue to narrow the number of prioritized projects for staffs' sake.

Although staff has been working on many of these goals, as well as others, these were discussed in some detail at the August 12th Council meeting. These eight goals, which comprise a strategic plan, will be the primary focus of town staff to accomplish in the near future. Further, Council proposed that the manager produce a status report on these goals that they will review on a quarterly basis. Council will then consider additional goals and activities that they'll put into the strategic plan for town staff to work on and accomplish as current goals are accomplished.

Let me know if there are any questions or comments regarding this memo so that we all have the same understanding of what staff is working on this fiscal year.