

AGENDA

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Wednesday, October 15, 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, October 15, 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

Mayor's Proclamation of October 19-25, 2014 as Arizona Cities and Towns Week

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 Regular Meeting on 9/30/14

B. Accounts Payable Billings

6. COMMITTEE REPORTS

A. Update on the Sports Complex Committee

- i. Update on signage**
- ii. Update on survey for fill dirt/work**

B. Update on the Planning and Zoning Commission

7. ACTION ITEMS

Consideration, discussion, and possible approval of a Temporary Use Permit fee waiver request (\$50) from Grand Canyon Chamber and Visitors' Bureau for a "Trunk or Treat" event on October 31, 2014

8. DISCUSSION ITEMS

- A. Discussion of additional funding options for Tusayan Fire District (TFD)**
- B. Update on crosswalk safety improvements**
- C. Update on status of (and mapping requirements) for FEMA and Coconino County**
- D. Update on detention basins**

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 _____ day of October, 2014, at _____ pm in accordance with the statement filed by the Tusayan Town Council.

Signature of person posting the agenda

ITEM NO. 4

Town of Tusayan – Office of the Mayor

Proclamation

WHEREAS; the citizens of the Town of Tusayan rely on the town to experience a high quality of life in our community; and

WHEREAS; cities and towns in Arizona work 24 hours a day, seven days a week to deliver vital city services such as fire, police and emergency medical response to ensure safe communities; and

WHEREAS; cities and towns in Arizona also provide services and programs that enhance the quality of life for residents such as parks, utilities, street maintenance, sanitation and recycling services, libraries, community centers and recreational programs; and

WHEREAS; it is important for the Town of Tusayan to continue to provide the excellent delivery of services and programs that our citizens have come to expect in our community; and

WHEREAS; it is one of the responsibilities of town officials to ensure open and accessible government through frequent communication with citizens using various avenues and means; and

WHEREAS; through participation and cooperation; citizens, community leaders, local businesses and municipal staff can work together to ensure that services provided by the Town of Tusayan can remain exceptional elements of the quality of life of our community.

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

October 19-25, 2014 as Arizona Cities & Towns Week

in Tusayan, Arizona.

DATED this 15th day of October, 2014



Mayor Greg Bryan

ATTEST:

Melissa M. Drake, Town Clerk

ITEM NO. 5A

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Tuesday, September 30, 2014 at 7:00pm

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 8:06pm. The Pledge of Allegiance was recited in the earlier work session.

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

None

5. CONSENT AGENDA

A. Minutes of the Town Council Special Meeting on 9/11/14 and Regular Meeting on 9/17/14

B. Accounts Payable Billings

Vice Mayor Montoya made a motion to approve the Consent Agenda.
Councilmember Rueter seconded the motion and it passed on unanimous vote.

6. COMMITTEE REPORTS

A. Update from the Sports Complex Committee

None

B. Update from the Planning and Zoning Commission

None

7. ACTION ITEMS

A. Consideration, discussion, and possible approval of disbursement of unused budgeted funds (\$49,773.04) from Fiscal Year 2013-2014 to the Tusayan Fire District (TFD)

Manager Wright stated that this was requested by TFD at the last meeting and if approved, would come out of this year's contingency fund, not Fiscal Year 2013-2014.

Councilmember Rueter made a motion to approve disbursing \$49,773.04 to the TFD. Vice Mayor Montoya seconded the motion.

Vice Mayor Montoya stated that this money will not last long for the TFD. Councilmember Fitzgerald asked how long it will last. Chrystal Schoppmann (with TFD) stated that it will last about a month. She also stated that she e-mailed the information today which the Council had requested at the last meeting.

The motion passed on unanimous vote.

B. Consideration, discussion, and possible approval of an administrative change to Resolution No. 2014-07 removing "pursuant to A.R.S. § 9-821.01" and replacing it with "pursuant to Arizona House Bill 2126, 51st Legislature, 2nd Regular Session, 2014"

Clerk Melissa Drake explained that the change in the resolution was advised by the Town Attorney to more accurately describe the law under which the election calculation was made. The change is administrative only and will make no change to the election results or even the date of the canvass.

Vice Mayor Montoya made a motion to approve the administrative change to Resolution No. 2014-07 as described above. Councilmember Rueter seconded the motion and it passed on unanimous vote.

8. DISCUSSION ITEMS

None

9. TOWN MANAGER'S REPORT

None

10. FUTURE AGENDA ITEMS

- 10/15/14 – discussion of additional funding options for TFD
- 10/15/14 – update on status of crosswalk requests with ADOT
- 10/15/14 – update on status of and mapping requirements for FEMA and County
- 10/15/14 – update on detention basins
- 10/15/14 – discussion signage at the Sports Complex
- 10/15/14 – update on concrete work at Town Hall and at FS 302
- 10/15/14 – Municipal Code Workshop on Offenses

ITEM NO. 7

TOWN OF TUSAYAN

Contact information
Willdan Engineering

P (602) 395-7532
F (602) 870-7601

E (nbernoski@willdan.com)
(rbrooks@willdan.com, lstump@willdan.com)

TEMPORARY USE PERMIT APPLICATION

APPLICANT

Name Grand Canyon Chamber of Visitors Bureau

Mailing Address P.O. Box 3007
Grand Canyon, AZ 86023

Contact Person Clarinda Vail
Phone 928-600-0360 Fax 928-638-0625
Email cjvail1@msn.com

PROPERTY INFORMATION

Assessor's Parcel # 502-17-0090

Subdivision N/A

Unit # N/A Lot # N/A

Address/Location Has no address.
Parking lot between R.P.'s
and Imax.

Zoning CG 10,000

Existing Land Use Parking lot

Lot Size 150 x 95

TEMPORARY USE PERMIT REQUEST

Please provide a detailed description of the request, including proposed dates and times of operation.

Trunk or Treat Halloween
Event. See attached
diagrams for event
lay out. Event will
start at 5:30. Set
up for the vehicles
at 4:30. Event to
be over by 7:30.
Above ground, steel fire
pit if allowed. (Weather
permitting.)

SUBMITTAL CHECKLIST

\$50 non-refundable filing fee.

A \$100 fee is required for requests necessitating a hearing before the Planning and Zoning Commission.

Two copies of the proposed site plan—*scaled and adequately dimensioned*—detailing property boundaries; existing improvements and uses; proposed improvements and uses; method of sewage disposal; and any proposed signs.

CERTIFICATION & SIGNATURE

Submittal of this application constitutes consent of the applicant in granting the Department of Community Development access to the subject property during the course of project review. No further consent or notice shall be required.

I hereby certify that the information in this application is correct and agree to abide by the regulations of this jurisdiction.

Signature of Applicant

Clarinda Vail Date 10/7/14

Signature of Property Owner (if not the applicant)

Clarinda Vail Date 10/7/14
For Red Feather Properties

OFFICE USE ONLY

Received By _____ Date _____

Receipt # _____ Fee _____

Case # _____

Related Cases _____

DIRECTOR ACTION

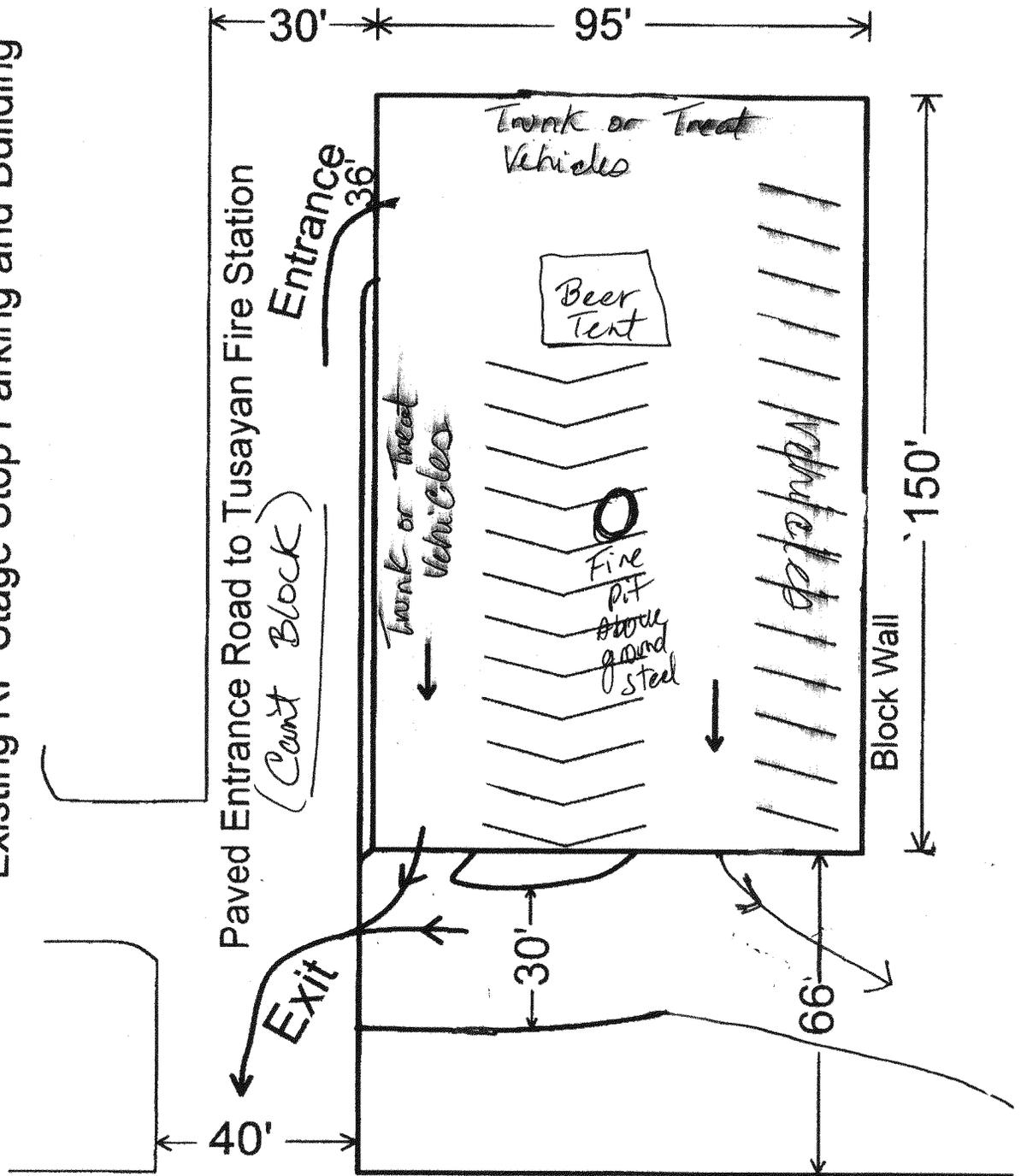
Approved with Conditions (see attachments) Denied

Action By _____ Date _____

Expiration _____

Parcel 502-17-0090

Existing RP Stage Stop Parking and Building



State Highway 64

North →

ITEM NO. 9

MANAGER'S REPORT

October 15, 2014

- I. ADMINISTRATION: Staff requested to have the School Board approve use of an easement with ADOT to connect utilities to the sport complex, but haven't yet heard back.
- II. ADOT – Town installed metal poles for the Gateway Community sign and is getting quotes for the sign frame to house the three service organization signs at this location. The Mayor and I met with Audra, ADOT District Engineer in Flagstaff regarding crosswalk safety improvements and continue to work with various ADOT staff to find a way to make improvements with a study or perhaps phasing in the blinker signs. TAPCO gave a bid of about \$7,000 per crosswalk for the blinker signs.
- III. BROADBAND – Town staff signed a copy of the Commnet Service Agreement for the 5 megs of service scheduled to start November 15th. Staff continues to consider alternatives to improve broadband services for the community.
- IV. CDBG – Staff, including Rick Schuller of Woodson, met with ADOT staff regarding town's request to use an ADOT/School utility easement to serve the restroom with sewer and water as well as better meet the long term community's utility needs, which Mike Thomas and ADOT staff are processing.
- V. COMMUNITY PARK – Woodson is putting a design and build bid together for the grading and dirt work for the baseball and soccer fields.
- VI. COUNCIL FOLLOWUP: a) Staff contacted Northern AZ Sign to get a quote of the twenty (20) park rules adopted by Council. The sign will be a 3' x 5' metal sign proposed to be installed at the entrance of the park; and b) working with Woodson on putting design/build proposal for the dirt work on the sport fields.
- VII. DEVELOPMENT/P&Z MEETING –Woodson was hired to draft the Subdivision Regulations for the town, while Willdan is redrafting the Zoning Code. Although the Master Plan for the Best Western was approved as well as Design Review for Phase 1 (68 units) of that development on September 10th, Best Western has indicated that it's bringing a couple of more buildings for DR approval in the next couple of months.
- VIII. DRAINAGE – J2 Engineering is putting together a plan for moving forward with drainage improvement projects for the town. Staff met with the rancher managing the FS permit to discuss tank improvements and came to an understanding of what they'd like to work with the town to have done.
- IX. ELECTIONS – The initiative to have the mayor elected directly by the people with other conditions will be voted on at the General Election on November 4, 2014. The new Councilmembers will be sworn in at the November 5, 2014 meeting.
- X. MUNICIPAL CODE – Staff put together the Municipal Code in binders and presented to the Council. Council will now work through this as scheduled. Chapter 11 – Offenses is currently being reviewed by the Town Attorney, Prosecutor, Magistrate, Sheriff's Office as well as members of the Council, while the County wants the town to adopt their animal control regulations to enter into agreement for this service.
- XI. PUBLIC OUTREACH – Still working with the Fire District on funding alternatives and the town did cut the check and deliver it to the District for the monies approved by Council at their last meeting.
- XII. STILO – Stilo and the Town are waiting for the FS to approve a Cost Recovery Agreement, which will be brought to the Council for their review and approval. FS staff is currently out delaying this process.