

**TUSAYAN TOWN COUNCIL REGULAR MEETING**

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

Wednesday, ~~March 23~~, 2016 at 6:00pm

APRIL 20

TUSAYAN TOWN HALL BUILDING

845 Mustang Drive, Tusayan Arizona

**TOWN COUNCIL SUMMARIZED MINUTES**

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

Mayor Sanderson called the meeting to order at 6:48pm and the Pledge of Allegiance was recited.

**2. ROLL CALL**

**MAYOR CRAIG SANDERSON  
VICE MAYOR JOHN RUETER  
COUNCILOR AL MONTOYA  
COUNCILOR JOHN SCOPPMANN  
COUNCILOR BECKY WIRTH**

Also present were:

Eric Duthie, Interim Town Manager  
Melissa M. Drake, Town Clerk  
David Benton, Attorney for the Town

**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 Meeting on March 23, 2016**

**B. Accounts Payable Billings**

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

**6. WORKGROUP AND COMMITTEE REPORTS**

**A. Update on the Sports Complex Work Group**

Manager Duthie stated that we are still waiting on the revised plan from the engineers.

**B. Update on the Planning and Zoning Commission**

Manager Duthie stated that there was a meeting of the Planning and Zoning Commission and they have recommended approval of the revised Subdivision Regulations.

**C. Update on Affordable Housing**

Will be discussed later in the meeting.

**D. Update on Broadband development**

The feasibility study has been completed and has been submitted to Commnet but is not yet available to us. Manager Duthie and Vice Mayor Rueter will be meeting with Commnet on Monday.

**7. ACTION ITEMS**

**A. Consideration, discussion, and possible approval of CDBG project ribbon-cutting**

Manager Duthie stated that the CDBG project is 99.9% complete and is ready for a ribbon-cutting. The regional representative for NACOG will be here for a pre-audit in a few weeks and the State Housing Authority will be here for the audit in June.

Mayor Sanderson made a motion to have the ribbon-cutting on Thursday, May 5, 2016, at 5:30pm. Vice Mayor Rueter seconded the motion and it was approved on unanimous vote.

**B. Consideration, discussion, and possible approval of Resolution 2016-03 and Ordinance 2016-01 (Town of Tusayan Subdivision Code)**

Manager Duthie stated that a clean copy of the Code is in the packet, as well as pages containing highlighted modifications which have been made since the Council last reviewed the document. He reviewed each change with the Council. He also stated that staff and the Planning and Zoning Commission have recommended approval. He noted that the Commission has appointed Rob Gossard as Chair and he is here.

Vice Mayor Rueter made a motion to approve Resolution 2016-03 and Ordinance 2016-01 (Town of Tusayan Subdivision Code). Councilor Montoya seconded the motion and it was approved on unanimous vote.

**C. Consideration, discussion, and possible approval of Flood Plain Administrator designation**

Chris Thurston and John Thurston submitted notes in opposition to the Town becoming the Flood Plain Administrator. Clarinda Vail spoke in opposition and asked the Council to consider the liability which would move to the Town, to remember that the Sanitary District treatment plant is at the end of the flood plain in Town, and asked if the Council has read the Arizona State Statutes on this topic.

Vice Mayor Rueter stated that he is familiar with the state statutes and is in favor of making the Town the administrator.

Vice Mayor Rueter made a motion to designate the Town of Tusayan as the Flood Plain Administrator for the Town. Councilor Montoya seconded the motion.

The Council discussed the motion and it was approved on unanimous vote.

Manager Duthie noted that he would begin the process to transfer this responsibility to the Town from the Coconino County Flood District.

**D. Consideration, discussion, and possible approval of Housing Authority guidelines.**

**The Town Council may decide to go into executive session pursuant to A.R.S. § 38-431.03. A. 3 and A. 4 for legal advice from, and to consult with, the Town Attorney concerning the possible creation of Tusayan Housing Authority guidelines and related issues.**

Manager Duthie suggested that the Council move this item to the end of the meeting in Executive Session and that there be no action tonight. Mayor Sanderson moved on to Agenda Item 8.

**8. DISCUSSION ITEM**

**Tusayan Clean-up Day update**

Manager Duthie stated that Councilor Wirth had spoken to him about sponsoring some Town activities. Friday, May 13<sup>th</sup>, has been chosen as the day of the clean-up and staff is working on purchasing supplies and plants for the activity.

Councilor Wirth stated that she'd like to come up with a catchy name for the event and make it an annual event. The idea is to have local businesses participate in working on the right-of-way in front of their own businesses and then the Council will donate and cook dinner for the participants.

Clarinda Vail stated that a photographer for the Chamber of Commerce will be in Town May 23-25<sup>th</sup> so this will be good timing.

**9. TOWN MANAGER'S REPORT**

Manager Duthie stated that he'd prefer to defer his report until the next Council meeting.

**10. FUTURE AGENDA ITEMS**

No new items were added.

**11. COUNCIL MEMBERS' REPORTS**

None

**12. MAYOR'S REPORT**

None

**Mayor Sanderson moved back to Item 7.D.**

**7.D. Consideration, discussion, and possible approval of Housing Authority guidelines.**

**The Town Council may decide to go into executive session pursuant to A.R.S. § 38-431.03. A. 3 and A. 4 for legal advice from, and to consult with, the Town Attorney concerning the possible creation of Tusayan Housing Authority guidelines and related issues.**

Mayor Sanderson stated that the Council wants to make sure that the guidelines of the Housing Authority are done correctly and that residents and employees of Tusayan are adequately served.

At 7:46, Vice Mayor Rueter made a motion to move the Council into Executive Session. Councilor Schoppmann seconded the motion and it passed on unanimous vote.

Manager Duthie and Mayor Sanderson clarified that the Council will take no action tonight.

Attorney David Benton, the Council, and Manager Duthie discussed the Tusayan Housing Authority Guidelines.

Councilor Montoya made a motion to adjourn the Executive Session at 10:07 pm. Vice Mayor Rueter seconded the motion and it passed on unanimous vote.

Mayor Sanderson stated that the Council considers this topic very important and will continue the discussion at a later date.

**13. MOTION TO ADJOURN**

Vice Mayor Rueter made a motion to adjourn the meeting at 10:08pm. Councilor Montoya seconded the motion and it passed on unanimous vote.

  
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Craig Sanderson, Mayor                      05-05-2016  
Date

**ATTEST:**

  
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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 April 20, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 20<sup>th</sup> day of April, 2016

  
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Town Clerk