

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

TOWN COUNCIL SUMMARIZED MINUTES

1. Welcome and continental breakfast

2. Call to Order and Pledge of Allegiance

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

3. Roll Call

Upon roll call, the Following were present:

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

Also present were:

Will Wright, Town Manager
Melissa M. Drake, Town Clerk

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

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

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

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

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

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

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

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

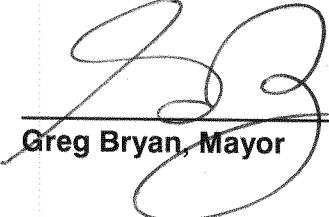
7. Wrap Up

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

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

8. Motion to Adjourn

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



 Greg Bryan, Mayor 3/15/14 Date

ATTEST:



 Melissa M. Drake, Town Clerk

CERTIFICATION

State of Arizona)
) ss.
Coconino County)

I, Melissa M. Drake, do hereby certify that I am the Town Clerk of the Town of Tusayan, County of Coconino, State of Arizona, and that the above minutes are a true and correct summary of the meeting of the Council of the Town of Tusayan held on February 21, 2014.

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

DATED this 26th day of February, 2014

 Melissa M. Drake
Town Clerk