

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Wednesday, April 23, 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 6:01pm 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 – arrived at 6:02pm

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 Regular Meeting on 4/9/14 and Special Meeting on 4/16/14

B. Accounts Payable Billings

Mayor Bryan requested a change to the minutes of 4/16/14. He made a clarification on the top of the 2nd page. He stated the minutes were correct but he needed to clarify his statement regarding the price per acre. The acreage was not offered for sale at a price of \$3,000-\$4,000 per acre but the price of comparison sales was \$3,000-\$4,000 per acre. He requested that this clarification also be placed as a note in the minutes of that meeting.

Councilmember Rueter made a motion to approve the Consent Agenda as with the clarification of the minutes made by the Mayor. Councilmember Sanderson seconded the motion. The motion passed on unanimous vote.

6. COMMITTEE REPORTS

A. Update from the Community Park Committee

None

B. Update from the Planning and Zoning Commission

None

7. ACTION ITEMS

A. Consideration, discussion, and possible approval of Request for Qualifications (RFQ) for Engineering Services and Request for Proposals (RFP) for Building and Planning Services

Manager Wright introduced the topic and stated that NACOG and the Arizona Department of Housing have approved the document to make sure it will satisfy the requirements of CDBG. He suggested changing the deadline for qualifications and proposals to May 29, 2014 instead of May 22, 2014 to allow a full month for firms to respond. He also stated that a sample contract will be attached.

Councilmember Fitzgerald asked how we will deal with charges for travel by consultants to Tusayan for inspections. Manager Wright stated that the Council will soon consider new fee structures and proposals from consultants in response to this RFP will include costs for inspections. With that information, the Council can determine if the Town will subsidize, and by how much, the inspection process.

Councilmember Sanderson asked why the RFQ for Engineering Services did not include pricing. Manager Wright explained that the Brooks Act requires that pricing not be considered in choosing an engineering firm. Councilmember Rueter stated that he believed that the reasoning was to reduce possible liability of going with low bid.

Vice Mayor Montoya made a motion to approve the RFQ for Engineering Services and the RFP for Building and Planning Services with the recommended change of date and inclusion of a sample contract. Councilmember Rueter seconded the motion and it passed on unanimous vote.

B. Consideration, discussion, and possible determination of Selection Committee for Engineering, Building, and Planning Services

Manager Wright described his suggested method of reviewing the qualifications and proposals.

Mayor Bryan suggested that Councilmember Rueter serve on the committee since he has experience in these areas. Councilmember Rueter agreed to serve. Councilmember Fitzgerald volunteered to serve on the committee. Mayor Bryan also suggested that Larry Hostetler be asked to serve on the committee.

Mayor Bryan appointed Councilmember Rueter, Councilmember Fitzgerald, Manager Wright, and Larry Hostetler (if he is willing to serve) to a selection committee to select 3 finalists. If Mr. Hostetler is not available, the committee will select an alternative. The Council concurred.

C. Consideration, discussion, and possible approval of Resolution No. 2014-05 adopting the Coconino County Emergency Operations Plan (CCEOP)

Manager Wright introduced the topic and showed the Council the 1088 page plan.

Councilmember Fitzgerald made a motion to approve Resolution No. 2014-05 adopting the Coconino County Emergency Operations Plan. Councilmember Rueter seconded the motion and it passed on unanimous vote.

D. Consideration, discussion, and possible action on method and timing of appointing/reappointing Planning & Zoning Commissioners

Manager Wright referred to his memo in the Agenda Packet and stated that all Commissioners' terms are up soon and he recommends that the Council appoint Commissioners on staggered terms. Current Commissioner Janet Rosener is willing to serve a 4 year term. Commissioners Clay Ann Cook, Elizabeth Hearne, and Robert Gossard are willing to serve 2 year terms. Commissioner Sandra Angat is no longer willing to serve.

Mayor Bryan suggested that going forward, two Commissioners should have 2-year terms and three Commissioners have 4 year terms and then each following term for all Commissioners would be for 4 years.

Manager Wright will advertise for letters of interest to serve on the Planning and Zoning Commission with a deadline of May 23, 2014. Current Commissioners will also need to submit letters of interest.

8. DISCUSSION ITEMS

A. Discussion of Town of Tusayan Draft Budget for Fiscal Year 2015 and Proposed Budget Process Schedule

Manager Wright referenced his memo and budget materials which were included in the Agenda Packet. The Council discussed possible meeting dates, deadlines, and tentative and final budgets.

Mayor Bryan and Councilmember Rueter stated that they would prefer to complete the budget process in June.

The Council reviewed and discussed the draft budget.

Councilmember Fitzgerald requested that the costs for access to the Stilo and Town property be separated out.

Mayor Bryan asked Manager Wright to determine from Stilo who will be cutting the checks for 3rd party contingents, i.e. the NEPA (National Environmental Policy Act) consultant. How will payments for the Forest Service access application be

made; including how the Town will pay since Stilo pays 5/6 and the Town pays 1/6? During the NEPA process, the Town may hire an additional attorney to review documents on behalf of the Town. There is a backlog at the National Forest Service so they have agreed to accept a qualified NEPA specialist to handle the NEPA process at the cost of the applicants. The Town has committed \$100,000 for that process and Stilo will cover all other costs. It is expected that the cost for the Town's NEPA attorney will come out of that \$100,000.

The next budget discussion will be at the May 21, 2014 meeting.

B. Discussion of possible Town name change

Mayor Bryan stated that after additional research by the Town Attorney, it was determined that a simple majority of registered voters could change the name of the Town by petition, not by election. Grand Canyon Chamber and Visitors' Bureau (CVB) will have a Town Hall meeting on May 14, 2014 at 6pm (location to be determined) to discuss a possible name change and representatives of the Arizona Office of Tourism will present information pertinent to the topic. He stated that a name change would not be a political decision but would be a business decision.

Councilmember Fitzgerald stated that if a name change would be a business decision, he'd like the businesses to petition the Town for the change. Mayor Bryan stated that anyone could start the petition and if a majority of the voters signed it, it would go to the County Board of Supervisors to dis-incorporate the Town and re-incorporate it under the new name as a single motion.

Councilmember Rueter stated that his understanding is that the Council cannot start a petition; it would have to be an individual. Manager Wright will distribute the Town Attorney's opinion to the Council.

9. TOWN MANAGER'S REPORT

Manager Wright gave an overview of his report which was in the Agenda Packet and added an item regarding a grant application for hazardous fuels reduction. Mayor Bryan stated that he authorized Manager Wright to proceed with the grant application due to a short deadline but the application should come before the Council for ratification at the next meeting.

Manager Wright and Mayor Bryan spoke with GOVnet today. They are trying to expedite the process of involving ADOT in the broadband improvements.

Mayor Bryan asked when Manager Wright would be able to bring a recommendation to the Council regarding the Local Government Investment Pool. Manager Wright stated that he would be able to do that in August or September.

10. FUTURE AGENDA ITEMS

- 5/7 – Ratification of the fire grant application
- 5/7 - Crosswalk visibility improvements discussion
- 5/21 – Next budget discussion
- 5/21 – Pam Edwards (National Park Service) to discuss the bus shuttles (tentative)

11. COUNCIL MEMBERS' REPORTS

None

12. MAYOR'S REPORT

- Mayor Bryan and Manager Wright met earlier this week with Stilo regarding the access application
- There is a NACOG meeting tomorrow
- There will be a Greater Arizona Mayors' Association meeting on May 16th in the Thunderbird Room
- State House Bill 2126 passed which modified council elections by changing the required number of votes to a simple majority which will allow many candidates to be elected at the primary instead of going to the general election
- Governor Brewer vetoed a bill today regarding gun rights in public meetings and individual liability of elected officials

Manager Wright stated that he forgot to earlier mention 2 items:

- a letter from the Tusayan Fire District in support of adopting the CCEOP
- a notice that Coconino County Board of Supervisors outlawed (non-hands-free) texting and cell phone use while driving

Mayor Bryan requested an agenda item on 5/7/14 to discuss the County's texting and cell phone use ordinance and determine if the Town should support or counter the measure.

13. MOTION TO ADJOURN

Vice Mayor Montoya made a motion to adjourn the meeting at 7:59pm.
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 April 23, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 29th day of April, 2014

 Melissa M. Drake
Town Clerk