

**TUSAYAN TOWN COUNCIL REGULAR MEETING**

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

Wednesday, August 5, 2015 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 6:00pm and the Pledge of Allegiance was recited.

**2. ROLL CALL**

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

Also present were:

Eric Duthie, Interim 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**

**Tusayan Fire District FireWise presentation**

Chrystal Schoppmann gave a presentation regarding FireWise, a program to help community members manage wildfire risks. She also stated that some insurance companies give discounts to property owners in a Fire Wise Community.

Interim Town Manager, Eric Duthie, stated that some communities in Arizona have passed ordinances supporting FireWise. Mayor Bryan directed staff to contact the Cooperative Extension and schedule a presentation for the Council.

**5. CONSENT AGENDA**

**A. Minutes of the Town Council Special Meetings on 6/3/15, 6/4/15, and 6/24/15 and the Regular Meeting on 6/24/15**

**B. Accounts Payable Billings**

Councilmember Reuter made a motion to approve the Consent Agenda.  
Councilmember 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 noted that a meeting has not been held. Mayor Bryan stated that a meeting should be scheduled soon to discuss changes at the Complex.

### **B. Update from the Planning and Zoning Commission**

Manager Duthie stated that the Planning and Zoning Commission met earlier this evening and recommended to the Council the Tusayan Subdivision Regulations. He thanked the Commission, Woodson Engineering, and the community for their work on the Subdivision Regulations.

### **C. Update on Affordable Housing**

Manager Duthie stated that Catalyst Architecture has sent the mailer to the printer. He also stated that the Forest Service will have more information on the access application process at the end of the month.

## **7. ACTION ITEMS**

### **A. Consideration, discussion, and possible approval of establishing a date for first reading of the Tusayan Subdivision Ordinance**

Manager Duthie stated that the next step is the first reading of the Ordinance and he suggests that be in the first meeting in September.

Vice Mayor Sanderson made a motion to have the first reading of the Tusayan Subdivision Ordinance at the September 2, 2015 Council Meeting. Councilmember Reuter seconded the motion and it passed on unanimous vote.

Town Engineer Mark Woodson stated that the Red Feather Properties Attorney sent a letter noting a few concerns. He stated that he addressed her concerns and the Commission approved. The Council discussed a few specific points of the regulations with Mr. Woodson.

### **B. Consideration, discussion, and possible ratification of Certificate of Deposit (CD) renewal of July 23, 2015**

Manager Duthie noted his memo which was in the agenda packet. He stated that the first Town CD matured on July 23, 2015. After consulting with the Mayor, he reinvested the money for 60 months at a much higher interest rate and requested the Council's action to ratify this reinvestment.

Councilmember Reuter made a motion to ratify the reinvestment of \$247,000 in a CD for 60 months at 2.35% interest. Councilmember Montoya seconded the motion and it passed on unanimous vote.

**C. Consideration, discussion, and possible approval of renewal of CD maturing on August 12, 2015**

Councilmember Reuter made a motion to approve the reinvestment of \$247,000 in a CD for 60 months at 2.35% interest. Councilmember Montoya seconded the motion and it passed on unanimous vote.

Mayor Bryan requested a quarterly financial report from the bookkeeper.

The Town Manager will bring back this topic in December to review status and next steps.

**D. Consideration, discussion, and possible ratification of "Diamonds Back" Youth Field Building Grant Application**

Manager Duthie stated that the grant application was submitted with last year's information prior to the deadline.

Councilmember Montoya made a motion to ratify the "Diamonds Back" Youth Field Building Grant Application. Councilmember Reuter seconded the motion and it passed on unanimous vote.

**E. Consideration, discussion, and possible approval of an Assurance Agreement in support of funds for the Broadband grant**

Manager Duthie noted the letter and Assurance Agreement which were included in the Agenda Packet. He stated that no new funds will be expended as the \$40,000 have already been allocated.

Councilmember Reuter made a motion to approve the Assurance Agreement. Councilmember Montoya seconded the motion. Manager Duthie noted that the letter must also be signed.

Councilmember Reuter amended motion to include approval of signing the letter. Councilmember Montoya agreed to amend his second and the amended motion passed on unanimous vote.

**F. Consideration and discussion of street-side seating; possible acceptance of public bench donation**

Manager Duthie noted a letter to the Mayor from Janet Rosener regarding a donation to the Town in memory of Dale Shewalter who was one of the founders of the Arizona Trail.

The Council discussed how to handle this donation and possible future donations. Councilmember Reuter asked if an ADOT encroachment permit would be required. Manager Duthie will look at the IGA with ADOT and Clerk Drake will distribute the IGA to the Council.

Mayor Bryan made a motion to accept the bench donation to be placed at a location of the Council's choice subject to any prohibition found in the IGA. Councilmember Montoya seconded the motion and it passed on unanimous vote.

**G. Consideration, discussion, and possible approval of League of Arizona Cities and Towns Resolutions Committee recommendations**

Manager Duthie stated that Councilmember Reuter has been designated to represent the Town on the Resolutions Committee at the upcoming League Conference.

Manager Duthie recommended (and the Council discussed) the following:

- Opposing the Scottsdale-sponsored resolution which would not be in the interest of small cities and towns
- Supporting the Prescott-sponsored resolution to provide for additional revenue generation authority
- Supporting the Yuma-sponsored resolution regarding public records requests
- Supporting proposals to retain local control and reject unfunded proposals
- Supporting restoration of the Arizona Housing trust Fund
- Supporting the prohibition of State sweeps of HURF and restoring it to FY2008 levels

The Council took no action but stated expectations that Councilmember Reuter will represent the Council as appropriate.

**H. Consideration, discussion, and possible approval of a Special Council Meeting on August 11, 2015 to award the CDBG prefabricated restroom bid recommendation; approval of cancelling the August 19, 2015 Council Meeting due to Council and Staff attendance of the annual Conference of the League of Arizona Cities and Towns**

Manager Duthie noted that the bid opening is on August 10<sup>th</sup> and we would like to make the award quickly. Mayor Bryan stated that he would have to call in for this meeting.

Mayor Bryan stated that Councilmember Fitzgerald turned in his key today in resignation from the Council. He stated that there should be an agenda item for the August 11<sup>th</sup> meeting for staff to advertise for the open seat.

Mayor Bryan made a motion to cancel the meeting scheduled for August 19, 2015 and to hold a special meeting at 5:30pm on August 11, 2015 to award the restroom bid and to set a process to fill the Council vacancy. Councilmember Reuter seconded the motion and it passed on unanimous vote.

**8. DISCUSSION ITEMS**

**A. Update and Discussion of CDBG Project**

Bid opening is on the 10<sup>th</sup> and the piping bid will be advertised with a possible award on September 2, 2015.

**B. Update on broadband potential for Tusayan**

Manager Duthie noted a phone call with CenturyLink where they stated federal funding was allocated based on population of living units which excludes this area. CenturyLink also estimated the cost of running fiber from Williams to Tusayan at \$8M. Additional meetings are upcoming.

Manager Duthie noted a call today from a CenturyLink Telecommunications Specialist about requests from the area. He directed her back to her own company for information on this issue.

Councilmember Reuter stated that there have been long waiting lists with CenturyLink, and QWest before them, for over 10 years. He stated that we are exploring every avenue to bring additional broadband to Tusayan. He also stated that Team Fishel has made a proposal to begin work and asked the Town Manager to follow up with them. Councilmember Reuter proposed moving forward with building out a fiber network within the Town.

Mayor Bryan stated that at the Squire they have installed a conduit with the specific intent of installing future fiber.

## **9. TOWN MANAGER'S REPORT**

Manager Duthie stated the following:

- The Municipal Code is still in process
- He has renewed a request to the Lions Club & Chamber for signs
- He is working with Willdan Engineering on updating the Zoning Code
- Woodson is working on setting up a meeting with a local rancher on detention basins
- ADOT shoulder widening on Highway 64 sometime between March and November 2016 and will take about 3 months
- ADEQ has awarded a grant for the cleanup of the former Canyon Trading Post

## **10. FUTURE AGENDA ITEMS**

8/11/15 – CDBG & vacancy  
9/2/15 – Workshop at 5pm to review Subdivision Regulations  
9/2/15 – NPS presentation on the status of the Medical Clinic (withdrawing subsidy)  
9/2/15 – Status of filling the vacancy on the Council  
9/2/15 – Quarterly Finance Report  
9/2/15 – Update on meeting with CenturyLink  
9/16/15 – Broadband update  
9/2 or 16/15 – Update on the FS access  
9/16/15 – Update on League Conference  
9/16/15 – Discussion of art in Town  
October – FireWise

## **11. COUNCIL MEMBERS' REPORTS**

None

## **12. MAYOR'S REPORT**


Mayor Bryan stated the following:

- the Coconino Plateau Water Advisory Council (CPWAC) meeting last week presented a water source map which is now on their website and stated that the Council will be focusing on education
- NACOG meeting upcoming

- Asked Town Manager to follow up with Coconino County Community Development regarding providing building services to the Town.

**13. MOTION TO ADJOURN**

Councilmember Reuter made a motion to adjourn the meeting at 8:07pm. Vice Mayor Sanderson seconded the motion and it passed on unanimous vote.

  
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Greg Bryan, Mayor                      9/2/15  
Date

ATTEST:

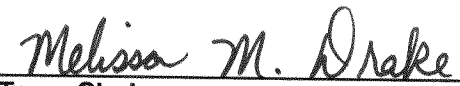
  
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Melissa M. Drake, Town Clerk

**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 August 5, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 25<sup>th</sup> day of August, 2015

  
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Town Clerk