

## **TUSAYAN TOWN COUNCIL REGULAR MEETING**

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03  
Wednesday, December 2, 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 6:04pm and the Pledge of Allegiance was recited.

#### **2. ROLL CALL**

**MAYOR GREG BRYAN  
VICE MAYOR CRAIG SANDERSON  
COUNCILMEMBER AL MONTOYA  
COUNCILMEMBER JOHN RUETER  
COUNCILMEMBER JOHN SCHOPPMANN**

Also present were: Eric Duthie, 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**

##### **Accounts Payable Billings**

Councilmember Montoya made a motion to approve the Consent Agenda.  
Councilmember Rueter seconded the motion and it was approved on unanimous vote.

**Mayor Bryan moved to Item No. 7**

#### **7. PUBLIC HEARING ON LIQUOR LICENSE APPLICATION FOR WAGON WHEEL WINERY**

Ann and Louie Serna presented information to the Council regarding their vineyard located in Williams and their intent to sell the wine wholesale at the Canyon Plaza Resort. Ms. Serna stated that having a winery was her father's dream.

Mayor Bryan opened the Public Hearing on the Wagon Wheel Winery liquor license application and asked for comments from the public. There were no public comments so he closed the Public Hearing.

**Mayor Bryan moved to Item No. 8.A.**

**8.A. Consideration, discussion, and possible approval of liquor license application for Wagon Wheel**

Councilmember Montoya noted that the application to the Town did not list the physical address and that should be added to the application.

The Council asked the applicants about their business plans and they described their plan to sell their wine (wholesale) at Canyon Plaza.

Councilmember Rueter made a motion to recommend approval of this liquor license application to the state. Councilmember Montoya seconded the motion and it passed on unanimous vote.

**6. WORKGROUP AND COMMITTEE REPORTS**

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

None

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

The Commission met yesterday and there was discussion about the revised Zoning Code.

**C. Update on Affordable Housing**

Item 8. E. will cover this topic.

**7. PUBLIC HEARING ON LIQUOR LICENSE APPLICATION FOR WAGON WHEEL WINERY**

This item was covered earlier in the meeting.

**8. ACTION ITEMS**

**A. Consideration, discussion, and possible approval of liquor license application for Wagon Wheel**

This item was covered earlier in the meeting.

**B. Consideration, discussion, and possible approval of Town of Tusayan Fiscal Policy (revised on direction of Council from 11/18/15)**

Manager Duthie noted the changes to the document which were requested by the Council on 11/18/15. He also clarified with the Council their intent with a few of the changes.

Councilmember Rueter made a motion to approve the Town of Tusayan Fiscal Policy with the changes noted. Mayor Bryan seconded the motion and it passed on unanimous vote.

**C. Consideration, discussion, and possible approval of renewal of Certificates of Deposit (CDs)**

Manager Duthie noted that 2 CDs are maturing in December and recommended reinvesting one of them until 2016 (12 months) and the second one until 2018 (36 months) to create a staggered maturity for the Town's CDs. This would mean that, annually, the Town will have access to at least \$1,000,000 from its CD investments.

Vice Mayor Sanderson made a motion to approve the renewal of CDs as proposed by Manager Duthie. Councilmember Rueter seconded the motion. Mayor Bryan requested that Manager Duthie determine if the second CD could be invested for 30 months instead of 36 months. Vice Mayor Sanderson amended his motion for allow for investment for 30-36 months. Councilmember Rueter agreed to amend his second of the motion to match the Vice Mayor's amendment. The motion passed on unanimous vote.

**D. Consideration, discussion, and possible approval of investing in new Certificates of Deposit**

Manger Duthie requested the Council table this item for now. The Council took no action.

**Mayor Bryan moved to Item 9.A.**

**9. DISCUSSION ITEMS**

**A. Discussion of the Grand Canyon National Park shuttle service meeting**

Mayor Bryan gave a summary of his discussion with Pamela Edwards at Grand Canyon National Park regarding the shuttle service to Tusayan. He noted that there was a 64% increase in ridership from Tusayan this summer. He also discussed his wishes to extend the season of shuttle service to Tusayan. He stated that Ms. Edwards noted the cost of \$60,000 to extend the season for one month.

Councilmember Rueter requested the shuttle start on May 6, 2016 and end on October 9, 2016. Staff will work with Grand Canyon National Park to develop an IGA and bring it back to Council for approval.

Councilmember Rueter thanked the Park Service for working on this and Mayor Bryan thanked Ms. Edwards specifically for her efforts to increase ridership from Tusayan.

**10. TOWN MANAGER'S REPORT**

Manager Duthie covered several topics including the following:

- Sports Complex restrooms are scheduled to be delivered on December 18, 2015
- the Town was granted a 6 month extension to the CDBG project
- the Kotzin Ranch Survey has been sent out and we have been receiving some back

- the State and FEMA are reviewing the Coconino County Hazard Mitigation Plan
- we have received the community service sign for the Rotary and will have it up soon
- holiday lights are up in Town

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

None

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

Mayor Bryan announced that he will be resigning as of December 31, 2015. He will be moving out of state to spend more time with his family.

**Mayor Bryan moved back to Item 8.E.**

### **8.E. Consideration, discussion, and possible approval of Tusayan Housing Authority concept, a related nonprofit corporation, and related issues concerning the Kotzin Ranch Development**

**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 the Tusayan Housing Authority, the creation of a related nonprofit corporation, and related issues concerning the Kotzin Ranch Development.**

Councilmember Rueter made a motion to take the Council into executive session at 7:10pm. Vice Mayor Sanderson seconded the motion and it passed on unanimous vote.

The Council discussed this topic with the Town Attorneys.

Vice Mayor Sanderson made a motion to exit the executive session at 8:42pm. Councilmember Montoya seconded the motion and it passed on unanimous vote.

Mayor Bryan stated that the Town Attorneys will continue to work out details of the Tusayan Housing Authority and the related nonprofit corporation.

**Mayor Bryan moved to Item 9.B.**

### **9.B. Discussion of the January 2016 Town Council Retreat**

Manager Duthie requested topics for the retreat from the Council and they suggested the following:

- short term projects to benefit residents (such as alternative energy projects)
- trails system
- broadband update
- snowplay area
- Sports Complex planning and timeline
- update on detention basins and flood study
- discussions with the Town attorney
- update on election procedures and timeline (also at a regular meeting)

- Housing Authority

Mayor Bryan moved to Item 11.

**11. FUTURE AGENDA ITEMS**

1/6 – Quarterly Financial Reports

**13. MOTION TO ADJOURN**

Councilmember Montoya made a motion to adjourn the meeting at 8:58pm.  
Councilmember Schoppmann seconded the motion and it passed on unanimous vote.

  
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Greg Bryan, Mayor                      12/14/15  
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 December 2, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 10<sup>th</sup> day of December, 2015

  
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Town Clerk