

AGENDA

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03
Wednesday, February 17, 2016 at 6:00pm
TUSAYAN TOWN HALL BUILDING
845 Mustang Drive, Tusayan Arizona

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Tusayan Town Council and to the general public that the Tusayan Town Council will hold a meeting open to the public on Wednesday, February 17, 2016 at the Tusayan Town Hall Building. If authorized by a majority vote of the Tusayan Town Council, an executive session may be held immediately after the vote and will not be open to the public. The Council may vote to go into executive session pursuant to A.R.S. § 38-431.03.A.3 for legal advice concerning any matter on the agenda, including those items set forth in the consent and regular agenda sections. The Town Council may change, in its discussion, the order in which any agenda items are discussed during the course of the meeting.

Persons with a disability may request a reasonable accommodation by contacting the Town Manager at (928) 638-9909 as soon as possible.

As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you silence it at this time to minimize disruption of today's meeting.

TOWN COUNCIL REGULAR MEETING AGENDA

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL *One or two Council Members may attend by telephone*

MAYOR CRAIG SANDERSON
VICE MAYOR JOHN RUETER

COUNCILMEMBER AL MONTOYA
COUNCILMEMBER JOHN SCHOPPMANN
COUNCILMEMBER BECKY WIRTH

3. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA

Members of the public may address the Council on items not on the printed agenda. The Council may not discuss, consider or act upon any matter raised during public comment. Comments will be limited to three minutes per person.

Members of the audience who wish to speak to the Council on an item listed as Public Hearing should complete a Request to Speak Card and turn it into the Town Clerk. Speakers will be limited to three minutes each.

4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

None

5. CONSENT AGENDA

Items on the consent agenda are routine in nature and will be acted on with one motion and one vote. Members of the council or staff may ask the mayor to remove any item from the consent agenda to be discussed and acted upon separately.

A. Minutes of the Town Council Meetings on 12/16/15 and 2/3/16

B. Accounts Payable Billings

6. WORK GROUP AND COMMITTEE REPORTS

A. Update on the Sports Complex Work Group

B. Update on the Planning and Zoning Commission

C. Update on Affordable Housing

7. ACTION ITEM

Consideration, discussion, and possible approval of financial support to the Grand Canyon Middle and High School Bands' performance at Universal Studios, in California, in April 2016

8. DISCUSSION ITEMS

- A. Coconino County Sheriff's Department introductions and status update**
- B. Update on the Federal Lands Access Plan (FLAP), parking options, shuttle agreement (draft), and other mutually beneficial Grand Canyon National Park (GCNP)/Town of Tusayan issues (with Doug Lentz, GCNP Chief of Concessions Management)**
- C. Update on broadband feasibility study and related issues**
- D. Update on Coconino County Multi-Jurisdictional Hazard Mitigation plan**

9. TOWN MANAGER'S REPORT

10. FUTURE AGENDA ITEMS

11. COUNCIL MEMBERS' REPORTS

12. MAYOR'S REPORT

13. MOTION TO ADJOURN

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the General Store in Tusayan, Arizona on this _____ day of February, at _____ am / pm in accordance with the statement filed by the Tusayan Town Council.

Signature of person posting the agenda

ITEM NO. 5A

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Wednesday, December 16, 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 6:01pm 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

Town Manager presentation

Manager Duthie stated that he would like to withdraw the topic.

5. CONSENT AGENDA

A. Minutes of the Town Council Regular Meeting on 12/2/15

B. Accounts Payable Billings

Councilmember Montoya had a question about the Tusayan Fire District (TFD) subsidy. Manager Duthie stated that the amount in question was part of the preapproved amount. The Council requested an update from the TFD soon.

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

6. WORKGROUP AND COMMITTEE REPORTS

A. Update on the Sports Complex Work Group

The group has not met but the pad for the restroom has been dug out and backfilled, the concrete will be poured next week and the building will be delivered on December 23, 2015.

B. Update from the Planning and Zoning Commission

None

C. Update on Affordable Housing

Manager Duthie has been working with the Town Attorney on this. The Articles of Incorporation for the 501(3)(c) have been accepted in the State of Arizona and are in progress for the Federal designation.

7. ACTION ITEM

Consideration, discussion, and possible approval of Mayor transition process and Council assignments

Mayor Bryan called Town Attorney, Bill Sims, and Mr. Sims gave a brief summary of the Ordinance providing for direct election of the mayor which was the result of the Initiative passed in 2014.

He stated that the Council should accept the Mayor's resignation in their meeting on January 6, 2016. At that time, the Vice Mayor will become Mayor until the next possible election. The Council could request a special election from Coconino County but state legislation requires consolidation of elections so Mr. Sims believes Coconino County will decline.

According to Town Ordinance 2015-01, the Council shall appoint a Councilmember to fill Vice Mayor's seat until the fall election at which time the Vice Mayor will revert back to his position. If the Vice Mayor wishes to run for Mayor, he will have to resign his position since his current term is not up until 2018. Any Councilmember not in his last term would have to resign to run for Mayor at the time of filing to run.

The Council discussed several scenarios with the attorney and Mayor Bryan suggested the Council accept his resignation effective December 31, 2015 and appoint Vice Mayor Sanderson to the Office of Mayor, effective January 1, 2016. The Town Attorney stated that is possible also.

Councilmember Rueter made a motion to accept Mayor Bryan's resignation effective December 31, 2015 at 12:00am and appoint Vice Mayor Sanderson as Mayor effective January 1, 2016 at 12:01am. Vice Mayor Sanderson seconded the motion and it passed on unanimous vote with Mayor Bryan abstaining

Vice Mayor Sanderson made a motion to nominate Councilmember Rueter to the NACOG Regional Council and the NACOG Economic Development Council. Councilmember Montoya seconded the motion and it passed on unanimous vote.

Mayor Bryan made a motion to nominate Vice Mayor Sanderson to GAMA and CPWAC. Councilmember Rueter seconded the motion and it passed on unanimous vote.

8. DISCUSSION ITEM

Discussion of the January 2016 Town Council Retreat

Manager Duthie stated the retreat is scheduled for January 12, 2016. He stated that Judge Krombeen will not attend but will present at another time. The Town Attorney will be in attendance for the full day.

9. TOWN MANAGER'S REPORT

Manager Duthie covered several topics including the following:

- Report on the Town CDs
- Meeting with the USFS
- Hazard Mitigation Plan has been revised and he thanked TFD Fire Chief Greg Brush for his work on that
- Coconino County Manager noted that an ordinance has been passed prohibiting inside vaping or e-cigarettes
- Communication with Pamela Edwards regarding the shuttle service and she will be at the Council meeting on January 6, 2016

10. FUTURE AGENDA ITEMS

1/6 – Quarterly Financial Reports

1/6 – Public Hearing on a liquor license application for IMAX

1/6 – Update on broadband project

1/6 – Update from the Coconino County Sheriff's Department

TFD financial update as soon as possible

1/6 - Doug Lentz with Grand Canyon National Park requested to be on the agenda regarding:

- FLAP – Federal Lands Access Plan
- National Parks Centennial
- Update on the Clinic if possible

1/6 – Filling Vacancy

1/20 – Update on Housing Authority

11. COUNCIL MEMBERS' REPORTS

Councilmember Schoppmann attended the League of Arizona Cities and Towns 101 for Elected Officials.

Councilmember Rueter attended the EDC meeting with NACOG and spoke to someone from the USDA about home financing and he will come to a future Council meeting to discuss opportunities.

12. MAYOR'S REPORT

Mayor Bryan stated that he spoke with the USDA representative and made it clear that the goal is money for purchase, not renting.

He had a meeting with Kaibab National Forest Supervisor, Heather Provencio, and Tusayan District Ranger, James Simino. Mr. Simino notified him that he will moving on to another opportunity in the state of Washington. They discussed access to Kotzin Ranch but had no discussion on the access application. They just toured the area and discussed it. Housing is also a major challenge for them. They also introduced Vice Mayor Sanderson to them.

He has given bank access to review all transactions to all Councilmembers and tomorrow he will make Vice Mayor Sanderson the administrator of the accounts. He stated that the account has \$5.8M.

Mayor Bryan stated that his time her has been an adventure. He thanked each of the Councilmembers for their work and vision of making this better for residents, not for personal gain. He encouraged them to keep that focus for the future and keep ears open to those who have different views but don't be dismayed at a difference of opinion.

He also thanked Town Clerk, Melissa Drake, and Town Manager, Eric Duthie, for their efforts and contributions.

Councilmember Rueter told Mayor Bryan that he is leaving "an amazing legacy and it's called a town."

Mayor Bryan noted that his social security number must be removed from its association with the Town's EIN number.

Councilmember Rueter called for a round of applause for the Mayor and the room responded.

13. MOTION TO ADJOURN

Councilmember Montoya made a motion to adjourn the meeting at 7:06pm. Councilmember Schoppmann seconded the motion and it passed on unanimous vote.

ATTEST:

Craig Sanderson, Acting Mayor Date

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 16, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 20th day of January, 2016

Town Clerk

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03
Wednesday, February 3, 2016 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 Sanderson called the meeting to order at 6:05pm and the Pledge of Allegiance was recited.

2. ROLL CALL

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

Also present were:

Eric Duthie, Interim Town Manager
Melissa M. Drake, Town Clerk

3. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA

Dawn Ryan, Fee Supervisor for the South Entrance Station at Grand Canyon National Park. She spoke about parking and transportation for 2016, National Park Centennial year. She would like to promote the use of the parking lot on the north end of Town.

4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

Update from Tusayan Fire District (TFD) on operations and budget

Greg Brush, TFD Fire Chief, and John Vail, TFD Chairman of the Board, spoke to the Council about the status of TFD finances, funding challenges facing almost all fire districts, and the funding provided by the Town of Tusayan.

Chief Brush noted a third-party audit that they recently completed with no deficiencies. He also spoke about the volunteer program and their efforts to increase participation.

Chief Brush also spoke about the increasing visitation to the area. He thanked the Council for their funding and requested that they continue their support in the next fiscal year.

The Council and Manager Duthie discussed TFD operations with Chief Brush and Chairman Vail.

5. CONSENT AGENDA

A. Minutes of the Town Council Meetings on 1/6/16 and 1/20/16

B. Accounts Payable Billings

Councilmember Montoya made a motion to approve the Consent Agenda.
Councilmember Rueter 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 the group has not met but there are ongoing discussions with the airport regarding moving dirt from the south end of the airport to the Sports Complex.

B. Update from the Planning and Zoning Commission

Manager Duthie stated that there is still a vacant seat on the Planning and Zoning Commission. He also noted that the next time the Commission meets they will appoint someone to the Chair position.

C. Update on Affordable Housing

The housing survey is complete and will soon be compiled and reviewed.

7. ACTION ITEMS

A. Consideration, discussion, and possible approval of Coconino County Multi-Jurisdictional Hazard Mitigation Plan

Manager Duthie stated that the 215-page plan was received today by mail. He gave a brief overview of what the plan is and thanked TFD Chief Greg Brush for his work on the plan. FEMA and the Coconino County Board of Supervisors have approved the plan and he noted that the Council does not have to approve it tonight.

Mayor Sanderson directed staff to distribute the plan to the Council for their review so that they can take action at a later meeting. Manager Duthie stated that the Town must approve the plan to be eligible for federal funding if there is a state of emergency in the Town.

The Council took no action.

B. Consideration, discussion, and possible approval of 2016-2017 Tusayan budget preparation calendar

Manager Duthie stated that he organized the calendar by areas of funding. He reviewed the calendar with the Council.

The Council discussed moving some of the topics on the calendar to different dates. Manager Duthie will revise the calendar and bring it back to the next meeting.

The Council took no action.

8. DISCUSSION ITEMS

Update on broadband feasibility study and related issues

Manager Duthie stated that this report is slated for completion at the end of February.

9. TOWN MANAGER'S REPORT

Manager Duthie stated the following:

- He has received a final report from Willdan regarding a complaint about Camper Village and he will be providing it to Council soon
- The plat for the Kotzin Ranch development is almost complete
- He has had discussions with the Court and the Sheriff's Department regarding security concerns about this building on dates when virtual court is in session. He stated that a Sheriff's Deputy was here this week on the virtual court date.
- He is working with Senator McCain's staff on getting a reimbursement from the Federal Government to the Town for funding the reopening of Grand Canyon National Park in 2013
- He had a discussion with a Xanterra representative regarding right-of-way for the broadband project
- Have provided safety winter clothing to Town maintenance staff
- The Toolcat is down and is in the shop in Flagstaff. He noted that Tim Stine used a walk-behind snow blower on Monday to make a single pass on all the sidewalks in Town. Someone else came behind him and made another pass. We do not know who this was.
- Work is continuing on the CDBG project
- Monthly USFS updates conference calls regarding the access application have been cancelled for the last couple of months and he will be trying to find out what's going on.

10. FUTURE AGENDA ITEMS

2/17/16 – Update on the Federal Lands Access Plan from Doug Lentz with the National Park Service

2/17/16 – Broadband discussion

3/2/16 – Subdivision Regulations

11. COUNCIL MEMBERS' REPORTS

None

12. MAYOR'S REPORT

Mayor Sanderson stated that he got an e-mail from former Mayor Bryan noting his appreciation for the reception held on January 22nd.

