

## **TUSAYAN TOWN COUNCIL REGULAR MEETING**

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

Thursday, May 5, 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 6:13pm and the Pledge of Allegiance was recited.

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

**MAYOR CRAIG SANDERSON**  
**VICE MAYOR JOHN RUETER**  
**COUNCILOR AL MONTOYA**  
**COUNCILOR JOHN SCOPPMANN – excused**  
**COUNCILOR BECKY WIRTH – via phone**

Also present were:

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

**Mayor Sanderson and Councilor Montoya asked for a moment of silence in remembrance of Cody Sasher, an employee at Papillon Grand Canyon Helicopters, who was in a fatal accident this morning on his way to work.**

#### **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 Meetings of 4/20/16 and 4/29/16**

**B. Accounts Payable Billings**

Vice Mayor Rueter made a motion to approve the Consent Agenda. Councilor 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 stated that we are still waiting on the revised design plan for the sports fields from the engineers. He noted that the ribbon-cutting ceremony was

held just prior to this meeting for the restroom facility and handicap parking and sidewalks.

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

Manager Duthie stated that there will be a meeting of the Planning and Zoning Commission next Tuesday at 4pm for a Design Review for Canyon Plaza Resort.

**C. Update on Affordable Housing**

This item will be discussed later in the meeting.

**D. Update on Broadband development**

Rob Gossard submitted a letter to the Council for the record.

Manager Duthie stated that Commnet has shared the study they funded regarding bringing higher capacity broadband access to Tusayan. He also stated that he and Vice Mayor Rueter met with the Forest Service about the easement request the Town will submit to them for broadband access.

Mayor Sanderson stated that Mr. Gossard's letter was a typical story of poor broadband service to the Town. He stated that the issue is still a very high priority for the Council.

**7. ACTION ITEMS**

**A. Consideration, discussion, and possible approval of FY15-16 allocated subsidy to the Tusayan Fire District (TFD) to be used for the purchase of real property to address urgent housing issues**

Manager Duthie stated that the TFD has made it clear to the Council in multiple meetings that their immediate funding priority has been changed by the eviction notice received by the Assistant Chief. He recommended that the Council approve reallocation of remaining funds in the TFD Subsidy to the purchase of housing for the Assistant Chief.

Mayor Sanderson commended the TFD on their fiscal responsibility in not using all of the previously allocated funds.

Councilor Montoya made a motion to allocate the funds for the purchase of a housing unit for the TFD Assistant Chief. He also stated that no one is more deserving of the home than Assistant Chief Lora Pittsinger. Vice Mayor Rueter seconded the motion and it was approved on unanimous vote.

**B. Consideration, discussion, and possible approval of Housing Authority guidelines**

**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 Tusayan Housing Authority guidelines and related issues.**

Manager Duthie stated that the final draft of the guidelines is in the Council packets. He stated that the Council has been very objective in working on these guidelines for many, many hours.

Town Attorneys have worked diligently to make sure the Council's requests have been fully incorporated. Hard copies will be available tonight for the public and on the Town website tomorrow if approved.

Mayor Sanderson stated that this project will change the course of the Town and, for the first time, allow for affordable housing for the residents of Tusayan to purchase. These homes will be free market homes but will have deed restrictions and guidelines keeping them affordable long into the future. He covered highlights from the guidelines including eligibility, priorities, deed restrictions, and the non-profit housing foundation.

Vice Mayor Rueter made a motion to approve the Housing Authority guidelines. Councilor Montoya seconded the motion. Mayor Sanderson asked the public if they had any comments. There were none. He also stated that the Town Council is currently the Board of Trustees of the Housing Authority and the Town Manager is the Executive Director. Those positions may be appointed to others in the future. Members of the Board of Trustees are not eligible to own a house under these guidelines. The motion was approved on unanimous vote.

## **8. DISCUSSION ITEMS**

### **A. Discussion of USFS easement relocation at Grand Canyon Schools-Town of Tusayan Sports Complex**

Manager Duthie stated that the School District has requested space in the plan for a track along with the sports fields. This has necessitated the realignment of the Forest Service access road on the property. The Town and the School District have notified the Forest Service and they have agreed (verbally) to the change. The Forest Service has requested a survey and the School District will cover the cost (up to a certain point) of the survey.

### **B. Discussion of Tusayan Clean-up Day**

Manager Duthie stated that Friday, May 13<sup>th</sup>, has been chosen as the day of the clean-up and Town businesses are asked to participate in planting and cleanup. A photographer for the Chamber of Commerce will be in Town May 23-25<sup>th</sup>. The Town will be providing lunch for all the participants.

### **C. Discussion of CDBG project ribbon cutting event**

Mayor Sanderson stated that this was held just prior to the meeting today and everyone is excited about completing this project. Manager Duthie stated that NACOG will be here in a couple of weeks for a pre-audit of all the paperwork for this project.

## 9. TOWN MANAGER'S REPORT

Manager Duthie highlighted the following from his report:

- We have a new possible source for fill dirt for the Sports Complex: The ADOT shoulder widening project on Highway 64 is expected to have a significant amount of surplus dirt that the contractor will transport to our site and compact it. Vice Mayor Rueter stated that this dirt will reduce the costs for fill dirt and increase funds for other aspects of the project.
- The shuttle bus service from Grand Canyon National Park to Tusayan begins on Saturday May 7<sup>th</sup>.
- The Town has contributed to information in opposition to the potential Grand Canyon Watershed National Monument designation.
- Received the quarterly report from the Kaibab Learning Center
- The federal designation for the 501c3 is will soon be ready for approval
- Town Clerk Melissa Drake stated:
  - o Candidate packets are available to anyone wishing to run for Council.
  - o The deadline to submit petitions is June 1<sup>st</sup>.
  - o There is a 2-year term seat available, a 4-year seat available, and the Mayor's seat available for the August primary election.
  - o There is a potential for the availability of additional seats if certain Councilors choose to resign to run for the Mayor's seat.

## 10. FUTURE AGENDA ITEMS

No new items were added.

## 11. COUNCIL MEMBERS' REPORTS

None

## 12. MAYOR'S REPORT

None

## 13. MOTION TO ADJOURN

Councilor Montoya made a motion to adjourn the meeting at 7:54pm. Vice Mayor Rueter seconded the motion and it passed on unanimous vote.

  
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Craig Sanderson, Mayor

05-18-16  
\_\_\_\_\_  
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 May 5, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.**

**DATED this 12<sup>th</sup> day of May, 2016**

*Melissa M. Drake*  
Town Clerk