

## AGENDA

### TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03  
Thursday, September 1, 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 Rueter called the meeting to order at 6:03pm and the pledge of Allegiance was recited.

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

MAYOR JOHN RUETER  
VICE MAYOR BECKY WIRTH

COUNCILOR AL MONTOYA  
COUNCILOR JOHN SCHOPPMANN – Present by  
phone

Also present were:

Eric Duthie, Town Manager

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

None

##### 4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

###### **Introduction of the Grand Canyon School District Interact Club (10 minutes)**

Melissa Austin, Grand Canyon Rotary Club, provided an overview of the GSHS Interact Club. The Club is sponsored by the Grand Canyon Rotary Club and is designed to be a School, Community, State, National and International service oriented club comprised of students age 12-18 at the Grand Canyon Schools. Melissa introduced the officers: Thelma Montes, President; Emma Perkins, Vice President; Ace Bilton, Treasurer; Kara Austin, Secretary; and Candy Lopez, Sergeant-at-Arms. Each officer described the goals of the club and potential schedules for activities. Council asked if there was a desire for funding assistance from the Town and were directed to coordinate with the Town Manager. Mayor Rueter commended the students for their participation and expressed a desire for the Club to become a Youth Council representative for Tusayan at the League of Cities and Towns Annual Conference, beginning in 2017.

##### 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. Accounts Payable Billings**

Councilor Montoya made a motion to approve the Consent Agenda. Vice Mayor Wirth seconded the motion and it passed unanimously.

##### 6. ACTION ITEMS

**A. Consideration, discussion and possible approval of amending the Tusayan Fiscal Policy Section 2.A Access; Adding Section 2. B Online Security; Amending**

**Section 2.C Transfer of Funds; Adding Section 2. D Sub-Account; Amending Section 4. C Procedures; Amending Section 8. D Check Signers; and Amending all reference to Purchasing Agent with Purchasing Manager; and Direct renumbering of pages to accurately reflect changes**

This item was discussed at length with concern expressed for a variety of issues. Mayor Rueter made a motion to approve the policy amendments. Vice Mayor Wirth seconded the motion. Mayor Rueter and Vice Mayor Wirth voted aye; Councilors Montoya and Schoppman voted nay. The amendment did not pass due to a lack of majority.

**B. Consideration, discussion, and possible approval authorization for the Town Manager to purchase a utility vehicle for town operations use.**

Mayor Rueter withdrew this agenda item, as he had requested its original placement.

**C. Consideration, discussion, and possible approval to fill Council vacancy of the seat vacated by the resignation of John Schoppman, expiring with the swearing in of elected Councilmembers after the general election in November 2016**

Mayor Rueter made a motion to appoint Mayor-elect Craig Sanderson to fill the vacant Council seat, through the November election. Vice Mayor Wirth seconded the motion. Mayor Rueter, Vice Mayor Wirth, and Councilor Montoya voted aye; Councilor Schoppman voted nay.

Mayor-elect Craig Sanderson was appointed to Council on a 3-1 vote.

**D. Consideration, discussion, and possible approval of resignation of Mayor Rueter as Council-appointed Mayor, but remaining as a Councilmember for the remainder of his term.**

Mayor Rueter resigned his position as Mayor, with the specification that he was remaining on Council for the remaining two years of his Council term.

Vice Mayor Wirth made a motion to accept Mayor Rueter's resignation as Mayor only. Mayor Rueter seconded the motion and it passed 5-0.

**Vice Mayor Wirth presided over the meeting at this point and conducted the next item.**

**E. Consideration, discussion, and possible approval to accept nominations to fill the office of Council-appointed Mayor, which will expire upon swearing in of the first directly elected Mayor.**

Councilor Rueter made a motion to appoint Councilor and Mayor-elect Craig Sanderson to fill the vacant position of Council-appointed Mayor. Vice Mayor Wirth seconded the motion. Councilor and Mayor-elect Sanderson, Vice Mayor Wirth, and Councilors Montoya and Rueter voted aye; Councilor Schoppman voted nay.

Craig Sanderson was appointed Mayor on a 4-1 vote.

**Mayor Sanderson presided over, and conducted the remainder of the meeting.**

## **7. DISCUSSION ITEMS**

**A. Discussion of Sports Complex, to include repairs or improvements of Long Jim Loop road.**

Manager Duthie deferred this item to Councilor Rueter. Councilor Rueter reported about a discussion he had with the Sanitary District concerning the impact of the Fann Construction trucks on Long Jim Loop Road. He asked the Sanitary District General Manager, Bob Petzholdt, to address the Council.

Mr. Petzholdt defined the Sanitary District ownership of Long Jim Loop Road and described the wear the road had experienced during the ADOT Highway 64 shoulder widening project, as excess material had been delivered to the school property (Sports Complex). Mr. Petzholdt expressed repeated concern about identifying “who gave permission” for these trucks to drive on Long Jim Loop Road. Town Manager Duthie asked what permission was needed, since it was a publicly owned road. Mr. Petzholdt said he misspoke.

Mr. Petzholdt asked if there could be discussion between the Town and the Sanitary District to conduct repair and improvement of Long Jim Loop Road. Town Manager Duthie told Council that a few months earlier, he and Mr. Petzholdt discussed the possibility of a joint project and the Town being willing to support a project. The Sanitary District, however, had not provided further follow-up.

Town Manager Duthie was asked if funds were available for such a project. Manager Duthie described Highway Users Revenue Funds (HURF), which each municipality in Arizona receives for the purpose of roadway related issues. The current year funds were identified at \$59,765.

Mr. Petzholdt was asked to research the issue further and coordinate with Manager Duthie.

## **8. REPORTS**

### **A. Town Manager**

#### **i. Update on Affordable Housing**

Manager Duthie reported that escrow had been initiated for the Ten X properties; Bids for contract services for development were being prepared; and that Preliminary Plats had been prepared for submission to the Planning and Zoning Commission.

#### **ii. Update on Broadband development**

Manager Duthie reported about meetings with various parties, including CommNet; Additionally, the APEX easement request was close to being ready for submission to the Forest Service.

#### **iii. Update on the Sports Complex and Work Group**

Manager Duthie reported on the fill dirt status in creating a solid compacted base for the further development of ballfields.

#### **iv. Update on the Planning and Zoning Commission**

Manager Duthie reported that the Commission will be meeting shortly to review and potentially recommend approval of Preliminary Plats for Ten X and Kotzin Ranch; Additionally, there will be upcoming discussion concerning zoning issues and amendments.

### **B. Council Members**

Councilor Montoya asked that the members of Council, who are not already authorized to sign for checks on the Town account, be given that authorization as soon as possible.

Councilor Schoppman congratulated Councilor Rueter for his work as Mayor and congratulated Mayor Sanderson on his election.

**C. Mayor**

Mayor Sanderson expressed appreciation to everyone for the support he received in the Primary election.

**9. FUTURE AGENDA ITEMS**

Council reviewed the submitted document and made no changes.

**10. MOTION TO ADJOURN**

Councilor Rueter made a motion to adjourn and Councilor Montoya seconded the motion. It passed unanimously.

  
\_\_\_\_\_  
Craig Sanderson, Mayor                      10/05/16  
Date

**ATTEST:**

  
\_\_\_\_\_  
Eric A. Duthie, Town Manager

**CERTIFICATION**

State of Arizona            )  
  ) ss.  
Coconino County            )

I, Eric A. Duthie, do hereby certify that I am the Town Manager of the Town of Tusayan, County of Coconino, State of Arizona, and that the above minutes are a true and correct summary of the regular meeting of the Council of the Town of Tusayan held on September 1, 2016 at 6:00pm. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 30th day of September, 2016

  
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Town Manager