

## AGENDA

### TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Wednesday, May 3, 2017 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 public that the Tusayan Town council will hold a meeting open to the public on Wednesday, May 3, 2017 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. MOMENT OF SILENCE

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

**MAYOR CRAIG SANDERSON**  
**VICE MAYOR BECKY WIRTH**

**COUNCILOR DAVID CHAVEZ**  
**COUNCILOR AL MONTOYA**  
**COUNCILOR JOHN SCHOPPMANN**

#### 4. 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. 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. Comments will be limited to three minutes per person.*

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

None

#### 6. 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

##### B. Minutes of the Town Council Meeting on 4/19/17

#### 7. ACTION ITEM

**Consideration, discussion, and possible change to the Council Meeting Schedule**

**8. DISCUSSION ITEMS**

- A. Discussion of fiber development**
- B. Discussion of Ten X affordable housing project**
- C. Discussion of Community Wellness meeting issues**

**9. REPORTS**

**A. Town Manager**

- i. Update on the Planning and Zoning Commission**
- ii. Update of Administrative actions and issues**

**B. Council Members**

**C. Mayor**

**10. FUTURE AGENDA ITEMS**

**11. 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 April, 2017, at \_\_\_\_\_ am / pm in accordance with the statement filed by the Tusayan Town Council.

\_\_\_\_\_  
Signature of person posting the agenda

# **ITEM 6B**

## **TUSAYAN TOWN COUNCIL REGULAR MEETING**

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

Wednesday, April 19, 2017 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 6:03pm and the Pledge of Allegiance was recited.

#### **2. MOMENT OF SILENCE**

Mayor Sanderson asked for a moment of silence.

#### **3. ROLL CALL**

**MAYOR CRAIG SANDERSON  
VICE MAYOR BECKY WIRTH  
COUNCILOR DAVID CHAVEZ  
COUNCILOR AL MONTOYA  
COUNCILOR JOHN SCHOPPMANN**

Also present were:

Eric Duthie, Town Manager  
Lawrence Tomasello, Town Planner  
Melissa M. Drake, Town Clerk

#### **4. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

None

#### **5. CEREMONIAL AND/OR INFORMATIONAL MATTERS**

None

#### **6. CONSENT AGENDA**

**A. Accounts Payable Billings**

**B. Minutes of the Town Council Meeting on 4/5/17**

**C. Fiscal Year 2017, Q1 financial report**

**D. Fiscal Year 2017, Q2 financial report**

Councilor Montoya made a motion to approve the Consent Agenda. Councilor Schoppmann seconded the motion and it passed on unanimous vote.

## 7. ACTION ITEMS

### **A. Consideration, discussion, and possible approval of agreement to construct baseball/softball field, soccer field, rubberized track, bleachers, lighting, fencing, roadway realignment, and other necessary infrastructure for completion of the Sports Complex**

Manager Duthie gave an overview of this long-term project. He noted that Hellas Construction is a sole-source provider and have been vetted by a cooperative buying consortium which allows us to sign a contract without going to bid. He covered highlights of the purchase agreement.

Manager Duthie introduced James Towsley from Hellas Construction who covered some specifics of the project and answered questions from the Council.

Kevin Hartigan, representing the Grand Canyon School District, thanked the Council and stated that the project may be moving ahead too quickly and the School Board and its attorney will need to approve final plans.

Clarinda Vail stated that she is in support of the project and discussed a few points of consideration with the Council and Mr. Towsley.

The Council directed staff to get additional information about possible cost savings, to involve the School Board, to get information on dirt materials from the Airport, and to get 3 versions of the project from which to choose.

**Tusayan Fire District (TFD) Chief Greg Brush stated that Assistant Chief Lora Pittsinger recently resigned and he thanked her for her service and participation in forming TFD. He then introduced new Assistant Chief Ray D'Albany who comes to the position with many years' experience.**

### **B. Consideration, discussion, and possible approval for Town Manager to award contract for Trail Master Plan, Design, and Construction upon completion of bid process**

Manager Duthie stated that the Town requested 4 companies to quote this project and the deadline was April 18, 2017. Only 2 have responded and he has not yet had time to review the quotes. He requested that the Council approve his authority to award a contract to begin this project.

Vice Mayor Wirth made a motion to approval for Town Manager to award contract for Trail Master Plan, Design, and Construction upon completion of bid process. Councilor Chavez seconded the motion and it passed on a vote of 4 to 1 with Councilor Schoppmann voting "Nay."

### **C. Consideration, discussion, and possible approval of Ordinance 2017-01, to amend Ordinance 2012-04, to include a revision of allowable structural height limits in all zones within Town limits**

Manager Duthie reviewed the issue and noted that this was discussed with the Council at the retreat. The Town agreed to have the discussion in negotiations with Stilo Development. There were no agreements to make a change, only to place the item on the agenda for the Planning and Zoning Commission (P&Z)

and the Town Council. The P&Z met last night and held a Public Hearing. On a 3 to 1 vote, the P&Z made a recommendation to Council to approve a height increase to 65 feet in Multifamily Zones, 2 of the 3 Commercial Zones, and the Planned Community Zone. He stated that Council has all options: they may accept the P&Z recommendation, may deny all changes, may change all Zones, or pick and choose any heights for any Zones. He also stated that any project which is proposed will still have to fulfill all requirements regarding water, light, acreage, parking, etc., no matter what the height limit is determined to be.

Lawrence Tomasello, Town Planner, discussed this item with the Council.

Manager Duthie stated that Grand Canyon National Park and Attorney Carolyn Oberholtzer submitted letters for the Public Hearing at the P&Z.

Don Curnutt, from Grand Canyon National Park stated that the Park has concerns over this issue regarding light pollution.

Clarinda Vail presented the Council with another letter from Carolyn Oberholtzer representing Red Feather Properties and the Thurston Trust. She noted many issues in opposition to the increase in the height limit. She asked that the Council table this issue for now. She also asked the Council to study an FAA "crash map" before making a decision on this issue. Ms. Vail stated her opinion that this item is a "hard sale" from Willdan (Mr. Tomasello's employer).

Mr. Tomasello stated that his direction from the Town was to present a blanket change across all Zones but he did not agree on a blanket change. He stated that he is in full agreement with the end product from the P&Z. He stated that he has nothing to gain or lose from approval of this ordinance. He discussed the ordinance with the Council.

Manager Duthie stated that there was much discussion at the Council retreat regarding a verbal agreement to put the possible height change on the P&Z and Council agenda with no commitment to make a change.

Mayor Sanderson stated that he and former Councilor Reuter discussed this possible change with Stilo representatives during negotiations regarding the 2<sup>nd</sup> Amendment to the PADA.

Manager Duthie stated that the Stilo representatives were Fedi and Vitorio from Italy and Tom DePaolo.

Mayor Sanderson stated that he believes this is the right thing to do is to allow people to visit the Grand Canyon and stay here instead of going to a hotel many miles away.

Councilor Chavez stated that allowing property owners more flexibility in the use of their properties only increases property values. He also stated that Ponderosa Pines in the area are 200 feet tall so this 65 feet limit does not approach that.

Councilor Montoya stated that he previously opposed a height change but now believes that growing up may be the only alternative to growing outward.

Alicyn Gitlin, representing the Grand Canyon Chapter of the Sierra Club, spoke in opposition to a height change outlining many concerns including buildings and lights possibly being visible from within Grand Canyon National Park, water usage, and traffic issues. She requested that the Council make this decision slowly.

The Council continued to discuss this item with Planner Tomasello and Manager Duthie.

Pete Shearer stated that there is still acreage available in Town that can be developed. He also requested that the Council consider the aesthetics of the light pollution and the safety of citizens due to increased obstacles in flight paths.

Councilor Montoya made a motion to approve Ordinance 2017-01, to amend Ordinance 2012-04. Councilor Chavez seconded the motion and it passed on unanimous vote.

**D. Consideration, discussion, and possible acceptance of Town of Tusayan FY 2016 audited financial statements, FY 2016 Annual Expenditure Limitation Report, Proposed Adjusting Journal Entries, and Findings and Recommendations Letter**

Manager Duthie covered the annual audit reports which were in the agenda packet.

Vice Mayor Wirth made a motion to accept the Town of Tusayan FY 2016 audited financial statements, FY 2016 Annual Expenditure Limitation Report, Proposed Adjusting Journal Entries, and Findings and Recommendations Letter. Councilor Montoya seconded the motion and it passed on unanimous vote.

**8. DISCUSSION ITEMS**

**A. Discussion of Council Meeting length and frequency**

Councilor Schoppmann stated that he would like to see 2 shorter meetings per month or 1 longer meeting per month. Councilor Montoya suggested the possibility of having a daytime meeting. The Council discussed this topic and Mayor Sanderson asked for ideas to shorten meetings. They suggested limiting public comments to 3-5 minutes.

Manager Duthie stated that the current schedule of having meetings twice per month is problematic in getting packet information out in a timely manner.

Vice Mayor Wirth suggested that Manager Duthie propose a new position if needed to reduce workloads of current staff.

**B. Discussion of Community Wellness meeting issues**

Manager Duthie stated that a meeting was held today and it was well attended. Issues which were discussed included:

- Computer lab for school tutoring at Town Hall
- Rotary Interact club at the High School is active and discussing creation of a youth council

- Rotary Club is working on having movies in the Sports Complex in the summer months
- VA services are being handled by the Chamber
- Marti Neff, the COO for the North Country Clinic, attended and noted that a new doctor will be onboard in June and a new pharmacy tech is being recruited

**C. Discussion of broadband and fiber development**

Manager Duthie stated that the project is in process but he has not received a report from Team Fishel. He also reviewed the E-rate application.

**D. Discussion of Ten X affordable housing project**

Manager Duthie stated that Westland Resources should attend the next meeting with an update.

**9. REPORTS**

**A. Town Manager**

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

There will be a meeting on May 16th.

**ii. Update of Administrative actions and issues**

Manager Duthie stated that he provided a written report to the Council but noted that he has had a discussion with (and retained services from) a Washington DC attorney regarding the Town issues with the National Forest Service.

**B. Council Members**

Councilor Schoppmann thanked Manager Duthie and Clerk Drake for all they do and noted the good audit report.

Councilor Chavez stated that there will be a meeting with Representative O'Halloran. He also noted problems with potholes on the highways and suggested we send a letter to ADOT requesting repairs.

**C. Mayor**

None

**10. FUTURE AGENDA ITEMS**

- Possibility of adding a position
- Improve accountability as noted in the audit
- Monitor progress of revisions to the Zoning Code (the P&Z will starting meeting every month to do this)
- Action Item for frequency and length of meetings



**11. MOTION TO ADJOURN**

Councilor Montoya made a motion to adjourn the meeting at 9:44pm. Vice Mayor Wirth seconded the motion and it passed on unanimous vote.

\_\_\_\_\_  
**Craig Sanderson, Mayor**                      **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 April 19, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.**

**DATED this 19<sup>th</sup> day of April, 2017**

\_\_\_\_\_  
**Town Clerk**

# ITEM 7

# TOWN OF TUSAYAN

at the entrance to Grand Canyon National Park



To: Tusayan Town Council  
From: Town Manager Eric Duthie  
Date: April 27, 2017  
Subject: Town Council meetings

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Mayor and Council,

During the last Town Council meeting (April 19, 2017) a discussion of Council meeting duration and frequency occurred. Staff was directed to add the issue as an action item for the May 3, 2017 meeting.

The Town Council Procedures, Section 2.3.1 Regular Meetings, states the following:

**"The Town Council will hold regular meetings at 6:00 p.m. on the first and third Wednesday of the month at the Town Hall for general business and public hearings as may be required by law, with work sessions to be held, as needed, before a regularly scheduled meeting, and the fourth Tuesday set aside for Planning & Zoning matters. If a regular meeting or work session is cancelled, such as near a holiday, notice of the cancellation shall be posted."**

However, Council may adjust and modify the regular meeting schedule as they wish, as evidenced by the November 3, 2010 Town Council meeting minutes (attached), which reports the Town Council made a motion and voted unanimously to adjust the meeting schedule to the current rotation.

Staff previously discussed the impact the schedule has on agenda and action item preparation and will not belabor the point in this memo, suffice it to say Council is free to call special meetings, at any time, in addition to the regular meetings. Additionally, Council may create reasonable guidelines for Council meeting demeanor and efficient meeting flow (such as time limits on presenters, public comments, etc.), as they feel is necessary for the public good.

The Town Council meeting is exactly that, a meeting for the Town Council to transact town business. The presiding officer is responsible for the conduct of the meeting and may limit public participation. However, Tusayan has historically, and I believe appropriately, engaged public interaction on issues of concern.

Staff suggests the meeting content issues be addressed as needed, unless a clear pattern of meeting disruption, delay, or incivility occurs.

# TUSAYAN TOWN COUNCIL MEETING

November 3, 2010, 6:00 p.m.  
Best Western Squire Inn, Zuni Conference Room  
74 State Route 64, Tusayan Arizona

## MINUTES

### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice-Mayor Bryan called the meeting to order at 6:03 p.m. and the Pledge of Allegiance was stated.

### 2. ROLL CALL

Council Members present: Greg Bryan, Bob Blasi, Cecily Maniaci, Al Montoya, John Reuter. Also, present is Tim Pickering, owner of Interim Public Management and serving as the initial interim Town Manager.

### 3. ELECTION OF MAYOR & VICE-MAYOR

Council Member Montoya moved to nominate Council Member Bryan as Mayor for the Town Council. Council Member Reuter seconded the motion. No other nominations were proposed. All agreed unanimously with Mayor Bryan abstaining.

The Vice-Mayor would serve in the absence or inability for the Mayor to perform his duties. Council Member Reuter moved to nominate Council Member Maniaci as Vice-Mayor for the Town Council. Council Member Blasi seconded the motion. No other nominations were proposed. All agreed unanimously with Vice-Mayor Maniaci abstaining.

Each Council Member briefly stated their reason for being on the Council and their goals as being part of the Town Council.

### 4. CALL TO THE PUBLIC

Council Member Bryan asked the public if anyone would like to address the Council on any matter not on the agenda.

Brent Kok, #8 Memory Lane, Tusayan AZ, thanked the Council for running and being part of the first elected Council and to the past interim Council. Would like to see the town be a sustainable and golden gateway community to the National Park. Hopes the Council works on strong relationships with government agencies surrounding the Town.

Pete Shearer, 208 Hwy 64, Tusayan AZ, congratulated and wished all the best to the new Town Council.

### 5. ADMINISTRATIVE/TREASURER REPORT

#### a. Finance Report

Mayor Bryan stated that from here forward the Town Manager would be providing the Administrative /Treasurer Report to the Council. Mayor Bryan reviewed the check register with Council Members (see Attachment "A").

Mayor Bryan reviewed the P&L and the balance sheet with Council Members (see Attachment "B"). Suggest paying GAMA dues, PO Box rent, and reimbursement for the town manager cell phone and continue to research Clark Hill bills. Without being able to decipher what of the \$729,000 received from tax revenues that is July and what is August it is difficult to forecast.

COUNCIL COMMENTS: Bank funds protection; Risk Pool bonding for new council; finance report to show town manager salary; Proposition 400 Home Rule Option did not pass in the election; did not promote this Proposition has should have been.

**b. Setting up Town Office and Purchases Approval**

The town managers office is beginning to be set up at the Papillon Airport. Phones are hooked up and working with DSL to hook up the internet. Office supplies will still need to be purchases such as a laptop, printer, fax, copy machine, etc.

**c. Payment of Bills – discussion and possible action**

Council Member Montoya moved to pay the GAMA dues of \$100, PO Box rent of \$220, and reimbursement for the town manager cell phone of \$434.54. Council Member Blasi seconded the motion. All agreed unanimously.

**d. Magistrate Services – discussion and possible action**

Mayor Bryan, Council Member Montoya, and Council Member Maniaci (prior to her becoming sworn in) met with Judge Sutton and provided a proposal for Magistrate Services (see Attachment "C"). Mayor Bryan asked Council Members to review the proposal in depth.

COUNCIL COMMENTS: Magistrates options regarding benefits; go with Option 1, possibly in the future revisit Option 2; possibility having a Court running by 2012; agenda Item for next meeting; invite Judge Sutton.

COMMUNITY COMMENTS: Town Clerk salary

**6. INTERIM ATTORNEY / TOWN ATTORNEY POSTING – discussion and possible action**

Mayor Bryan stated he would like a firm that has experience and knowledge of municipality law. Mayor Bryan asked each Council Member if they want to continue with the law firm Clark Hill. Council Member Montoya stated no, that with the type of services they offered, there should be a firm out there that would be more cost effective. Council Member Blasi stated he feels that there is no reason he sees to retain them. Vice-Mayor Maniaci would like a town attorney with more experience with municipalities. Council Member Reuter stated that he would like to see the position for town attorney posted as well.

Council Member Montoya moved to terminate the contract with the law firm, Clark Hill. Vice-Mayor Maniaci seconded the motion. All agreed unanimously. Council Members agreed to have the town manager proceed ahead and post for the position of Town Manager.

Mayor Bryan contacted Moyes Sellers & Sims to request if they would be interested to act as the interim law firm for the Town. A proposal was received from Bill Sims III (see Attachment "D") and Mayor Bryan asked each Council Member to review his resume, practice, bar admissions and education. Mayor Bryan stated that he has also worked heavily with the Arizona League of Cities & Towns and familiar with Arizona Law and municipalities. The town manager will help guide the Council as to when the town Attorney needs to participate in person for the meetings or via telephone.

Council Member Montoya moved to have Moyes Sellers & Sims as the interim law firm, specifically Bill Sims III as the town attorney as stated, until a full time law firm is hired. Council Member Reuter seconded the motion. All agreed unanimously. The town manager will contact Bill Sims.

COUNCIL COMMENTS: Cost of Attorney; effective date; bill as used

PUBLIC COMMENTS: Possible conflict of interest due to Moyes Sellers & Sims being Grand Canyon Sanitary Districts law firm.

**7. PRESENTATION BY QWEST REPRESENTATIVE REGARDING FIBER OPTICS**

Daniel Perkins, account executive with Qwest discussed the possibility of bringing fiber optics into Tusayan. Internet service is maxed out in the town and there is a possible solution, which is a significant investment of money in Qwest's part. It will take the National Park, Federal and State, and businesses in the Town to work with Qwest to make this become a reality. Qwest will consider Tusayan, as a whole, one business. For this to be beneficial, revenues of approximately, \$25,000 per month would have to be reached, which is not unattainable. Timeline would be approximately 1 year to bring bandwidth into the Town and have surplus available.

A meeting is scheduled for tomorrow to continue with relationships which includes the National Park Service,

Nov. 3, 2010

the Forest Service, and the Airport/ADOT who also has connections with FAA seeing how to combine partnerships to provide better service throughout the community and working in that direction.

**8. PRESENTATION BY INTERIM MANAGER / RATIFY SIGNING OF INTERIM MANAGER CONTRACT – discussion and possible action**

Council Member Montoya moved to ratify the action of the Mayor to sign the Interim Public Management contract (see Attachment "E"). Council Member Reuter seconded the motion. All agreed unanimously.

Mayor Bryan introduced Tim Pickering who is the President of Interim Public Management. Mr. Pickering provided a brief personal history and what to expect from having a town manager. The Town Manager is the main advisor to the Town Council who provides unbiased information and ethics. They provide the information to the Council and then the Council makes a decision based on that information. The town manager will represent the Town with other agencies in discussions as needed. Mr. Pickering also explained why town policy and procedures are implemented.

Cynthia Seelhammer will be the interim town manager beginning next week.

**9. PLANNING AND ZONING / SUE PRATT – discussion and possible action**

Mayor Bryan had invited Sue Pratt with Coconino County Planning & Zoning to discuss any outstanding applications or any CUPS outstanding in terms of expirations, but she had another commitment. With Council's permission the Mayor would like the Town Manager to contact Sue for items and request her to attend the meeting on November 17. List of those items: what is pending in terms of either permits, applications for special use permits or expiration of any permits. What is pending and what are the timelines of them. Is the County still handling the Town and providing permits. The Council's understanding is they are providing those services until December 1. Also for a list of each parcel and what actually sits on each parcel in terms of zoning and CUPS and any other information, so as the Town moves forward with the December 1 deadline making decisions the Council has an understanding of whether to stay with the County or search other firms.

Council Member Reuter asked the Town Manager to request from the County all the Zoning ordinances or codes that Tusayan has adopted in electronic format or hard copy.

Mayor Bryan informed the Council that he has received several proposals from companies that are interested in providing planning and zoning services for Tusayan.

**10. PAST ATTORNEY BILLS AND ACTIONS AT SPECIAL MEETING OF 11/1/10 – discussion and possible action**

Mayor Bryan has requested the town manager to review the previous bills from Clark Hill and bring back comments to the Council on issues that need dealt with. With that process, the Council would go ahead and pay any balance that would be due.

**11. HOUSING COMMITTEE – discussion and possible action**

Vice-Mayor Bryan would like to meet with the Town Manager to provide recommendations on how the Council could provide the Housing Committee with clearer guidance and directions and have them be part of the process and develop the housing assessment. Place as an agenda item for the next Council meeting.

John Dillon, Housing Committee Representative Comments: The Committee is anxious to get the Council's directions and participate in the process.

**12. TOWN COUNCIL MEETING SCHEDULE – discussion and possible action**

Vice-Mayor Maniaci moved that the Town Council meeting schedule be set for the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of each month at 6:00 p.m. Council Member Reuter seconded the motion. All agreed unanimously.

COUNCIL COMMENTS: Evenings all the time; not on Friday;

**13. GREATER ARIZONA MAYORS ASSOCIATION MEETING REPORT – Request approval of New Membership Fees – discussion and possible action**

Mayor Bryan informed the Council that the GAMA is a group of Mayors from Rural areas (Northern Arizona) that want to have a unified voice in dealing with primarily the State Government and Legislature. The goal is to have an impact upon the Legislature and also be unified in terms of other opportunities that may exist whether it is tourism, ADOT, etc. Establishing a forum of a group of people.

#### **14. TOWN COUNCIL BUDGET REVIEW**

Mayor Bryan encourages the Council to have a work session to review the budget. The Town does not lose those funds that are not spent they are considered reserves.

Mayor Bryan requested that each Council Member send available dates to the town manager so a date can be scheduled for a budget work session.

COUNCIL COMMENTS: Home Rule Option be on the ballot next; HRO impact budget of 2011-2012

#### **15. OFFICE LOCATION AND POTENTIAL BUILDING PURCHASE – discussion and possible action**

The prior Council considered purchasing a mobile home to use as an office building that would operate for the next 3 to 5 years. Currently have two sites that can hold a unit; the Airport yard and just north of the Best Western is a lot. Possibly a committee put together to look at what type of building the Town would like to see.

Council Member Rueter had a copy of a repo double wide modular unit with the potential of nine offices (see Attachment "F"). Would fit on either of the two sites. Council Member Rueter would like more information and gather input from the community to bring back to the Council.

COUNCIL COMMITTEE: Town manager office at Papillon is limited in space; modular siding; representative of community; Airport site month-to-month lease concern.

#### **16. COMMITTEE ASSIGNMENTS – discussion and possible action**

Mayor Bryan requested Mr. Pickering talk to the Council regarding the use of committees and Council assignments. Important for Council Members to stay involved with current projects, such as Council Member Rueter and the town hall office building which is a specific task that he is lending his expertise. A Council Member can become too involved in committees, start directing employees and possibly begin to conflict with the town manager. Council Members can be part of specific projects that the Council is working on, such as zoning process or finding a town hall. Standing committees can sometimes undermine the town manager form of government.

Council Member Reuter requested the town manager to meet with Mike Halpin at the Airport regarding a lease, and see the temporary site for the town hall building.

#### **17. BANK ACCOUNT SIGNATURES – discussion and possible action**

All Council Members, except Council Member Maniaci, has signed the necessary bank forms. Vice-Mayor Bryan asked Council Member Maniaci to go to the bank and sign the forms this week.

Mayor Bryan requested that the town manager work on the coverage regarding FDIC insurance coverage. When a town manager is in place revisit the bank signatures and use them as part of that.

#### **18. EXECUTIVE SESSION – Regarding Hiring of Town Manager**

Council Member Montoya moved to adjourn into Executive Session at 8:15 p.m. to discuss hiring of a Town Manager. Council Member Reuter seconded the motion. All agreed unanimously.

Vice-Mayor Bryan called the Council meeting back open at 9:11 p.m.

#### **19. SET AGENDA ITEMS FOR NEXT MEETING**

Suggestions for Agenda: Coconino County P&Z/Sue Pratt; Housing Committee update; Magistrate Services, ADOT & Tusayan highway 64 improvements request Bob Petzel or Pete Shearer to attend the meeting; Past Attorney billing review; Town office location; Lighting District funds; Streaming of Council Meetings

**\*\* TOWN MANAGER'S ADMINISTRATIVE LIST**

Bank funds finalized and secured • look and determine revenues to month and get clear estimates • make sure insurance and liability insurance covers interim town manager and bonding • schedule overall budget work session/impact on priorities such as Magistrate services • Judge on next agenda • send termination to Clark Hill and post notice / get all IGA's from them – signed and unsigned/ADOT • no conflict with Moyes Sellers & Sims and Grand Canyon Sanitary District • sign law firm agreement • modify tax record with ADOR to remove former town attorney • coordinate with Sue Pratt on pending permits/timelines of permits/parcel #'s/Zoning on parcel #'s/are they accepting permits and CUP and building applications • review Attorney bills from Clark Hill and bring back to Council for approval • meet with Housing Committee • send to local press on Town Council meeting schedule • work with Council Member Reuter on location for potential temporary Town Hall • meet with Mike Halpin • follow up with Lighting District • contact League of Cities & Towns regarding town manager interviews on Nov 9th

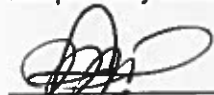
Long term – next home rule option and what are limitations as far as when can it be brought up again; type of benefits should be offered to employees.

**20. ADJOURNMENT**


Council Member Reuter moved to adjourn the Council meeting at 9:19 p.m. Vice-Mayor Maniaci seconded the motion. All agreed unanimously.

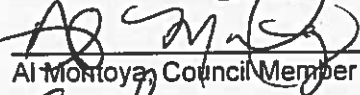
Respectfully submitted,

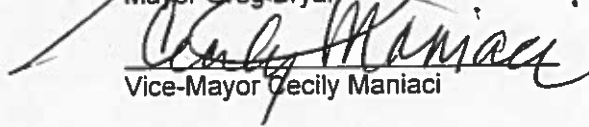
Dated: 12-1-10

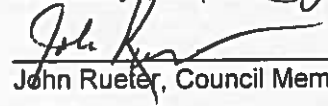
  
\_\_\_\_\_  
Pam Parsons, Town Clerk

  
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Bob Blasi, Council Member

  
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Mayor Greg Bryan

  
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Al Montoya, Council Member

  
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Vice-Mayor Cecily Maniaci

  
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John Reuter, Council Member



# ITEM 10

## **TENTATIVE FUTURE AGENDA AND EVENT CALENDAR**

### **May 16, 2017 – Planning & Zoning Commission Meeting – 6pm**

Possible approval of Zoning Code revisions

### **May 17, 2017 – Council Meeting – 6pm**

- Possible approval of Zoning Code revisions
- Possible approval of Sports Complex construction agreement
- Ten X Housing development layout concept and solar issues discussion with Westland Resources
- Possible approval of Ordinance amendment concerning Floodplain Administration

### **June 6, 2017 – Council Meeting – 6pm**

### **June 20, 2017 – Council Meeting – 6pm**