AGENDA

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Wednesday, May 4, 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, May 4, 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
COUNCILOR AL MONTOYA
COUNCILOR JOHN SCHOPPMANN
COUNCILOR 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 of 4/20/16**

   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**

D. **Update on Broadband development**

7. **ACTION ITEMS**

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

B. **Consideration, discussion, and possible approval of submission of Federal 501c3 non-profit application for the Grand Canyon Housing Foundation**

C. **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.

8. **DISCUSSION ITEMS**

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

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

C. **Discussion of half-marathon event**

D. **Discussion of CDBG project ribbon cutting event**

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 April 2016, 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 WORKSHOP MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03
Wednesday, April 20, 2016 at 4:30pm
TUSAYAN TOWN HALL BUILDING
845 Mustang Drive, Tusayan Arizona

TOWN COUNCIL SUMMARIZED MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Meeting was called to order by Mayor Sanderson at 4:35pm and the Pledge of Allegiance was recited.

2. ROLL CALL

MAYOR CRAIG SANDERSON
VICE MAYOR JOHN RUETER
COUNCILOR AL MONTOYA
COUNCILOR JOHN SCHOPPMAN
COUNCILOR BECKY WIRTH

Also present were: Eric Duthie, Town Manager
Melissa M. Drake, Town Clerk

3. DISCUSSION OF ITEMS

A. FY 2016-17 Budget discussion: Tusayan Fire District (TFD) subsidy

TFD Chief Greg Brush presented information to the Council regarding the services provided by the TFD to the Town of Tusayan and the surrounding area and the financial difficulties of the District and Fire Districts across the nation. He also presented the TFD Five Year Plan.

The Council discussed issues and options with Chief Brush and TFD Board Member John Vail.

B. Flood Plain Administration options

Manager Duthie stated that he previously made a recommendation for the Town to keep the Coconino County Flood District as the Flood Plain Administrator for the Town of Tusayan. He has since met with County Officials and learned about issues which have changed his mind and now recommends the Council approve the Town taking over Flood Plain Administration within the Town.

Clarinda Vail, on the behalf of Bess Foster, John Thurston, Red Feather Properties, and herself (land owners in Tusayan), spoke to the Council in opposition to the Town becoming the Flood Plain Administrator. She stated that she has had no issues with Coconino County, even in getting changes made to FEMA maps. She asked if the flood study funded by the Town is complete and when it would be made public. Manager Duthie stated that it is his belief that the study is not complete due to a point of contention with the County Flood District over flow rates.

The Council discussed options concerning Flood Plain Administration.

4. MOTION TO ADJOURN

Vice Mayor Rueter made a motion to adjourn the meeting at 6:33pm. Councilor 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 20, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 20th day of April, 2016

Town Clerk

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Wednesday, March 23, 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 6:48pm and the Pledge of Allegiance was recited.

2. ROLL CALL

MAYOR CRAIG SANDERSON
VICE MAYOR JOHN RUETER
COUNCILOR AL MONTOYA
COUNCILOR JOHN SCOPPMANN
COUNCILOR BECKY WIRTH

Also present were:

Eric Duthie, Interim Town Manager
Melissa M. Drake, Town Clerk
David Benton, Attorney for the Town

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 Meeting on March 23, 2016

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 plan from the engineers.

B. Update on the Planning and Zoning Commission

Manager Duthie stated that there was a meeting of the Planning and Zoning Commission and they have recommended approval of the revised Subdivision Regulations.

C. Update on Affordable Housing

Will be discussed later in the meeting.

D. Update on Broadband development

The feasibility study has been completed and has been submitted to Commnet but is not yet available to us. Manager Duthie and Vice Mayor Rueter will be meeting with Commnet on Monday.

7. ACTION ITEMS

A. Consideration, discussion, and possible approval of CDBG project ribbon-cutting

Manager Duthie stated that the CDBG project is 99.9% complete and is ready for a ribbon-cutting. The regional representative for NACOG will be here for a pre-audit in a few weeks and the State Housing Authority will be here for the audit in June.

Mayor Sanderson made a motion to have the ribbon-cutting on Thursday, May 5, 2016, at 5:30pm. Vice Mayor Rueter seconded the motion and it was approved on unanimous vote.

B. Consideration, discussion, and possible approval of Resolution 2016-03 and Ordinance 2016-01 (Town of Tusayan Subdivision Code)

Manager Duthie stated that a clean copy of the Code is in the packet, as well as pages containing highlighted modifications which have been made since the Council last reviewed the document. He reviewed each change with the Council. He also stated that staff and the Planning and Zoning Commission have recommended approval. He noted that the Commission has appointed Rob Gossard as Chair and he is here.

Vice Mayor Rueter made a motion to approve Resolution 2016-03 and Ordinance 2016-01 (Town of Tusayan Subdivision Code). Councilor Montoya seconded the motion and it was approved on unanimous vote.

C. Consideration, discussion, and possible approval of Flood Plain Administrator designation

Chris Thurston and John Thurston submitted notes in opposition to the Town becoming the Flood Plain Administrator. Clarinda Vail spoke in opposition and asked the Council to consider the liability which would move to the Town, to remember that the Sanitary District treatment plant is at the end of the flood plain in Town, and asked if the Council has read the Arizona State Statutes on this topic.

Vice Mayor Rueter stated that he is familiar with the state statutes and is in favor of making the Town the administrator.

Vice Mayor Rueter made a motion to designate the Town of Tusayan as the Flood Plain Administrator for the Town. Councilor Montoya seconded the motion.

The Council discussed the motion and it was approved on unanimous vote.

Manager Duthie noted that he would begin the process to transfer this responsibility to the Town from the Coconino County Flood District.

D. 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 suggested that the Council move this item to the end of the meeting in Executive Session and that there be no action tonight. Mayor Sanderson moved on to Agenda Item 8.

8. DISCUSSION ITEM

Tusayan Clean-up Day update

Manager Duthie stated that Councilor Wirth had spoken to him about sponsoring some Town activities. Friday, May 13th, has been chosen as the day of the clean-up and staff is working on purchasing supplies and plants for the activity.

Councilor Wirth stated that she'd like to come up with a catchy name for the event and make it an annual event. The idea is to have local businesses participate in working on the right-of-way in front of their own businesses and then the Council will donate and cook dinner for the participants.

Clarinda Vail stated that a photographer for the Chamber of Commerce will be in Town May 23-25th so this will be good timing.

9. TOWN MANAGER'S REPORT

Manager Duthie stated that he'd prefer to defer his report until the next Council meeting.

10. FUTURE AGENDA ITEMS

No new items were added.

11. COUNCIL MEMBERS' REPORTS

None

12. MAYOR'S REPORT

None

Mayor Sanderson moved back to Item 7.D.

7.D. 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.

Mayor Sanderson stated that the Council wants to make sure that the guidelines of the Housing Authority are done correctly and that residents and employees of Tusayan are adequately served.

At 7:46, Vice Mayor Rueter made a motion to move the Council into Executive Session. Councilor Schoppmann seconded the motion and it passed on unanimous vote.

Manager Duthie and Mayor Sanderson clarified that the Council will take no action tonight.

Attorney David Benton, the Council, and Manager Duthie discussed the Tusayan Housing Authority Guidelines.

Councilor Montoya made a motion to adjourn the Executive Session at 10:07 pm. Vice Mayor Rueter seconded the motion and it passed on unanimous vote.

Mayor Sanderson stated that the Council considers this topic very important and will continue the discussion at a later date.

13. MOTION TO ADJOURN

Vice Mayor Rueter made a motion to adjourn the meeting at 10:08pm. Councilor Montoya 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 20, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 20th day of April, 2016

_____

Town Clerk