

**MINUTES**

**TUSAYAN TOWN COUNCIL REGULAR MEETING  
PURSUANT TO A.R.S. § 38-431.02 & §38-431 .03  
Wednesday, October 14, 2020 at 3:00 p.m.  
TUSAYAN TOWN HALL BUILDING  
845 Mustang Drive, Tusayan Arizona**

Pursuant to A.A.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, October 14, 2020, at the Tusayan Town Hall Building. Due to COVID Exposure Public Access to the meeting Venue will be limited based on the Mayor's 03-19-20 Proclamation that encourages compliance with CDC guidelines. Accordingly, access to the meeting will be limited to Zoom Meeting and Conference Telephone dial in (information posted below). 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 meeting.

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

Join Zoom Meeting

<https://us02web.zoom.us/j/87565822932?pwd=aU1JV250ZXJrb1NxTnpvTVZ4SWdUUT09>

Meeting ID: 875 6582 2932

Passcode: 043000

+12532158782 (Tacoma)

+1 669 900 9128 US (San Jose)

***As a reminder, If you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound devices, we ask that you silence It to minimize disruption of today's meeting.***

**TOWN COUNCIL REGULAR MEETING AGENDA**

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

Vice Mayor Harris called the meeting into order at 3:09 PM and let the group in the Pledge of Allegiance.

**1. MOMENT OF SILENCE**

A moment of silence was observed.

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

**MAYOR CRAIG SANDERSON  
VICE MAYOR BRADY HARRIS**

**COUNCILMEMBER ROBB BALDOSKY  
COUNCILMEMBER AL MONTOYA  
COUNCILMEMBER BECKY WIRTH**

□: Mayor Craig Sanderson; Vice Mayor Brady Harris; Councilor Al Montoya, Councilor Robb Baldosky; Councilor Becky Wirth.

Staff Present: Town Manager Charlie Hendrix; Interim Town Clerk Marla Wortmann  
All members were present by ZOOM.

**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.***

Audience member, Charinda Vail introduced herself and discussed the importance of contact tracing with the Covid-19 exposure and wished good luck to the staff member exposed to Covid-19. This will be addressed later in the meeting.

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

**A. Risk Pool and asset management, Presentation by Aaron Bonck, TVI Investments. (10min)**

**Tabled until November Meeting.**

**B. Domestic Violence Awareness Month, Presentation by Bethany Larson, Victim Advocate - Victim Witness Services. (10 min)**

**Tabled until November Meeting.**

**C. Monthly Law Enforcement Report, Presentation by Coconino Sheriff's Department (10min)**

**Tabled until November Meeting. (Information in packet)**

**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.***

**Moved by Mayor Craig Sanderson, seconded by Councilor Al Montoya Motion to Approve the Consent Agenda. Vote: 5-0 Passed Unanimously**

**A. Billings of Payable Accounts. (September 1-30, 2020).**

**B. Billings of Electronic and Automatic Payable Accounts. (October 1-14, 2020). (Pre authorization October 15-31, and November 1-30, 2020)**

**C. Minutes of Council meeting held on September 30, 2020.**

**D. Minutes of Council special meeting held on September 23, 2020.**

**E. Minutes of Council regular meeting held on September 9, 2020.**

**F. Minutes of Council and Chamber Work session held on September 9, 2020.**

**7. ACTION ITEMS**

**A. Consideration, discussion, and possible action regarding Monthly Law Enforcement Report.**

**B. Resolution 2020-15 and Ordinance 2020-02 regarding council and staff operating and conflict policies. (5min)**

**Council discussed the Rules of Procedure/Authority. It was requested to remove the underline from 2.3.6 B on the Ordinance and to use #5 & #8 in the Rules of Procedure as reserved items since those numbers were skipped over.**

**Moved by Mayor Craig Sanderson, seconded by Councilor Al Montoya Motion to Approve Resolution 2020-15 as presented. Vote: 5-0 Passed Unanimously.**

**Moved by Mayor Craig Sanderson, seconded by Councilor Becky Wirth Motion to Approve Ordinance 2020-02. Vote: 5-0 Passed Unanimously**

**C. Consideration, discussion, and possible action regarding Memorandum of Understanding with Kaibab Learning Center. (10min)**

**Town Manager, Charlie Hendrix discussed the proposed terms of agreement on a financial**

package with the Kaibab Learning Center. The proposed agreement is a (3) part agreement. The first part is a payment from the Town for \$30,000 payable in two annual payments for a discount to all Tusayan residents. The suggested discount is 30%. The second part is the Town will pay \$7,000 towards Playground Equipment which when the learning center is done using it, then the Town has the option to take it back into their possession or if it is unusable the Town can decide it doesn't want to take it back and the learning center will dispose of it. The third part is a Licensed Town Employee will go to the learning center once a month and conduct a learning activity. This will help the Town to prepare future grants. Discussion on the topic included making sure the funds to the learning center will cover all the costs if there is an increase in number of individuals using the learning center and add wording to let individuals know this was "Provided to you by the Town of Tusayan". This will be on the budget for 2021 and council wants to move forward with a written agreement designed to move forward and build on it.

**D. Consideration, discussion, and possible action regarding Advisory Committee Recommendations, Town Community Calendar and Holiday Tourism Plans. (10min)**

Town Manager, Charlie Hendrix discussed with the Council some immediate attention is required on this item. A drive-in movie was planned by the town in conjunction with the other activities. Since the Chamber's Truck or Treat event has been cancelled, does the town still want to go ahead with the drive-in movie? The council discussed options on the drive-in movie, with the rights purchased being good for a year another event can be planned at a later date dependent on Covid restrictions. Given the current status it is best to do what is right for the community and cancel the event. Since there wasn't any advertising, there are no expectations from the community to go forward with the event at this time. An event could be scheduled as a Christmas event or sometime next year.

Also discussed was the development of a Community Calendar for the Holidays. Since there are not any parties or decorating events planned, the staff has been working on plans for a lighting project to help with holiday cheer. Some of the items may need to be purchased in advance to make sure they arrive in a timely manner. The staff proposes to decorate 5 areas throughout the town to be predetermined by staff. The proposal is for an estimated \$5,000 for each site for decorating supplies to come from the Covid Fund. The town will request mini RFQ's from area businesses to decorate each area. Bids will be received from businesses to put up and take down the decorations. The town will set it up as a competition which will be voted on by the public. The labor portion on the RFQ is proposed to be up to \$2,000. The overall cost for decorations and labor will be \$7,000 per site with 5 sites for a total of an estimated \$35,000. Two of the proposed sites are the roundabouts. Concern was raised with the permits and encroachment rules in those areas. A secondary competition is proposed to encourage the community to have a Window Decorating Competition with 1st, 2nd and 3rd place prizes. The council would vote on the winners of this competition. Discussion was held on considering Thanksgiving as a start date on decorating – allowing more time to put up the decorations since it is a competition. Concern was raised on the town rules and if a waiver needs to be approved at the next meeting. Council instructed staff to move forward with the project.

**E. Consideration, discussion, and possible action regarding approval of Animal Control contract with Coconino County. (10min)**

**Tabled until November Meeting.**

**F. Consideration, discussion, and possible action regarding Proclamation Regarding Evacuation orders and communication sharing with local law enforcement. (5min)**

**Tabled until can meet with them.**

**G. Consideration, discussion, and possible action regarding Resolution of support for Grand Canyon Junction, presentation by Robb Baldosky. (10 min)**

**Robb Baldosky reviewed a proposal to change the name of Valle to Grand Canyon**

Junction. The name change is being submitted to change Wikipedia and maps. There will be no change in property taxes to the land owners and it will not incorporate the area. The group sent out 6500 postcards to the surrounding area or individuals can go on the website to fill out the survey. The group of stakeholders is asking the Town of Tusayan to support the name change. The Council would like to see the results of the survey back and would support Valle in the direction they want to move. There is no requirement for Tusayan to approve the change. The name change will still be submitted. It is good to have area towns aware there is a change going on. The surveys are due November 8<sup>th</sup>. The council tabled discussion to the November meeting to give time for the surveys to come back.

I. Consideration, discussion, and possible action regarding appointment of Interim Town Engineer. (10 min)  
Tabled to after Executive Session.

J. Consideration, discussion, and possible action regarding Town Attorney appointment. (10 min)  
Tabled to after Executive Session.

K. Consideration, discussion, and possible action regarding emergency response plan  
Staff has started gathering numbers and information for the town/staff emergency response and will work with local law enforcement on emergency plans. The council was asked to review the numbers and see if there are any updates or suggestions. Council asked staff to separate the private information from the public information by keeping the private information for Executive Session discussion. The Town Manager will be working with law enforcement to prepare how to handle a crisis and town role in such an event.

L. Consideration, discussion, and possible action regarding Marketing Proposal(s) for Cindy May, Williams Grand Canyon News, and New Media Development  
The enclosed proposals are ready to begin consideration and ready to go to advisory committee. The council was asked to review the proposals. No action was taken.

M. Consideration, discussion, and possible action regarding Letter about Forest Service Application Approval, Brady Harris.  
Vice Mayor, Brady Harris reviewed a draft letter about the Forest Service Application. Discussion on the letter included the important highlights have been addressed. The ground water and dark sky initiatives are important to the local people. We are not here to damage the Grand Canyon. Comments on the letter can be directed to the Town Manager so the voice of the entire council can be reflected in the letter. Town Manager, Hendrix will look for the letter in June and will work on a resolution and final letter for the next meeting. No action taken  
Other reports: Staff is looking forward to Tusayan Strengths Tour with the reminder to remain social distant since there has been a spike in the statistics. There has been a positive Covid test result in the town office. Town Manager, Hendrix reported she is the positive test result. The quarantine of the office began immediately and will continue thru next week. Exposure was limited due to social distancing. Hendrix thanked those who treated her with kindness during this time. Next week Tuesday there is a community testing event.

## 8. EXECUTIVE SESSION

If authorized by a majority vote of the Town Council, an executive session may be held immediately after the vote and will not be open to the public. The Town Council may vote to go into executive session.

Pursuant to A.R.S. § 38-431.03. A.1, and A.2, A.4, and A.5 to receive legal advice and provide instruction regarding Town Manager 90-day performance review; (1 hour)

Pursuant to A.R.S. § 38-431.03. A.4, and A.3 to receive legal advice and provide instruction regarding negotiation of Interim Town Engineer contract. (10 min)

Pursuant to A.R.S. § 38-431.03. A.4 and A.3 to receive legal advice and provide instructions regarding negotiation of Town Attorney contract. (20 min)

Pursuant to A.R.S. § 38-431.03. A.1, and A2, A45 to receive legal advice and provide instruction regarding negotiation of Sports Complex Public Bidding Process for Outdoor Ramada. (10 min)

Pursuant to A.R.S. § 38-431.03. A.3, A.4 and A7 to receive legal advice and provide instruction regarding Water system study review and purchase. (45 min)

Moved by Mayor Craig Sanderson, seconded by Councilor Al Montoya Motion to enter Executive Session at 5:24 PM. Vote: 5-0 Passed Unanimously

Council resumed public meeting at 7:54 PM

Item 7I: Consideration of Interim Town Engineer. Staff recommends approving an Interim Town Engineer. A permanent position can be approved when the new council is seated. Jack Moody is recommended.

Moved by Mayor Craig Sanderson, seconded by Councilor Al Montoya Motion to approve Jack Moody as Interim Town Engineer for the Town of Tusayan. Vote: 4-0

Passed. Councilmember Rob Baldosky abstained from the vote.

Item 7J: Consideration of Town Attorney. Mr. Bill Sims is stepping down from the Town Attorney position. After 10 years of service Tusayan is sad to see him go. Mr. Sims has recommended Pierce Coleman Law Firm. There will be an Annual Review in May of next year. The contract is for a flat rate fee so there will be no worry of monthly bills

Moved by Al Montoya, seconded by Mayor Craig Sanderson Motion to approve the contract with Pierce Coleman PLLC as the Town Attorney for the Town of Tusayan. Vote: 5-0

Passed. Unanimously

Aaron Arnson with Pierce Coleman PLLC thanked the council for the opportunity.

## 9. REPORTS

### A. Town Manager

#### a. Town Manager reports

Town Manager report attached to the minutes.

Community Outreach Projects

Newsworthy Events

Community Wellness

Umbrella License

New Town Depository Information

### b. Town Financial report

### B. Council Members

No Report.

NACOG Update

### C. Mayor

## 10. FUTURE AGENDA ITEMS

Will be asking for guidance at the next meeting regarding a new town depository or new bank account.

Housing Authority is looking at laws and ordinances to be in accordance with Arizona Law. Next meeting will be October 28<sup>th</sup>. Advisory Board meeting on October 28<sup>th</sup> too.

11. MOTION TO ADJOURN

Moved by Al Montoya, seconded by Mayor Craig Sanderson Motion to adjourn the meeting at 8:12 PM. Vote: 5-0 Passed. Unanimously

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town Hall, General Store in Tusayan, Arizona and Town Website on this \_\_\_\_ day of \_\_\_\_\_, 2020 at \_\_\_\_\_ am/pm in accordance with the statement filed by the Tusayan Town Council.

Marla Wortman 5/4/2021

Signature of person posting the agenda

Meeting held on October 14, 2020

I certify that the meeting was called and held, and that a quorum was present.