

MINUTES

TUSAYAN TOWN COUNCIL WORK SESSION

PURSUANT TO A.R.S. § 38-431.02 & §38-431 .03

Wednesday, February 5, 2021 at 2:00 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, February 5, 2021, 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 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 to minimize disruption of today's meeting.

TOWN COUNCIL WORK SESSION SUMMARIZED MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 3:00 PM. The group recited the Pledge of Allegiance.

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

MAYOR CLARINDA VAIL

VICE MAYOR BRADY HARRIS

COUNCIL MEMBER ROBB BALDOSKY

COUNCIL MEMBER BECKY WIRTH

COUNCIL MEMBER GREG BRUSH

Present: Clarinda Vail, Mayor; Brady Harris, Vice Mayor; Becky Wirth, Council Member; Robb Baldosky, Council Member; Greg Brush, Council Member

Staff Present: Charlie Hendrix, Town Manager
Jill Goodman, Executive Assistant

3. CEREMONIAL AND/OR INFORMATION MATTERS

A. Presentation regarding Town Council Finance Training - Eddie May, Clerkbooks, Inc. (3:00 PM to 5:00 PM)

Mayor Vail introduced Eddie May read a short Biography.

Mr. May trained the council on how to read the new financial statements that will be presented to them on a monthly basis. He trained the council on effective financial statements vs. less effective statements. He encouraged the council to take a statement from one month and request that same statement be printed months later in an effort to avoid fraud. The two statements should be the same.

He also trained on the difference between fraud and mistakes. The council should be looking to have the staff's back not stab the staff in the back. The goal is to identify and change mistakes. Also, your financials will never be perfect. He has had clerks call over

one penny. Finding that one penny may not be worth the expense of time or money to determine where it should go. Also, government accounting is not taught in accounting school. It is complicated and specialized. This software is a sorting tool that automatically does this fund accounting work.

Mayor Vail requested a chart of accounts. For the council to utilize when reviewing the financial statements. Eddie stated that he would get that information for the council.

Council Member Wirth told the council that she had requested a quote for moving the past 10 year's data to the new software. There was conversation regarding how expensive that process would be.

Council Member Baldosky asked whether the council would receive access to the Clerkbooks program. The town manager stated that staff would get whatever reports the council requests and that council could even view the program. Actually accessing the program is something that the town manager has had bad experiences with in the past and will draw a bright line between staff duties and council responsibilities moving forward.

B. *Break (5:00 PM -5:30 PM)

* Note: During the break and throughout the day, members of the Town council may meet with members of staff/contractors for purposes of taking pictures for the Town Website. Although a quorum may be present at this time, no official town business will be conducted. The council took a break at 5:25 PM.

C. Retreat & Work Session Introductions, Mayor Clarinda Vail (5:30-5:40)

****Keynote Speaker, Tom Belshe, Arizona League of Cities and Towns, (5:40 PM-end)**

**** During Keynote speaker, a light dinner will be served for members of the council.**

The council reconvened for the keynote speaker.

Mayor Vail welcomed and read the Biography of Tom Belshe, Executive Director at League of Arizona Cities and Towns.

Mr. Belshe spoke about the role of the league in supporting Cities and Towns throughout Arizona. He encouraged the town to utilize league services to the fullest. He mentioned insurance pool services, lobbying services, professional services, etc. Mr. Belshe stated that the pool attorneys from Pierce Coleman will do free trainings for the council.

The town manager clarified for the council that their town attorneys are also Pierce Coleman. When Pierce Coleman does work on personnel matters they bill it to the pool and deduct the services from the town contract. The town does not pay for Pierce Coleman's personnel matters representation.

Council member Wirth asked Mr. Belshe about whether council members could speak directly with league attorneys. Mr. Belshe stated that it is more appropriate for league attorneys to converse with the town attorney directly.

Mayor Vail asked about having a designated council member assigned to speak out on legislative topics. Mr. Belshe spoke to the process that the league utilizes for such efforts and encouraged the town to participate.

Mayor Vail thanked Mr. Belshe for his participation and mentioned that the council would meet again tomorrow morning.

4. MOTION TO ADJOURN

The meeting was adjourned.

Clarinda Vail 5/12/21
Clarinda Vail, Mayor Date

ATTEST:

Town Clerk

STATE OF ARIZONA) CERTIFICATION
)ss
COCONINO COUNTY)

I, Mark Wortman, do hereby certify that I am the Town Clerk of 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 2-5-2021. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 4th day of May 2021

Mark Wortman
Town Clerk