

## MINUTES

**TUSAYAN TOWN COUNCIL SPECIAL MEETING**  
PURSUANT TO A.R.S. § 38-431.02 & §38-431 .03  
Saturday, February 27, 2021 at 10:00 a.m.  
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 Saturday, February 27, 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 SPECIAL MEETING SUMMARIZED MINUTES

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

Mayor Clarinda Vail called the meeting to order and let the group in 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; Becky Wirth, Council Member - Present by Zoom; Brady Harris, Vice Mayor; Robb Baldosky, Council Member; Greg Brush, Council Member

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

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

**4. 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 Clarinda Vail, seconded by Vice Mayor Brady Harris. Motion to reorder the agenda to take item 7A first. Vote: 5-0 Passed Unanimously.**

**5. RETREAT AND WORKSHOP**



COCONINO COUNTY )

I, Mark Wetmore, 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 27- 2021. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 4<sup>th</sup> day of May 2021

Mark Wetmore  
Town Clerk

Exhibit A



## Town Council Workshop Facilitation Guide

### The Expectations of Town Manager and Council for Effective Relations

Expectation	Description
<b>Respect the decisions of the Council.</b>	Implement Council's policies by accurately interpreting direction given by the Council, carrying out their directives as a whole and supporting the actions of the Council after a decision has been made.





# Town Council Workshop Facilitation Guide

## **Focus Areas**

### **Fiscal Stewardship**

Tusayan will implement innovative and responsible policies and business practices to effectively manage its fiscal and human resources in accordance with statute and regulation. Tusayan will maintain a stable financial environment that is transparent and that maintains an outstanding quality of life for our citizens. Business practices will be efficient, business friendly and ensure exceptional customer service to all stakeholders and citizens.

### **Safe, Healthy and Emergency Prepared Community**

The Town of Tusayan and our partners will seek an optimal quality of life for residents by cultivating and supporting opportunities for public health and safety. The Town recognizes that a key sense of community well-being comes through obtaining a level of emergency readiness and stakeholder communication.

### **Culture and Recreation**

The Town of Tusayan will build a cultural identity that reflects and preserves its unique small-town character. This will be done through the responsible promotion of arts, education, recreation, programs, events, and other similar opportunities, that are reflective of our unique community and surrounding environments.

### **Inclusive, Connected, and Sustainable Community**

The Town of Tusayan will provide and/or promote programs, gathering places, and events where all members of the community can come together to participate in opportunities of learning and recreation. Connectivity within the community will be cultivated through engagement, excellent focused service, reliable and accessible communication.

### **Economic, Tourist and Market Growth**

Tourism is the economic driver in the Town of Tusayan and surrounding communities. The Town of Tusayan will foster community investment and economic development through streamline processes, technology, safety, proper planning, economic resiliency, and an aesthetically attractive community





## Town Council Workshop Facilitation Guide

appearance. This is supported by smart growth that respects the area's natural beauty, small town character; as well as both partner and residential need. In addition, the town understands the integral role that marketing plays as a communication device in the economic engine of tourism in the Town of Tusayan.

### **Community Focused Government of Integrity**

The Town of Tusayan recognizes that a key (but often unseen) component of residential quality of life is providing ongoing innovation and outstanding government services that are transparent, accountable and professional. Employees will be provided the tools and resources for continuous personal and institutional improvements. The Town will strive to provide the community with resources necessary for optimal government engagement.

### **Sustainability and Infrastructure**

The Town of Tusayan will meet our environmental, social, and economic needs without compromising future generations' quality of life. The Town will also maintain a sensitive posture towards the needs and sentiments of our partners and neighbors. The Town will take advantage of new technologies and learning opportunities to forge an innovative path forward. The Town will endeavor to plan and build infrastructure that is inclusive of our diverse community. We will strategically plan, implement, and maintain current and future infrastructure and facilities, using technology and learning when possible, to support the community's quality of life, economic viability, and protect the environment.





## Town Council Workshop Facilitation Guide

The proposed strategies were evaluated as part of the online survey.

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**Strategy 1: Customer Focus-** Improves service to customers and their seamless interaction and accessing of services.

**Strategy 2: Internal Process Focus-** Internal processes are improved to enhance operation efficiency and effectiveness.

**Strategy 3: Technology and Training Focus-** Improves organization technology and/or enhances staff development.

**Strategy 4: Financial Sustainability Focus-** Reduces cost enhances and improves revenues; improve financial transparency, reserves, and credit rating.

**Strategy 5: Community Well Being Focus-** Improves community connectivity, safety, health and sense of well being.

**Strategy 6: Economic Sustainability Focus-** Improves the long term economic viability of the community through employment and diversification, improved economic opportunities and support for continuing business operations.

**Strategy 7: Employee First Focus-** Improves and supports the ability to hire and focus on "Employee First "in delivering high quality and cost effective services.

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## Town Council Workshop Facilitation Guide

### Focus Area: Fiscal Stewardship

Project/Policy	Strategy Number	Senge Rating	Department Lead	Fiscal Year
Completion of New Financial System	3,4,6,7	1	Staff- council Fiscal designee	2020-21

### Focus Area: Safe, Healthy and Emergency Prepared Community

Project/Policy	Strategy Number	Senge Rating	Department Lead	Fiscal Year
Flood Study Completion and Reach Resolution on Final Number	5, 6	2	Council and Manager	20-21
Disaster Relief Preparedness/Readiness Plan Implementation	5, 1	1	Council and Manager	Initiate 20-21  And then ongoing
Tusayan Fire IGA Completion	1, 5,	1	Council/Manager  Legal	20-21
Hazard Mitigation Plan	5,1	3	Manager	20-21





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				Updated yearly
Disaster/Wellness Communication Plan	5, 1,	3	Manager/IT	20-21 Updated yearly
Tusayan Sanitary District IGA	1,5,6	2	Council/Manager/ Legal	21-22

### Focus Area: Culture and Recreation

Project/Policy	Strategy Number	Senge Rating	Department Lead	Fiscal Year
Council Inclusive Sportsplex Masterplan	5,1	2	Work Group/Council	2021
Trails System	1,5,6,7	2	Council/Manager	2021-2022 ongoing
Graduation Banners	1,5	1	Staff	2020-21 Ongoing





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### Focus Area: Inclusive, Connected, and Sustainable Community

Project/Policy	Strategy Number	Senge Rating	Department Lead	Fiscal Year
Housing	1,5,6,7	2	Everyone	Starting in 2021-2022 Ongoing
Highspeed Internet	1,3,5,6,7	2	Council/Manager	20-21 Ongoing





## Town Council Workshop Facilitation Guide

### Focus Area: Economic, Tourist and Market Growth

Project/Policy	Strategy Number	Senge Rating	Department Lead	Fiscal Year
Complete Office of Tourism	4,1, 6,	2	Council/Manager	2021-2022 Ongoing
Tusayan Marketing Plan	4,1,6	2	Council/Manager	20-21 Ongoing
Tusayan Transportation Program	1,5,6,7	1	Council/Manager Legal	20-21 Ongoing
Distribution of Funds to residents/workers	5,6,7	2	Council/Manager Legal	2021-2022

### Focus Area: Citizen Focused Government of Integrity

Project/Policy	Strategy Number	Senge Rating	Department Lead	Fiscal Year
Community Development Improvement Plan	1,2,5,6,7	2	All	2020-2021 Ongoing
Community Townhall and Stakeholder Engagement	1,5,7	1	All	2020-2021 Ongoing





## Town Council Workshop Facilitation Guide

General Plan Updates	1,2,3,4,5,6,7	2	All	2021-2022

### Focus Area: Sustainability and Infrastructure

Project/Policy	Strategy Number	Senge Rating	Department Lead	Fiscal Year
Tusayan Forest Basins	5,6	2	All	2020-2021 Ongoing
Storm Water	5,6	2	All	2020-2021 Ongoing
Alternative Water Sources	5,6,7	3	All	2021-2022 Ongoing





## Town Council Workshop Facilitation Guide

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### Notes:

