

MINUTES

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Wednesday, March 10, 2021 at 3:00 p.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 Wednesday, March 10, 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 REGULAR MEETING SUMMARIZED MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Clarinda Vail called the meeting to order at 3:00 PM and led the group in the Pledge of Allegiance.

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

All Council Members were present and a quorum was declared.

MAYOR CLARINDA VAIL

COUNCIL MEMBER ROBB BALDOSKY

VICE MAYOR BRADY HARRIS

COUNCIL MEMBER BECKY WIRTH

COUNCIL MEMBER GREG BRUSH

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

Staff Present: Town Manager Charlie Hendrix; Town Clerk Maria Wortmann

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. 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.

No comment from the public.

4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

- A. Presentation - Monthly Law Enforcement Report Lieutenant Jason Lurkins, Coconino County Sheriff's Office. (10 min)

Lieutenant Jason Lurkins reported via zoom. The written copy of the report was provided to the council prior to this meeting. With the recent storms and weather in the area in January, they were pulled away to help the highway patrol quite a bit off I40. We still had things going on in Tusayan and still made sure there was a presence in town with business checks and other calls. In February did a lot of traffic enforcement again. He will be attending a meeting with operations chief for the parks service as part of the search and rescue program. They are working on finalizing a memorandum of understanding (MOU) with the park service as an added benefit to the sheriff's office. A copy will be forwarded to the Town Manager when it is complete.

- B. Consideration, discussion, and possible action regarding COVID-19 Victims and Survivors Memorial Day Resolution. (5 min)

Town Manager Charlie Hendrix turned this item over to Vice Mayor, Brady Harris. Vice Mayor Harris reported he was approached by a bipartisan group that was going through on a national level about this matter. It caught his attention especially with the number of deaths. There are 2.56 millions people worldwide and 519,000 in the United States that have lost their lives due to Covid-19. In the Town of Tusayan community more than 187 lives have been impacted by this deadly virus. It is personal and important that we don't want to live in fear, but we do want to remember this moving forward. We have designated the first Monday in March as the Covid-19 Memorial Day with this year recognizing today, March 10th, 2021 (future years will be the first Monday of March) as a day of remembrance of those who have lost their lives and in honor of those who are forever marked by Covid-19.

Moved by Mayor Clarinda Vail, seconded by Vice Mayor Brady Harris. Motion to approve the Memorial Day Proclamation as presented by staff. Vote: 5-0 Passed Unanimously.

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.

Vice Mayor, Brady Harris stated there are items on the consent agenda he would like addressed, specifically CK# 5461 and CK# 5462.

Moved by Vice Mayor Brady Harris, seconded by Council Member Robb Baldosky. Motion to approve the Consent Agenda less item 5A. Vote: 5-0 Passed Unanimously.

Discussion was held on CK# 5462 to Valle Hardware for \$632.42 (there is no issue with CK#5461) to relocate storage container. Vice Mayor Brady Harris asked for clarification as to what actual services were rendered. The original plan was for the labor was strictly being done in house and now there is a bill from Council Member Robb Baldosky's wife's business. The original plan was to not have Robb do the work as work would be done by staff and no other bills would be received. Council Member Baldosky replied to the question that he remembered this being a question last month when he presented a plan for the box to be moved from TenX to the sports complex and being

specifically asked if he was going to be doing the work, and it was reported that the town maintenance man would be doing the work, not Baldosky. A member of the public at last month's meeting recommended a different contractor. Council Member Baldosky reported the town maintenance had called the other recommended contractor to do the work, but on the day they were scheduled to do the work, the hired contractor was out with COVID-19. This was the day before the deadline to get the Christmas decorations down. Baldosky was called in by staff with less than 24 hours to line up equipment and used Valle Hardware to schedule the work. Valle Hardware has a contractor who can move connex boxes so Council Member Baldosky lined this up. Council Member Becky Wirth questioned why staff was directing the work be done instead of the Town Manager? Council Member Baldosky also brought up that the town has a contract with RobbCo to do maintenance for the town, and he did not bill the time he took to make arrangement with the contractor to make this happen by deadline. Additional questions were brought up as to why not billed as RobbCo since RobbCo has contract with the town. Council Member Baldosky said the vendor was available through Valle Hardware. Valle Hardware has a contract with this vendor and used that way of billing to save the town money, also didn't bill for his labor. Mayor Clarinda Vail said the bill seems a little foggy and the Council does appreciate Council Member Baldosky for getting things done, but there needs to be clarity in these type of things. Council Member Baldosky reported he is happy to be able to help the town, but doesn't want this to be an ongoing issue with him being a council member. Mayor Vail said there will be conflicts that come up and with this one specifically knowing the training guides from the League of not directing staff. Town Manager, Charlie Hendrix reported since prior discussion at prior council meetings, she couldn't sign off on this invoice without council approval and will need some direction moving forward. A bill for labor on this type of vendor brings up questions, it would be better on the RobbCo contract. This invoice is cheaper than was originally planned for this project. Also need clarity if in the future it would need to be pre-approved. Council Member Baldosky cautioned if a town manager has to wait 30 days for pre-approval to get \$600 invoice approved can cause problems getting contractors and can be a problem in emergencies. There was a deadline which needed to be met. Discussion continued on invoicing options and the need for approval in emergency situations. Council members reiterated the appreciation to Baldosky for the work he has done, but emphasized the need for clarity.

Moved by Mayor Clarinda Vail for pre-approval by the council on emergency situations. Motion was taken off the table.

Town Manager discussed conversations with council in the past in regard to dealing with Council Member Baldosky were to be brought to the council since he is a council member. Mayor Vail stated she didn't know this even existed and hasn't noticed any payments to Council Member Baldosky since becoming a council member. Town Manager asked if they are comfortable with the town utilizing Council Member Baldosky without pre-approval? Council directed the Town Manager as long as it falls within one of the three contract with Council Member Baldosky, that is okay and any of his work should go through the Town Manager and not any of the other staff members.

Mayor Clarinda Vail amended her motion - Moved by Mayor Clarinda Vail, seconded by Council Member Becky Wirth. Motion to approve the Consent Agenda 5A with the stipulation on CK # 5462 Invoice once the invoice is corrected for clarity. Vote: 5-0 Passed Unanimously.

- A. Billings of payable accounts (February 1-28, 2021 -Bills Payable in March 2021)

- B. Billings of Electronic and Automatic Payable Accounts (January 01-January 31, 2021) (February 1-February 28, 2021). Pre-authorization (March 1 - March 31 and April 1 - April 15, 2021)
- C. Authorization for town signer to add Net-Income Pros as an ACH (Automated Clearing House) vendor.

6. **ACTION ITEMS**

Amend the agenda

Moved by Mayor Clarinda Vail, seconded by Council Member Robb Baldosky. Motion to amend the agenda to move 6E to the beginning of the action items. Vote: 5-0 Passed Unanimously.

- A. Consideration, discussion, and possible action regarding the East Rim Gate and State HWY 64, Invitees - Superintendent Edward Keable, Grand Canyon National Park and Navajo Nation Representative. (10 min)

Mayor Clarinda Vail reminded everyone on the process with Zoom on the call to the public later for this item and for each item on the agenda. Superintendent Edward Keable was not available for a presentation. Jan Balsom was present via Zoom to give a presentation. Balsom discussed the weekly phone call meetings to get updated information. COVID-19 shut down this last year, closed to all visitation on April 1, 2020. The park was reopened on May 22 with limited and managed opening. Complete reopening was May 29 in open spaces such as trails and river areas, and inside spaces including the visitor centers had remained closed. They have gradually increased opening over the year. They will continue to follow the CDC guidelines which are constantly changing. Travel communities have been hit hard by the pandemic. The Navajo Nation has had a curfew and stay at home order for nearly a year. They still have the stay at home order. They have asked us to keep the east entrance closed particularly for protection of the community of Cameron. This has had impacts on local economies due to the lack of free traffic through the gate. They are sensitive to the fact this has had an economic effect on all the communities in the area. They are working on the ideas of safely reopening to all traffic as more are vaccinated. Navaho Nation parks are still not open and don't have a target opening date for them. As of now 80% have received the 1st dose of the vaccine and 30% have received the 2nd dose of the vaccine. They are projected to have all of their members by the end of March. The target date to open the park including the visitor centers is May 21st pending guidance from CDC. Jan reported they feel optimistic to hit the target date. They have continually reached out to the Navaho Nation on the plans from them to reopen the entrance by Hwy 64. The Navaho Nation has to feel okay with an opening date before moving forward. Vice Mayor Harris asked if there is discussion with the reservation about logic if by the end of March so many vaccinated so why so much time in between then and the May opening date? Jan reported they don't have their own staff and COVID-19 safety plan in place yet which is needed before opening the east gate. Two years ago half a million people came through the area, so will need to be prepared. If we hear from the Navaho Nation they have a plan to open sooner it may be an earlier date, but don't want to impose any deadlines on the Navaho Nation. The target date is May 21st and it is hopeful to be sooner, but don't want to impose anything on the Navaho Nation if they are not ready. We need to recognize the comfort level from the communities and the operational capacities. Mayor Clarinda Vail thanked Jan for the report and emphasized

it is a big deal and want to be respectful to neighbors during this hardship, but also to the area businesses. Mayor Vail asked if any way the town can help, especially if the opening date would come quicker with staffing issues. Jan has been working on replacing the lost employees will need seasonal staff in April. With the focus on the May 21st targeted date should be able to get adequate staff. Jan thanked the town for the help with COVID-19 testing.

Call to the Public: Karlyn Bunting with GrandCanyon.com was in the town hall yesterday where President (Jonathan) Nez and President (Joe) Biden spoke and there is another town hall meeting at 6:00 PM tonight to discuss taking Navaho Nation out of Covid level red to a level orange which represents the opportunity to open businesses at a capacity of 25% - encouraged to call in.

No action taken by the Council.

Jan informed the community they are going to combine the stakeholder weekly calls to just one call a week on Wednesday for the community wide call.

Item numbers which are in Executive Session were pointed out. The council will move 6N up on the agenda.

**Moved by Mayor Clarinda Vail, seconded by Council Member Gregg Brush.
Motion to move item 6N up to the next item on the agenda before item 6C. Vote:
5-0 Passed Unanimously.**

B. Consideration, discussion, and possible action regarding Liquor License Resolution No. 2021-01. (5 min)

Town Manger Charlie Hendrix reported this item has been on the agenda before and have made some changes including to make sure the town manager is able to approve certain items administratively. These changes have been made, but it was noted that some application on the web-site have not been included in this resolution. The thought is to wait on the approval until can compare the applications. Some documents on the web-site won't be necessary after this is approved. If that is the case, we will remove them. There are two liquor licenses for patio applications this month and, would ask approval to have town managers able to approve for this month. We have a process which has been used in the past. We have a resolution referencing an attached handbook. We don't have the attached handbook. That is the case we have with a number of our resolutions. We have the resolution, but not the attachments. There was a scanning project with interns in the past which may have perhaps misplaced the attachment during the scanning process or put them in separate locations. The town manager asked that this item be tabled until after executive session to give an opportunity for her to discuss this with the town attorney, then will be able to come back with the appropriate motion for approval. We want to make sure we are not deleting something important and plan to use the state's application. The new resolution will repeal the previous version. We probably won't need our own applications and should be able to use the state's application.

This item is postponed until after Executive Session.

Town Manager Hendrix noted what would be authorizing with special use permits and patio use permits would be approved by the Town Manager (samples in the council member packets) and would have to go through Willdan to make sure fits within Zoning too.

No comment from the public at this time.

***After the Executive Session:**

Moved by Mayor Clarinda Vail, seconded by Council Member Greg Brush. Motion to approve the Liquor License Resolution No 2021-01 and any other documents should be removed if they are not in line with the resolution and applications moving forward need to meet the zoning code. Vote: 5-0 Passed Unanimously.

- C. Consideration, discussion, and possible action regarding Vice Mayor Appointment Resolution No. 2021-2. (5 min)

Town Manager Charlie Hendrix reported this is also one that was reviewed last month and suggested changes made. This included the word election to appointment and the dates were changed. This would be a process for appointment for the Vice Mayor. Hendrix questioned if the dates used are correct - it would be starting January of the odd number year starting in 2023 (or should it be even years or starting in December?) The council discussed the date and decided it should be in the even years starting in January 2022. This would give the position a set term.

Moved by Vice Mayor Brady Harris, seconded by Council Member Becky Wirth. Motion to approve the Resolution No 2021-2 regarding the Vice Mayor Appointment with the change to the even number years starting in January 2022. Vote: 5-0 Passed Unanimously.

- D. Consideration, discussion and possible action on acceptance of the Annual Expenditure Limitation Report and Annual Financial Statements of the FY 2019-20 annual audit. (5 min)

Town Manager Charlie Hendrix reported this is from last month and checking if there are any follow-up question. Staff will plan to go ahead and will file as required. No action is required. If any questions or comments from council, need to say so now.

Council Member Becky Wirth asked about the Notice of COF.

Manager Hendrix explained this was passed earlier and is just back information to show the Town Manager can file the audit.

No comment from the public.

No action needed. The Council thanked the town manager for getting ready to file.

- E. Consideration, discussion, and possible action regarding contract for construction services for the Ramada/Outdoor Classroom with Loven Contracting. (10 min)

Town Manager, Charlie Hendrix reported the Town Attorney, Aaron Arnson is available via Zoom to answer questions and this item will also be discussed in Executive Session. Town Manager Hendrix announced Loven Construction was chosen to be the winner of the contract for the CMAR process. Mike Loven with Loven Construction is available to answer questions. Mr. Loven thanked the Council on being selected for the contract. The contract is a two part contract. Phase I is contracted with the design firm to pay with design at 50% construction documents and again at 90% completion of the construction documents, then will go into the construction phase. Loven Construction has been in business here since 1985 and worked on the South Rim. Mike Loven was available to

answer questions. Town Attorney, Aaron Arnson recommended the council to ask any of their questions now in open session, before the item goes to Executive Session since Mr. Loven would not be able to answer the questions in Executive Session. The Town Attorney advised he has reviewed the contract and it appears to be proper in form. The Council commented on the excitement of getting thing going and hoped for good weather to get things done quickly. Vice Mayor Harris asked about the estimated time line for completion. This information is in the construction documents. Council Member Becky Wirth asked if Council Member Robb Baldosky is okay on the selection. Council Member Baldosky commended Loven Construction as a Class A Contractor.

After Executive Session - Council came back to discuss this item.

Town Manager Hendrix reported the contract with Mike Loven was discussed earlier.

The first part is ready to approve. and staff is recommending approval. Council Member Baldosky is the council representative and will recuse himself from voting.

Mayor Vail thanked Council Member Baldosky for his help and expressed excitement moving forward.

Moved by Vice Mayor Brady Harris seconded by Council Member Becky Wirth. Motion to approve the contract with Loven Construction as presented. Vote: 4-0-1 (1 Recuse by Baldosky) Passed.

F. Consideration, discussion, and possible action regarding update of the Sports Complex Working Group. (5 min)

Mayor Clarinda Vail welcomed information from designated members of the Sports Complex Working Group including Pete Shearer, Kevin Hartigan and Andrew Aldez and stated these members would be able to speak on this topic throughout the conversation. Mayor Vail reported the last meeting was a good meeting overall and getting down to specifics on construction of Ramada. There may need to be discussion on building another one in the future. The community garden is a priority and is something that could be moved at a later date if necessary. Council Member Robb Baldosky talked to the work group on what could be the next build. It was unanimous with the group that we need to move forward with the Master Planning, and maintenance issues. The need to keep everyone in the loop for upcoming projects was discussed. A solar lighting demo project was mentioned. The Sanitary District is considering getting some samples to see what lighting would work in the community. Pete Shearer reported the Sanitary District has ordered 4 solar streetlights to install temporarily for 2 weeks, after seeing what works, then will take them to reuse for the Sanitary District. This is a pilot program to get feedback from the community. Want to make sure the lights are not intrusive to the dark skies and the community. He reported meeting with the school superintendent yesterday about the Community Garden by the school, and she thinks it is a great idea to move forward as a pilot project. It already has a site which is the tot lot that is already fenced. There will be 20 raised bed containers. The water and electricity are very close by. Would be able to do the project without taking up any of the adjacent land to the north that is a possible future playground to be built. We can initially save \$40,000 by not having to fence a new area. The cost would probably be under \$10,000. The area already has a fence and would be great opportunity for the community and the school. Could have a community volunteer day on Arbor Day to help with set up. It would also be a great opportunity for the school kids to have as a project.

Mayor Clarinda Vail asked from the public and council any other short term and long term projects within \$3,000 - \$5,000. Short term ideas include an arborist to address some issue, fire control, bathroom update to prevent freezing pipes and encourage

participants to use the proper facilities. The group had also discussed some landscaping ideas. The Master Planning including the tracks and ball fields are the long term items.

Council Member Baldosky talked about (2) 30,000 gallon fiberglass tanks at TenX which could be used to collect rainwater to the garden, a 50x50 steel building. Since both of the items won't go in at TenX anytime soon and are deteriorating while not being used, they could be utilized by the workgroup for a maintenance facility, fire protection and storage. This leads into the Master Planning and expanding the tot lot. The way the fence could be installed for an expanded tot lot could be used in the next few years for a community garden and as the complex grows through the Master Plan, the tot lot equipment can be afforded - it will serve a dual purpose. We need to come up with a plan, go to the school and sell the idea, then move forward. We can still do the smaller projects and move forward to the larger part of the Master Plan with the track and the ball fields. Vice Mayor Harris cautioned that we need to have the school support, not just the support of the superintendent, but the whole council. Need to make sure this is what the public wants. The draft master plan has a 15-year-old survey which shows the community garden is supported. We want to make sure of the master plan first and where the ball fields go first. The bigger picture needs to be looked at first. Want to make sure the community garden is something the community wants as a priority. Council Member Baldosky agreed and discussed moving forward with the master plan and the ballparks. He also discussed the budget plans for next year which include the building of the Ramada. He discussed drawing up a plan for the 12 ft fence for the tot lot in a way that can be expanded and could be used a dual purpose for the community garden and in the future expansion of the tot lot. The fence is already built for the expansion of the tot lot, which will not move. A fence would be easy to put up with all the volunteers from the group.

Questioned if should start with the community garden or wait on the master plan. We could start with a pilot project as the community garden.

Mayor Clarinda Vail advised community volunteers put up the fence for the tot lot. Getting water is a concern and the option of a zero mass water option. Is there anything we could get forward with and talk to the school?

Council Member Baldosky said he could put in a drawing of a simple fence and of what the tot lot would look like someday or the playground. We could put the fence up and have the community garden, then show the concept of the playground and get it all done in one concept.

Council Member Wirth questioned since we have extra money this year it would be great to start with the community garden. If we need to put a fence up, then let's do it. We can come up with a good water plan and should utilize the tanks before they deteriorate. We do need to see a master plan which is vital to see before we start the budget for next year.

Council Member Baldosky advised he would do the footwork to get things going and save the town money. It is very important that we move forward with this.

Council Member Brush talked about catching the rain off the roof of the Ramada for the community garden. Town Manager Hendrix advised if you are talking about the tanks, that would be a bigger project for next year, not a small pilot project.

Council Member Baldosky talked about getting a fence up with the school's approval, work on bathrooms, the tree/arborist, and a steel building 50x50. The water tanks would be part of the master plan.

Town Manager Hendrix was concerned this is different from Pete Shearer's plan for a pilot community garden with putting beds inside the preexisting fence. Council Member Baldosky said the fence would be part of the master plan and putting up the fence would be one of the fastest things that could be included this year.

Public comment from John Vail - He voiced his support, labor and equipment to get things moving along and is in favor of any version of this project.

Rob Gossard talked about overlapping with items, the Grand Canyon Railroad Plat has pledged \$50,000 for a Ramada. Mayor Vail thanked Rob and advised she would be in contact.

Pete Shearer reported survey is from 15 years ago. As with the water tank, rain water is better than fresh or reclaimed water for the plants, so if any way can use the tanks for rainwater would be better and could save 40,000 gallons of water a year. They would like to see people able to start on May 15th. If we go out and start another area or build a fence we are impacting something that may change with the Master Plan. The tot lot will likely remain in the same location, and we already have a fence there. We have been working on this since 1988. He supports the pilot program and feels we are long overdue for a community garden.

Vice Mayor Harris asked who runs the administration of the community garden and who decides who or what is planted?

It was reported the school has a process. Can get a master gardener and have all helping.

Town Manager Hendrix advised for the record she would recommend a trial program, but this is way outside that and the council already has a lot on their plate right now. Mayor Vail discussed the need to discuss the whole project, even if the discussion gets in the weeds a little. The project needs to be big enough that it will succeed.

Council Member Baldosky added we need to have someone who knows how to do this and set up a garden

Shearer advised the school has a waiting list which is 1st come/1st served. We want to do a small initial project to get it started. There are plenty of experts in this area to help the gardening. Mike can run a water line and electric. This such a small project that it won't impact any other projects in the master plan.

Andrew Aldez agreed with Shearer. We should get pilot program put in motion. Need to work on how to divide the plots and will have shared plots. Need to see how much interest from the community. If project gets off the ground, it will give us a reason to get fencing in.

Council Member Baldosky talked about fencing for the playground to expand. The community garden would be a little area. It would be around \$12,000 to put in fence.

Mayor Vail felt action would be needed and not just an update period for the sports project that was discussed during the retreat.- Robb Baldosky asked if the council would be okay with him to help the town manager to could come up with a plan and move it forward to the school board. Mayor Vail agreed she would like to see something go to the school board if within the IGA and with what was discussed at the retreat. Does the council need to take action to keep it moving forward? No action needed - direction

would be enough.

Council Member Baldosky advised he could bring a plan to the March 31st council meeting, can get a bid, then can take to school board. Town Manager Hendrix advised there are already 4 meeting scheduled on March 31st.

Mayor Vail discussed direction needed to expense some funds for the items everyone is agreeing on.

Town Manager advised she would check the IGA on which items would need prior approval, but items like the trail project or other maintenance issue like the bathroom project would not need prior approval. Any item in the Master Plan will need to go before the school board.

Council Member Baldosky discussed ideas to the Master Plan and bringing plans to the school.

Shearer added that he agrees with Town Manager Hendrix on what is in the IGA, the school board committee would decide on what would happen as long as for educational purposes, so there is no risk of losing the land due to it not being educational. We can have the committee members report to the school that we are moving forward on the next project as already discussed in the past. The school can come back and request a meeting if they have a problem with a project.

Vice Mayor Harris pointed out we are limited on staff and this will be a project requiring time and effort. Timelines have already been set for items discussed during the recent retreat that we also want to keep focused.

The sports complex was already on schedule for this year.

Discussion continued on Baldosky working on a plan for the bathrooms and building fence. Council member Baldosky will work on fence for free.

Mayor Vail asked for some clarity on which items like the bathrooms and the arboring/tree clean up should move forward and that Council Member Baldosky is working on a plan for anything else beyond those items, to come back with a plan soon and would like to see the plan before moving forward.

Vice Mayor Harris asked is Council Member Baldosky performing the work. Council Member Baldosky stated he could help in some capacity help, but for the fence - Buffalo Fencing could do the work. More specifically would there be charges for coming up with planning and design. Council Member Baldosky would do that (the design) for free.

Shearer added if the pilot program is inside the existing fence, we can not move the fence. The fence cannot move the barriers that hold the wood chips. There is a safety buffer around each piece of equipment. We have to stay inside the chain link fence, but outside the retaining structure. We have room to put 20 raised garden beds inside the structure and if we don't like them in there we can move them to a new location. We are not supposed to move the safety barriers.

Mayor Clarinda Vail directed staff to work on the short term goals as listed in the notes, to make bathrooms heated, find arborists, start trail community garden, have Baldosky come up with a plan on the other items discussed such as a fence for playground expansion, as outlined in the manager's report and authorized Town Manager to bring on necessary staff, check with IGA to make sure the school board does not need to be

notified first on the short term items we can just move forward with. Would like to complete this in this budget year or at least expend it in this year. Council Member Baldosky advised a 50 ft easement from forest service might affect part of the plans for the tot lot fence and may need correction. If we are going to spend money on the rubber coated fence should probably address the easement issue. Mayor Vail advised that would be in the plans coming back to the council and not in the short term items.

Council Member Wirth added staff is an issue and are limited in the resources there. Place an ad to the community to ask for volunteers. Several community members are always willing to help. The crew that shows up is always will to help. We need to find volunteers.

G. Consideration, discussion, and possible action regarding Kaibab National Forest Special Use Authorization Permit. (5 min)

Town Manager, Charlie Hendrix reported this is on the agenda for information purposes. It will be on the meeting on March 31st agenda. There are two items attached to this agenda item for review.

No comment from the public.

H. Consideration, discussion, and possible action on Planning and Zoning Commission recommendation to approve draft 2019 Zoning Ordinances. (5 min)

Town Manager Charlie Hendrix reported Planning and Zoning have reviewed the draft and sent to council for review and questions. Asking for guidance on how to move forward and want to give them serious consideration. The commission asks if there are any changes to bring them back to them for review. There have been some recommendation on what process is needed for moving forward with the review. We are working to see if can get a red-line version of the ordinances. May have trouble getting a red-line version.

Mayor Clarinda Vail advised for the public it would be great to have a red-line copy, but may be best to provide copies of both versions.

Other option is to do a workshop with the engineers to give a presentation on current vs proposed version in May or June.

Mayor Vail commented they are very dense and need to have time to go through. Now we should go through these with a "COVID Hat". We want people to feel free moving forward and there might be things that stand out now because of COVID. Another suggestion could be to take it in sections.

Council Member Baldosky asked if we could take Coconino County's code and apply it to our town. He felt we need the workshop to discuss the issues, such as variance issues.

We adopted and have now amended their plan. We still have issues that cause set back issues. We need a workshop to address these things. Having a business in the ROW - we need to address codes for what we have.

Mayor Vail advised we need to set how we want to review. Direction is need on how, when and how do we want to look through the document?

Vice Mayor Harris suggested a public hearing and workshop. The document is 217

pages. Council should consolidate a list of question and issues we want to review. Need to get the prep work done ahead of time.

Rob Gossard, Chairman of the Planning and Zoning Commission addressed the council and thanked them for time and sessions. The commission worked through many hours and think this is a quality work. They are grateful to hear the council take is serious.

Mayor Vail reported the workshop will include the Planning and Zoning Commission to work together on the project.

Town Manager Hendrix advised there is a little flexibility in May and June is open for workshops.

Direction from the council to set up a June workshop to review draft Planning and Zoning Ordinances with current engineering team at that time to give a presentation and to work on the master plan. If all have pre-reviewed everything, we will get through it better.

Mayor Vail asked who needed paper copies of the new and old versions. Town Manager took a list of who needed copies.

Council Member were reminded to start a list of questions for the engineer. Town Manager Hendrix reminded the council they still have an interim engineer and have not done the criteria to select the engineer for a permanent engineer.

No comment from the public.

I. Consideration, discussion, and possible action regarding Personal Protective Equipment (PPE) for purchase and distribution. (5 min)

The town has had a supply and demand in the past for Personal Protective Equipment Distribution due to COVID-19. Some requests are for better quality gloves. Only one company said they don't use masks. We are not sure how long the COVID protocols will go on. The bleach wipes has mixed reviews. The No Touch dispensers are available again. Approximately 75% of businesses don't want any chemicals or disinfectants. Mayor Clarinda Vail advised the town is looking at doing another round of PPE for the businesses.

Council Member Becky Wirth noted the first round cost approximately \$38,000. Would another \$25,000 be sufficient?

Vice Mayor Harris advised \$50,000 would be a better estimate due to the current cost for a case of gloves with the request for better gloves.

Mayor Vail said we are not ordering as much this time round.

Town Manager Hendrix talked about the budget with the conversion to the new accounting software have moved the chart of accounts around. There is 2 million in the next COVID budget which we have already dipped into.

Mayor Vail has a business survey of what each business wants which she will give to staff to help with the order process.

Vice Mayor Harris stated the purpose of this is to protect our residents.

Town Manager Hendrix advised the last time supplies were ordered she was not here and would like to have Vice Mayor Harris work on this project.

Moved by Mayor Clarinda Vail, seconded by Council Member Greg Brush. Motion to expend \$25,000 for the COVID budget to purchase Personal Protective Equipment. Vote: 5-0 Passed Unanimously.

Call to the public - no comment.

- J. Consideration, discussion, and possible action regarding Chamber of Commerce Marketing Plan. (5 min)

This was discussed during a work session earlier today. There was lots of good discussion.

No action taken.

- K. Consideration, discussion, and possible action regarding pre-authorization to town manager to expend funds on local advertising. (10 min)

Town Manger Charlie Hendrix reported in the packets is the winter advertising. There is a preference to advertise locally which included the yearbook, banners, local vacation guide. Town Manager Hendrix requested the council to preauthorize a certain amount to advertise with these local businesses. The council can suggest a starting amount and the manager can come back to see if want to renew. The Town Manager would then be directed to make these expenditures, and they would be included on the expenditure list. A set amount was discussed but felt these could exceed the suggested \$5,000. Mayor Clarinda Vail direction to staff is to go ahead with Grand Canyon News including the Visitors Guide and the schools. Would also like to replace the flags before they get too worn out.

No comment from the public.

- L. Consideration, discussion, and possible action regarding payment of Trails Inspire Invoice(s). (10 min)

Town Manger Charlie Hendrix reported this item was discussed earlier in Executive Session. It is recommended to pay the expenses minus the legal fees and to thank Sirena Rana for her service to the town.

Council Member Greg Brush thanked Sirena Rana and expressed the value of the trail system and would like to continue this the trail.

Sirena Rana was present via Zoom to address the council. She pointed out the contract said legal fees would be reimbursed.

Town Manager Hendrix explained they approved everything except the legal fees which have a legitimate dispute she could discuss with Ms Rana offline.

Mayor Vail advised they do want to keep moving forward with what is possible. She thanked Ms Rana and advised they want to mover forward in the process.

Sirena Rana said she would help the community.

Town Manager Hendrix apologized for the mix up in continuity.

Moved by Mayor Clarinda Vail, seconded by Council Member Greg Brush. Motion to approve the Trails Inspire Invoices as presented less legal fees. Vote: 5-0 Passed Unanimously.

- M.** Consideration, discussion, and possible action regarding contract for internet consultant services, Karen Zeigler, Community Broadband Associates. (10 min)

Town Manager Charlie Hendrix introduced Karen Zeigler with Community Broadband Associates.

Karen Zeigler told the council a little about herself and presented a quote to town on how to use existing fiber.

Town Manager Hendrix reported the contract is available in the meeting packet. Staff recommends asking questions at this time.

Mayor Vail advised we will talk to legal on the contract and asked about since there is not enough public owned lands would this be a challenge installing lines.

Ms. Zeigler reported they have worked with rural project and have experience with easement, permitting and trust lands. Fiber to home is one option and will work to get best option.

Call to the public:

Former Mayor Craig Sanderson said he would like to know more on of the contract, concept and goal.

Mayor Vail said they are moving quickly with our fiber line. The technology is way beyond our expertise. This will provide to the business and residents as well. The situation with our town is separate and unique.

Moved by Vice Mayor Brady Harris seconded by Council Member Becky Wirth. Motion to approve the contract for internet consultant services with Karen Zeigler, Community Broadband Associates. Vote: 5-0 Passed Unanimously.

- N.** Consideration, discussion, and possible action on Planning and Zoning Commission recommendation to delete stipulation 7 of Ordinance No. 2011-11-04, Manjula M. Vaz, Stilo. (15 min)

Town Manager Charlie Hendrix reported the Planning and Zoning Commission met and heard from a group requesting the deletion of stipulation 7 of ordinance No 2011-11-04. This is a gray area and the council would benefit from a public hearing on this issue. The Council will wait another month to get proper public hearing notice and can have a preliminary discussion tonight.

Manjula Vaz was present via Zoom and reported on behalf of Stilo they request to delete the stipulation #7 which limits the ground floor of the hotel to a maximum 30% use. They are not asking any special favors and want to be treated the same as the other hotels in Tusayan. With this deletion they would be ready to start moving forward at Camper Village. They would appreciate the council's consideration and they are here to answer any questions.

Council Member Becky Wirth questioned why would we need a public hearing since we are not changing the zoning of anything and are not changing the whole of the ordinance?

Town Attorney Aaron Arnson reported he is not sure if it is required or not, if this is considered a development plan or not, so in the interest of caution that it is the better route to go.

Manjula Vaz added they are not sure about the public hearing too and that while working with the town attorney and town manager, they want to make sure to have paperwork

together in terms of a resolution or some sort of motion for the council to act on. This is not part of a development plan

Town Manager Hendrix reported she is under the understanding that there is a development plan in the works and has requested a copy of the development plan from Steve Bacs.

Public - no comment.

O. Consideration, discussion and possible action regarding Budget Adjustments. (10 min)

Town Manager Charlie Hendrix discussed the first Budget vs Actual report from ClerkBooks. The print is very tiny, and it is still a work in progress. The town manager will be meeting with the auditor, ClerkBooks and the accountant to make sure everything is in the correct spot. In the change over of programs, ClerkBooks has questions on where to put some things in the budget. The town manager also asked Council Member Becky Wirth to join them for the meeting. There is a new chart of accounts, and we are working to make sure everything is entered correctly. There will be a full report next month from the new accounting personnel. Town Manager Hendrix reviewed the proposed Annual Budget Calendar. There is an open call to the public to bring ideas for the budget for next year. We are working on getting bulk amounts and will pass the information on to the accounting team to widdle down. The Budget Hearing will be in June. July 14 is the state mandatory date for approval. Mayor Vail added we continue to think about 5-year plan.

No comment from the public.

7. 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.

Moved by Mayor Clarinda Vail, seconded by Vice Mayor Brady Harris. Motion go into Executive Session to discuss a variety of items including 7A, 7B, 7C, 7D and 7F at 5:36 pm. Vote: 5-0 Passed Unanimously.

Council will update via Zoom on when will be back starting at 6:15 pm.

The Council came out of Executive Session at 7:25 PM

- A. Pursuant to A.R.S. § 38-431.03 A. 2 and A.3 discussion regarding Gift Clause memorandum, Aaron Arnson, Town Attorney, Pierce Coleman. (10 min)
- B. Pursuant to A.R.S. § 38-431.03 A.2 and A.3 discussion regarding PADA Pre Annexation and Development Agreement memorandum. (20 min)
- C. Pursuant to A.R.S. § 38-431.03 A.3 discussion regarding Personal Protective Equipment (PPE) for purchase and distribution. (5 min)
- D. Pursuant to A.R.S. § 38-431.03 A.3 discussion regarding Chamber of Commerce Marketing Plan. (5 min)

- E. Pursuant to A.R.S. § 38-431.03 A.3 and A.4 discussion payment of Trails Inspire Invoice(s). (10 min)
- F. Pursuant to A.R.S. § 38-431.03 A.3 and A.4 discussion regarding contract for internet consultant services, Community Broadband Associates. (5 min)

8. REPORTS

A. Town Manager

a. Town Manager Report

Town Manager Charlie Hendrix has the written report attached to the town's webpage and encourages everyone to review the report. After the meeting today, we will start some remodeling at Town Hall. Maintenance staff removed a downed tree. We have the responsibly and staff cleared it out. Thank you to all the staff for the good work done and to all the fill-in work staff has been able to do. The Arizona League is working with Grand Canyon National Park to send out an email with the information - The target date to begin opening is May 21, 2021 fo add additional park services.

April 14 Meeting - Sanitary District - TFD Fire

March 31 Meeting - Silo and Sanitary District in the morning and Engineer in the afternoon.

April Workshop- Internet

May

June- Planning and Zoning - Zoning Ordinance

b. Town Financial Report

c. Investment Report

Town Manager, Charlie Hendrix reported some investments have matured at TVI and will need to be moved over.

d. Annual Calendar

e. Annual Budget Calendar

f. Organization Reports

B. Council Members

Vice Mayor Brady Harris reported he has recently been appointed to transportation and will be meeting monthly. Once COVID restrictions relax will be working on transportation projects to help the area.

I, Marla Wortmann, 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 3-10-2021. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 4th day of May 2021

Marla Wortmann
Town Clerk