

## MINUTES

Tusayan town council regular meeting minutes  
Pursuant to A.R.S. § 38-432.02 and § 38-432.03  
On this Wednesday the 8<sup>th</sup> of September 2021 at 3:00 o'clock 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 September 8, 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 an executive session pursuant to A.S.R. §38-432.03. A3 for legal advice concerning any matter on the agenda sections. The Town Council may change, in its discussion, the order in which any agenda items are discussed during the meeting.

Persons with disabilities may request reasonable accommodations by contacting the Town Manager at 928.638.9909.

*\*\*\*As a reminder, if you are in possession of a cell phone, electronic pager, computer, two-way radio, and/or other sound making devices, we request that you please silence them in order to minimize disruptions of today's meeting. Thank you.\*\*\**

### TOWN COUNCIL REGULAR MEETING MINUTES

- I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE  
Meeting commenced at 3:00 o'clock p.m.; Mayor Clarinda Vail lead the Council in the Pledge of Allegiance.
  
- II. ROLL CALL:  
Mayor Clarinda Vail  
Vice Mayor Brady Harris  
Councilmember Becky Wirth  
Councilmember Robb Baldosky  
Councilmember Greg Brush  
  
Present: Mayor Clarinda Vail, Vice Mayor Brady Harris, Robb Baldosky, Greg Brush  
Absent: Becky Wirth  
Staff Present: Town Manager Charlie Hendrix,
  
- III. ADOPT THE AGENDA:  
Motion to remove item 6c from the agenda and moving forward on items 7K, 7L, 7M, 7N, 7O and 7P will be taken up after the executive session. Thereafter, taking up agenda items 8 and 9 as they appear.

Motion initiated by: Mayor Vail and seconded by Councilmember Brush. All present voted in favor.

IV. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA  
No items brought by public in person, nor via Zoom.

V. CEREMONIAL AND/OR INFORMATIONAL MATTERS  
None.

VI. CONSENT AGENDA

a. Billing – to be removed from the consent agenda and separated first by Vice Mayor Harris and seconded by Mayor Vail and to be discussed at executive session. All present voted in favor.

1. Budget items Aug 1 – 31 payables into September 2021

Woodson Engineering: Flood plain issues and rain gauges only know projects. Not seeing much progress and wants an explanation of services rendered \$455.40 for rain gauges this equated to 2.75 hours and professional services \$160.43.

Town Manager will request additional information. This will be discussed later in the meeting and will come back to the entire agenda item 6 A.

Motion to move forward consent agenda items: b, d, e, not including a&c and moving forward with these items (a&c) with this later (during the executive session) first by Vice Mayor Harris and Councilmember Brush. All present voted in favor.

VII. ACTIONS ITEMS

a. Consideration, discussion and possible action on Business License Ordinance.

Town Manager: this item is for preview and no decision needs to be made today. To be revisited in November to set fees. Additionally, notifies the council of the inability to locate business license ordinance, and as such town attorneys must review and updated the ordinance to reflect the current practices; will furnish council with documentation for review and adoption.

Q's: ordinance line 3 states, "in ordinance of the Mayor and Council of the town of Tusayan Arizona declaring as a public record that certain document..." should it be certain documents or a document. She is unclear about what is trying to be conveyed. She is adamant that we need to make the word documents need to be plural or singular depending on the intent of the word document(s). Same issue

for the “whereas line” at the beginning whereas that certain document. Unsure if we need certain documents or a certain document. The other fill in the blanks that are located within the business license and regulations – how does this get filled in?

Town Manager: the blanks should be filled prior to public notice and will be filled in administratively by legal counsel and other pertinent parties; public notice 30 days prior to bringing back for adoption.

Q: on the actual public notice, we are not proposing an increase, is it allowed to say, that we are not proposing an increase, because some people will think that there is an increase in the fees, and if so, this may confuse some people and this is not what is being proposed. The above fees will become effective 30 days after approval.

Ordinance as posted, currently states what is required to notice of intent to establish new or increase the business license fees.

(muffled speaking – unintelligible)

Town Manager: this is something that we will need to take up with legal counsel, as the state statutes are very specific on what is required. This will need to be run by [legal] counsel. We don't want people thinking that changes are occurring, because we are getting our documentation in order.

Q: Wants to know specifically if there is any wiggle room on what the posting says.

Town Manger: will run by town Attorney.

Q: has this been posted yet? No fee increase would like to be added if allowed.

Town Manger: Yes, must be posted for 60 days by law.

Comment for clarification: The document as it stands allows for increases in the future, but putting out a press release stating that, at this time, there is no fee increase. In order to clarify on the backend.

Town Manger: Next document page is what is presently posted on the website and Town Manager states that they can add a clarifying statement.

Floor Open for Public Comment:

1. Robert Petzoldt: Did you all do a tentative ordinance that says that they will be doing this? With sanitary district like budgets and things, if we put a competitive one, we set a rate of whatever it is, and it is published, we cannot at final budget decide that we are going to raise the fee.

A: We are not changing the fee its \$10 for a business license, we are cleaning-up paperwork that was not adjusted years ago that show the way it was done.

1a. Robert Petzoldt: Right, so you are not changing now. But you show up at the next meeting and decide you are going to double the fee. He wants people to be aware of that and have transparency.

A: There has been public notice posted since Aug. 24.

1b. Robert Petzoldt: does it mention that there is intent to increase the business license fees because it has been posted.

A: there is no intention of increasing fees on business license.

No further actions needed on 7A.

Motion initiated for approval for accounts payable as present except payments to Woodson be held. First by Mayor Vail and seconded by Vice Mayor Harris. All present voted in favor

- b. Consideration, discussion and possible action regarding engineering department job descriptions.

Town Manger: Mayor and member of Council, if you would look in the packet, we have proposed, a long-standing pot of projects ongoing. The Council we produced to you, a flow chart that included the new structuring of the engineering department, Council gave us the instruction to go out and draft job description. Three positions, one adopted last month to assign to the County, the job description is not here for your review, because you have already adopted an IGA, but the two job description in your packet are for the town engineer, and the second one is for code enforcement officer. We are requesting feedback today and if approved today, we will then go get salary survey done and assigned to these positions. Then they will be ready for public application. As of now, we are asking for feedback on the verbiage of the job description.

Q: Is there - on the engineering side - I see the experience and training required is 5 years of management experience, practice of public works engineering, and construction experience. Additionally, licenses and

certification must be registered structural engineer. When in fact, we are not required, with a population under 3,000, to have a registered engineer. I am ok with whatever, but under this requirement, [we] would create a six-figure salary and we don't even own a road. We [the town] are not the flood plain administrator and is concerned about paying that much for this experience. Wants to caution that maybe we fall in-line with the acceptable experience because of the capacity of the engineering job; a professional engineer can be hired for tougher jobs in the future as they arise or for plan review.

Town Manger: This was a conversation that was had when they presented the initial job positions and the Council specifically directed us to write the job description with these requirements in place. Want to make sure that they are aware that this is the reason the job description was written this way.

Q: Councilmember was absent at the meeting that this was discussed at.

Town Manger: You actually voted on that and gave us specific direction on that.

Mayor Vail: I think there are a lot of other possibilities of things that they could do if they were engineer. Instead of bringing in outside people.

Councilmember would like to go back to the duties because they ran into issues in the past with (10 X). Wherein the town engineer is doing the projects, the engineer should oversee the development of the projects to ensure that the town is getting what they pay for. If engineer is turned into worker, then they are not doing what the town engineer should be doing. Is concerned that they are going to be paying an individual a six-figure salary when the town does not own a road, which is the purpose of public works.

Mayor Vail: I don't know exactly how to, but it seems to me in this one, what stood out, it needs to be tied more to the IGA with the County. In reading this, it looks like all submittals for conformance with federal, state, local, and county laws must go through this person - now know not the case. - unclear on how to rectify that and would like to consult with legal counsel on this. Now that we have that IGA with the County, we are not telling them specifically what level in the process with the IGA.

Town Manger: The IGA is; flow chart is not available at this meeting currently. Two things, refresh your memory, the IGA stated that whenever there is a question, it will come back to the Town Manager and town engineer. This reflects that flow of authority. In addition, when Jack put these together, Dalia and Jill gathered job descriptions from all over the state. Jack reviewed them to make sure this was an amalgam of what job descriptions are currently available to municipality throughout the state, particularly those of our size. So, this is very reflective of what is being done throughout the state.

Q: But the county hires building services, not engineering services, so our public works for years have been a relationship with the district IGA with regard to what could be public works. So again, the statute states that you [we] don't need a registered engineer if population under 3,000. Therefore, we are not required by statute. We are installing a higher salary when we don't need it for the type of person that can provide the necessary services required as one of the officers.

Mayor Vail: If they are the person and there is an issue coming out of the county, dual permit or whatever, to me they have to have the real education when we know that our Town Manager is not an engineer.

Q: How often does this happen? We get 2-3 permits a year, nothing substantial.

Mayor Vail: Almost every permit I have been involved in got to the point, where some entity did not know what they were supposed to do.

Q: This is part of the structure and Town Manager Hendrix is goading all of this. Again, you are going to have a six-figure salary for what? We own no road. If you have a project and you need professional services, we do have registered engineers on retainer.

Mayor Vail: They [third party engineers on retainer referred to by Councilmember Brush] do not work for us. I am fine with the current language, even if they are not dealing with a lot. Let's see what comes back in survey of salaries.

Q: This requirement would certainly apply if we were flood plain administrator, but it seems like that is not our direction. So, I would be for this language if we are going to be the flood plain administrator otherwise, I think we are overshooting the salary.

Town Manager: We are obviously very happy to do whatever the Council wants. If you remember, Jack brought forward in the original recommendations concerning engineers taking direction from the town engineer. They are going to be less confident in taking orders from a non-engineer and this was in the original recommendation that he gave you. If the council would like us to rewrite at the direction of the Council, we will go back and incorporate Mayor Vail's thoughts and Councilmember Baldosky's thought. We need direction from the Council. The other decision was by vote and therefore if you would like to reverse this decision, it would need to be by vote.

Q: This is something I brought up in public and have been an advocate for, is having this work done in-house and having the expertise on staff will be a great asset for us. Since all projects require some sort of engineering, it would be nice to have this skillset on staff. Additionally, recognizing that we live in an extremely rural area; his concern is that we will not have the skilled labor needed to perform the projects and would like strict requirements. This is why it is good to start at a high salary and high level of skill, because that is what we want. What happens if we go through the selection process and the prerequisites we set are not met by the candidate? Do we choose not to go forth with the services or do we rely on the statute on what is actually allowable for our community? – Things to think about. It is good to achieve high, but if we are not able to do that, do we want to build in a fall back or revisit?

Mayor Vail: I would recommend revisiting this issue and see what the survey comes back with to see if these are even concerns that we have with regard to salary and qualifications.

Comment: If we were flood plain administrator, it would be real easy.

Mayor Vail: As far as the wording, if you think we need this and for the works with the IGA and county, we are giving approval of salary and things, but we have not yet decided on a budget.

Town Manger: You would like us to do salary survey and then we can revisit it?

Mayor Vail: Do we need a vote on this issue? We are just discussing job descriptions, not budget items.

Town Manger: Unless you want us to change the job description, then we will need a vote.

Public Comment:

John: With the items that are coming up with the flood stuff, I think an engineer is probably a good idea. Depending on how the contract is, maybe there can be a clause that would make the engineer go away. Would also like legal counsel for flood plain issue alone due to complications.

Zoom open for comments:  
None.

Job descriptions public works engineer and other for code enforcement.

Mayor Vail: Town Manager will bring back survey info in furtherance of this item.

- c. Consideration, discussion, and possible action regarding IGA with Coconino County Community Development for permit and inspection services; updating the building code.

Town Manger: Mayor and members of Council, Councilmember Brush and I had a productive meeting yesterday with Coconino County community development, and they had ideas for adopting building code in a way that would be efficient. They recommend that we adopt by reference, and then we can move on from there and personalize it to Tusayan. We believe this is the direction we will be going unless, anyone has additional input. Will return in upcoming months with language for adoption. This is 2018, but we will take out some of the things that are specific to Coconino County and will adopt base codes by reference for the time being. Please provide input.

Q: No input, but think it is appropriate to have something in place.

Mayor Vail: Thank you for buttoning this up Town Manage and Councilmember Brush. There was in individual that took a spill, and our Councilmember responded right there in the spot and got to show the preparedness of the Tusayan Fire District.

Open for public comment:

None in person and none on Zoom.

- d. Consideration, discussion, and possible action regarding resolution 2021-16 Town of Tusayan Gas mileage rate.

Town Manger: Mayor members of Council this is another housekeeping item. The current policy address reimbursement for gas mileage for an overnight stay, but it does not address the reimbursement, if it is not an overnight stay and less than 50 miles away from town. So, we just want to clarify that we utilize the same standard for non-overnight stays as overnight stays. We are requesting approval for standards to be consistent.

Open to Public comment:

None in person

None on Zoom

Mayor Vail: Thank you Town Manager Hendrix for finding these things in order to clean these things up. Motion for approval of adoption of the above referenced resolution. First by Mayor Vail and seconded by Councilmember Brush. All present voted in favor.



- e. Consideration, discussion, and possible action regarding winter holiday event/skate rink.

Town Manger: Mayor and members of Council, we are excited about this potential opportunity. We have begun the discussion with several procurement checks. If you will remember the last time we presented [Council] with this opportunity, the first vendors cost over \$100,000.00 and this one is under \$50,000.00, so we have located other opportunities. This is for a synthetic ice rink rental, and it can be a rent-to-own option, but that does not need to be decided now. This would allow us to have an ice rink during the holiday season. The vendor would come the week after Thanksgiving and would install it leaving it for three months until the end of February. At that point, we can decide if you [Council] wants to purchase it long term. As for now, the three months would cost around \$50,000.00, which is somewhat pricy, but it would include all equipment, install, cleaning, skates, and sports equipment that could be utilized in town on slow days. We are asking Council to consider this. If you are interested, we would need to place the order now due to shipping. Now we would need authorization for 50% deposit.

Mayor Vail: this would cost \$50,000.00 plus staff to operate. Plus, marketing and any additional bills.

Town Manger: We are exploring admission fees for use.

Mayor Vail: Did they give you a location that we could view this material?

Town Manger: Not at this time. Prior to finalization of the contract, we always require references. Due to the rushed nature, we have not finalized the references.

Q: For the public to know, this is not ice, it is a synthetic – high density polyethylene. Would be using skates like ice and has the same properties of ice, but there is a process for cleaning and resurfacing. For all intents and purposes, but there are not energy costs, nor do you need to consider the maintenance of the ice. This is a great recreational opportunity, and these have been used, additionally, in other practical applications.

Q: Have we found a location for this?

Q: Potential sites – Tusayn Fire District (TFD) parking lot - up front since it is center of town. Also looking at the sports complex should the school decide to work with it, the gravel lot next to the Imax, or the lot next to the McDonalds.

Q: We would have negotiated with landowners.

Mayor Vail: In the event the rink was to end up on any Red Feather properties, I would recuse myself. But I did at least have a talk with [Mayor Vail's] uncle, they would be willing to talk about placing the rink on that property. If everyone is willing to talk, and if they need a back-up the town has the authority to put it on the school property. Once we have entities that are saying yes, the only discussion [Mayor Vail's] uncle wanted to have is for the insurance, whose insurance kicks-in and what is the limits of the insurance 1m or 3m per incident. Has anyone in the room or on zoom, every actually seen this material? Very curious if anyone has actually skated on it to feel it. Would be a wonderful offering to community and tourist through the winter, but a little nervous to spend that kind of money, and we have already paid for it and it is not utilized. Panels themselves are called "x-trad ice" and can be viewed online. They actually sponsor the Junior national skating championships, and the capabilities of the product are impressive and durable.

Concern of spending money like this.

Town Manger: The vendor stated that they install this product in the homes of professional hockey players to practice. If you are a skater, you will recognize there is a difference, but for people who live in Arizona and don't skate regularly, it is likely no one will sense a difference. There is some lag, but for the vast majority of folks, no difference will be noticed. For lay people, the surface is not as responsive and will likely prevent them from falling as often.

Mayor Vail: When we are talking minimum of \$50,000.00 could be more if purchased plus staff. In the budget, this item would come from where?

Town Manger: There is a fund set aside for special events, and we have 120K for special events. For the July 4<sup>th</sup> event for next year, and we specifically put money in there because we anticipated a winter event. That will be part of it. We also have another line item that was not supposed to be in the budget, and that is the COVID-19 excess fund that can be utilized for this as well. The funds are there, but keep in mind the budget next year will be much tighter.

Q: The \$100,000.00 for winter plus staffing.

Town Manger: It could be that much, but we don't know. Cost side only and doesn't account for income from the rink.

Q: The locals would only pay so much before they won't come. The locals could have an inexpensive option. Could be structured in a way to facilitate the locals and administrate this. Expectation could be a trial run for parks and recreation department of sorts. There will be an expectation, that there will be

inherent programs, trainings, maybe recreational opportunities i.e hockey league or curling league. There are unique opportunities created that could lay the groundwork for the future. Also, a way to expand the town's employment opportunities. International traffic has not returned. Why not make an effort to come to the Grand Canyon in the wintertime? This is just another tool to entice visitors.

Mayor Vail: Could even encourage an overnight stay.

Town Manger: Mayor and members of council, I want to point out that you can approve this and put stipulations that we need to check references and we don't just have to say.

Mayor Vail: Would like to proceed with contingencies in place.

Public Comment:

Tom: I did not come to talk about that, but I think its awesome. I have seen the same material in downtown Phoenix. Your comment about no electric at night, you will need some light for the rink. If decided to approve, I think it's a fabulous activity for your guests, but will need the lighting. I believe it will be utilized the most at night.

Town Manger: Mayor and members of Council, staff was really excited about this idea. One item I was surprised about, is the number of special events that could be centered around this. I.e.: New Year's Eve ball drop, valentine's day special promotion, etc. This one offering could be remarketed over and over for different special events.

Bob: You may know, I am a home-grown Minnesota guy, and I am in agreeance with Tom. I do not think that the sports complex is appropriate place, because this can bring the holiday spirit to the town and could be a revenue generator. Would also be good for town gatherings.

John Vail: Curious on the size of the rink.

Town Manger: 72x40 much smaller than the tent rentals we do 100x40 for 4<sup>th</sup> of July with 2 20x40 on the side.

Mayor Vail: The size will likely be dependent on location that is decided on. Can be brought-up in stipulation. Who says, how much parking, temporary permit for this item, etc. For 4<sup>th</sup> of July Tusayn Fire District (TFD) is capable of managing adjacent parking. Not set on where it would go right now but will put that on the Town Manager's plate for decision.

The expert they have been working with, thought it would be too challenging to put it on vacant properties due to terrain.

Town Manger: All vacant lots suitable but would need to be addressed. Professionals onsite to install, but unsure about inspection. Did discuss - the company has a subflooring that they put underneath the rink and can level it, but the concern would be if not paved, once it gets muddy, that becomes difficult due to mud underneath which will affect leveling. All available options doable, but likes paved venue due to possibility of mud.

Q: Parking issues tossed about. In town would help make more money, and the tourist will see it for longer duration. The sports complex is removed from town and we would like it to be central.

Mayor Vail: We are not talking amounts; we are looking at approval. No need to act on rental/rent-to-own right now. \$50,000.00 would go to rent-to-own, if town wants to own it.

Town Manager: 80-90% of rental price will be applied toward the purchase price at the end if we chose to go that route. Not the entire \$50,000.00, but we can negotiate this number.

Zoom/public comment: - "iphone" has hand up. – accidentally has hand up or stepped away?

Mayor Vail: If the motion is going to involve Town Manager talking with property owners, I would feel more comfortable recusal. I feel like it would be more appropriate to not be involved.

Bob: Is the purchase price 80% of the rental price?

Town Manger: If chosen to purchase, there is a purchase price. The vendor will attribute 80% of \$50,000.00 to the purchase price. Purchase price is approx. \$47,000.00 for rink and \$37,000.00 for equipment, so it's pricey – almost \$100,000.00 to purchase.

Bob: If we purchased it what size would we get?

Town Manger: We would need to work out these particulars; keep in mind that since it is not ice, it could be utilized all year round.

Bob: Would not work in front of fire dept year-round. Is this the biggest rink they offer?

Town Manger: Not this size; there are a couple reasons we went with this size was to keep consistent with other quotes and for the size of the space we have.

This size will allow 55 people on the rink at the time. For this area we feel as if this is an appropriate size.

Mayor Vail: So, do we have more discussion? Do we entertain a motion?

Town Manger: If we go with the new, shipping becomes a lot more sketchy. They think they can get it here on-time. If we go with the refurbished, they can get it here on-time, for sure.

Bob: Are you going to gauge the season to come back to Council to see if Council wants to buy it? If they buy refurbished, what does that mean?

Town Manger: We would only need to let the vendor know, at this time, whether we want a new or refurbished.

Mayor Vail: Refurbished means one that has been cleaned on top, and they have flipped it. We are operating it on the new side.

Bob: So, we would need to replace them?

Town Manger: The side we would be using, has not been used before. The side after use would need to be refurbished. There is a 12-year guarantee on the refurbished rink.

Zoom comment – “iphone” – one last chance since unavailable last time called upon. – None.

Motion to proceed with order and deposit of ice rink, pending the authorization of references. First by Vice Mayor Harris and seconded by Councilmember Baldosky. All present voted in favor and Mayor Vail recused herself.

Town Manger: Did you want us to lock down a location?

Q: Can assist in that process.

Would like to revisit this action item, because it mentions winter holiday. Inquired with Councilmember Baldosky and Clayann if Rotary Club will be doing holiday dinner dance – pending response at this time. If the Council can partner and help them with a fancy black-tie kind of event; haven't heard back, but would need to act relatively quickly for location, tickets, etc. or Bolo tie event since this is Arizona, after all.

Zoom comment final chance to speak on issue.

- f. Consideration, discussion, and possible action regarding community awareness event.

Town Manager: Mayor and members of Council, we are providing an update. At this time we have flyer available. Please take a look at them; we are looking for assistance in translating the Spanish version of the flyer. Some people are stating that there are mistakes, some are saying not. Please take them and pass them out.

Event is September 16, 2021 at 5 p.m. at the Tusayan sports plex. There will be food, games, and music. Law enforcement and other community stakeholder will be present. This is an awareness group and we wanted to host an event.

Questions or comments from Council?

Questions or comments from public?

Anyone on zoom that would like to comment on the community awareness event on 9/16/21 at 5pm?

None; other than "iphone" that still has hand up.

Town Manager: Thank you to Andrew for inviting people he has been vital to this event. Members of Council please invite people from far and wide to come to the event.

- g. Consideration, discussion, and possible action regarding sports complex: Ramada/Outdoor Classroom, project schedule, Master Plan, and related projects

Town Manager: Mayor and members of Council, this is a reoccurring item on the agenda. At this time, we don't have any updates for you. The process is proceeding, and the school board will be considering this in their next meeting, but there is no actual action item at this time.

I did see a comment pop-up from Jan, and yes you probably have the flyer from the Town Manager and yes, please include this in the NPS wrap-up.

Any questions since there is no real updated?

Any public comments on the outdoor ramada classroom?

Any questions or comments on zoom?

- h. Consideration, discussion, and possible action regarding adoption of resolution 2021-15 adoption of Coconino County multi-jurisdictional hazard mitigation plan.

Town Manager: Mayor and members of Council, as you may be aware, the County has been working with the jurisdictional within its borders to work on a hazard mitigation plan. The plan was sent to FEMA some time ago and FEMA has come back and has agreed to the plan. Now, the county is asking each jurisdiction in its purview to adopt the plan. The plan is a living breathing document and is subject to change, but they are requesting that we adopt it. The plan is located in your packets.

There are maps and somethings that were confusing showing forest areas and things like that, which is kind of confusing. It would be updated every nine months per the document. There are some minor thing that Councilmember Brush and I would like to get with the Town Manager on to discuss this for when it comes up in the future. We would like to move forward now, since we were not on the Council when the discussions regarding this were begun. Mayor Vail would like to posit some question. The County had half the time to put this plan together due to COVID-19 and was a rushed product. It is a great product.

There are a lot of "to-dos" in it, I would like the "to-do sheet" to stand out so that we can get it done. There are items that need to be updated within the document. Some of the "to-do list" items are good for us to be aware of. It is the town's responsibility to do this and not the County. I have reviewed and will email questions.

Any questions or comments from council?

Any questions or comments from the community?

Any questions or comments on zoom?

Motion for approval of resolution 2021-15 to adopt Coconino County multi-jurisdictional hazard mitigation plan set forth by Mayor Vail and seconded by Councilmember Brush. All present voted in favor.

- i. Consideration, discussion, and possible action regarding DRAFT Arizona Department of Revenue Intergovernmental Agreement (IGA).

Town Manager: Mayor and members of Council, this is another item that does not require action at this time, but I wanted to make sure you have seen it and had the opportunity to comment on it. The comment period was brief and only went out to administrators. I had not previously seen this and thought you may not have either. If for no other reason, to be aware of what

it was. This is the IGA that the Department of Revenue has with all of the towns regarding TPT payments. Thought you all would want to be aware. For the first time, they have requested feedback from all the towns. Comment period ended a few days ago, but I imagine they would accept comments.

Mayor Vail: Has council had a chance to review it?

Town Manger: Yes, but I have not had the chance to discuss this with them.

Mayor Vail: My main questions are not comments to them, but this is the first time I have seen it. Do we know that we are meeting these requirements? Like page 5 item 2.4c, on a monthly basis city council should email city services a list of staff and services are authorized. Are we doing these things?

Town Manager: This has been an interesting interchange with us, and the Arizona Department of Revenue, because we are constantly going back and forth with them. Usually, they don't require it every month. They want us to send it when we are updating new employees. We do have a constant interchange.

Mayor Vail: Page 22, number 21 also has a blank. When any notice any city town of change of agreement electronic notice must be sent and there is a blank, do you input your email?

Town Manger: Department of Revenue asked who the email should be sent to. I gave them clerk's email, town manger's email and Jill Goodman's email, so that we can be in good standing.

Mayor Vail: This seems like an awful lot of notice.

Town Manger: I suspect this is for larger towns. They have a list where you can send them 20 names, this onerous requirement is more applicable to the larger municipalities i.e.: Phoenix, Tempe, etc.

Mayor Vail: I think in the past we have talked about looking through our code for our TPT and ensure that we are getting everything that we can and in seeing this I was glad to see that it says that we can also do community outreach and awareness. Any town may further its mission by extending outreach to community. The APS and century link, it took many years for those town taxes to finally get put on our bills. Another tax of contractors with the town; I saw the town tax on the invoice. This may be proper to charge a tax and give it back to ourselves. Wanted to bring up again, since we are going through with this IGA. We will need to review our full tax code. Many towns took years to kick-in, and it is unclear all taxes did.

Questions or comments from council?



Questions or comments from public?

Questions or comments on Zoom?

Motion? – oh no, this says draft?

Mayor Vail: [to Town Manager] Would you like approval?

Town Manger: No just review at this time.

- j. Consideration, discussion, and possible action regarding stove heaters for town employee housing.

Town Manager: Mayor and members of Council, this item is a new agenda item, because we are looking, as you can see in your packets, we are looking to update the employee housing with stove units. This year we have budgeted \$5,000.00 – the cost with install is about \$6,000.00. At the time of budget approval, we were hopeful we could get both units done. Now, we are looking like only going to be able to do one unit with the budget constraints. Therefore, we are asking to do it in the occupied unit. We are asking for approval to do so. Not a gas bill it's APs.

Q: I have a quadra-fire in our house. Pellet?

Town Manager: What Mike is recommending the pellet; we are looking for heating option and emergency management option. We would like to be able to hook it up to generator in the event there is no power.

Mayor Vail: Only concern would be training from YouTube or something in order to learn how to operate one. If you have never used a wood burning stove, you may not know how to use it.

Q: This is provided. Go with the least maintenance required. Dual option good but will require power. The pellet/wood stove would only require a 110 and could be run on small generator for emergency management. Easy to maintain, clean, and operate. Ties to thermostat, just add to hopper.

Q: Do we have someone to clean chimney.

Install on sidewall, so you are not worrying about chimney. Longer they are the harder to maintain.

Must follow codes though.

Town Manger: Mike stated professionally install. Company out of Flagstaff.

Questions or comments from council?

Questions or comments from public?

Questions or comments from anyone on zoom?

Motion: Move to have staff choose as long as within budget constraints. First by Mayor Vail and seconded by Councilmember Brush. All present voted in favor.

Mayor Vail: Will update at 5:30 in public and zoom as to what is discussed in executive session to update the public.

Motion to move to executive session initiated by Vice Mayor Harris and seconded by Councilmember Brush

- k. Consideration, discussion and possible action regarding broadband internet service and possible contract with ATNI.

Town Manager: No particular update or direction. Did anyone in the room want to comment on this item?

Anyone on zoom want to speak on this item?

- l. Consideration, discussion and possible action regarding acquisition of Hydro-resource Inc. Public Water System.

No direction at this time.

Questions or comments from the room?

Questions or comments from Zoom?

- m. Consideration, discussion, and action regarding American rescue plan act – recovery funds (ARPA Funds payment to individual households and the establishment of a 501(c)(3).

Town Manager: We went through some items that have been presented to Council. If Council has other ideas or other proposals. The main item would require a little research, of we are thinking of using this for employees vs residents. If we decide to use on employees, we would need to run the numbers.

Comment: Could be useful for employees

Comment: I believe we should use the funds for the ramada so that all of Tusayan can appreciate it.

Mayor Vail: Many entities and the feds have used the funds for the citizens. This money should be allotted to help the individual household of Tusayan. I believe that we should be giving direct payments to the townspeople of Tusayan, because the feds have done it along with many other entities. The recovery act money – can go directly to citizens. This is an amazing opportunity. The recovery allows this and it is directly to us.

Town Manager: The federal gov't administers the funds and it is passed through the state.

Comment: Excerpt from written statement "...I'm proud to be a part of this community and honored to be serving amongst individuals that show genuine care for our people...We have made great progress. The completed Tusayan fire district IGA is a testament to the fact that if we work together as a community, we can achieve things that are greater than the sum of our parts. I want to thank TFD for their unwavering support and commitment to our town. Despite the pandemic, they were there, with me, day after day handing out food to our families and coordinating traffic and volunteers, they brought us the means to safely test and vaccinate our residents. Amongst the few men and women who served, a few individuals have showed true leadership. I believe true leadership should be recognized and applauded. The one thing I want to recognize, TFD has suffered a staggering loss of number of our volunteer fire fighters, which has led to a rising cost that exceeds their current tax revenue. It has been proposed that the ARPA funds should be dedicated payments to everyone in Tusayan or everyone who works in Tusayan. I would like the town to continue the hardline progress we have achieved and to reward those who step-up as a show of solidarity and my continued support for TFD, I would propose, everyone who participates in the TFD volunteer workshop and volunteers for a minimum of 12 hours shift per month at TFD, you will receive a \$200 bonus from the town as a token of appreciation for your service..." For everyone who participates in the workshop and volunteers for a minimum of 12 hours shifts per month. – only applies to volunteers only, not paid staff.

During IGA, it was proposed that the funds from the town the current administration would receive pay raises, that is why my focus is only on volunteers.

Comment: With that program in mind, distribute the money to the fire department under the guidelines of getting volunteers to do more things. I think that would be the most responsible way to administer the funds without having to decide who qualifies for funds, and how much, if any.

Mayor Vail: This would take some administering as well, however, nowhere near as much.

Comment: I like the vice mayor's proposal.

Mayor Vail: I would like to think on it.

General comment on TFD volunteerism, there is a limit on what volunteers can get – what is the legality of this?

Mayor Vail: did you go through the guidelines of the ARPA?

Councilmember Baldosky: This falls in-line with first responders' portion of the guidelines.

Mayor Vail: Without Councilmember Wirth being here, would you like to send your statement to her so that she knows where we are coming from. I would advise we post-poned this item. I would like to think about your proposal. Since we are postponing, please amend the language to be more clear.

Questions or comments from the public present?

Questions or comments from public on zoom?

John Vail: I would absolutely like to thank Brady for the idea for the fire department, again what the chief had to say regarding the legality of what we can give volunteers, that would definitely need to be brought to our council, to see if we are able to do that. Thank you.

- n. Consideration, discussion and possible action regarding joint letter response – Stilo and Town of Tusayan regarding Kaibab National Forest Special Use Authorization Permit.

Town Manager: Mayor and Members of council, we do not require any specific direction at this time.

- o. Consideration, discussion and possible action regarding Associated Expenses under the Pre-Annexation and Development Agreement (PADA).

Mayor and members of council, let me correct the verbiage for both. Staff received direction in executive session on both of these items.

- p. Consideration, discussion and possible action regarding year-end closing and budget adjustments in the ClerkBooks accounting program

Town Manager: Mayor and members of council, a couple of months ago staff received direction to do year-end adjustments in clerkbooks accounting system. We have completed all these adjustments. Last month we did the coding and this month we completed those changes and worked with our Clerkbooks program administrator in Iowa and finalized those. I have here for you the final statements. Also, online we have the year-end financial statement, they include the budget adjustments you authorized me to make. There are the statements for you to look at. So, you know, we have some internal discussion regarding hacking and stuff. Our main numbers are all available to the public, but when we are circulating to individual coding adjustment, I am a little nervous about posting those, because when you start giving out financial information, you never know what is wise to put out there to the public. Anyone who wants to public records request, it we can give them a copy. We just don't want to make this stuff totally available to any person who comes along because they call up and say we are so and so, and it allows certain types of fraud, so when it comes to individual transactions, we just try to be a little more protective of that. We want to make the town less vulnerable to financial hacking, but it's all available to anyone who wants to come in and see it. We are giving you a level of detail that is much more that you would get otherwise.

No action needed, just letting council know previously authorized adjustments have been made.

#### VIII. EXECUTIVE SESSION

#### IX. REPORTS

##### A. TOWN MANAGER

1. Town manager reports
  - a. Mayor and members of council, as always, I refer you to my written report there is much more detail in there.
2. Meeting Schedule 2021
  - a. There is a change to the October meeting schedule. The regular meeting will be on the workshop meeting date, and the regular meeting date will be cancelled based on the resolution passed earlier. In November, the workshop meeting has all year only been intended to only be held if necessary, and we are moving toward cancelling that, unless Council needs that workshop date.
3. Annual town Calendar  
In packet
4. Annual Budget Calendar  
In packet
5. Strategic planning updates  
In packet

## 6. Organization Reports

Jack Moody's report is in the packet, however, he is reviewing additional items.

## B. COUNCIL MEMBER REPORTS

1. Councilmember Baldosky: Status – opportunity to attend league and cities town conference. It was a great opportunity to meet with councilmembers of other towns and also go to a few panels together. I had the opportunity to speak with Arizona office of tourism and Arizona league of lodging and tourism. We spoke on the economic recovery in a post-covid world. Well received and had good discussion regarding things we accomplished as a town as well as some strategies for other towns to find success like we have. Week prior was Naycog (?). I had the great honor of being nominated and elected our vice chairman of regional council the prior vicechair stepped down. I want to be a voice for rural communities.
2. TFD and county are doing another vaccination event on September 16 from 10am – noon at the Imax, thank you to the Imax for hosting and thanks to the county for working with us continuously on this. We have gone up three cases in the last reported week, so about a week ago those stats came in. There was an initial surge and is continuing to rise, but week prior 3 reported cases. We want to encourage everyone to come down. Open house at Tusayan fire dept on 9/23/21. We are doing two promotions there, but good chance to see what a day in the life of the station looks like. It seems mysterious if you have not come by. This is an opportunity to meet the new hires and attend promotion ceremony.

## C. Mayor Reports

You saw reports from ADEQ reports on the mine that was sent out stating basic fact regarding wells that are now part of this system. There has been no decision from ADEQ

The awareness event on the 9/16/21 at the sports complex at 5pm. I have been asked and participated in my first meeting of a rural water coalition group. The leader of this group is Cal Sheely from Lake Havasu – attended one meeting thus far. In the past they have worked on rural water authority issues. I was excited about participating in this and want everyone to be aware that I was asked to do this and want to ensure no objections.

Park Meeting that the Town Manager talks about in the report. This was nice of them to invite Charlie and I. The amount of focus I see on social services from our new superintendent is very impressive and appreciated. The park highlighted the social services available and we are grateful

Thank you to brady for being our representative on various committees and going to all those things.

We had an opportunity to attend meetings with senators for the council and the town.

#### D. Tusayan Fire District Financial reports

1. Financial – in packet
2. Equipment – Councilmember Brush 266 Airport Circle. I want to thank the council for coordinating with us on the IGA, and want to thank the council for past year financial support especially this year for the fire apparatus, and approval of funds for that. This is the first new vehicle that the Tusayan fire department has ever had. We are typically using used equipment. If anyone would like to come by and see the toys, I am more than happy to show them off. (pictures of fire engine were on display at the meeting.) 4x4 with better clearance. We have run out of weight capacity in the current engine. There are many guidelines for what we are required to have on board, we don't want to exceed weight limits. New fire truck is very robust along with an additional seat when compared to previous models. This is a complex and difficult conversation when working with dealers as to what the options available are. The buying process is complex. Approximately nine meeting with vendor that consist of going through options with vendor. They send it to engineers to break down specs and will tell you what is not doable. Thus it has taken quite some time. We can finally get the best tool for the job. Since we are a rural area, fire trucks spec'd for cities are not the best. We are trying to make our fire trucks compatible with the forest service, the airport, and Grand Canyon national park, so that we can for example tie the engines together for higher water pressures. Getting close and received updated price on last specification, which has since changed due to price. Approx. 90% done. Will continue to update you all and will go over any of this with you as well as provide ongoing reports. Costs: net 30: 390K. Last set of modifications went up 30K, but materials increase in cost. This is why I have corresponded with them in the past 24 hours. With nature of these, no pricing list. This will be a very versatile vehicle, and can address various types of emergencies i.e. wildfires, structure fires, and car accidents.

#### X. FUTURE AGENDA ITEMS

Two items postponed and will be addresses at a later date.

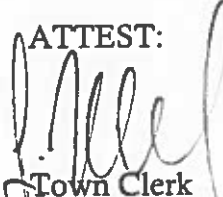
Sept workshop: lighting, housing, cloud seeding, and hydro is possible. Framing those within mini strategic planning workshop.

XI. MOTION TO ADJOURN

Motion initiated Vice Mayor Harris and seconded by Councilmember Brush

  
Clarinda Vail, Mayor

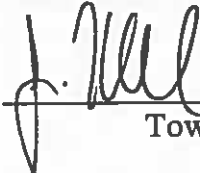
Date 11/17/21

ATTEST:  
  
Town Clerk

CERTIFICATION OF POSTING

STATE OF ARIZONA	§
	§
COCONINO COUNTY	§

I, Logan Keel, 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 held on Sept. 8, 2021. I further certify that the meeting was duly called and held, and that a quorum was present.

  
Town Clerk

Nov. 18, 2021  
Date