MINUTES[1]

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431 .03
Wednesday, January 12, 2022 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, January 12, 2022, 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 devices, we ask that you silence it to minimize disruption of today's meeting.

TOWN COUNCIL REGULAR MEETING MINUTES

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

Mayor Vail called the meeting to Order at 3:03pm and lead the Council in the Pledge of Allegiance.

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

MAYOR CLARINDA VAIL - present

VICE MAYOR BRADY HARRIS - present

COUNCILMEMBER BECKY WIRTH – present via zoom

COUNCILMEMBER ROBB BALDOKSY - present

COUNCILMEMBER GREG BRUSH- present

[1] *For economy of space and ease of reading the minutes have been organized according to the agenda language. Items as they appear on the agenda have been italicized with the actual minute entries entered in plain type for reader convenience.*

2. ***ADOPT THE AGENDA***

Mayor Vail moved to adopt agenda in the following order: Item 5B will only be documents given to Council by Lt. Lurkins; 6D consent agenda item – removed due to lack of information; remove items 7H and 8A regarding the trails – this item will be on the agenda for next month; move item 7J to be heard immediately after consent agenda; then hearing items 7i executive session; remove 7M, as it is a duplicate of 7L

Motion to adopt agenda as proposed. First by Mayor Vail and seconded by Vice Mayor Harris. Motion carries, 5-0 in favor.

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.

None.

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

A. *Presentation of awards to Winter Event Contest Winners. (5 min)*

Councilmember Brush presented the Rodriguez Family with award for the light contest.

Vice Mayor Harris presented the Miranda children with awards for the coloring contest.

B. *Presentation Bi-Monthly Law Enforcement Report, Lieutenant Jason Lurkins, Coconino County Sheriff's Office. (5 min)*

See attached report.

6. ***CONSENT AGENDA***
Items on the consent agenda are routine in nature and will be acted on with one motion and one vote. Members of the council or staff may ask the mayor to remove any item from the consent agenda to be discussed and acted upon separately.

A. *Billings of payable accounts*
B. *Billings of Electronic and Automatic Payable Accounts*
C. *Minutes of Council Meeting held on December 8, 2021*
D. *Approval of Intergovernmental Agreement (IGA) with Flagstaff City Library, Resolution 2022-03.*

Councilmember Baldosky moved to remove the minutes for the December 8, 2021 from the consent agenda. First by Councilmember Baldosky and Seconded by Mayor Vail. Motion carries, 5-0 in favor.

Motion to approve items 6A and 6B of the consent agenda. First by Mayor Vail and Seconded by Vice Mayor Harris. Motion carries, 5-0 in favor.

Councilmember Baldosky has requested review of items 7A second paragraph.

7. *ACTION ITEMS - STAFF REPORTS*

A. Consideration, discussion, and possible action regarding presentation of the audit findings for year ended June 30, 2020, Scott Graff, CPA Colby Powell. (10 min)

Scott Graff addressed Mayor and Members of Council by presenting the Audit Report for FY 2021: July 1, 2020 – June 30, 2021. He presented to Council power point presentation attached to the agenda and reviewed the agenda attachments regarding his findings. Mr. Graff further advised the Council of recommendations made in order to improve. Specifically, policies related to federal funds and asset price limitations tracking requirement.

Town Manager Hendrix advised Mayor and Members of Council that she is working with CPA and Attorneys to make the improvements as recommended by the auditor.

Mayor and Members of Council thanked Scott for his time.

B. Consideration, discussion, and possible action regarding request from Grand Canyon Chamber of Commerce, Julie Aldez. (10 min)

Julie Aldez representing the Grand Canyon Chamber of Commerce spoke on the challenges posed by this past year. She is requesting that the Council and Commerce Board begin an exploratory working group together, so that the Chamber of Commerce can move toward a more positive direction.

Vice Mayor Harris cautioned Council of issues that may arise with a relationship between the Town and the Chamber of Commerce, however, Mayor Vail, Vice Mayor Harris, Councilmembers Baldosky, Wirth, and Brush all spoke positively regarding this collaboration with the Chamber of Commerce to improve Town and promote tourism while maintaining independence between the two.

Town Manager Hendrix advised that the Council should decide on how to move forward, while only having working group session and all decisions should be brought before Council for final approval.

Workshop meeting with Chamber of Commerce and Town Council to be held Tuesday, February 1st at 1pm at Town Hall.

C. Consideration, discussion, and possible action regarding approval of Resolution 2022-01, Designation of the Grand Canyon Chamber of Commerce as Designated Marketing Organization for a period of six (6) months (through July 2022). (5 min)

Mayor Vail noted that this designation should be through the end of June 2022 and not July 2022 - new information came in after the agenda was posted.

Julie Aldez spoke on cooperative marketing plans and grants to businesses which causes the need to be DMO in order to move forward with these endeavors.

Motion to approve Resolution 2022-01 Designation of the Grand Canyon Chamber of Commerce as Designated Marketing Organization for a period of six (6) months. First by Mayor Vail and seconded by Vice Mayor Harris. Motion carries, 5-0 in favor.

D. Consideration, discussion, and possible action regarding Approval of Resolution 2022-02, authorizing the use of Town Hall for certain educational purposes. (5 min)

Town Manager Hendrix addressed Mayor and Members of Council advising them that the Town is hoping to utilize Town Hall for educational purposes much like the community awareness meetings. We have upcoming educational trainings – stop the bleed, mock town council with Grand Canyon Schools, mental health awareness stronger as one training, and in March we are working to hold a ready kit training to distribute additional readiness kits. The resolution has the intent of using Town Hall for educational purposes on at least a semi-annual basis.

Mayor Vail and Vice Mayor Harris both spoke positively of this resolution.

Motion to approve Resolution 2022-02 Authorization for use of Town Hall for Educational Purposes first by Vice Mayor Harris and seconded by Councilmember Brush. Motion carries, 5-0 in favor.

E. Consideration, discussion, and possible action regarding FirstNet - AT&T emergency mobility demo. (5 min)

Town Manger Hendrix addressed Mayor and Members of Council advising them that FirstNet (first responder network) has furnished the town with hotspots and cellphones to try their service. Tusayan Fire District is demoing these devices as well to see how the service holds up where TFD, in the past, has experienced dead spots with cellphones and radios.

F. Consideration, discussion, and possible action regarding Appointment of Vice Mayor. (5 min)

Town Manager Hendrix addressed Mayor and Members of Council stating that this position is appointed by Council in January of every even number year.

Mayor Vail spoke in favor of current Vice Mayor being appointed again as Vice Mayor, if willing. Councilmembers Baldosky and Wirth both spoke in favor of his re-appointment.

Bob Pedzolt spoke on this matter.

Motion to re-appoint Vice Mayor Brady Harris as Vice Mayor. First by Councilmember Wirth and seconded by Mayor Vail. Motion carries, 5-0 in favor.

G. Consideration, discussion, and possible action regarding Winter Events/Skating Rink, Santa Shack, and distribution of ready kits. (5 min)

Town Manager Hendrix addressed Mayor and Members of Council advised that we are approaching 100 skaters served by the ice rink. This project is to bring in visitors for tourism and provide recreation for the community members. We are continuing the marketing campaign and targeting spring break usage of the ice rink. We are trying get the town more name recognition. The prizes we awarded for the coloring and decorating contests were thanks to the generosity of community member's Santa Shack donations. Thank you to Deseret Industries for supplying items for Santa Shack. Approximately 80 individuals were served by the Santa Shack, and this is more than double of number served last year. At the ice rink, we have begun hockey on Tuesdays and Wednesdays.

Councilmember Baldosky, Vice Mayor Harris, and Mayor Vail spoke on the ice rink and the opportunities that this offering provides for the town's people and tourists.

Ms. Harris: Spoke on this item and made a request of Council.

Town Manager Hendrix requested that Ms. Harris speak with her outside of the meeting regarding her request with the approval of Council.

H. Consideration, discussion, and possible action regarding Tusayan Community Trails Master Plan NEPA Study, contractor agreements with Trails Inspired and Westwood Engineering. (5 min).

Item removed at adoption of agenda.

K. Consideration, discussion, and possible action regarding American Rescue Plan Act - Recovery Funds (ARPA Funds) payment to individual households and the establishment of a 501(c) (3). (10 min)

Town Manager Hendrix addressed Mayor and Members of Council by advising them that staff has researched this matter; legal sent responses and staff is reviewing. Additionally, the Town CPA has requested that we target April due to tax season deadlines. We anticipate having an application for your review next month. Staff is still researching 501(c)(3).

L. Consideration, discussion, and possible action regarding designation of Alliance Bank as town depository for certain investments, credit card and other municipal banking purposes. (5 min)

Mayor Vail updated Council on findings since local Chase branch is closing. She, Councilmember Wirth, and Town Manager Hendrix have had a phone call and an email regarding transitioning banking services completely to Alliance Bank.

Town Manager Hendrix has requested authorization to open a merchant account in order to process credit cards for things the town may do that require a nominal fee, including the ice rink.

Motion designating Alliance Bank as town depository for certain investments, credit card and other municipal banking purposes. First by Vice Mayor Harris and seconded by Councilmember Brush. Motion carries, 5-0 in favor.

M. Consideration, discussion, and possible action regarding designation of Alliance Bank as town depository for certain investments, credit card and other municipal banking purposes. (5 min)

Removed at the adoption of the agenda due to being duplicate of 7L.

J. Consideration, discussion, and possible action regarding Broadband Internet Services and possible contract with ATNI. (5 min)

John Champagne attended via Zoom to update Mayor and Members of Council regarding issues that have come up on their end for draft retail-agent agreement, draft fiber ring usage agreement and use/franchise agreement; he has committed to getting the draft agreements to Council at the February Council meeting. He is also committed to answering, in writing, the questions posed by Council. He is projecting school broadband to be in service by March.

Motion to enter into executive session first by Councilmember Brush and seconded by Vice Mayor Harris. Motion carries 5-0 in favor. At 4:50 p.m. will update public at 5:30 p.m.

8. *EXECUTIVE SESSION*

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

A. Pursuant to A.R.S. § 38-431.03 A.3 and A.4. Discussion regarding Tusayan Community Trails Master Plan NEPA Study, contractor agreements with Trails Inspire and Westwood Engineering. (20 min)

B. Pursuant to A.R.S. § 38-431.03 A.3. and A.4. Discussion regarding possible acquisition of the Hydro-Resources Inc. Water System. (5 min)

C. Pursuant to A.R.S. § 38-431.03 A.3 and A.4. Discussion regarding contract for Broadband Internet Services with ATNI. (5 min)

7I. Consideration, discussion, and possible action regarding acquisition of the Hydro-Resources Inc. Water System and Resolution regarding possible call for election. (5 min)

Vice Mayor Harris stated that staff has been given direction and there is specific intent to call for election at February meeting.

9. *REPORTS*

A. *Town Manager*

Town Manager Hendrix referred Mayor and Members of Council to her written report. Reminded Council that financial disclosure forms must be submitted annually. She also directed Council's attention to the DRAFT Candidate Handbook. Once finalized the handbook will be posted to the website.

1. ***Town Manager Report***
   1. ***Town Financial report***

Town Manager Hendrix introduced the new Town CPA, Johanna Klomann. She provided a breakdown of each of the reports attached to the agenda along with the balance sheet year-to-date. She noted that the budget for this fiscal year is very conservative.

2. ***2022 Meeting Schedule***

Town Manager Hendrix addressed Mayor and Members of Council and advised that there were suggestions to change the meeting calendar.

A. March 9 meeting

Moving the March 9th meeting to March 2nd due to scheduling conflicts. Councilmember Wirth will attend via zoom.

B. Council Retreat

Councilmember Brush proposed we keep the retreat in Town to allow citizens to attend on Wednesday, April 27, 2022.

3. ***Annual Town Calendar***
4. ***Annual Budget Calendar***

Pending approval from Johanna Klomann, CPA and will be on next month's agenda.

5. ***2022 Election Handbook***
6. ***Strategic Planning Updates***

2. ***Organization reports***

B. *Council Members*

None.

C. *Mayor*

Mayor Vail would like to make a proclamation regarding the closing of the Chase bank here in Grand Canyon Village and the concerns of the Community posed by this move.

D. *Tusayan Fire District*

Councilmember Brush announced that Covid-19 cases are on the rise. TFD has been holding vaccination drives monthly and this past drive administered 89 vaccinations. Total of 540 vaccines have been given in Town to-date.

1. *Financial*
2. *Equipment*
3. *Other*

E. *Tusayan Justice Court*

10. *FUTURE AGENDA ITEMS*

Town Manager Hendrix advised that there are several items set for future agendas. TSD sent over information regarding road pavement and lighting.

11. *MOTION TO ADJOURN*

Motion to adjourn first by Mayor Vail and seconded by Councilmember Baldosky. Motion carries 4-0 in favor. Meeting adjourned at 8:16 P.M.

Clarinda Vail 2/9/22

Clarinda Vail, Mayor Date

ATTEST:

Town Clerk

CERTIFICATION

STATE OF ARIZONA §
§
COCONINO COUNTY §

I, Logan Keel, 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 held on 12 Jan 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

10 Feb. 2022

Town Clerk Date