



MINUTES¹

**TUSAYAN TOWN COUNCIL REGULAR MEETING
PURSUANT TO A.R.S. § 38-431.02 & §38-431 .03
Wednesday, December 14, 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, December 14, 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.

TOWN COUNCIL REGULAR MEETING MINUTES²

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Vail called the meeting to order at 3:00 P.M. and lead the Council and public 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
COUNCILMEMBER ROBB BALDOKSY - Present
COUNCILMEMBER GREG BRUSH - Present

2. ADOPT THE AGENDA

Motion to adopt the agenda as presented. First by Mayor Vail and seconded by Councilmember Brush. Motion carries 5-0, in favor.

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 *Minutes are organized by agenda item in the order in which they were discussed.*

4. 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.

5. CEREMONIAL AND/OR INFORMATIONAL MATTERS

- A. *Swearing in and seating of Mayor and new Councilmembers, Judge Robert Krombeen. (10 min)*

Judge Robert Krombeen swore in the Mayor and Councilmembers wherein the elected officials vowed to serve the community in accordance with the constitution of the United States, constitution and state laws of the State of Arizona and the Town of Tusayan.

- B. *Presentation of Recognition of Service of outgoing Councilmembers, Mayor Clarinda Vail. (10 min)*

Mayor Vail presented outgoing Councilmember Baldosky and outgoing Vice Mayor Harris with a gift of appreciation from the Town Council for each serving three years on the Council.

- C. *Presentation of Service Awards to Current and incoming Councilmembers, Mayor Clarinda Vail. (10 min)*

Mayor Vail presented awards for service to Pete Shearer and Andrew Aldaz. Mayor Vail also recognized Town Staff on behalf of the Town Council specifically, Jill Goodman, Daniel Olivera, Mike Liebl, Town accountant, Johanna Klomann, Town Engineer, Jack Moody, and Town Attorney, Aaron Arnson. She also recognized incoming Councilmember, Josh Collet, longest serving Councilmember, Becky Wirth, and Councilmember, Greg Brush, for their service.

Councilmember Brush thanked Mayor Vail for her dedication and continued service to the Town.

AFTER THE SWEARING IN, THE COUNCIL WILL TAKE A BRIEF RECESS. A QUORUM OF THE COUNCIL MAY REMAIN PRESENT DURING THIS TIME BUT NO PUBLIC BUSINESS WILL BE CONDUCTED.

Mayor Vail announced a vacancy on the Town Council today, as David Chavez did not attend the meeting today, was not present and as such was not sworn in.

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. *Ratification of payable accounts*

- B. *Ratification of Electronic and Automatic Payable Accounts and Spending Limit Pre-authorization*
- C. *Minutes of Council Meeting held on November 9, 2022.*
- D. *Approval of Resolution 2022-21 Mayor and Councilmember per diem compensation.*
- E. *Approval of Shamrock Foods as an ACH vendor.*
- F. *Ratification of Memorandum of Understanding (MOU) with North Country Healthcare Mobile Medical Unit Services.*
- G. *Authorization for Staff to pursue the T-Mobile Community Grant.*
- H. *Approval of Resolution 2022-22 Authorization to Transfer LGIP Funds.*

Town Manager Hendrix advised Council that the meeting minutes for November 9, 2022 are not yet prepared and requested that item 6C be removed from the consent agenda.

Motion to approve consent agenda as presented minus item 6C. First by Mayor Vail and seconded by Councilmember Brush. Motion carries 4-0, in favor. No fifth Councilmember due to vacancy.

7. ACTION ITEMS - STAFF REPORTS

- A. *Consideration, discussion and possible action regarding review of Focus Group meeting, Town of Tusayan Marketing Plan and survey results. (10 min)*

Town Manager Hendrix referred Mayor and Council to the PowerPoint presentation attached to the agenda for public viewing. Last month, staff was instructed to make minor changes to branding marks and be tested with the public through survey. The results are included in the agenda packet. The results were clear, the bottom lefthand branding mark won by approximately 66%. The direction from Council was that "Grand Canyon" be included, however, the designer felt that "Grand Canyon" was encompassed in the visual along with the wording "Grand Adventure". Additionally, the branding mark will include copy along with other visuals. The designer felt confident that the logo will make that connection known. The designer created branding marks that included "Grand Canyon," however, when tested, the public felt that the branding marks became too wordy. Public liked the word "explore" as opposed to "visit." Staff is requesting Council officially approve one of the branding marks to be used in the Town's marketing efforts.

Councilmember Brush express his liking for the graphics and the wording for the branding mark that prevailed in the public survey.

Councilmember Wirth voiced favor for the winning branding mark, as the elk on the rim of the canyon makes it known it is the Grand Canyon.

Town Manager Hendrix advised that "Grand Canyon Adventures" was tested in the survey, but "Grand Adventures" was the most popular by a wide margin.

Motion to proceed with lower left hand branding mark "Grand Adventures and Natural Wonders Tusayan Explore." First by Councilmember Brush and seconded by Councilmember Wirth. Motion carries 4-0, in favor. No fifth Councilmember due to vacancy.

Mayor Vail thanked Town Manager Hendrix and Jaime for all of their work on this project. She also wanted to make it aware to the public that the municipal logo will not be going away and this will be used specifically for marketing.

B. Consideration, discussion and possible action regarding review of Strategic Planning Cohort Meeting. (5 min)

Town Manager Hendrix advised Mayor and Members of Council that this item is for informational purposes at this time. The Strategic Planning Marketing Group has met with the Cohort Group for an initial meet and greet. In January there will be two meetings to do the marketing planning. A survey has been sent to us and will go out to the community either later this week or early next week. In order to avoid confusion and to ensure that it is understood that this is a marketing survey, the plan is to use the new branding mark that was just approved and speak to it as the Town of Tusayan Marketing Initiative rather than speaking about it concerning the DMO, which is the Chamber. We are really trying to survey the marketing interests of the Community with the survey. We are hoping we get about 20 - 25 people to respond, so when you see the survey, if you could try to get people in your businesses, specifically your marketing people to respond to it, that would be helpful.

Mayor Vail inquired about dates as to when the planning meetings would take place.

Town Manager Hendrix advised that the meetings will be held January 18 and 19 from 9:00 A.M. – 1:00 P.M. at Town Hall. People on Zoom are encouraged to attend as well.

Stoney Ward expressed excitement about working with the Town on the marketing initiative.

C. Consideration, discussion and possible action regarding Holiday Light Event and Town events. (10 min)

Town Manager Hendrix spoke on the success of the Town Holiday Light Event and Tree Lighting. She thanked Andrew Aldaz for helping with the event and bringing in the hot chocolate. Next week some banners that say, "see the lights at the sports complex" and a subsequent set of banners will be put up that welcome people throughout the winter holidays along with the Town's Christmas lights. The Town has a sample ad that can be pushout through YouTube and was sampled for the Council for feedback. She advised that Stoney created the ad for the Town. She is requesting approval from Council to push this ad out.

Councilmember Wirth expressed her liking for the ad.

Mayor Vail advised that she liked how professionally polished the ad was.

Mayor Vail thanked staff, Andrew Aldaz and the food truck for making the Town's holiday light event a huge success.

Town Manager Hendrix thanked the lighting company, Christmas Décor, as well. They came out to the site multiple times, which is more than most companies would be willing to do.

Mayor Vail advised that the park service received many comments from guests on how beautiful the Town looks with the lights.

Town Manager Hendrix requested that the Council and public take some of the new flyers advertising the lights.

D. Consideration, discussion and possible action regarding Sports Complex Master Plan. (5 min)

Town Manager Hendrix advised that this is a preview item. Staff is raising visibility on this item. The working group is recommending the next major step be the master plan. This is a sample RFP/RFQ we have already received some updates that we are running by the Town Attorney. We are furnishing Council with this so that Council may provide feedback and suggestions.

Mayor Vail brought up concerns about it containing a history of the Town of Tusayan, but not how the property was acquired, specifically the education land grant act. On item 5b second page, public input, and participation of major stakeholders, but we don't list them. She wants to ensure that Tusayan Fire District is included in the Stakeholders.

Andrew Aldaz spoke on the importance of community input for this project to be successful.

9. **REPORTS**

A. ***Town Manager***

Town Manager Hendrix referred Council and the Public to her written report. For one item in particular, she turned the floor over to Councilmember Brush to present.

Councilmember Brush spoke on Arizona Outdoor Recreation Coordinating Commission (AORCC) part of the Arizona State Parks and Trails meeting on December 7, 2022. Town Manager Hendrix worked with grant writer John Luther to submit a grant to the AORCC and the Town was awarded \$150,000.00 towards the Tusayan Trails project.

Town Manager Hendrix advised that the Forest Service has been assisting with this project and this is our second major grant. The other grant that was awarded is ready to payout once funds are received from the Governor's office in the amount of \$250,000.00.

Town Manager Hendrix advised that representatives with NACOG will be here to conduct a public hearing on CDBG fund, which is another possible \$350,000.00 that the Town could have in the next year. We are encouraging the townspeople to come to the hearing and bring ideas. She advised that it is difficult for the Town to qualify for these funds, so we are encouraging participation from all. She also spoke on her appreciation for Town staff. Mike and Daniel were able to rebuild the bucket truck that was deemed to be totaled in addition to hanging Christmas lights and working on the generator.

She also recognized Jill and how instrumental she has been in the Town holiday events.

Mayor Vail noted she has a conflict for the meeting scheduled to take place on March 8, 2023, and wanted to bring this to the newly seated Council's attention to remedy this.

1. **Town Manager Report**
 1. **Organization reports**
 1. *Finance*
 2. *Parks and Recreation*
 3. *Engineering*
 2. **2022 Meeting Schedule**
 1. *Annual Town Calendar*
 2. *Annual Budget Calendar*
 3. *Strategic Planning Updates*

B. Council Members

Councilmember Brush advised that it is supposed to get down to about 3 degrees tonight, so wrap and leave your pipes dripping so they do not freeze and stay inside.

Councilmember Wirth welcomed Josh Collet to the Council and spoke on how she looked forward to working with him.

C. Mayor

D. Tusayan Fire District

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

E. Tusayan Sanitary District

F. Tusayan Justice Court

Judge Krombeen advised that due to efficiency and access to justice they have been holding Court via Zoom and this has been successful.

10. FUTURE AGENDA ITEMS

Coconino County Community College wanted to come present to Towns concerning the bond initiative that recently passed. Potentially on the February agenda.

Mayor Vail advised that no action will be take on the executive action item and is for informational and update purposes only.

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 Stilo Pre-Annexation Development Agreement (PADA), EKN Development at Camper Village, National Forest Special Use Authorization Permit, and Associated Expenses. (10 min)

11. MOTION TO ADJOURN

Motion to adjourn at 4:40 P.M. First by Councilmember Brush and seconded by Councilmember Wirth. Motion carries 4-0, in favor. No fifth Councilmember due to vacancy.

Clarinda Vail *2/21/23*
 Clarinda Vail, Mayor Date

ATTEST:

Logan Keel
 Logan Keel, Town Clerk

CERTIFICATION

STATE OF ARIZONA

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COCONINO COUNTY

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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 December 14, 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

Logan Keel *2/21/23*
 Town Clerk Date