



MINUTES¹

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & § 38-431.03

Tuesday, June 27, 2023, at 5:00 p.m.

TUSAYAN TOWN HALL BUILDING

845 Mustang Drive, Tusayan, Arizona

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. Due to limited bandwidth capacity, we ask that you please turn off your Wi-Fi while at Town Hall and for those attending via Zoom, please turn off your video. This will provide for a better experience for all in attendance. Thank you.

TOWN COUNCIL SPECIAL MEETING MINUTES²

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Vail called the meeting to order at 5:00 p.m. and led 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

COUNCILMEMBER JOSH COLLET – Present

VICE MAYOR GREG BRUSH – Present

COUNCILMEMBER ANDREW ALDAZ – Present

COUNCILMEMBER BECKY WIRTH – Present

3. ADOPT THE AGENDA

Mayor Vail moved approval of the Agenda with moving Items 5.A the ceremonial and informational matter to after the Consent, because of what it pertains to – we cannot give them a check until we have approved a check. So, I move that would be after Item 6, and that then Item 7.H and I, because they are the same as the Executive Items 8.A. and B, that those be

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.

moved to after the Executive Session. Councilmember Wirth seconded the motion. Motion carried 5-0 in favor.

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.

No one spoke at Call to the Public.

5. CEREMONIAL AND/OR INFORMATIONAL MATTERS

A. Presentation of check to Grand Canyon Unified Schools

See after Item 6.

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 May 9, 2023.**
- D. Authorization for Summer Youth Program field trip(s).**
- E. Authorization for staff to apply for Playground Equipment grant(s).**
- F. Authorization for staff to apply for Diamond Back/APS ballpark grant.**
- G. Approval of Intergovernmental Agreement (IGA) with Flagstaff City Library, Resolution No. 2023-07.**
- H. Approval to enter into an agreement with Laserfiche for document management software.**
- I. Approval of Resolution No. 2023-08 Authorizing Sweep Accounts at Alliance Bank.**
- J. Authorization to purchase Xerox Printer**

Town Manager Hendrix noted there were two Items she would like to move to the July 11th Agenda; Item 6.G. the IGA with Flagstaff Library and 6.I. the Resolution authorizing sweep accounts. She explained that staff needs a little more time to prepare those.

Item 6.I. was pulled from the Consent Agenda and will appear on the July 11, 2023 Council Regular Meeting Agenda.

Mayor Vail moved approval of the Consent Agenda minusing Items 6.G and 6.I; they will be on the Consent Agenda next month. Vice Mayor Brush seconded the motion. Motion carried 5-0 in favor.

Presentation of check to Grand Canyon Unified Schools (5.A)

Town Manager Hendrix announced that several months ago, the Council authorized a section of the ARPA (American Rescue Plan Act) funds to be spent to offset food disparities

in the community. She noted that the Council chose as their grant recipient Grand Canyon Unified Schools. She introduced the Superintendent of the Grand Canyon Unified Schools, Matthew Yost who introduced the Food Service Team, Ashley Collet and Justin Lambon.

Mayor Vail gave the \$30,402.07 check to Superintendent Yost.

7. ACTION ITEMS - STAFF REPORTS

A. Public Hearing on Resolution No. 2023-04 Adopting the Town of Tusayan Engineering Fee Schedule. (5 mins.)

Town Manager Hendrix commented that several months ago, the Council authorized the posting of the proposed engineering fee schedule which was posted for the requisite time as required by law. She added that the Town had not received any comments on the posting. The proposed fee schedule was brought to the Council at the June 13, 2023 Council Meeting during which the Public Hearing was opened. Town Manager Hendrix advised that next, the Council would resume and then conclude the Public Hearing on this matter.

Mayor Vail resumed the Public Hearing from June 13, 2023, and she asked if anyone wished to speak. No one spoke at the Public Hearing. She closed the Public Hearing.

B. Consideration, discussion, and possible action to adopt Resolution No. 2023-04 Adopting the Town of Tusayan Engineering Fee Schedule. (5 mins.)

Councilmember Collett moved that we adopt the Resolution as presented, and Vice Mayor Brush seconded the motion. Motion carried 5-0 in favor.

C. Public Hearing on Tentative Budget FY 2023-2024 and Resolution No. 2023-09. (10 mins.)

Town Manager Hendrix advised the Council that last month, staff had presented our budget initiatives in preparation to present the Tentative Budget for FY 2023-2024. She commented that budget has gone out for publication and print, and now, it is time for the Public Hearing on that Budget. She also advised the Council that since the time the Budget went out, we have received comments from the Council and from members of the public. She continued that there have been some minor changes that we have received and put into the form of an alternative budget which is in the Agenda Packets in the form of Tentative Budget Alternative "A" that we are presenting as part of the process and encourage the Council to consider it for adoption as well.

Mayor Vail opened the Public Hearing on the Tentative Budget Fiscal Year 2023-2024, and she asked if anyone wished to speak. No one spoke at the Public Hearing. She closed the Public Hearing.

D. Consideration, discussion, and possible action regarding Presentation of Tentative Budget FY 2023-2024 and Resolution No. 2023-09. (10 mins.)

Town Manager Hendrix reiterated that we encourage you to take a look at the Tentative Budget Alternative "A" which includes the comments we have received over the last several weeks while the Tentative Budget has been published, and there have been some minor changes. Those minor changes included some debt service built into the Budget with some additional attorney's fees for special counsel and there are some additional Capital Project

items. She stated staff is recommending adoption of the Tentative Budget with the alternative changes this evening.

There was a discussion concerning the comments on the Tentative Budget made by the public. Town Manager Hendrix noted that the majority of the comments that we have come from the Council.

Mayor Vail referenced the back page of the Tentative Budget noting Moqui was spelled incorrectly.

Councilmember Wirth moved moved to approve the budget as presented, Version "A". Councilmember Collet seconded the motion. Motion carried 5-0 in favor.

Town Manager Hendrix asked that the Council vote to approve the Resolution.

Councilmember Wirth moved to pass the Tentative Budget Fiscal Year 2023-2024 Resolution No. 2023-09, and Vice Mayor Brush seconded the motion. Motion carried 5-0 in favor.

Town Manager Hendrix asked, for the record, if the Council wanted Resolution No. 2023-09 with the Alternative Budget, before the Council voted; then, the Council unanimously voted in favor.

E. Consideration, discussion, and possible action regarding Explore Tusayan Initiative, Chamber invoices, and possible updates. (5 mins.)

Town Manager Hendrix commented that she met with the Chamber earlier this week, and they wanted to make sure that the Council was aware that the Grand Canyon Visitor Guide received over 5,000 clicks this month. She also reviewed other advertising and marketing data and noted that we are trying to diversify our advertising across all mediums.

F. Consideration, discussion, and possible action regarding July 4th Celebration, drone show, marketing, and other Town Events. (10 mins.)

Town Manager Hendrix displayed the preview video of the Tusayan 4th of July Second Drone Show from Open Sky Drone Light Shows.

Mayor Vail announced that Michael Grimm would not be able to perform at the event due to health concerns, and Bill Medley will be doing a fund-raiser for him on July 9th for major medical expenses; there will also be a GoFundMe page. She suggested that for all the years Mr. Grimm has played here, it would be appropriate to support him with our advertising including how to support him. The Council agreed with this suggestion.

G. Consideration, discussion and possible action regarding end-year budget adjustments and Resolution No. 2023-10. (5 mins.)

Town Manager Hendrix advised that these end-year budget adjustments are essentially very similar to what we had mid-year; there were very minor changes made, and they were all within the department level. She noted that additionally, there is a resolution that gives staff authority to move money from the General Fund into HURF (Highway User Revenue Fund) and to make minor adjustments through the year-end closing.

Mayor Vail moved approval of the year-end budget adjustments and Resolution Number 2023-10 as presented, and Vice Mayor Brush seconded the motion. Motion carried 5-0 in favor.

H. Consideration, discussion, and possible action regarding Fiber Optic Internet Agreement with Commnet. (5 mins.)

Mayor Vail announced this Item would be discussed after the Executive Session.

I. Consideration, discussion, and possible action regarding Stilo Pre-Annexation Development Agreement (PADA), National Forest Special Use Authorization Permit Joint Application Process and Associated Expenses. (3 mins.)

Mayor Vail announced this Item would be discussed after the Executive Session.

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.7, Discussion or consultations regarding Fiber Optic Internet Agreement with Commnet.

B. Pursuant to A.R.S. 38-431.03 A.3, A.4, and A.7, discussion regarding Stilo Pre-Annexation Development Agreement (PADA), National Forest Special Use Authorization Permit Joint Application Process and Associated Expenses.

Mayor Vail announced they would reorder the Executive Session for Reports to go first.

9. REPORTS

A. Town Manager

1. Town Manager Report

Town Manager Hendrix referred Mayor Vail and Council to her written report for the full details of her report, and she gave an overview of the highlights. She shared that there is a Rain Gauge page link in the footer of the Town's website.

a. Notices

b. Organization reports

1. Finance

2. Parks and Recreation

3. Engineering

c. 2023 Meeting Schedule

1. Annual Town Calendar

2. ***Annual Budget Calendar***

3. ***Strategic Planning Updates***

B. Council Members

Councilmember Wirth provided a detailed Financial Report for this month.

There was a discussion of FDIC (Federal Deposit Insurance Corporation) insured funds and collateralized funds.

C. Mayor

1. ***Proposed National Monument Baaj Nwaavjo I'tah Kukveni Grand Canyon National Monument Status Update***

Mayor Vail spoke about the proposed new monument and the first draft of the presidential proclamation that we have gotten from United States Representative Grijalva's Office. She explained that there are some concerns not addressed in the first draft, and she and Town Manager Hendrix are looking into other federal people who can help with getting our exact language to Grijalva's Office. Mayor Vail advised that if the Council agrees, she and Town Manager Hendrix will begin trying to find someone to draft language.

Councilmember Aldaz asked about the possibility of having the Forest Service, APS and Game and Fish come and speak to what their feelings are about the monument.

There was a discussion of the lands that are part of the monument site. It was noted that all private land will stay private.

D. Tusayan Fire District

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

Tusayan Fire Department Chief Brush had no report.

E. Tusayan Sanitary District

F. Tusayan Justice Court

G. NACOG – Northern Arizona Council of Governments

Mayor Vail announced she had attended a NACOG meeting last week and continues to learn more. She plans to bring information on the NACOG programs available to the Council.

At 5:49 p.m., Mayor Vail moved that we enter into Executive Session, and Councilmember Wirth seconded the motion. Motion carried 5-0 in favor.

At 8:24 p.m., Mayor Vail called the Open Session back to order and announced that the Council would not take action on Agenda Items 7.H and 7.I.

10. FUTURE AGENDA ITEMS

No future agenda items were mentioned.

11. MOTION TO ADJOURN

At 8:24 p.m., Councilmember Wirth moved to adjourn, and Vice Mayor Brush seconded the motion. Motion carried 5-0 in favor.

Clarinda Vail 7/11/23
Clarinda Vail, Mayor Date

ATTEST:

Tina M. Abriani
Tina M. Abriani, Town Clerk

CERTIFICATION

STATE OF ARIZONA

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COCONINO COUNTY

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I, TINA ABRIANI, 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 JUNE 27, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Tina M. Abriani 07-12-23
Town Clerk Date