



**MINUTES<sup>1</sup>**

**TUSAYAN TOWN COUNCIL CONSOLIDATED REGULAR MEETING**

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

Tuesday, August 8, 2023, at 5:00 p.m.

TUSAYAN TOWN HALL BUILDING

845 Mustang Drive, Tusayan, Arizona

***TOWN COUNCIL REGULAR MEETING MINUTES<sup>2</sup>***

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

Mayor Vail called the meeting to order at 5:02 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** – Absent

**3. ADOPT THE AGENDA**

Mayor Vail moved that we hear all of Items 9, 10 and 11 after Executive Session except for Item 9.C.1. to be heard under 5.A. Ceremonial and/or Informational Matters. Vice Mayor Brush seconded the motion. Motion carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Collet, Councilmember Aldaz

**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.*

<sup>1</sup> 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.

<sup>2</sup> Minutes are organized by agenda item in the order in which they were discussed.

No one spoke at Call to the Public.

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

A. Proclamation recognizing August as Child Support Awareness Month.

Mayor Vail gave an overview of the proclamation. Mayor Vail moved approval of the proclamation recognizing August as Child Support Awareness Month as presented. Vice Mayor Brush seconded the motion. Motion carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Collet, Councilmember Aldaz

Mayor Vail next spoke about Item 9.C.1. Proposed National Monument Baaj Nwaavjo I'tah Kukveni Grand Canyon National Monument Status Update. She announced the Town now has a copy of the proclamation that was signed by the President, and it will be available at Town Hall. She advised that the Proclamation largely seems to match what the legislation of the house bill and the senate bill stated – that they will be working with state and local governments through the process. Mayor Vail commented on the Town's media release concerning the Monument.

Town Manager Hendrix commented that we will be sending a letter to the Forest Service to reinforce the intent that we be part of the conversation and support the idea of the President's message today that recreational uses are still going to be a piece of the Monument Management Plan moving forward.

**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 July 11, 2023.**

**D. Consideration, discussion, and possible action regarding Loven Contracting Change Order Number 1 for the Ramada Project.**

**E. Authorization for staff to purchase hosting services, server space, and Koha software.**

**F. Ratification of agreement with Dark Sky Consulting, LLC.**

**G. Consideration, discussion, and possible action regarding Ordinance 2023-01 Adopting Certain Dark Sky Compliance Standards.**

**H. Approval of Resolution No. 2023-07 Granting Authority to Invest Certain Town Monies.**

Town Manager Hendrix requested that Item 6.G. be pulled from the Consent Agenda because we are not quite ready to adopt that ordinance yet.

Mayor Vail moved approval of the Consent Agenda, Items A, B, C, D, E, F, and H as presented. Vice Mayor Brush seconded the motion. Motion carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Collet, Councilmember Aldaz

Mayor Vail moved that we remove Item 6.G. for discussion. Vice Mayor Brush seconded the motion. Motion carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Collet, Councilmember Aldaz

Town Manager Hendrix advised that she and Vice Mayor Brush have been working on the issue of the Dark Sky ordinance. She explained that after the Council's direction last month, they met and went through some of the changes that were proposed for the Dark Sky ordinance and realized they probably needed the Assistant of the Consultant to go through the changes. The Assistant reviewed what Town Manager Hendrix and Vice Mayor Brush had written, and he had a lot of changes. Town Manager Hendrix directed attention to the Assistant's report in the Agenda Packet noting she and Vice Mayor Brush would like to have a phone call with the Assistant.

Town Manager Hendrix commented that she and Vice Mayor Brush will need some advice and counsel from the Council because in the report, there is a spectrum of choices.

The Council agreed they would lean towards phased implementation.

## **7. ACTION ITEMS - STAFF REPORTS**

### **A. Consideration, discussion, and possible action regarding Explore Tusayan Initiative and possible updates. (10 mins.)**

Town Manager Hendrix directed attention to the Agenda Packet for some mock-ups of the service sign that is in Town; she displayed two options for the 'Welcome to the Town of Tusayan' sign.

There was a conversation about the sign, and the Council gave advice to staff.

The Tusayan Sanitary District will work on a logo to get a sketch to the Town's marketing person.

Town Manager Hendrix commented that we are developing a short-term Facebook strategy to help with some of the summer lull. She noted that the Town received a proposal that she sent back with some adjustments. She shared that we are working with AOT, Arizona Office of Tourism, for an annual calendar for next year, and she asked the Council if they want to move forward with an annual calendar for AOT for next year.

The Council was fine with an annual calendar for AOT for next year.

Town Manager Hendrix let the Council and the public know that the Chamber would like Bike Your Park Day to be the Town's event that they will assist with in September. She added that the County has requested that we participate and provide marketing materials for that event and maybe provide a raffle prize for the event.

The Council expressed concerns that the event is to be held very soon and we are not aware of what the Town would need to do.

Mayor Vail commented that she would be comfortable working with Town Manager Hendrix to contact the Chamber and ask questions about obligations if it is the Town's event.

**B. Consideration, discussion, and possible action regarding Bike Your Park Day, Holiday Light Celebration, July 4th Celebration, marketing, and other Town Events. (10 mins.)**

Town Manager Hendrix commented that we have spoken with the drone show people, and they would like to do what was done last year with 25% up front. She noted that the drone show people suggested that the Town set an overall budget for the year because they have an interest in coming throughout the year to provide a couple of additional shows. Town Manager Hendrix explained that the additional shows could help build the Town's brand as being a drone show provider and feed into some of the other Town events. She gave the example of doing something with astrotourism ideas and our Dark Sky efforts. She noted the drone show people have the idea of customizing a show, for Tusayan, based on the history of the universe with constellations, which could pair with the Dark Sky event. She commented that they have other ideas for our Holiday Lights show.

Town Manager Hendrix asked the Council if they were interested in setting an overall budget for additional shows throughout the year. She commented that the drone show people noted they could set the budget for \$100,000 for the year and negotiate within that for three shows throughout the year.

Town Manager Hendrix noted that the last drone show cost over \$60,000.

The Council commented positively about the Dark Sky event and there was discussion about pricing. They were interested in the Dark Sky show and the Christmas show as well as a time when the Town is not so busy during the off season to create a draw.

Town Manager Hendrix noted that the drone show people wanted feedback on their suggestion to work with NACA and come up with additional artists to display Native American art.

The Council discussed possible shows and events and asked if all four of their shows could be custom.

Town Manager Hendrix commented that last year, they were looking at Hispanic elements, but time ran out to incorporate those in the show. She noted that they could consider that for Cinco de Mayo for next year.

Town Manager Hendrix next commented on the Holiday Lights noting that we have already verified that the company will be coming up at the beginning of November to place things. She explained that Staff has done a procurement check on the panels to grow the tree because we have two more levels to grow the tree. She asked the Council if they wish to add one or two levels this year, and she noted that both quotes were in the Agenda Packet.

At 5:41 p.m., Vice Mayor Brush left his seat on the dais and returned at 5:42 p.m.

Councilmember Collet moved that we approve Quotes A and B as presented, and Councilmember Aldaz seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Collet, Councilmember Aldaz

John Vail, of the public attendees, referenced the artwork emulated in the drone show and asked what the artwork was.

Town Manager Hendrix replied that a Native American artist designed some of the formations.

Mr. Vail remarked that this year, he had heard a lot of comments about the lack of auction items. He suggested auctioning off the art that goes with the formations.

Town Manager Hendrix announced that we have a tentative date set for December 8<sup>th</sup> for the Holiday Lighting. She asked for permission to have flexibility on the date and time because of the drone show. The Council gave their permission.

**C. *Consideration, discussion, and possible action regarding street pavement recommendations and possible approval of Resolution 2023-12 IGA with Tusayan Sanitary District. (10 mins.)***

Town Manager Hendrix commented that Bob, of the Sanitary District, came over today and helped us out a lot on this item. She explained that the Council had two options before them, the two versions of a proposed IGA found in the Agenda Packet. One was an indemnification option that was discussed at the last Council meeting, and the alternative option is one that we touched on last month, and the Council authorized her to go out and explore it. She explained the alternative option noting that now that the Council has completed the design work, we heard back, recently, that we will not receive the Congressional Spending Request this year. She further explained that the alternate option is to take the RFP, or RFB, or RFQ, and attach the design documents to it, and pass it over to the Sanitary District and then charge them with the responsibility of moving forward and administering this project.

Town Manager Hendrix commented that she worked with Bob, his legal team, and our legal team, and she thinks they have come up with a document that we are all comfortable with. She noted that there is a price included that we are also all comfortable with; it is \$600,000, and she wanted to make sure that the Council is aware that the engineer's amount is \$1,000,000. She explained there is some latitude in there; she can handle change orders up to ten percent administratively, and beyond that, it has to go back to the Council. She prepared the Council for the possibility that it does go back to them.

Councilmember Collet moved that we approve the Resolution 2023-12, the IGA with Tusayan Sanitary District, and Vice Mayor Brush seconded the motion. Motion carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Collet, Councilmember Aldaz

**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.1, Discussion regarding presentation of 2023-2024 Town Manager's goals for review.***

**B. *Pursuant to A.R.S. § 38.431.03 A.3, A.4, and A.7, Discussion and legal advice regarding potential options to pursue and/or acquire real property in town limits.***

Mayor Vail noted that the Executive Session was moved to after the Reports.

**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 noted that this month, we were denied for a couple of grants and approved for a grant. She reported that the Forest Service has begun a partnership with NACA, and they asked us to be mindful of that; it is the old rock house on the weekends. She explained they would like us to be aware, drop by, participate, and support that in any way that we can. Lastly, she commented that our Fall Gathering is coming up and so is our Youth Program.

- 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 Aldaz commented that he was in a discussion about the Fall Gathering; we were supposed to have that on September 14, but we would like to move it to October 5<sup>th</sup> in hopes the ramada will be finished by then. He shared that some of the high school kids have asked if they could do a play at the gathering. He spoke of Town Manager Hendrix's great job on coordinating the Youth Summer Program.

Vice Mayor Brush commented that with the President's recent visit, it was amazing seeing everything going on in Town and all the agencies coming together with everyone in Town pitching in. He thanked John Vail for helping out, and he thanked Mayor Vail for attending the signing of the Proclamation.

#### **C. Mayor**

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

Mayor Vail addressed this Item under 5.A. Ceremonial and/or Informational Matters.

Mayor Vail commented that the Grand Canyon Trust thanked the Town for the Native Art Market in Tusayan. She noted that she helped them get coordinated; there were a ton of vendors, and it was well attended.

#### **D. Tusayan Fire District**

- 1. Financial**



meeting of the Council held on AUGUST 8, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Tina M. Abramo 09-14-23  
Town Clerk Date