



MINUTES¹

TUSAYAN TOWN COUNCIL REGULAR MEETING
 PURSUANT TO A.R.S. § 38-431.02 & § 38-431.03
 Tuesday, November 14, 2023, at 5:00 p.m.
 TUSAYAN TOWN HALL BUILDING
 845 Mustang Drive, Tusayan, Arizona

TOWN COUNCIL REGULAR 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 announced that under the Agenda, there are a couple of the items in Executive Session that may affect the Action Items.

Mayor Vail moved that we adopt the Agenda with having the Items 1 through 6 in order first, and with Item 8, Executive Session, to be immediately after Item 6, the Consent, then after Executive Session, then having Action Items 7 and Action Items 9, 10, and 11.

Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Wirth, Councilmember Collet, Councilmember Aldaz

4. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA

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.

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 the Call to the Public.

5. CEREMONIAL AND/OR INFORMATIONAL MATTERS

None.

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 Accounts Payable**
- B. Ratification of Electronic and Automatic Payable Accounts and Spending Limit Pre-authorization**
- C. Minutes of Council Meeting held on October 10, 2023.**
- D. Approval of Resolution 2023-16 establishing IGA with the Arizona Department of Revenue for Municipal Transaction Privilege Tax Administration.**
- E. Authorization for Staff to purchase tables and trash cans for the new Sports Complex Ramada**
- F. Authorization for Staff to purchase one Tandem Axle Dumper Trailer and one Flatbed Trailer with ramp.**

Councilmember Collet moved we adopt the Consent Agenda, and Councilmember Wirth seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Wirth, Councilmember Collet, Councilmember Aldaz

Mayor Vail announced the Executive Session, Item 8, would be held next.

At 5:03 p.m., Vice Mayor Brush moved to go into Executive Session, and Mayor Vail seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Wirth, Councilmember Collet, Councilmember Aldaz

7. ACTION ITEMS - STAFF REPORTS

- A. Consideration, discussion, and possible action to adopt Resolution 2023-14 regarding DMO (Designated Marketing Organization) Appointment. (5 mins.)**

At 6:23 p.m., Mayor Vail indicated she is in support of adopting the Designated Marketing Organization Resolution at this stage. She directed staff to work out or discuss with the Chamber some other amounts that were given by the Town that were restricted. She stated that this does not limit the Chamber from being able to continue doing what they are doing, it will just take participation with the Town.

Mayor Vail moved approval to adopt Resolution 2023-14 regarding the DMO Appointment as presented, and Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Wirth, Councilmember Collet, Councilmember Aldaz

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

Town Manager Hendrix advised that we have a DMO opportunity that is in front of the Town now. She noted that the question that has been asked of the Town is if there is interest in the Town participating in the opportunity, that is, joining the ATI Co-Op. She stated it is a small amount financially and time wise. She commented that this opportunity is similar to the opportunity presented to Council at the August 2023 Workshop. It is in partnership with the Arizona Office of Tourism.

Town Manager Hendrix directed the Council to the Agenda Packet for information on the opportunity through the Arizona Office of Tourism. She explained that it is a marketing campaign where we would be going into a pool with several other communities, and there were four or five partners the last time she heard. She noted we would be participating at the \$5,000 to \$6,000 range.

The Council voiced that they wanted to start small and see how it goes.

The Mayor and Council directed the Town Manager to pursue the opportunity up to \$7,500 as the max.

John Thurston, attending via Zoom, asked if any voting took place in Executive Session.

Mayor Vail replied there was no voting; there are a couple of items in the Action Items that are associated with Executive Session that we will take action on later in the Agenda.

Town Manager Hendrix announced that the community service sign is complete with the Tusayan Sanitary District's portion.

Town Manager Hendrix gave a report on how well the Placer software is working.

Town Manager Hendrix noted we are getting ready to go on to our Holiday Lighting Event, and we have collected all the quotes now for the food for that night. The quotes were included in the Agenda Packet.

The Council chose chicken noodle soup and potato soup for the menu.

Mayor Vail moved approval of the food quote from Big E Steakhouse as presented, and Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Wirth, Councilmember Collet, Councilmember Aldaz

C. Consideration, discussion, and possible action regarding Holiday Light Celebration, Astronomy Events, Cinco De Mayo, July 4th Celebration, marketing, and other Town Events. (10 mins.)

Town Manager Hendrix commented on the drone show people thinking the drone show could be launched from the basketball court. The viewing area will be straight up.

Concerns of the proximity to the airport were expressed. Town Manager Hendrix will check with the drone show people to make sure they get clearance to put on the show.

Town Manager Hendrix announced the Santa Shack will start the week of December 4th.

Town Manager Hendrix commented there will be two new radio ads on local radio stations.

Mayor Vail thanked the Tusayan Fire District for all their help with the Town's events.

D. Consideration, discussion, and possible action regarding holiday living checkout. (5 mins.)

Town Manager Hendrix announced that as of today, we had 86 people signed up online for the Healthy Living Checkout. She noted there is a sense that we will have quite a few more.

E. Consideration, discussion and possible action regarding Sports Complex Master Plan selection of Steering Committee Members. (5 mins.)

Town Manager Hendrix commented that we are now moving into the Master Plan process, and we have the signed contracts back. She announced we are about to have a kick-off meeting with the team. She asked the Council to select members for the Master Plan Steering Committee. Mayor Vail and Councilmember Aldaz both agreed to continue as members. They decided to meet on November 30th at 10:00 a.m.

F. Consideration, discussion, and possible action regarding Proclamation of local emergency and local recovery projects, including but not limited to landscaping. (5 mins.)

Town Manager Hendrix noted we finally have a landscaping quote, and they are ready to get going immediately as long as it does not start snowing too soon. They were only able/willing to put gopher wire at the south roundabout and the area next to it for \$67,000 because of labor and how it must be installed, and this can be removed from the contract. She explained we will phase in the work. She noted the north roundabout would need to be done later in another phase.

Mayor Vail noted the Town had received one other quote for 1.8 million dollars. She commented that this quote is for \$283,000 including the \$67,000.

Rob Petzoldt asked about the area included in the quote and the cost for the gopher wire.

Mayor Vail answered his questions.

Councilmember Collet moved that we accept the bid as presented, and Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Wirth, Councilmember Collet, Councilmember Aldaz

Bess Mabry, on Zoom, asked about any recourse for the gopher wire which would be an experiment. She explained that we need some kind of recourse if we see it is not working.

Mayor Vail replied she does not think that is possible because we have asked them to install the gopher wire which they did not want to do.

G. Consideration, discussion, and possible action regarding Resolution 2023-17 American Rescue Plan Act Recovery Funds (ARPA Funds) payment to individual households and possible rebate. (10 mins.)

Mayor Vail noted this Item was discussed in Executive Session.

Mayor Vail moved approval of this Item with approving a \$50,000 starting pool because that is all that is left in the ARPA funds and with direction for staff to cut the checks and ratify the amounts for November 17th and ratify the amounts to equal the applicants that we have.

The motion died for lack of a second.

Mayor Vail moved approval of Resolution 2023-17 adding in \$50,000 in Number 5, and Councilmember Collet seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Wirth, Councilmember Collet, Councilmember Aldaz

John Thurston, on Zoom, asked how many applications were received.

Town Manager Hendrix replied there are likely around 249 applicants.

Mayor Vail directed staff to cut the checks immediately in accordance with the Resolution, and we will ratify the amounts on the December AP List.

H. Consideration, discussion, and possible action regarding Residential Internet Agreement(s). (5 mins.)

Town Manager Hendrix commented that the Council gave direction to staff on this in Executive Session.

Mayor Vail stated, for the public, we are looking at our options regarding Internet that we are providing to the community. We are researching and looking at options, and no decision has been made; there was just direction to staff to check out some other items.

Robert Petzoldt asked if Internet signs advertising on the Sanitary District's road have anything to do with the Council and the answer was no.

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 or consultation regarding Resolution 2023-17 American Rescue Plan Act Recovery Funds (ARPA Funds) payment to individual households and possible rebate.
- B. Pursuant to A.R.S. § 38-431.03 A.3. and A.7, Discussion or consultation regarding Residential Internet Agreement(s).
- C. 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.

9. TOWN REPORTS

A. Town Manager and Department Reports

Town Manager Hendrix referred the Council to her Staff Action Report. She reminded them that Friday, starting at 11:00 a.m., they will begin distributing the ARPA checks and the Holiday Healthy Living items with some other items for check-out.

Town Manager Hendrix reminded everyone that the Food Pantry Distribution was scheduled for tomorrow evening. She gave special thanks to the Tusayan Fire District for being a great partner in that event. She noted we have added their logo to the Food Pantry Distribution flyer.

John Thurston asked if he missed something for Item 8.C.

Mayor Vail replied that it was only discussed in Executive Session with no Action Item.

1. Notices

1. Annual Town Calendar

2. Annual Budget Calendar

2. Finance

3. Parks and Recreation

3. Strategic Planning Updates

a. Ramada Construction Schedule

b. Baaj Nwaavjo I'tah Kukveni Grand Canyon National Monument Status Update

4. Engineering

B. Council Members

Councilmember Aldaz commented that he noticed someone standing in the crosswalk who pushed the button, and the light did not change. He will go by and check to see if it is working.

It was noted that Mayor Vail and Town Manager Hendrix drove around with two of NACOG's transportation people. The transportation people said they will look to see how to make the situation better.

Town Manager Hendrix noted she will check with Mike, the Head Maintenance Technician.

Councilmember Wirth provided the monthly financial report. She reviewed accounts, their totals, and interest accrued.

Vice Mayor Brush gave a shot out to Grand Canyon National Park for events with lectures on constellations and free telescope usage.

C. Mayor

Mayor Vail gave an update on the County's flood meeting which she, Councilmember Collet and Town Manager Hendrix attended last week. They received all the real data on the flood. She noted they will have a meeting early in December, and that is the meeting where we would really want to tell everybody to please attend. She added that all the hard data and information will come from our Flood Plain Administrator which is Coconino County.

Mayor Vail commented that we did have some meetings with NACOG and their transportation people that came up here and met with us. She noted there is some good motion going towards getting the restriping of the lanes north of Town done.

Mayor Vail commented that we did get one letter on the National Monument from the Deputy Chief of the National Forest Service. She explained that it basically said thank you Tusayan for your letters; we are aware of the long-standing successful partnership with the Kaibab National Forest on a variety of other resource management undertakings. She noted that the process is only supposed to be two years long.

Mayor Vail asked about the ribbon-cutting at the Sports Complex.

Town Manager Hendrix suggested it take place at 4:30 p.m., on December 7th, for light to take the pictures.

Town Manager Hendrix commented that we are telling the School Board, the Sanitary District and the Fire District, too. She noted we were going to have three ribbons.

John Thurston, on Zoom, asked about the Flood Plain gathering date, and he asked if the National Monument Designation is a done deal.

Mayor Vail responded that the meeting date has not been set yet, but when it has, the date will be sent out. She stated that the President has decided it is a done deal; he has proclaimed it. She noted there are two years for the Secretary of Agriculture and the Secretary of the Interior to work together on what the management of the 1.1 million acres will be.

D. Tusayan Fire District

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

Chief Brush announced that the Tusayan Fire District's new engine has arrived. He thanked the Council, the residents, and the Town of Tusayan. He noted that the truck it replaced has had trouble starting the last couple of times.

E. Tusayan Sanitary District

1. **Long Jim Loop Road Update**

Bob Petzoldt, of the Sanitary District, announced that the road is at substantial completion. He noted we are waiting on striping, and they are, overall, pretty happy with the project. He thanked the Council for the realization of the project. He spoke of hopeful swift payment to the contractors.

In response to a question, Mr. Petzoldt stated the District will supply the stencils for the striping which will include a four-foot walking path on the south side of the road.

Town Manager Hendrix commented that we just paid out on the invoices we have here, and if the Council feels comfortable, they could go back to the AP List to authorize us to write the check and after-ratify it next month.

The Council agreed to allow it.

F. Tusayan Justice Court

No report was given.

G. NACOG – Northern Arizona Council of Governments

Report had already been given.

10. FUTURE AGENDA ITEMS

None.

11. MOTION TO ADJOURN

At 7:50 p.m., Vice Mayor Brush moved to adjourn, and Councilmember Wirth seconded the motion. Motion Carried. Aye: Mayor Vail, Councilmember Wirth, Councilmember Collet, Councilmember Aldaz

Clarinda Vail 12/12/23
Clarinda Vail, Mayor Date

ATTEST:
Tina M. Abriani
Tina M. Abriani, Town Clerk

CERTIFICATION

STATE OF ARIZONA
COCONINO COUNTY

§
§
§

I, TINA M. 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 14 NOVEMBER 14, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

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