



MINUTES¹

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Tuesday, December 12, 2023, at 4:00 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 4:00 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

Councilmember Wirth moved to adopt the agenda as presented, and 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

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.

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.

No one spoke at the Call to the Public.

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

A. *Presentation Regarding 2024 General Plan Update, Jason Sanks, Sanks and Associates.*

Jason Sanks of Sanks and Associates gave a presentation regarding the 2024 General Plan Update. Highlights include the following.

- The new Plan will be called the Tusayan General Plan 2034.
- The purpose of the plan is to define where you think you are going in the next ten years and how you are going to get there.
- Arizona Revised Statutes require a new General Plan be adopted every ten years.
- A prospective schedule was listed.
- The Planning Vision Statement is basically the Executive Summary explaining who the Town is and where it plans to go in the next ten years, the near future, and further in the future along with implementation strategies for each goal with its time frame.
- The Planning and Zoning Commission will recommend the final product to the Council for adoption.
- Review of General Plan Components included six elements: Transportation/Circulation; Housing; Open Space, Recreation, and Trails; Land Use; Impacts on Land (Environmental Resources) and possibly Community Character
- The importance of public input was discussed.

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 and after-payable accounts*
- B. *Ratification of Electronic and Automatic Payable Accounts and Spending Limit Pre-authorization*
- C. *Minutes of Council Meeting held on November 14, 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 backup Internet services through Starlink.*
- F. *Authorization for Town Manager, Charlie Hendrix, to transfer fire engine title to Tusayan Fire District.*

Vice Mayor Brush recused himself from the vote because of Item 6.F.

Mayor Vail moved that we approve the Consent Agenda as presented. Councilmember Collet seconded the motion. Motion Carried. Aye: Mayor Vail, Councilmember Wirth, Councilmember Collet, Councilmember Aldaz; Recusal: Vice Mayor Brush

7. **ACTION ITEMS - STAFF REPORTS**

- A. *Consideration, discussion, and possible action regarding Explore Tusayan Initiative and possible updates.*

Town Manager Hendrix directed the Council's attention to her Action Report and noted there is no action on this Item at this time.

There was discussion of information provided by the Placer.ai Dashboard.

B. 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 that we expect to have more action next month. She noted we just want to thank everyone for their participation in the Holiday Light Celebration event. She asked that the Council encourage everyone to go see the lights at the Sports Complex.

C. 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 explained that the landscapers have started work under the contract approved last month. When they came out to do the final walkthrough, they realized they had made a mistake in reading the ADOT plans. The ADOT plans are scaled to one size and then in tiny print, it says, in essence, 'these are not to the correct size.' So, when the landscapers arrived, in person, they realized it is a much larger area of work than what they had planned. They have offered two options: one, they will just finish the work to the size that has been contracted, or two, increase the project to the actual size which would cost \$39,722 more.

Town Manager Hendrix showed the Council one rock sample being proposed, along with other rock samples on the Zoom screen.

Town Manager Hendrix noted the costs for any change in rock, range from \$3,500 to \$15,000, and that is not included in the \$39,722.

Mayor Vail pointed out that the irrigation work was work the Town requested.

Town Manager Hendrix commented that the irrigation work will save money in water over time.

There was a discussion about keeping the dust down while the landscapers complete their work.

The Council discussed paying the landscapers more to get more accomplished.

Town Manager Hendrix emphasized that the reason we can do this is because they are primarily working in flood affected areas, and we need to do this to bring it up to the ADOT requirement. She related that ADOT has expressed a strong interest in getting these areas repaired and brought back to permanent status.

Mayor Vail commented that within the IGA we have with ADOT, we are supposed to be, in her opinion, maintaining it better than we have been.

There was a discussion of rock choices with differing sizes and colors. There was not enough in stock in any one color except the sample bag Town Manager Hendrix showed the Council.

The Council asked the Town Manager to do what she could knowing the Council's preferences.

Councilmember Collet moved to approve the \$39,722 increase to the base contract as well as authorize a \$10,000 additional amount for the ground cover. Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Wirth, 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.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 announced that the Executive Session Item would be held until the end of the agenda, and she stated no decision would be made.

9. TOWN REPORTS

A. Town Manager and Department Reports

Town Manager Hendrix directed attention to her report. She noted we have been waiting for the CDBG funding agreement for the Community Garden, and that was important because that's how we finally knew for sure that we were going to get those funds. We did receive that, and we have signed it and sent it back, and that means we have been awarded the \$326,382 for the design and building of a community garden. She noted that in the report, one can see the project timeline that's been set forward by ADOH, and there are some important benchmarks outlined there.

Town Manager Hendrix commented that as we are going through our General Plan Update, Coconino County is starting on their Comprehensive Plan Update. She explained that right now, they are at the agency review level, and we have been invited from the staff perspective to participate in that.

Town Manager Hendrix reminded everyone that on Monday, December 18th, the County is coming to Tusayan to talk about the results of the flood. She asked that the Council try to attend, and a notice of possible quorum has been posted. The County has chosen not to use Zoom, but they will create a video of the meeting and have it posted.

1. Notices

2. Finance

3. Parks and Recreation

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

4. Engineering

B. 2023 Meeting Schedule

1. Annual Town Calendar

2. ***Annual Budget Calendar***
3. ***Strategic Planning Updates***

C. *Council Members*

Councilmember Wirth gave her official resignation from Council. She gave the Financial Report noting it is incomplete because some reports have not yet been received. She stated the Town has a healthy portfolio. She thanked the Council for their dedication to the Town.

D. *Mayor*

Mayor Vail asked that everyone spread the word about the important meeting to be held by Coconino County, the Tusayan Flood Control District Meeting on December 18th.

E. *Tusayan Fire District*

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

No report.

F. *Tusayan Sanitary District*

1. ***Long Jim Loop Road Update***

Bob Petzoldt of the Sanitary District reported that the road is complete, and we are light-years ahead of where we were for a little over \$300,000. He thanked the Council for the road improvements.

G. *Tusayan Justice Court*

No report was given.

H. *NACOG – Northern Arizona Council of Governments*

Mayor Vail noted NACOG has had a couple of legislative meetings online with the Council of Mayors. She will be attending the opening day of the State Legislative Session with Representative Peshlakai representing this area.

10. *FUTURE AGENDA ITEMS*

None.

At 4:59 p.m., Mayor Vail moved that we enter into Executive Session, and Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Wirth, Councilmember Collet, Councilmember Aldaz

11. *MOTION TO ADJOURN*

At 5:16 p.m., Mayor Vail moved that we adjourn, and Councilmember Wirth seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Wirth, Councilmember Collet, Councilmember Aldaz

Clarinda Vail 1/9/24
Clarinda Vail, Mayor Date

ATTEST:

Tina M. Abriani
Tina M. Abriani, Town Clerk

CERTIFICATION

STATE OF ARIZONA
COCONINO COUNTY

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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 DECEMBER 12, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Tina M. Abriani 01-09-2024
Town Clerk Date