



MINUTES¹

TUSAYAN TOWN COUNCIL REGULAR MEETING

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

Tuesday, January 9, 2024, 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 5:01 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 ANDREW ALDAZ – Present

VICE MAYOR GREG BRUSH – Present

VACANT

COUNCILMEMBER JOSH COLLET – Present

3. ADOPT THE AGENDA

Mayor Vail moved that we adopt the agenda as presented, and 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.

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.

Warren Smith, Grand Canyon National Park Airport Manager, on behalf of the Arizona Department of Transportation, announced that the Grand Canyon National Park Airport will undergo a runway rehabilitation project that will require the Airport to be closed for an estimated 65 days during the tourism season beginning, roughly, in July 2025 through September 2025.

5. CEREMONIAL AND/OR INFORMATIONAL MATTERS

- A. *Presentation of Quarterly Law Enforcement Report, Lieutenant Brian Tozer, Coconino County Sheriff's Office. (10 mins.)*

Lieutenant Brian Tozer presented the Quarterly Law Enforcement Report.

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 and after-payable accounts*
- B. *Ratification of Electronic and Automatic Payable Accounts and Spending Limit Pre-authorization*
- C. *Minutes of Council Meeting held on December 12, 2023.*
- D. *Approval of Resolution 2024-01 regarding Appointment of a Council Finance Designee.*
- E. *Approval of Mission Linen as an ACH Vendor.*

Mayor Vail announced that Item 6.D would be discussed.

Mayor Vail moved approval of the Consent Agenda minus item D; we will pull Item D and have discussion. Councilmember Collet seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Collet, Councilmember Aldaz

For Item 6.D, Mayor Vail explained that Becky Wirth was the Council Finance Designee, and we need someone to fill that position. She noted that Vice Mayor Brush has been willing to do it in the interim, and she wanted the Council to discuss it to see who would like to become the Council Finance Designee.

The Mayor, Councilmember Collet and Councilmember Aldaz did not express an interest in taking on the position.

Mayor Vail moved approval of Resolution 2024-01 appointing Greg Brush as the Designee, and Councilmember Collet seconded the motion. Motion Carried. Aye: Mayor Vail, Councilmember Collet, Councilmember Aldaz; Vice Mayor Brush recused himself.

7. ACTION ITEMS - STAFF REPORTS

- A. *Consideration, discussion, and possible action regarding Council vacancy, presentation of staff recommendations for addressing and filling the current Council vacancy. (5 mins.)*

Town Manager Hendrix noted that last month, Councilmember Wirth vacated her seat on the Council. She also noted that staff was asked to review the procedures for filling a vacancy. She directed attention to her Action Report, where she listed the process that was used last time. She summarized the process beginning with advertising the vacancy and followed by interested candidates submitting a Citizen Committee Application Form which is available online. She

added that in February, we would schedule interviews for all the people who turned in applications. After the interviews, she commented, the Council would have the opportunity to either appoint someone or they could wait, hold off, and appoint someone later.

Town Manager Hendrix commented that it is important to note that by statute, the Council is not required to fill this vacancy, or they could take their time.

Town Attorney Arnson offered clarification stating the statute says the Council shall fill the vacancy. He explained that at some point, an appointment must be made, but it is not required to be made within a particular period of time.

Town Manager Hendrix noted that for the last appointment, we just did the interviews at the Council Meeting.

The Council agreed to use the same process as last time.

John Thurston asked the length of the appointive term.

Mayor Vail indicated the appointee would serve until December 2024.

Town Manager Hendrix stated that the term would end at the canvass of the election at the December Council Meeting, December 10, 2024.

B. Discussion, consideration and possible action concerning renewal of the Town Expenditure Limitation in 2024. (5 mins.)

Town Manager Hendrix announced that in the fall of 2024, the Town must renew its Alternative Expenditure Limitation, otherwise known as Home Rule, or the current limitation will expire. She noted there is quite a bit of information in her Action Report. She explained it is a process that begins with decisions by the Council, whether to have the election or not, and when to have the election – at the Primary or the General. She stated staff is recommending the election in the fall for the Alternative Expenditure Limitation.

Mayor Vail commented that more people vote at the General Election.

The Council agreed to have the election in November, at the General Election.

Mayor Vail noted there are three options: do nothing, or it is a choice between Home Rule for a four-year period, and a Permanent Base Adjustment which is for an unlimited period of time.

Town Manager Hendrix explained that there is a lot more required for a Permanent Base Adjustment Election. She commented on how much work it will take to have the Home Rule Election in August. She noted that a Town Attorney suggested having the election in November.

Councilmember Collet moved for staff to prepare the election materials for the General Election for the Alternative Expenditure Limit, and Vice Mayor Brush seconded. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Collet, Councilmember Aldaz

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

Town Manager Hendrix commented that Mayor and staff have requested a meeting with the Chamber, and it has not been set up yet. She noted that we have followed through on the DMO status.

Town Manager Hendrix announced that we have begun the ATI Initiative which is kind of the tour package. We have already started the website with their company, and she referenced materials in the packet. She noted that they allow a short informational video, and we are working with Jamie to get a video done. She explained that we will be able to use the video for multiple advertising purposes.

D. Consideration, discussion, and possible action regarding Astronomy Events, Cinco de Mayo, July 4th Celebration, marketing, and other Town Events. (10 mins.)

Town Manager Hendrix commented that Vice Mayor Brush and she are starting to work on this. She explained that the first piece is for the Council to make the determination on whether they want to move forward on the Cinco de Mayo Event. She added that they have contracted with the drone show people to have a drone show at that event.

The Council agreed to have Cinco de Mayo this year.

Town Manager Hendrix next noted that she and Vice Mayor Brush will be contacting the drone show people to kick off the planning for Cinco de Mayo, the Astronomy Event and getting ready for the Fourth of July.

Councilmember Aldaz commented that some people asked that music play when they visit the Sports Complex to see the Holiday Lights. He suggested the possibility of a timer or a button to push for music while experiencing the lights.

Town Manager Hendrix responded that we would explore it; she will talk to Mike Liebl, Head Maintenance Technician.

It was noted that the date for the Marathon has not been set yet.

Mayor Vail suggested that the hunting season start date be taken into consideration when the calendaring meeting takes place later this month. She asked that a Game and Fish representative attend.

E. 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 announced that the County has sent out the After-Action Report from the local flood emergency. She noted that for the Town itself, there were two major response items, and we have started action on both. She explained that one recommendation was for a redundant Internet service, which we have completed. The other item was to make sure we have at least one phone service for FirstNet set up. Town Manager Hendrix noted we are in the process of getting that done. She added that there is still quite a bit of work to be done on that report. She encouraged the Mayor and Council to look at the report.

Town Manager Hendrix spoke next about the landscaping and the negotiation of the type of rock. She stated that with the assistance of the Mayor and other staff members, we selected rock that was actually more than \$8,000 cheaper, and the revised contract is in the Agenda Packet.

F. Consideration, discussion, and possible action regarding possible Rebate Cash Payments to individuals. (10 mins.)

Mayor Vail commented that the Council can go into Executive Session on this if they need to. She proposed establishing parameters with the Town Manager, noting she was not comfortable with setting anything today. She asked if the Council has an interest in the process, and she noted that it was a priority on the retreat.

Councilmember Collet commented that he is open to the premise of the rebate in principle.

Mayor Vail commented that the ARPA checks were small, and a lot of people were excluded.

The Council discussed having no cap on the income amount of the residents and how to determine residency.

Mayor Vail commented that she and Charlie could research to see if it would come out of this fiscal year's budget or the next. They will have a proposal for the Council.

Town Manager Hendrix noted we may come back several times and eventually there will be a resolution and an application.

John Thurston asked if there are some legalities with this potential issue.

Mayor Vail replied that the way they are wording it, we hope not.

Mr. Thurston commented that he thought there should be no limit on one's income.

Mayor Vail responded that is the direction in which we are going, to include everyone.

Mayor Vail commented that the Executive Session would have no action; it would be direction to staff only.

She directed that Reports would be addressed next, with the Executive Session at the end of the meeting.

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.*

9. TOWN REPORTS

A. Town Manager and Department Reports

Town Manager Hendrix noted there is quite a bit of information in the Town Manager's Report. She commented that the AZ Smart Fund Grant Application for Flood Mitigation has been submitted. She noted there are four pillars or things we need to do before we get to flood mitigation: a Comprehensive Drainage Master Plan, a Design Concept Report, Construction Documents, and then Project Construction. She noted that the three things they are working to

get funded right now, are the Comprehensive Drainage Master Plan, the Design Concept Report, and the Construction Documents.

Town Manager Hendrix commented that in January of every year, we remind you that all public officers in the state are required to complete a Financial Disclosure Statement by January 31st. Her report contains a list of those associated with the Town who need to complete the Disclosure.

1. Notices

2. Finance

3. Parks and Recreation

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

Mayor Vail noted that the Forest Service is working on the variety of different stakeholders of tribes, towns, etc. She added that we know we will be at the table, but no one has been invited to the table, yet.

4. Engineering

B. 2023 Meeting Schedule

1. Annual Town Calendar

2. Annual Budget Calendar

3. Strategic Planning Updates

C. Council Members

Councilmember Aldaz thanked staff for all the work on the holiday events in November and December. He spoke of what a success the Santa Shack was. He thanked the volunteers who served in the Santa Shack.

Vice Mayor Brush thanked staff for all their work on the past year's events.

Mayor Vail spoke of the Lighting event being the best ever.

D. Mayor

Mayor Vail reported on her attendance of the opening of the State Legislature as Representative Peshlakai's guest.

Mayor Vail noted NACOG has a legislative day coming up that will have a few Representatives and Senators with whom NACOG people can talk.

Mayor Vail spoke of a community outreach opportunity for involvement in the Sports Complex Master Plan.

Councilmember Aldaz noted that it is important for all stakeholders to attend so they will be able to comment and ask questions during the planning sessions for the Master Plan. He suggested that representatives from the fire service and law enforcement attend.

Mayor Vail commented that we need to think about what we want to do at Ten X, and she specifically mentioned the culverts.

Town Manager Hendrix commented that she has talked to Jack about it, and he suggests that, if we can, we should try to wait for the Drainage Master Plan. She explained his reasons for the suggestion.

Mayor Vail noted that if the answer is that we are keeping it for now, that is an answer. She asked that it be put on an agenda so we can discuss it.

E. Tusayan Fire District

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

Chief Brush had no report other than the one in the Agenda Packet.

F. Tusayan Sanitary District

Bob Petzoldt of the Sanitary District reported that the road is substantially done. He stated we have already set the funds aside, but we will be crack seal coating and striping the rest of the road next season. He commented on his dissatisfaction with the road, and after some looking into the matter, he recommended that the road be chip sealed for approximately \$20,000 at the end of next season because it is so porous right now. He noted they were authorized for up to a maximum amount of \$660,000, and he thought they were up to just over \$300,000 for the project right now. He asked if the Sanitary District needs to come back to expend those funds for the chip sealing next season to get longevity out of the road.

Town Manager Hendrix commented that the Council cannot take action tonight because it is just a report. She noted we would want to bring it back to the Council because it is debatable whether it is the same project or not.

Mr. Petzoldt called dibs on the fiberglass water tanks at Ten X.

G. Tusayan Justice Court

No report was given.

H. NACOG – Northern Arizona Council of Governments

Mayor Vail announced we will enter Executive Session, and there will be no action and no discussion in open session.

