MINUTES[1]

TUSAYAN TOWN COUNCIL CONSOLIDATED REGULAR AND SPECIAL MEETING

PURSUANT TO A.R.S. § 38-431.02 & § 38-431.03
Tuesday, July 9, 2024, at 5:00 p.m.
TUSAYAN TOWN HALL BUILDING
845 Mustang Drive, Tusayan, Arizona

TOWN COUNCIL REGULAR AND SPECIAL MEETING MINUTES[2]

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

Due to technical difficulties, Mayor Vail called the meeting to order shortly after 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 ***COUNCIL MEMBER ANDREW ALDAZ*** – Present

VICE MAYOR GREG BRUSH – Present ***COUNCIL MEMBER JOSH COLLET*** – Present

COUNCIL MEMBER KATHRYN KANNALAKAN – Present

3. ADOPT THE AGENDA

Council Member Collet moved we adopt the Agenda, and Council Member Kanallakan seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Council Member Collet, Council Member Aldaz, Council Member Kanallakan

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.

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[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.*

5. CEREMONIAL AND/OR INFORMATIONAL MATTERS

A. CCSO (Sheriff's Office) Quarterly Report

Lieutenant Brian Tozer of the Coconino County Sheriff's Office presented the Quarterly 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

B. Ratification of Electronic and Automatic Payable Accounts and Spending Limit Pre-authorization

C. Minutes of Council Meetings held on June 11, 2024

D. Approval of Director Job Description

E. Ratification of the Kroger Opioid Settlement Agreement

F. Authorization for staff to execute agreement for Community Garden Design Services with Vendor ARC Studios

G. Authorization for Staff to pursue Emergency Hazard Mitigation grant(s) through AZDEMA and/or Coconino County

H. Authorization for Staff to pursue AZWIFA and associated Water Conversation/Sanitation Grants in conjunction with the Tusayan Sanitary District

I. Approval of Resolution 2024-15 regarding the setting of the Annual Spending Limit for the Tusayan Fire District and Direction to Staff regarding Tusayan Fire District IGA

J. Authorization for staff to substitute Resolution No. 2024-13 Exhibit 'A' with updated Exhibit 'A'

Vice Mayor Brush recused himself because of Item 6.I.

Town Manager Hendrix advised that Item 6.C, the minutes, were not ready to be approved and were not attached to the Agenda.

Mayor Vail moved approval of Consent Items A, B, D, E, G, H, I, and J as presented; Item C to be removed because they are not prepared yet and pulling Item F to be discussed. Council Member Collet seconded the motion. Motion Carried. Aye: Mayor Vail, Council Member Collet, Council Member Aldaz, Council Member Kanallakan; Recusal: Vice Mayor Greg Brush

Town Manager Hendrix announced that Item 6.F is for discussion in Executive Session.

7. ACTION ITEMS - STAFF REPORTS

A. Consideration, discussion, and possible action regarding Development of Town Owned Parcels of Real Property, including but not limited to presentation from Bond Council and Financial Advisor/Team.

Town Manager Hendrix commented that the presentation the Bond Counsel and Financial Advisor/Team created for the Council is so informative that she asked them to present half this month and half next month.

Town Manager Hendrix introduced Janelle Gold, our new Financial Advisor. She also introduced Zack Sakas, on Zoom, as our new Bond Counsel.

Miss Gold commented that they would be talking about a Municipal Bonds 101 Presentation with the goal of providing key basic information about municipal bonds. Miss Gold and Mr. Sakas gave information about working with various Arizona towns and cities and reviewed the Pre-Issuance Planning and Process.

B. Public Hearing regarding Fiscal Year 2023-2024 Final Budget and Resolution No. 2024-14.

Mayor Vail opened the Public Hearing.

No one commented.

Mayor Vail closed the Public Hearing

Mayor Vail opened the Public Hearing regarding Fiscal Year 2024-2025 Final Budget Resolution Number 2024-14 (as the Agenda Item listed the incorrect Fiscal Year).

No one commented.

Mayor Vail closed the Public Hearing.

C. Consideration, discussion, and possible action regarding the adoption of FY 2024-2025 Final Budget and Resolution No. 2024-14.

The Council discussed providing HVAC units in the Town's two housing units.

Town Manager Hendrix advised that 15-5500 (Maintenance and Repairs) is typically the Line Item for maintenance and repairs on this building and the two housing units. She pointed out that there are not enough funds in that Line Item, but they could take some monies from the 70-0032 Line Item, Additional Projects, and move it to 15-5500.

Council Member Colett estimated $20,000 to cover both houses.

Council Member Collet moved to adopt Budget Resolution Number 2024-14 with the following exception: to transfer $20,000 from Line Item 70-0032 into Line Item 15-5500. Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Council Member Collet, Council Member Aldaz, Council Member Kanallakan

D. Consideration, discussion, and possible action regarding Explore Tusayan Initiative, Designated Marketing Organization (DMO), and possible related projects.

Town Manager Hendrix suggested taking this Item with Item 7.E.

E. Consideration, discussion, and possible action regarding Astronomy Events and July 4th Celebration, marketing, and other Town Events.

Town Manager Hendrix directed attention to her Action Report regarding Items 7.D and 7.E. She reported on the attendance of the Astronomy Night Event and the Cinco de Mayo Event, and she noted that both had increased from last year.

In response to a question, Town Manager Hendrix commented that she let the Drone Show company know that we did put money in the contract and that they were comfortable with any of the two September dates. She noted they are happy to come back for the Community Awareness Night.

Mayor Vail commented that the Arizona Office of Tourism, AOT, is doing some kind of Listening Tour, and we have heard that it may be on July 31st or August 1st.

Town Manager Hendrix noted that the last she had heard was that it would take place August 1st from 9:30 a.m. to 11:00 a.m., at the Sports Complex Ramada.

F. Consideration, discussion and possible action regarding Sports Complex Master Plan.

Town Manager Hendrix directed attention to the Agenda Packets for information that had not been released for the public. She explained that it was not made public out of respect for our partners at the School District, but the information has been forwarded to them. The Master Planners have put out the information which is not yet for public consumption; they were asking for the Council's feedback just to make sure they are on the right track. They will take comments and compile them into the final plan.

Mayor Vail commented that changes asked for by the Sports Complex Working Group are not reflected in the documents in the Agenda Packet.

Town Reports were addressed next, followed by 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, A.4 and A.7, Discussion and legal advice regarding a Land Use Agreement with Grand Canyon Unified School District

This Item was heard after the Town Reports.

9. TOWN REPORTS

A. Town Manager and Department Reports

Town Manager Hendrix referred the Mayor and Council to the Town Manager's Report. She noted we are in the process of preparing the publicity pamphlet for the Extension of the Expenditure Limitation Election. She explained that it is important for everyone to know that we are collecting statements, either in favor of or opposed, which need to be sent to the Town Clerk on or before August 7th.

Town Manager Hendrix announced that next month, the Coconino County Flood Control District is planning to attend our meeting to provide some updates. She asked private property owners who have an interest in meeting with them to let her know because she wants to do some stakeholder meetings ahead of that meeting.

Town Manager Hendrix advised that she received an event liquor permit. She noted that the Council gave her authority to sign off on those if they are one-day events. She explained that

the Council could request that we have that in a public meeting. She added that the event will take place before the next Council meeting.

1. *Notices*

2. *Finance*

3. *Strategic Planning Updates*

4. *Parks and Recreation*

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

   Mayor Vail commented that she had heard from some other folks that they are possibly working on committees. She suggested that we touch base with Marlin to check to see what the status is of that.

5. *Elections*

6. *Engineering*

B. 2024 Meeting Schedule

1. *Annual Town Calendar*

2. *Annual Budget Calendar*

C. Council Members

Council Member Aldaz noted there was a change in the date for the Community Awareness Meeting.

Town Manager Hendrix commented that it will be moved to the first Tuesday in August at 1:00 p.m., and there will be a Quorum Notice posted for that meeting.

Vice Mayor Brush commented on news articles concerning three deaths in the Canyon due to the extreme heat.

Council Member Kanallakan commented that all her guests really enjoyed the drone show, and they are already asking her for reservations for next year for the Fourth of July Celebration. She added that some came back this year from Michigan.

D. Mayor

Mayor Vail commented that she and the Town Manager had a meeting today with ADOT, Coconino County Flood Control District. The meeting concerned the grant the Town was awarded for the Flood Plan. Mayor Vail indicated they had made good progress at the meeting concerning the IGAs.

E. Tusayan Fire District

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

F. Tusayan Sanitary District

G. Tusayan Justice Court

H. NACOG – Northern Arizona Council of Governments

Mayor Vail commented that NACOG did have a meeting, and there was nothing particular to report. They discussed working on NACOG projects.

I. Grand Canyon National Park Airport, Arizona Department of Transportation (ADOT)

Town Manager Hendrix commented that the Airport completed the mini runway project.

At 6:26 p.m., Mayor Vail moved that we enter into Executive Session, and Vice Mayor Brush seconded the motion. All in favor. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Council Member Collet, Council Member Aldaz, Council Member Kanallakan

At 7:03 p.m., Mayor Vail called the Open Meeting back to order and announced that regarding Item 8.A, direction has been given to staff, and 6.F will be held until the August agenda. She clarified that in the Consent Agenda, on the payable list, there were two items that staff had already pulled because one was a duplicate, and one will not be paid right now. One was for $15,000 to Open Sky Productions, and the other one was a duplicate in the amount of $250.24 to Mission Linen.

10. FUTURE AGENDA ITEMS

None.

11. MOTION TO ADJOURN

At 7:05 p.m., Council Member Collet moved to adjourn, and Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Councilmember Collet, Councilmember Aldaz, Council Member Kanallakan

Clarinda Vail 8/13/24

Clarinda Vail, Mayor Date

ATTEST:

Tina M. Abriani

Tina M. Abriani, Town Clerk

CERTIFICATION

STATE OF ARIZONA §

§

COCONINO COUNTY §

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 JULY 9, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Tina M. Abriani 08/13/24

Town Clerk Date