MINUTES[1]

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & § 38-431.03
Tuesday, January 14, 2025, at 5:00 p.m.
TUSAYAN TOWN HALL BUILDING
845 Mustang Drive, Tusayan, Arizona

TOWN COUNCIL REGULAR MEETING MINUTES[2]

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

COUNCIL MEMBER JOSH COLLET – Present

VICE MAYOR GREG BRUSH – Present

COUNCIL MEMBER ANDREW ALDAZ– Present

COUNCIL MEMBER KATHRYN KANALLAKAN – Absent

3. ADOPT THE AGENDA

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

John Vail, of the public, asked Council Member Aldaz to leave the dais. Mr. Vail presented Council Member Aldaz with an award for his service on the Board of Directors for the Tusayan Fire District.

Council Member Aldaz spoke about the importance for all of us to continue to work together as a community to protect our community.

Kate Johnson explained she may not be present for Item 7.A. and wished to comment on that Item. She spoke regarding Ordinance 2025-01 sharing her opinions as to why she was strongly opposed to the Ordinance. She asked that the Council pass an ordinance to coincide with what the federal law already states. She commented that currently, there is a 14-day camping restriction limit on National Forest land.

5. CEREMONIAL AND/OR INFORMATIONAL MATTERS

A. Presentation by Coconino County Health and Human Services regarding Ordinance Changes, Michele Axlund, Director Health and Human Services

Michele Axlund, Coconino County Health and Human Services Director, gave a presentation regarding Environmental Health Ordinance Changes. Highlights included: Unlicensed Establishments; CCHHS Unified Health Code Chapters 1 and 2; and Dangerous Dogs and Vicious Dogs at Large Ordinance.

There was a discussion about registering one's dog on the County's Animal Services portal.

B. Presentation by Cactus State UOC, Fred Kriess

Fred Kriess of Cactus State Utility Operating Company gave a presentation regarding the Company's water services. Highlights included: Industry Fragmentation; Noncompliance; New Regulations for Contaminants of Emerging Concern; Consistency and Resiliency; Cactus State Facilities; Cactus State's Environmental Performance; the State of the Water Industry in Arizona; Overview of Cactus State Improvements; Customer Experience Update; Cactus State Customer Communications; Cactus State Working in the Community; and What They Offer to the Town of Tusayan with Next Steps.

Council Member Aldaz asked a question concerning housing someone locally for emergency services.

Mr. Kriess commented that they would have someone positioned close to the area in order to meet the response time commitments.

Mayor Vail asked about the rate structure.

Mr. Kriess replied that currently, all those contracted with them have separate rate structures. He explained that they are proposing to add one new flat rate that would be approximately ten percent more than the current rates. In response to a question, he had responded that the new rates would not take place until mid to late 2027.

Mr. Kriess explained that they have two types of contractors that they use. Their primary contractor provides licensed certified operators that are required by the State, and they have some maintenance technicians. He further explained that for anything major, they have a second group of contractors on notice and onboard all around the State.

Mr. Kriess stated that they do not put things out to bid every year, and they try to keep good relationships with the firms they have on board.

In response to a quesiton about breaks Mr. Kriess stated that they find contractors that can respond quickly, and that will require having inventory on site for the water mains in Town. He noted they have piping and spare parts here.

John Rueter, of Hydro Resources, commented that the Town will be in good hands, and it is time that the system evolved as the Town has evolved.

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 November 12, 2024, November 21, 2024, and December 10, 2024***
- ***D. Authorization for Staff to negotiate and execute an agreement with Prime Generator Solutions to service Townhall generator.***
- ***E. Re-Appointment of Council Representative to NACOG (Northern Arizona Council of Governments)***
- ***F. Approval and Acceptance of the final Sports Complex Master Plan.***

Town Manager Hendrix clarified for the record that under Item 6.E, the current Representative is Mayor Clarinda Vail, and so the reappointment would be to reappoint Clarinda Vail.

Mayor Vail moved approval of the Consent Agenda with adding to Item B, that there will be a couple checks, let's just say a certain amount of checks that Charlie did submit that are not on this list that she is aware of, so we are approving them tonight, but we will get the after-ratified list for those few items next month. Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Council Member Collet, Council Member Aldaz; Absent: Council Member Kanallakan

7. *ACTION ITEMS - STAFF REPORTS*

A. Consideration, discussion, and possible action concerning approval of Ordinance 2025-01 Prohibiting Urban Camping and Providing Penalties.

Town Manager Hendrix noted that a couple of months ago, this Ordinance was presented as a preview and then staff asked for time to go back and consult with law enforcement and the Forest Service regarding this Ordinance. She commented that we spoke with law enforcement multiple times and had a meeting with both law enforcement and the Forest Service. She noted that law enforcement was very emphatic about wanting this Ordinance. She explained that one reason law enforcement wanted this Ordinance was because it mirrors the current Williams ordinance, and Law Enforcement pointed out that there are several things in this Ordinance that give them flexibility. She stated that currently, there is not an ordinance; and the rules in the

Forest are not enforceable from a law enforcement perspective. She further stated they need a local ordinance that will allow them to enforce those rules, but this gives them discretion to enforce those rules. She explained that it does not mean that they will immediately clear the Forest; it just gives them discretion.

Town Manager Hendrix commented that the Ordinance is very carefully tailored to public spaces, and it gives the Council the ability to designate public spaces for allowable camping. She noted that it was her understanding that Law Enforcement would not just go whole hog and clear out the Forest, however, if there is an incident or a public emergency, they need an ordinance like this to do the enforcement.

Town Manager Hendrix asked that for this two-step process, the Council first pass the Ordinance and then look at places the Council wants to specifically designate as open for camping. She asked that the Council keep in mind that when they do designate areas for camping, the 14-day limit will not be enforceable in those areas.

Mayor Vail referenced Section 3.B and asked if that is the line that is saying where we will come up with what is approved and not.

Town Manager Hendrix replied that the Mayor was correct, and, in that regard, the Designee would be local law enforcement.

Town Manager Hendrix stated that 3.C says: the Town Council may designate certain public property for camping and if such designation has been made and space is available, then individuals desiring to camp on public property shall be required to camp in the designated area.

Mayor Vail shared her concern about between now and when we come up with the designated areas.

Town Manager Hendrix explained that goes back to the item in B where it talks about the Designee. So, the Designee would be law enforcement, and the Council would give instructions to staff that is to be judiciously applied in the meantime.

Mayor Vail spoke about some issues at the Cookout Site where people are camping. She explained that the Council will not do anything to take away people camping in the Forest.

Vice Mayor Brush brought up camping off of Long Jim Loop Road.

Mayor Vail agreed there would be no exclusion to Forest Service camping other than where we would designate.

Town Manager Hendrix explained that the difficulty now is that even though the 14-days is a rule in the Forest, CCSO cannot enforce it. She further explained that CCSO can remind people of the rule, but if someone would not move after the 14-days, CCSO cannot make them leave. This would say CCSO, after 14 days, could instruct people that they must leave.

Mayor Vail asked Town Manager Hendrix if she envisioned a map of the entire incorporated boundary which includes what the Council designates.

Town Manager Hendrix replied that we are looking for instructions from the Council. She commented that she had a conversation with CCSO where they said they do not like the camping on Long Jim Loop Road – that is a residential area, they do not think people should be back there. She noted that the Forest Service has indicated they would like to eventually shut that down and move that to The Tusayan Montane Campground.

Town Manager Hendrix reiterated that we just want instruction from the Council.

Mayor Vail commented that in general, she would say not the Sports Complex nor the Moqui Cookout Site, and beyond that she would go with the Forest Service's lead. She spoke of having a discussion with the Forest Service.

Council Member Collet commented that he would envision the Highway 64 corridor, primarily parking lot camping, the right-of-way right off the Highway 64 corridor. He noted we would want to include the Sports Complex. He commented that he would defer to the Forest Service's judgment on Long Jim Loop because that is a very popular camping area.

Council Member Aldaz spoke of having a lot of homeless people spending a lot of time at Long Jim Loop because it is really close to Tusayan. He commented on the issue of some people leaving their trash behind.

Town Manager Hendrix commented that the trash is actually a big issue, and she thought that may have been part of the reason this came up in the first place. She noted the CCSO has said that they cannot enforce anything with the trash right now because there is no ordinance, but this Ordinance would enable them to issue citations for trash.

Council Member Aldaz indicated that if we do not have a way to enforce camping laws, people will not respect the camping areas.

It was stated that the Forest Service has law enforcement. Members of the public can call Forest Service law enforcement to enforce the 14-day camping restriction and enforce the litter and campfire bans.

Mayor Vail commented that this seems like it would apply to everyone including private property.

Town Manager Hendrix asked if that was in terms of the camping. She explained that the ordinance specifically states 'public places,' and in the definitions, it defines what a public place is.

Council Member Collet commented that he thought the Council should pass it and be very careful in designating the no camping areas and then coordinating with the relevant agencies to make sure everyone is on the same page.

Town Manager Hendrix noted that this Ordinance assigns a potential penalty, and if she is so directed, she can advise law enforcement that we are looking to enforce the 14-day rule for a start.

Council Member Aldaz commented that this is just so people know they cannot just be there a month and leave their trash behind. He noted this gives us tools to be able to work with law enforcement so we can at least police Long Jim Loop.

The Council agreed that Town Manager Hendrix should communicate that message.

Annette Smits, Deputy District Ranger here at Tusayan, spoke of case-by-case situations and the need to sit down with maps and talk about what makes sense where. She shared that they have a new law enforcement officer.

Mayor Vail commented that she was fine with passing this with direction to staff that those designees for us and for the Forest Service's ears. Her direction was to have enforced that 14-day rule as well as to enforce the quarter-mile distance from a highway and the leaving any fire or trash. She noted that her priority areas would be, for right now, enforcing the Moqui Cookout Site and the Sports Complex.

Town Manager Hendrix commented that she was assuming that the Council wanted any other School rules enforced at the School site.

Mayor Vail replied absolutely any School things plus no camping.

Council Member Aldaz spoke about people shooting their firearms over on Long Jim Loop and his concern that it is close to our community.

Town Manager Hendrix asked if the Council wanted firearms added to the list.

Mayor Vail responded in the affirmative because you are not supposed to be firing firearms within the Town boundaries.

Town Manager Hendrix asked about hunting noting it has been a concern around the School site.

Mayor Vail commented that she thought it would be a good opportunity to get Game and Fish in touch with the new Forest Service law enforcement officer.

Vice Mayor Brush commented that the Fire Department would like that.

Council Member Collet moved that we pass Ordinance 2025-01, and Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Council Member Collet, Council Member Aldaz; Absent: Council Member Kanallakan

Kate Johnson, on Zoom, asked if she heard that the Town Council also just included firearms.

Mayor Vail responded no; that was just direction for things that if law enforcement sees trouble with trash, fire, or other violations, while doing other things. She explained that they really are not connected more than in thought.

Town Manager Hendrix clarified that the Council is just giving direction to staff as to when the Designee should apply the Ordinance.

Town Manager Hendrix commented that the way she reads the Council's instruction is that they are basically saying that these are aggravating circumstances in which this Ordinance would be applied. She added that the Council does not necessarily want the Ordinance on its own to trigger an infraction. She noted that the Council wants there to be aggravating circumstances, and these are the types of aggravating circumstances the Council wants law enforcement to be looking for.

Mayor Vail replied absolutely.

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

Town Manager Hendrix directed attention to the Manager's Report. She reviewed the new Explore Tusayan Home Page noting that now, they are moving on to the secondary page – the Things to Do page that they are proposing with an interactive map. Town Manager Hendrix asked the Council to choose which layout they like better.

Mayor and the Council shared comments on their choice, and they agreed on the layout with the map on top.

Town Manager Hendrix shared statistics from the Placer report for the Holiday event and noted the fact that the advertising investment correlates to the raised attendance.

Town Manager Hendrix next reviewed the social media report for last month noting the average view rate is still rather high.

Town Manager Hendrix directed attention to the Agenda Packet for the billboard proposal for this next quarter. She commented that we are shifting to the idea that we just target Spring Baseball, but that we add what is called a RADAR Connect component. She explained that component would allow us to have more accountability and track the effectiveness of the billboard ad, but also allow us to target people individually. She noted the cost is a little pricey, but she thinks we can manage the campaign in such a way that we will still be able to reduce costs overall and come in under what two campaigns would have cost combined.

Town Manager Hendrix let the Council know she was seeking a motion that would allow us to do that.

Mayor Vail asked if the RADAR Connect – a million impressions for $10,000 – is in addition to the amount for the billboards.

Town Manager Hendrix responded that was correct, and she explained that she could adjust the billboards down to balance that out.

Town Manager Hendrix commented that she thought we would try to do two weeks of the other campaign at the airport, and the RADAR ad will go with that as well.

Council Member Aldaz asked if there was a way to have an ad in the airport besides the one coming out of the airport.

Town Manager Hendrix replied that was actually a separate campaign we have booked through AOT; that is coming up in the spring.

Jan Balsom on Zoom typed a comment about looking at the weather and how mild it was.

Town Manager Hendrix noted that she did go back, and the Placer software allows us to compare weather. She commented that the weather on the days was almost identical.

Mayor Vail moved approval for staff to negotiate and execute up to the maximum proposed billboard opportunities, including the RADAR Connect. Council Member Collet seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Council Member Collet, Council Member Aldaz; Absent: Council Member Kanallakan

Town Manager Hendrix asked the Council to also consider, for the DMO, the Women's Final Four in 2026 that will be coming to Phoenix. She noted that in the past, we started looking at the Super Bowl and major event opportunities, but we were so new to the DMO that we missed out. She explained that we are early enough now that we can get in on the ground floor of the Women's Final Four. She commented that if the Council was interested, she would start working with the marketing person to develop a pathway for us going into the Women's Final Four for 2026.

The Council indicated they were interested in pursuing it.

Town Manager Hendrix noted that it might be cost prohibitive, but she will find out.

Mayor Vail noted that in looking at all the Placer reports online, one can definitely see the demographics information better.

C. Consideration, discussion, and possible action regarding Astronomy Events, Cinco de Mayo, Fourth of July, marketing, and other Town Events.

Town Manager Hendrix noted that much of the information is in her report, and she reminded everyone that on January 24th we will have a Stellar Astronomy Show. She commented that it will be in conjunction with the French FAM Tour and is a good opportunity for us to gauge public interest.

Vice Mayor Brush commented that he was excited for the upcoming drone show, and he noted the storyboard looks great.

Mayor Vail let everyone know that we have always had our shows within a circumference where they cannot hurt people. She asked if there were flyers to promote this event.

Town Manager Hendrix replied that it is just on our monthly event flyer right now.

Town Manager Hendrix reminded everyone that we are now accepting quotes for businesses that want to hold this year's Cinco de Mayo celebration. She noted that the Council has already

decided that they want the event to take place on May 5th this year. She commented that the band has asked if the Council would entertain the notion of a $100 raise this year.

After some discussion, the Council agreed to the proposed increase.

There was a discussion about allowing the entertainers to have a tip jar.

Town Manager Hendrix advised we will allow the tip jar and give them the $100 raise this year but, in future years, we cannot go higher.

D. Consideration, discussion, and possible action regarding local community programming including Town of Tusayan (TOT) Pass Healthy Living Library Check-out Program, After-School Program, and Community Health Nurse.

Mayor Vail commented that the Santa Shack had 309 people who were served, and that only accounted for those who made a reservation, not those they brought along. She remarked that was over half of the Town's population which is awesome.

Council Member Aldaz spoke about Grand Canyon Airlines providing gifts as well as having suggested that we put out the call to the community such as a drive. He commented that would give more people the opportunity to donate.

E. Consideration, discussion and possible action regarding Development of Town Owned Parcels of Real Property.

Town Manager Hendrix commented that they would speak about the demolition of the 7 Mile Lodge. She commented that she thought Council Member Collet was heading that project up, and that Vice Mayor Brush had some items he wanted to discuss.

Vice Mayor Brush commented on the steps necessary for the project, including the fence that has to be put up. He shared that the Fire District is hoping to have trainings on breaking some windows, door locks – forceable entry, roof cutting for ventilation, breaching drywall, and the last thing would be to flow water inside.

Council Member Collet commented that the project is moving along very, very well.

Council Member Collet commented that once we have the fence, he will work with Mike to make sure the site is secured at the end of each day / training session.

Mayor Vail gave everyone a heads up that it was her belief that the building had pretty bad wood ant or termite damage.

Vice Mayor Brush gave kudos to Mike for burning off the leftover content of the propane tanks in a very low key and intelligent way.

Council Member Collet pointed out that Mike removed the tree saving the Town a considerable amount of money.

Vice Mayor Brush noted that Mike removing the tree and emptying the propane tanks saved the Town approximately $5,000 - $7,000.

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.

9. *TOWN REPORTS*

A. Town Manager and Department Reports

Town Manager Hendrix referred the Council to her Action Report. She reminded everyone that Friday, February 21st Coconino County is renewing their Emergency Management Training. She noted the training's importance and encouraged staff and Council to attend.

John Vail, of the public, asked if the Sanitary and Fire Districts would be invited to the training.

Town Manager Hendrix commented that we should be able to do a training afterward – a tabletop here locally. She noted there are trainings where they ask her to bring her sewer person and her fire person. She indicated that she would look into it.

1. *Notices*
2. *Finance*
3. *Strategic Planning Updates*
3. *Parks and Recreation*

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

    Mayor Vail announced that she was appointed to the Committee as representing a business in our area, and she listed others who were appointed.

4. *Engineering*

B. 2024 Meeting Schedule

1. *Annual Town Calendar*
2. *Annual Budget Calendar*

C. Council Members

D. Mayor

E. Tusayan Fire District

Chief Brush announced that the Tusayan Fire District received a Class 3 ISO Rating this year. He explained it is a five-year process with a lot of work to get done. He noted that in the fall, they completed the process for the grading. He also explained that it is five years of work leading up to the grading. The categories evaluated include dispatching, response times, hydrants – the pressures, the frequency and the condition of the hydrants is an ongoing process that never

ends. He thanked the Sanitary District for their work on the hydrants. The addition of the one-million-gallon water tank also helped the grade. He noted that a huge thing was the funding from the Town and the residents' support to be able to hire the folks that they have as well as the new fire engine.

Chief Brush explained that the grade can affect property insurance rates with some insurance companies, but not all. He urged those who have renter's insurance or a business to check on it because it could be a substantial savings.

F. Tusayan Sanitary District

G. Tusayan Justice Court

H. NACOG – Northern Arizona Council of Governments

Mayor Vail noted that there is an upcoming meeting and that the meetings have largely concerned Head Start and the group on aging.

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

Town Manager Hendrix announced that they are planning to come to our next meeting to talk about the runway updates. She noted that ADOT leadership will be here next week visiting the airport.

There was a discussion about Town Manager Hendrix talking to ADOT about ADOT Road and the restriping that they did that was so bad.

Town Manager Hendrix commented that she has also started talking to ADOT about dead trees in the right-of-way.

Jan Balsom, on Zoom, spoke about setting up a weekly call for updates in the Park. She commented that the weekly wrap up will continue.

Council Member Aldaz thanked Jan Balsom for responding to some of the law enforcement issues that we have had here in Tusayan recently.

10. FUTURE AGENDA ITEMS

None.

11. MOTION TO ADJOURN

At 6:54 p.m., Vice Mayor Brush moved to adjourn, and Council Member Collet seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Council Member Collet, Council Member Aldaz; Absent: Council Member Kanallakan

Clarinda Vail 6/10/25

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 JANUARY 14, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Tina M. Abriani 06-11-25

Town Clerk Date