MINUTES[1]

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & § 38-431.03
Tuesday, July 8, 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 ANDREW ALDAZ*** – Present

VICE MAYOR GREG BRUSH – Present ***COUNCIL MEMBER*** – Vacant

COUNCIL MEMBER JOSH COLLET – Present

3. ***ADOPT THE AGENDA***

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

No one spoke.

---

[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. Presentation from Arizona Public Service (APS) regarding Public Safety Power Shutoffs and general service-related issues

Janet Dean, Senior Public Affairs Manager for APS, gave a presentation titled APS 2025 Wildfire Mitigation Plan. (*see the presentation in the Agenda Packet*)

Council Member Aldaz asked how to report that a tree could fall on a power line.

Ms. Dean replied that she would give Council Member Aldaz her phone number, or he could call the Customer Care line, and their Forestry Team will come out.

Mayor Vail indicated that we are not as concerned as we used to be because of all the generators in Town now.

Mayor Vail referenced the dark sky lighting in Town and asked if there was anything that could be shared yet.

Ms. Dean responded that they have looked and found that Tusayan has very specific light poles, and they have identified the manufacturer of the light heads. She explained that there are two other light heads that might be lower temperature, and they are working now to price that so the Town can have pricing information, and the Council can make some decisions. She noted that the pricing would include the cost for replacing each light head along with the ongoing monthly usage and maintenance fees.

Ms. Dean announced there will be a new APS Division Manager for this region. She will bring the new Division Manager to meet the Council sometime within the next few weeks.

B. Coconino County Sheriff's Office Quarterly Report

This report will be given at the August Town Council Regular Meeting.

C. Coconino County Hazard Mitigation Presentation, Tim Carter

Tim Carter, Acting Director for Coconino County Emergency Management, commented on the County's appreciation for APS for their mitigation work, and from an emergency management standpoint, they have been great partners for the County. Mr. Carter advised they will also use the County's Emergency Management notification system to help deliver APS messages.

Mr. Carter gave a presentation on the Coconino County Hazard Mitigation Plan. He commented that the Multi-Jurisdictional Hazard Mitigation Plan for the County will involve the County itself, as an organization, and all its municipalities across the board. He explained that this involvement is necessary because Coconino County Emergency Management does not have enough resources to do everything by themselves, so they rely on each other's support.

Mr. Carter commented that in addition to identifying what hazards exist, they hope to receive ideas from each community to mitigate those hazards. He explained that it does not require the Town to take any specific action; this just gives the Emergency Management Team an idea of what the hazards are and how they might mitigate them.

Mr. Carter noted that it is a FEMA requirement that jurisdictions have a valid hazard mitigation plan that has to be updated every five years. He announced that their current plan expires in the summer of 2026, and they hope to get the final product before the Council by early summer of next year.

Mr. Carter explained that FEMA ties a lot of grant-funding opportunities to a valid hazard mitigation plan. These include hazard mitigation grants, emergency mitigation grants, and post-disaster emergency mitigation grants. He noted that this is another reason they want to make sure they are incorporating all their jurisdictions in the Plan, so that they have funding opportunities as well.

Mr. Carter noted there is no financial cost to the Town. They are going to need some members for the Planning Team who will sit down and know what the different places are and who the different people are to talk to. He commented that the Town does not have to have every member of the Council or all the utility heads on the Team, but one or two who can be those local points of contact.

Mr. Carter announced that the initial planning meeting would be held Thursday afternoon. He noted that if the local points of contact miss it, that is O.K. because he and the Team will get them up to speed.

Mr. Carter asked for public input for the next 30 days. He explained that the Team needs the community members to tell the Council what is important, so they have created an online survey. He handed out surveys to the Mayor and Council Members. He commented that the survey gives them a place to start to identify what strategies are important to the community and how they want to develop them.

Mr. Carter announced the public comment will run through the first week of August, with a possible deadline of August 4th. He noted that folks can either scan the QR code on the flyer or go to the website Coconino.az.gov/feedback.

Mr. Carter commented that using some grant funding from FEMA through a now discontinued grant fund program, they have hired a consultant contractor for planning work. The project manager will be Wes Deason, and the gentleman who actually wrote the 2021 Plan is doing the 2026 update. He noted they are also incorporating an interactive GIS mapping online product.

Mr. Carter concluded his presentation by noting that the final product will be beneficial information for everyone and that he was looking forward to the Council's support and cooperation.

Mayor Vail commented, for clarity, that the information on the flyer is how people can comment by the deadline, but then there will be more involvement from other stakeholders in finishing it up.

Mr. Carter responded that it was correct. He explained that the complete process will be to get all the public comment now, and then we will sit down and start putting together a lot of the details and the meat of the Plan. Once the final draft is approved by the full Planning Team, it will go to FEMA for review and a 30-to-60-day public comment period. He noted that they will make sure the Town has that, and he asked that the Town help put the information on the Town's website, etcetera so that the community is aware, and they will have time for a final review of that. Once that review period is over, they will bring that final Plan back to all their jurisdictions,

so they will have another meeting with the Council to review that final Plan and to pass a resolution to accept it.

Council Member Aldaz commented that we can put this out at the Community Awareness Meeting on July 29th.

Mr. Carter spoke about the siren project noting that they have been getting a lot of questions on this after seeing the tragedies in Texas. He advised that right now, they will utilize the County's Emergency Notification System to notify residents of any flooding issues just like they have in years past. He noted it is a two-part system; one is registration based, and one is location based. He explained that for the registration-based part, you can create a free and secure account where you can list all your family members, all their contact information, and all their devices. If there is any kind of an issue where they need to send out an emergency notice in this area, any device tied to that address will be notified. He noted that the location-based part uses FEMA's Integrated Public Alert & Warning System (IPAWS). He explained that they also have the ability to send that through the same system that the County uses which allows them to target anyone who may not be registered and our tourists and visitors to the area.

Mr. Carter commented that the process for notifications includes the National Weather Service, and their meteorologists at the Bellemont office who are watching weather conditions 24/7. When they see a need to issue an alert or a warning, the County's system will automatically listen for that. He noted that in your County Emergency Notification System account, you can opt in to receive those warnings and messages.

Mr. Carter commented that if a siren system is something that the Town wants and wishes to pursue by looking at federal grants, he would be happy to help coordinate.

Vice Mayor Brush responded please do.

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 May 13, 2025***
- ***D. Approval of Resolution 2025-08 Setting the Annual Spending Limit for the Tusayan Fire District and directing Staff to pay claims.***
- ***E. Ratification of Arizona State Purchasing Cooperative Agreement***

Town Manager Hendrix announced that Item C is not ready.

Vice Mayor Brush recused himself from the vote due to Item 6.D.

Mayor Vail moved approval of Items 6. A, B, D, and E as presented because Item C is not prepared. Council Member Collet seconded the motion. Motion Carried. Aye: Mayor Vail, Council Member Collet, Council Member Aldaz; Recused: Vice Mayor Brush

7. *ACTION ITEMS - STAFF REPORTS*

A. Public Hearing regarding Fiscal Year 2025-2026 Final Budget and Resolution No. 2025-07.

Town Manager Hendrix pointed out there was one minor change made to the Budget on the Budget Forms. She explained there was $2,500 in ARPA Funds that were left to expend and were left off the draft and have now been added.

Mayor Vail opened the Public Hearing.

John Thurston on Zoom asked about the $50 million in other funding.

Town Manager Hendrix commented that she thought he was referring to Other Financing Resource Revenue. She explained that it was the additional monies that the Town would have to go out to bond if we were to finance the Town Hall Project and the Sports Complex Project. It has to be referenced as a separate revenue source.

Mr. Thurston responded that it was what he was referring to, and he thanked Town Manager Hendrix.

B. Consideration, discussion, and possible action regarding the adoption of FY 2025-2026 Final Budget and Resolution No. 2025-07.

Mayor Vail moved approval of the 2025-2026 Final Budget and Resolution No. 2025-07 as presented. Vice Mayor Brush seconded. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Council Member Collet, Council Member Aldaz

C. Consideration, discussion, and possible action regarding Council vacancy, including possible candidate interviews, possible appointment and swearing in.

Town Manager Hendrix commented that the Council had in their packet an application from a member of the public who has submitted it for the Council position. She noted that the person has been deemed qualified to serve on the Council. She explained that the packet is considered executive session until they are either appointed or not appointed at which time the packet becomes public and subject to public records requests.

Town Manager Hendrix advised that the Council has the privilege to interview the person in public, or in Executive Session, or not interviewing at all.

In response to a question, Town Manager Hendrix indicated that the Council could consult with the applicant as to the interview setting.

Mayor Vail asked the applicant about her preference for an interview.

Elena Villanueva indicated that she would not mind the interview in public.

Mayor Vail explained that the only reason they pushed this Item to further in the Agenda was because they felt it would be difficult for a new applicant to possibly get sworn in and then have to approve the Budget that they have not been working on as the Council has been for all these months.

Ms. Villanueva was called to the lectern before the Council.

Mayor Vail reviewed Ms. Villanueva's qualifications and found they have been met.

Mayor Vail moved to appoint Elena Villanueva to the vacant Council position for the Town of Tusayan, and Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Council Member Collet, Council Member Aldaz

Elena Villanueva took the Oath of Office and took her seat at the dais.

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

Town Manager Hendrix directed attention to the display on the easel. She explained that the Town of Tusayan was featured on the cover of Drive Guide Magazine which is a large publication in the State of Arizona. She noted that the magazine sent us the cover because it is an honor.

Town Manager Hendrix advised that in addition to the DMO Report in her Action Report, there is a separate DMO Report at the Council seats. She noted that the separate report will probably go out in the Announcement Email so that the public will have it as well. It includes a lot of the information received from IPW. One of the things of particular importance is that at IPW, Brand USA presented the two reasons that people are not traveling to the U.S. in the next 12 months. Those two reasons are the political climate in the U.S. and that the U.S. has become too expensive. She noted that those two reasons were tied as the number two reason.

Town Manager Hendrix announced that today, we just got an article saying that the President has signed an Executive Order stating that National Parks will be increasing their rates for foreign visitation. She noted that the article was at each Council seat. She commented that when they were at IPW, several people asked them specifically to please not raise costs anymore. Town Manager Hendrix noted that another concern people had was that they have not revealed how much the fees will be raised for foreign visitation.

Town Manager Hendrix directed attention to the Report for a lot more good information. She and the Mayor were at a meeting and received some questions about Facebook and our social media buys. She noted that the Council will get the report for the Fourth of July next month, but they have some general information on social media and why we select the social media platforms we use to advertise. We focus on brand awareness in our advertising, and we try to have a balanced approach so that we get multiple contacts with multiple people influencing them to come to the Town of Tusayan.

Town Manager Hendrix noted there is a full packet in the Council Agenda Packets that give all the detailed information, and it is uploaded to the Agenda for anyone to view. She commented that the big key is that across all our platforms we are able to reach all ages, all sexes, and all economic brackets that we want to come visit us. She added that we supplement this with radio, banners, online, and print media advertising.

Town Manager Hendrix advised that our Coordinator will be coming on board soon.

Mayor Vail commented that there are other things going on with AOT. She noted that the Town has gotten in on the Route 66 100th Anniversary; not every town has, and we are not on Route 66. She noted the Town is also working on the 250th Anniversary of the Country.

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

Town Manager Hendrix noted that a lot of the July 4th reporting will come next month. She commented that the important thing we are working toward now is our Fall Gathering Event, and we had discussed in the spring combining that with an Indigenous Peoples' Day effort. She asked for direction on whether the Council was still interested in that approach.

Mayor Vail responded that Indigenous Peoples' Day is Monday, October 13th.

Town Manager Hendrix commented that we do not have to do the events exactly on the same day. She advised that Indigenous Peoples' Day is typically the same day as Columbus Day.

Town Manager Hendrix asked Council Member Aldaz if he was comfortable with combining those events.

Council Member Aldaz replied that he thought it would be better to combine them, and he asked if there would be a drone show.

Mayor Vail responded in the affirmative.

Council Member Aldaz commented that we need to let people know about a month ahead of time in case they want a table. He also commented that if we set the date for October 13th, it would work for him.

Town Manager Hendrix commented that if the Council was comfortable, she would check with the school to make sure it works for them. She added that she and the Vice Mayor will start working on the drone show.

F. Consideration, discussion, and possible action regarding local community programming, including but not limited to Town of Tusayan (TOT) Pass Healthy Living Library Check-out Program, Fall Community Gathering, and Community Health Nurse.

Council Member Aldaz commented that he was glad we were able to put the Summer Youth Program together.

There was discussion of the Program's importance and how everyone pitched in to make it happen.

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

Town Manager Hendrix commented that there is quite a bit in the Agenda Packet, and she deferred to Council Member Collet.

Council Member Collet commented that it will call for an excavation of the fill that is on the 7 Mile site, and as far as what that means for refill, we have to wait and see what the architect comes up with. He noted that the architect wanted to significantly lower the grade anyway to accommodate more parking.

Town Manager Hendrix announced that we just had a meeting yesterday with ADOT to discuss the right-of-way. She noted that the back and forth right now is how little work we can get away with because we are not planning to propose any change in our permit. She commented that we want the driveway to stay the same, and so the question is if we have to do a full traffic impact study or just a traffic impact statement. She advised that Jack Moody has gotten the

paperwork and is already working on it. She noted we are trying to go with a minimal traffic impact statement to keep it as close as possible.

Town Manager Hendrix advised that we are looking for plans for either the Squire or the Grand Canyon Hotel for height; they are trying to figure out what the height is of both of those buildings. The Squire cannot find the right plans to verify the height of the building, and they are going to try to go about it a different way. She commented that if anyone has any plans for either building, it would be very helpful to us.

Mayor Vail asked if Willdan has the plans.

Town Manager Hendrix replied that we do not have them here, and Willdan has not been very cooperative.

Town Manager Hendrix announced that by July 11th, we should have the next phase of drawings for the Council to look at.

H. Consideration, discussion, and possible action regarding Coconino County Comprehensive Plan.

Mayor Vail referred to the Special Meeting with the Comprehensive Plan noting that comments are due by July 18th. She commented on Page 5, Vision Theme 1 - Infrastructure, emergency services, public safety. (See *Update attached to Agenda Item 7. H.*) She noted that the ongoing Valle growth that is occurring has an impact on the Town and on the Tusayan Fire District. She commented that the Town is the only district supporting Valle financially. She stated we need to be proactive with regard to water and fire and safety.

Vice Mayor Brush recused himself and approached the lectern to speak as Fire Chief Brush.

Fire Chief Brush explained that about a third of the calls the Tusayan Fire District, TFD, receives are in Valle, and this is just something that has evolved over the years; there is no master plan, it is just trying to do the right thing. It has blossomed into this where TFD tries to go down and do the calls to save lives and save property, but they are not part of our fire district. He advised that the TFD's district boundaries are within the Town of Tusayan.

Fire Chief Brush gave a shout out to Chief Trotter from High Country Fire and Rescue and noted they meet TFD a lot of times in the middle in Valle because there is no real department there. He commented that Chief Trotter has led a huge effort trying to form a fire district whether it is in Red Lake that expands into Valle, or it is a Valle fire district. He explained that it is a huge uphill battle for signatures and approval, and of course it affects people's property taxes. Fire Chief Brush supports Trotter's efforts in trying to establish a district down there, and in the meantime, it taxes the Tusayan Fire District's resources.

Fire Chief Brush commented that the Tusayan Fire District only has enough staff for one crew at a time, so when a crew goes out, that is the whole Fire District staff for that shift unless there is an ongoing issue like the flood. He noted that if they take a call down in Valle, they are all out for that. He commented that the Fire Board and the District have made it very clear that the Town of Tusayan is their first priority, and they try to cover Valle as much as they can. He noted that outside entities coming in with interest to develop do not have an appreciation of how TFD prioritizes the Town of Tusayan. He commented that Tusayan's residents and the Council have helped supplement the District's income, and he would hate to see that get squandered where they are overextending themselves down in that area. He shared that he could see the same

thing happening where the Town is also supplementing the Coconino County Sheriff's Office trying to get the proper coverage here while they also serve Valle.

Mayor Vail noted that her comments were the same. She indicated that she thought that she and Vice Mayor Brush could write a letter that is short and sweet, noting that a third of the calls that TFD has are in Valle and how any future development will impact the Town. She noted that any Council comments should be sent by Monday, July 14th.

It was determined that any Council comments should be sent to the Town Manager, and she would get them to the Mayor.

John Vail with the Tusayan Fire District spoke about forming a district in Valle and Chief Trotter's efforts in trying to achieve that.

Mayor Vail asked if we are O.K. with the letter having the Tusayan logo along with the TFD logo.

The Council agreed with both logos appearing on the letter.

Town Manager Hendrix commented that Coconino County Community Development encouraged the proposed developers to reach out to the Town of Tusayan to see if we would write a letter of support because they have a zoning issue coming up in front of Coconino County. She noted they are planning a development in Valle and so this is their information that was put on the Agenda. She advised that they are planning to build in two phases, but it was her understanding that they plan to build the two phases simultaneously. She noted that part of it is workforce housing, and part of it is 150 short-term rentals.

Town Manager Hendrix commented that the concern she has is that these short-term rentals are now becoming a rather large drain on our TPT tax, which is what we utilize to fund our first responders. She noted the Town uses it to fund TFD and Coconino County Sheriff's Office, and so they will be both a drain on those resources and a drain on the funds that we use to fund them.

Mayor Vail asked if we know when this will go before the County Board of Supervisors.

Town Manager Hendrix replied that we do not know.

Mayor Vail commented that the short-term rental concern is the same as for the Comprehensive Plan. She noted that the developers talk about the need for fire protection and the legislation that is already dead. She indicated that they have asked us for a letter of support, especially with regard to safety and Tusayan Fire's role and our funding role. She stated it is time for us to get involved and comment on our position.

Town Manager Hendrix shared the concern that they seem to imply that the businesses from Tusayan are going to be supportive of this development. She noted that when the Town asks which businesses you have talked to and which businesses are supporting this, they are vague. She added that is a concern as well because then it becomes an even bigger drain and an even bigger impact to our community.

John Thurston, on Zoom, spoke about the Tusayan Fire District responding to Valle and the communities along Highway 64.

Town Manager Hendrix commented that we pay a significant amount of money for our Sheriff's services and those same personnel have to cover the same geography. She explained that the

money that we pay winds up stretching past our borders whether we want it to or not. She further commented that she is very concerned about the fact that we are paying for their service.

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 Report. She noted there is a timeline for the Drainage Master Plan Meeting on July 22nd, and she asked that the Council please look closely at that. She also asked that the Council not forget the General Plan; even though they do not see it, there is a lot of work going on.

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 noted there have been no meetings and no update on the National Monument. She and the Town Manager had a conversation with someone from an environmental group that is organizing because they have heard that the Pinon Plain Mine is so productive and doing so well that the Monument might be on a strong list of getting taken away. She commented that they have some lobbyist efforts going on, and they were very happy with the proclamations that we had already passed. They will be using those and making some lobbyist efforts for the Monument.

5. *Engineering*

B. 2025 Meeting Schedule

1. *Annual Town Calendar*

2. *Annual Budget Calendar*

C. Council Members

D. Mayor

Mayor Vail indicated that the Arizona League of Cities and Towns Annual Conference is coming up. She noted that she was glad she went last year. This year it will be held at the Scottsdale Princess, and cheaper registration closes July 11th. She commented that she was probably going to attend, and she asked if anyone else was interested. She noted that if anyone became interested, they should contact Town Manager Hendrix.

John Vail, Tusayan Fire District, thanked the Council for their continued support to the Tusayan Fire District.

E. Tusayan Fire District

F. Tusayan Sanitary District

G. Tusayan Justice Court

H. NACOG – Northern Arizona Council of Governments

Mayor Vail commented that the last NACOG meeting had a full slate of people. She noted that she made her comment on the concerns that we have with the one person, and it will be re-heard again later.

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

Town Manager Hendrix advised that they have already started prep work.

10. FUTURE AGENDA ITEMS

None.

11. MOTION TO ADJOURN

At 6:35p.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, Council Member Villanueva

Clarinda Vail 8/12/25

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 JULY 8, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Tina M. Abriani 08-13-25

Town Clerk Date