MINUTES[1]

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & § 38-431.03
Tuesday, September 8, 2026, 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***

In Mayor Vail's absence, Vice Mayor Brush called the meeting to order at 5:02 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 – Absent ***COUNCIL MEMBER ANDREW ALDAZ*** – Present

VICE MAYOR GREG BRUSH – Present ***COUNCIL MEMBER ELENA VILLANUEVA*** – Present

COUNCIL MEMBER JOSH COLLET – Absent

3. ***ADOPT THE AGENDA***

Vice Mayor Brush announced that Mayor Vail was attending a meeting regarding a status update on Grand Canyon National Park and that Council Member Collet could not attend tonight.

Council Member Aldaz moved to adopt the Agenda as presented, and Vice Mayor Brush seconded the motion. Motion Carried. Aye: Vice Mayor Brush, Council Member Aldaz, Council Member Villanueva; Absent: Mayor Vail, Council Member Collet

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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.*

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.

5. *CEREMONIAL AND/OR INFORMATIONAL MATTERS*

A. *Proclamation: Town of Tusayan Takes a Stand Against Human Trafficking.*

Vice Mayor Brush read the Proclamation aloud for all to hear.

Vice Mayor Brush moved to approve the Proclamation of the Mayor, and Council Member Villanueva seconded the motion. Motion Carried. Aye: Vice Mayor Brush, Council Member Aldaz, Council Member Villanueva; Absent: Mayor Vail, Council Member Collet

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 August 11, 2026***
- ***D. Contract with Sage Intacct regarding Accounting Software***
- ***E. Contract with MJ Law for Review and Hearing of 2034 General Plan***
- ***F. Contract with Sapphire Productions and Mariachi Corazon Latino for 2027 Events***
- ***G. Approval of payment of 50% remaining funding for 60% design for flood mitigations pursuant to Area Drainage Master Plan***

Town Manager Clifton reported on the Sage Intacct contract explaining that the Town currently operates primarily on the QuickBooks Enterprise platform for accounting. As that system is being phased out, staff have been evaluating alternatives for the past two to three months to avoid a last-minute transition. Sage Intacct is recommended by the Town's financial consultants, Abdo. Staff have also been in direct contact with Sage Intacct. The proposed agreement is a three-year contract that is expected to produce long-term cost savings compared with the current provider. Town Manager Clifton recommended approval of the contract.

Town Manager Clifton noted that the contract with MJ Law for review and hearing of the 2034 General Plan is not legally required. Because the Town has largely replaced the Planning Commission with a Hearing Officer process, the additional step is being taken to maintain transparency. MJ Law is currently reviewing the document and is expected to schedule a public hearing near the end of the month. The hearing outcome will be returned to the Council, with a target of the October meeting and no later than November, so that the 2034 General Plan can be finalized.

Town Manager Clifton commented on the two contracts: Sapphire Productions (Sapphire Sky) which previously performed at the Fourth of July event, and Mariachi Corazon Latino which previously performed at the Cinco de Mayo event. Both agreements lock in the performers for the 2027 events. Early booking is necessary due to high demand. The contracts have no adverse fiscal year impact; the costs are already budgeted and fall within the current fiscal year.

Town Manager Clifton reported that the Mayor is onboard with this. SMART grant reimbursements covered the initial engineering work, advancing the project to 30% design. The request moves the project to 60% design. A funding gap is anticipated. The Town previously budgeted $4 million in the relevant fund for property acquisitions, engineering, and local grant matches. The Flood Control District and the Town will equally share the funding gap, estimated at approximately $750,000. The Town's share is therefore approximately $375,000. A detailed breakout appears in the email included in the Council packets. Town Manager Clifton noted the item was placed on the consent agenda due to the relatively large amount involved.

Vice Mayor Brush moved to approve the Consent Agenda, and Council Member Villanueva seconded the motion. Motion Carried. Aye: Vice Mayor Brush, Council Member Aldaz, Council Member Villanueva; Absent: Mayor Vail, Council Member Collet

7. *DISCUSSION ITEMS*

A. Discussion regarding Explore Tusayan Initiative, Designated Marketing Organization (DMO), and possible related projects.

Town Manager Clifton reported that the monthly DMO report is not available for this meeting and will be presented at the October Council Meeting. He noted that the DMO has conducted an intensive marketing blitz over the past week, primarily through digital channels. The effort has been largely successful in communicating that the Grand Canyon and the Town of Tusayan remain open for business despite recent flood-related news. While overnight hotel accommodation inside the Park has been affected, operations outside those accommodations are proceeding normally.

Town Manager Clifton commented that the Grand Canyon visitor experience remains intact, with favorable weather and scenery. Accommodation needs can be met through Grand Canyon Village and the Town of Tusayan. He noted that the Mayor is currently attending the community meeting at the National Park focused on water supply issues.

Town Manager Clifton noted they had a meeting with the Park Service earlier that morning.

Current messaging emphasizes the Park is open and that visitors should bring their own drinking water.

Council discussion clarified that the Park's seasonal shuttle bus service is expected to conclude on September 12, 2026, and staff will confirm the exact date.

Council expressed appreciation for the rapid and effective messaging response following the recent incident.

Town Manager Clifton noted that prior experience with similar situations such as the government shutdowns provided useful templates that facilitated the current outreach.

B. Discussion regarding Development of Town Owned Parcels of Real Property.

Town Manager Clifton provided an update on Town-owned parcels, including the vacant lot designated as the future site of the new Town Hall. He reported that on Friday of the previous week, the review panel convened and evaluated three submittals received in response to the Request for Statements of Qualifications for Construction Manager at Risk (CMAR) services. The selected CMAR will partner with the project architect to advance the new Town Hall from design through construction documents. Formation of the project team is underway; design and construction document work has not yet begun.

Town Manager Clifton requested that the Council schedule a special meeting on Tuesday, September 22, at 5:00 p.m., for the sole purpose of receiving the review committee's outcomes and recommendation. Holding the special meeting on September 22nd rather than waiting until October would save approximately three weeks and allow the project to proceed more promptly.

The Council agreed to have the special meeting on September 22nd.

C. Discussion regarding Indigenous Peoples' Day, Trunk or Treat, marketing, and other Town Events.

Town Manager Clifton provided an update on Indigenous Peoples' Day, scheduled for Monday, October 12th (second annual event). Hard copies of a new creative flyer were distributed to Council Members for their convenience and further distribution. The medallion/emblem featured on the flyer was developed by the Intertribal Working Group and funded through the Grand Canyon Conservancy; appropriate credit appears on the flyer. The event will start at 4:30 p.m., at the Tusayan Sports Complex - same as last year; food vendors are lined up, and one indigenous dance group has been confirmed, with efforts underway to secure a second. He is also working on the drone light show and activities.

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

Town Manager Clifton noted that the Healthy Living Event is expected to occur in November and will likely follow a format similar to previous years, including the distribution of vouchers. Preliminary discussions have begun, but no formal plans have been finalized. Further updates will be provided as they become available.

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 Report

Town Manager Clifton directed attention to his Report. He provided the following updates:

- Flood Control District / Area Drainage Master Plan - Members of the Area Drainage Master Plan team - primarily engineers from the County Flood Control District, the Mayor, and the Town Manager attended a meeting orchestrated by the U.S. Forest Service with representatives of the Havasupai Tribe and their legal counsel. The meeting focused on the proposed Flood Retarding Structure (FRS) located on Forest Service land outside the Town boundaries (currently between the 30% and 60% design stages). The

discussion was informational in nature. Questions were raised, and additional meetings involving tribal leadership are anticipated, to be coordinated by the Forest Service. No legal discussion took place.

- Moqui Cookout Site - Work continues with the U.S. Forest Service to secure a new permit for the site.
- Marketing and Promotional Content - Video and photography crews are currently capturing content of the Town's new trails and other amenities, including the Greenway Trail. A sample clip showing bikers on the new trail has been received. The resulting materials will be used to update the Town website and for promotional materials.

1. Notices

2. Finance

3. Strategic Planning Updates

4. Parks and Recreation

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

5. Engineering

B. 2025 Meeting Schedule

1. Annual Town Calendar

C. Council Members

Council Member Aldaz commented on finding some reason for the lack of participation there has been for the Food Pantry which was discussed at the Community Awareness Meeting. He spoke of an email that he received from the volleyball coach regarding school uniforms. He explained that they received most of them, but not all of them. He asked that we look into where we fell short.

Town Manager Clifton commented that he would look into the lack of participation at the Food Pantry and dig into fulfilling the obligation for the volleyball team.

D. Mayor

E. Tusayan Fire District

Fire Chief Brush, regarding potable water, commented that he made contact with Ian up in the Park, and he got in touch with the water company and the Water Reclamation and Sanitary District.

F. Tusayan Water Reclamation and Sanitary District

G. Tusayan Justice Court

H. NACOG – Northern Arizona Council of Governments

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

J. Flood Control Master Plan

10. FUTURE AGENDA ITEMS

11. MOTION TO ADJOURN

At 5:28 p.m., Vice Mayor Brush moved to adjourn, and Council Member Villanueva seconded the motion. Motion Carried. Aye: Vice Mayor Brush, Council Member Aldaz, Council Member Villanueva; Absent: Mayor Vail, Council Member Collet

Clarinda Vail, Mayor 10/13/26 Date

ATTEST:

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 SEPTEMBER 8, 2026. I further certify that the meeting was duly called and held, and that a quorum was present.

Town Clerk 10-13-26 Date