MINUTES[1]

TUSAYAN TOWN COUNCIL SPECIAL MEETING

PURSUANT TO A.R.S. § 38-431.02 & § 38-431.03
Tuesday, September 22, 2026, at 5:00 p.m.
TUSAYAN TOWN HALL BUILDING
845 Mustang Drive, Tusayan, Arizona

TOWN COUNCIL SPECIAL 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 – Attended via Teams

VICE MAYOR GREG BRUSH – Present

COUNCIL MEMBER ELENA VILLANUEVA – Absent

COUNCIL MEMBER JOSH COLLET – Present

3. ***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

Council Member Collet moved that we adopt the Consent 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 Villanueva

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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. *ACTION ITEMS*

A. Consideration and action regarding recommendation from review panel for Construction Manager at Risk for the Town Hall Project.

Town Manager Clifton shared a PowerPoint presentation on the two screens. He reviewed the RSOQ (Request for Statements of Qualification) timeline and process which began at the beginning of summer. The review panel convened the first week of September where no interviews were conducted. Tonight, there will be Town Council consideration and approval to be followed by contract execution. He explained that before the Council was a recommendation, and the Council would make the final call regarding this matter. The review panel was convened to assist the Council in that decision, but it is a Council decision.

Town Manager Clifton advised that there were three submittals – Loven Contracting, Haley Construction Company, and Kinney Construction Services. The review panel consisted of Council Member Andrew Aldaz, Council Member Josh Collet, architect Michael Taylor, Town Engineer Jack Moody, and a community member – Michael Darrow with the Squire. Town Manager Clifton noted that Mr. Darrow was unable to attend due to the flood events, so Town Manager Clifton attended in his absence.

Town Manager Clifton noted that the review criteria were set forth in the RSOQ and were premised upon a total of 0 to 100 points, with 100 being the maximum, using a scoring matrix. It was decided by the review panel to only conduct interviews if the top aggregate scores were very close to each other, defined as being within two points of each other, and not without it being unanimous. In the end, that threshold for interviews was not met, so interviews were not conducted. The review panel convened on September 4th and discussed the submittals. Score sheets were then collected over that weekend and that process was concluded by September 7th.

Town Manager Clifton commented that all three were quality submittals. He thanked the submitters for participating on behalf of the Town and the review panel. Kinney Construction Services was the top scorer with an aggregate score of 95.

Council Member Collet moved we adopt the committee's recommendation, and Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Council Member Collet, Council Member Aldaz; Absent: Council Member Villanueva

On Teams, Jillian Haley from Haley Construction thanked the Town for the opportunity and wished for the best with the project.

On Teams, Tim Kinney from Kinney Construction also thanked the Town for the opportunity and noted they look forward to a wonderful project.

5. *CALL TO THE PUBLIC*

No one spoke.

6. *MOTION TO ADJOURN*

At 5:10 p.m., Council Member Collet moved to adjourn, and Vice Mayor Brush seconded the motion. Motion Carried. Aye: Mayor Vail, Vice Mayor Brush, Council Member Collet, Council Member Aldaz; Absent: Council Member Villanueva

Clarinda Vail 10/13/26
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 SEPTEMBER 22, 2026. I further certify that the meeting was duly called and held, and that a quorum was present.

Tina M. Abriani 10-13-26
Town Clerk Date