

## **TUSAYAN TOWN COUNCIL REGULAR MEETING**

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03  
Wednesday, May 16, 2012 @ 6:00 P.M.  
TUSAYAN TOWN HALL BLDG  
845 Mustang Drive, Tusayan Arizona

### **TOWN COUNCIL REGULAR MEETING MINUTES**

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

The Mayor called the meeting to order at 6:02pm and the Pledge of Allegiance was recited.

#### **2. ROLL CALL**

Upon roll call, the following were present:

**MAYOR BRYAN**

**VICE MAYOR MONTOYA** – arrived at 8:43pm

**COUNCILMEMBER FITZGERALD**

**COUNCILMEMBER RUETER**

**COUNCILMEMBER SANDERSON**

Also Present: Interim Town Manager Wine  
Assistant Town Clerk Garver  
Financial Consultant Beckerleg

#### **3. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

No public comments were made.

#### **4. CEREMONIAL AND INFORMATIONAL MATTERS**

##### **Grand Canyon Watershed National Monument – Kim Crumbo**

Kim Crumbo presented information on the monument, stated its purposes and reassured the Council that the proposal is not intended to stop development.

#### **5. CONSENT AGENDA**

##### **Consideration and possible approval of Administrative/Treasurer's Report**

Acceptance of the Finance Report

Approval of the Payment of Bills

Approval of Minutes

April 30, 2012 Special Council meeting

May 2, 2012 Regular Council Meeting

May 2, 2012 Law Enforcement Workshop

May 9, 2012 P&Z Meeting

May 9, 2012 Housing Study Workshop

Council Member Rueter moved to approve the consent agenda as presented. Council Member Fitzgerald seconded the motion. Mayor Bryan recused himself from voting on a Squire Inn bill due to his employment with Squire Inn. All were in favor. Motion passed.

#### **6. COMMITTEE REPORTS**

No committee reports were given.

## **7. ACTION ITEMS**

### **Consideration, discussion and possible approval of Separation Agreement with Town Manager.**

Adjourned into Executive Session as reported below.

### **Consideration, discussion and possible approval of new Agreement with Interim Public Management.**

The Mayor updated the Council on the new agreement which delineates four different levels of service to accommodate the Town's needs. The new agreement would change the date to twelve months for the 5% increase that is stated in the current contract with Interim Public Management.

Council Member Rueter moved to approve the new agreement with Interim Public Management. Council Member Fitzgerald seconded the motion. All were in favor. Motion passed.

### **Consideration, discussion and possible approval of new Interim Town Manager.**

The Mayor and Vice Mayor interviewed two applicants and recommended Tami Ryall as the interim Town Manager. She will be available for the next two to six months. Her schedule would be 3 days a week, Monday through Wednesday, and would overlap the interim Town Clerk's schedule, Tuesday through Thursday, with the Town Hall closed on Fridays. She has strong budget experience, will be able to assess the office needs and set up a reference system. Monday, May 21<sup>st</sup>, would be her start date if approved.

Vice Mayor Montoya moved to approve the Tami Ryall as the new Interim Town Manager. Council Member Sanderson seconded the motion. All were in favor. Motion passed.

### **Consideration, discussion and possible approval of new Interim Town Clerk.**

Council Member Fitzgerald and the Mayor recommended the hiring of Laura Matthews for the position of new Interim Town Clerk. She would be unavailable one week a month and would be able to work past July 1<sup>st</sup>.

Council Member Rueter moved to approve Laura Matthews as new interim Town Clerk. Council Member Sanderson seconded the motion. All were in favor. Motion passed.

### **Consideration, discussion and possible approval of renting unit in Valle for Interim Town Manager from Grand Canyon Airlines to include utilities and some furniture/kitchen supplies until airport housing is complete.**

A two bedroom and two bath, furnished units for \$650 plus utilities is available in Valle to house the interim Town Manager and possibly the interim Town Clerk.

Council Member Sanderson recused himself from discussion and voting because of his employment relationship with Grand Canyon Airlines.

Council Member Rueter moved to approve the renting unit in Valle. Council Member Fitzgerald seconded the motion. All were in favor with one recusal. Motion passed.

**Consideration, discussion and possible approval of renewing Law Enforcement IGA with Coconino County Sheriff's Office another year.**

The Council agreed that it would take longer than six months to set up the Town's own law enforcement.

Council Member Rueter moved to approve the renewing Law Enforcement IGA with Coconino County Sheriff's Office for another year. Council Member Sanderson seconded the motion. All were in favor. Motion passed.

The Mayor requested that interim Town Manager Wine to draft a letter of intent to the renew the contract with the Coconino County Sheriff's Office.

**Consideration, discussion and possible approval of contract for Scope of Work with RobbCo for planning, site preparation and cost estimating for Airport staff housing project.**

Interim Town Manager Wine updated the Council that the Town does not need to bid out for the Scope of Work, or the purchase of the building as long as it is a DMV MSO Unit. The public works construction will need to be bid out and the Town Manager was directed to bid out the actual construction work.

Council Member Rueter moved to approve the contract for the Scope of Work with RobbCo for planning, site preparation and cost estimating for airport staff housing project. The sizes of the units would be 14x52 – single wide and 28x52 – double wide. Vice Mayor Montoya seconded the motion. All were in favor. Motion passed.

**Consideration, discussion and possible approval of funding for the Grand Canyon School/Tusayan Community Park.**

Pete Shearer, representing himself as a citizen and not the School District Board member, stated that the Phase 1 can be cut up into several phases. There will be dirt available for the baseball field also, because of the Water Shed Study. The Rotary has donated \$10,000 last year and will donate \$10,000 this year. APS is saying they will donate \$50,000 in fencing materials and the County crews will be sent up to do some grading for free.

The Council discussed the possibility of postponing the community garden and Ramada to a later date and have the concentration of work focused on the basketball court, parking and put in a baseball field. There was some concern that the entire project cost is 6.2 million and the Council did not want the project shelved if the project was not totally funded. The Council would not be able to fund the entire project but would be able to take bites out of it. Their hope was for the project to be reviewed and adjusted to fit a more realistic view.

Council Member Rueter moved to authorize \$125,000 to facilitate the Tusayan Community Park and to be put towards the basketball court project for this fiscal year, pending the committee come back with prioritization of projects. Council Member Fitzgerald seconded the motion.

An invoice from the School District will need to be sent to the Town Council prior

to June 30, 2012.

All were in favor. Motion passed. Council adjourned to executive session.

## 8. DISCUSSION ITEMS

### A. **Legislative report**

The Governor signed into law the consolidation of elections. It would begin the fall of 2014 and would not impact special elections like referendums and recalls.

### B. **Broadband/Internet – J. Rueter**

Council Member Rueter met with Commnet. They are working furiously with DW Towers and Miles Radio to bring a partial solution to the broadband/internet problem. It will bring a little more bandwidth and increase most 3G to 4G for phones. They are still interested in a helping with a long time solution. Council Member Rueter has not heard from govnet.net yet. With budgets coming up, he suggested that the Council discuss that money be spent on putting fiber optics into the ground. Neither group is interested in participating in the retail portion.

### C. **Town Hall – G. Bryan**

Things to be accomplished:

Dais, staff tables and podium completion

Design concept of Town Clerk needs

Set up cleaning service

Design of sidewalks & stripping of parking lot

Sound system and smart board

Purchase projector and phone

Supplies & copier – the interim Town Manager to create a

list

### D. **Town Credit Card – G. Bryan**

The Mayor will get a card in his name and one for the interim Town Manager.

### E. **Judicial Update - Judge Sutton**

No update

### F. **ACC- Water issues – A. Montoya**

Town Attorney Sims will contact the Vice Mayor, Council Member Sanderson and Council Member Fitzgerald individually.

## 9. TOWN MANAGER'S REPORT

### A. **Office schedule**

Interim Town Manager Wine stated that it has been a pleasure to serve the Council.

### B. **CUP transfer from Coconino County to Town of Tusayan update**

Melinda from the County has been in contact with Christina Sagor and clear direction was given on the copying of all active files and their history.

### C. **Southwest Risk Pool Law Enforcement Plan update**

No new information

### D. **Prosecutorial Services update**

No new information

### E. **Employee Housing property rental at the Airport**

Discussed earlier

### F. **Budget Process plan and scheduling**

July 16<sup>th</sup> is the key date for the adoption of the Town's budget. The Town can finalize the amount to be spent with the fiscal year, but can switch categories. One to two public hearings will need to be held.

**10. SET ADDITIONAL ACTION ITEMS FOR NEXT REGULAR MEETING**

July 4<sup>th</sup> meeting date – change to July 3<sup>rd</sup> – CMS  
Community Park, money to be given - CMF  
Separation Agreement – CMS  
Town Hall Office – CMR  
Models for Town Housing – CMS  
Fire Department and bans – CMR  
IGA was dropped off today, 5/16, and have been forwarded to the Town Attorney for his review.

**11. SET ADDITIONAL DISCUSSION ITEMS FOR NEXT REGULAR MEETING**

ACC Water issue – VMM  
Municipal Accounting Program – CMF  
Sheriff update – VMM  
Internet update – CMR  
Willdan Engineering bills – MGB  
Budget workshops - CMF

**12. COUNCIL MEMBERS' REPORTS**

Vice Mayor Montoya said that the Awards and Scholarship ceremony went well today and that there had been a good presentation of businesses and organizations represented there.

Council Member Fitzgerald relayed that on June 1<sup>st</sup> there will be a newly elected training session that several people will be attending.

**13. MAYOR'S REPORT**

The Mayor thanked interim Town Manager Wine for the work that he had done for the Town. He also gave Assistant Town Clerk Garver a gracious and heartfelt thank you, for her dedication, her ability to adjust to the changes and her dependability.

**14. MOTION TO ADJOURN INTO EXECUTIVE SESSION for the following purpose:**

Council Member Rueter moved to adjourn into executive session at 7:07pm.  
Council Member Fitzgerald seconded the motion. All were in favor. Motion passed.

**The Council may wish to go into Executive Session pursuant to A.R.S. Section 38-431.03.A.3 & A.4 for discussion and consultation with the Town Attorney in order to receive legal advice and give direction concerning a Settlement Agreement between and among Tusayan Water Development Association, Inc., Anasazi Water Company LLC, Hyrdo-Resources, Inc, the Arizona Corporation Commission Utilities Division, Tusayan Ventures LLC, Squire Motor Inns, Inc. and the Town of Tusayan.**

Council did not receive instruction on this topic as there was not a quorum after the Mayor and Council Member Rueter recused themselves on this topic due to their employment relationship with Squire Inn and Camper Village, respectively.

**The Council may wish to go into Executive Session pursuant to A.R.S. Section 38-431.03.A.3 & A.4 for discussion and consultation with the Town Attorney in order to receive legal advice and give direction concerning a Separation Agreement between the Town of Tusayan and Enrique Medina Ochoa.**

The Council instructed staff, the Town Attorney, to proceed.

**Following Executive Session, the Council may vote to approve the Settlement Agreement and/or the Separation Agreement.**

The Council instructed staff, the Town Attorney, to proceed.

Council returned to open session at 7:59pm and reviewed item #4 on the agenda.

**15. MOTION TO ADJOURN**

Vice Mayor Montoya moved to adjourn the meeting at 10:02pm.

Council Member Rueter seconded the motion. All were in favor. Motion passed.