

TUSAYAN TOWN COUNCIL MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03

Wednesday, April 6, 2011 @ 6:00 P.M.
Best Western Squire Inn, Anasazi Conference Room
74 State Route 64, Tusayan Arizona

MINUTES OF TOWN COUNCIL MEETING

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor called the meeting to order at 6:00 p.m. The pledge of Allegiance was recited.

2. ROLL CALL

**MAYOR BRYAN
VICE MAYOR MANIACI
COUNCILMEMBER RUETER**

**COUNCILMEMBER MONTOYA
COUNCILMEMBER BLASI**

All were present. Also Present Were:

**Enrique Ochoa, Town Manager
Cynthia Seelhammer, Interim Town Manager
Bill Sims, Town Attorney
Hollie L. Drew, Town Clerk**

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

Mayor Bryan made a call to the public for items not on the agenda. Mr. Bill Fitzgerald, 549 Camper Village Dr. Space 01, Tusayan addressed the Council with concerns regarding a meeting conducted by the Stilo Group last week in Tusayan in which the public's input was requested but in which the public was never given the opportunity to be heard. Mr. Fitzgerald also expressed concern to the Council regarding the ability for the Town to obtain a 100 year water certificate and options available to the Town in obtaining a permanent water source. Mr. Fitzgerald then requested if there were procedures in place for the public to add items to Town Council meeting agendas. Mayor Bryan stated that the Town has procedures in place regarding this item. Mayor Bryan called for any further items from the public not on the agenda. No further comments. Call to the public for items not on the agenda closed.

4. CEREMONIAL AND INFORMATIONAL MATTERS

Mayor Bryan presented a proclamation from the Town of Tusayan naming April 6th Teresa Weigel Day. Mayor Bryan thanked Ms. Weigel for her volunteer work as Tusayan's first Town Clerk.

Introduction and Oath of Office - New Town Manager and Town Clerk

Mayor Bryan introduced and invited Enrique Medina Ochoa, Tusayan Town Manager and Hollie L. Drew, Tusayan Town Clerk, to stand before Council and recite their corresponding Oath of Office's. Mayor and Council then congratulated both Mr.

Ochoa and Mrs. Drew.

Monthly Report from Sheriff's Office

Lt. Brian Tozer, Division Lieutenant, Coconino County Sheriff's Office gave a report for Tusayan, Arizona activity during January 1 - March 15, 2011. Councilmember Blasi asked Lt. Tozer if he had trend information as requested previously by Council. Lt. Tozer reported that no trend report was available but gave an update on some trends seen in the Tusayan area. Mayor Bryan stated that the Sheriff's Department Deputy Chief had previously promised a trend analysis for Council. Lt. Tozer stated he would follow-up on the previous request made of Council to the Sheriff's Department and report back.

Monthly Report from Judge William Sutton

Judge William Sutton presented his monthly report to Council. Judge Sutton requested that the Town place Jerome, Arizona Chief of Police, Allen Muma, on the next agenda to share information on police service for a small community. Judge Sutton then presented information on contract terms that other municipalities have entered into for police services. Mayor Bryan asked that Chief Muma attend the next Council meeting. Council unanimously agreed. Councilmember Blasi complimented Judge Sutton on the information he has provided Council. There was further discussion by the Council regarding the timeline in which the Town is operating under in securing permanent policing services.

Mayor Bryan recognized Cynthia Seelhammer, Interim Town Manager, and thanked her for her service to the Town since November 2010.

5. CONSENT AGENDA

ITEMS ON THE CONSENT AGENDA ARE ROUTINE IN NATURE AND WILL BE ACTED ON WITH ONE MOTION AND ONE VOTE. PUBLIC HEARING ITEMS ARE DESIGNATED WITH AN ASTERISK (*). 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.

Consideration and possible approval of March 23, 2011 Meeting Minutes

Consideration and possible approval of Town Clerk expenses for June week-long training session

Mayor Bryan requested that this consent item be placed as an action item under section 8. Council agreed unanimously.

Consideration and possible approval of Administrative/Treasurer's Report

Acceptance of the Finance Report
Approval of the Payment of Bills

Councilmember Montoya moved to approve the consent agenda minus Item B which was moved to Item 8 as an action item. Vice Mayor Maniaci seconded the motion. All were in favor.

6. COMMITTEE REPORTS

No Committee Reports are scheduled.

Mayor Bryan announced that the Planning and Zoning meeting originally scheduled for April 7, 2011 had been cancelled. The next meeting of the Planning and Zoning Commission is now scheduled for April 21, 2011.

7. PUBLIC HEARINGS

No Public Hearings are scheduled.

8. ITEMS FOR ACTION

Authorization of Request for Proposals and Quotation for Professional Services for Preparation of Financial Reports and Audits – discussion and possible action.

Town Manager Ochoa presented his staff report regarding the authorization of an RFP. Mayor Bryan asked if all were knowledgeable about the State of Arizona requirements related to Financial Reports and Audits for the Town. Council stated they were familiar with the State's requirements. Councilmember Montoya and Mayor Bryan agreed to review proposals submitted for these services.

Vice Mayor Maniaci moved to approve the authorization for Request for Proposals and Quotation for Professional Services for Preparation of Financial Reports and Audits. Councilmember Rueter seconded the motion. No discussion. All were in favor.

Resolution to Join the Arizona Municipal Risk Pool for Workers Compensation Coverage – discussion and possible action.

Town Manager Ochoa presented his staff report regarding a resolution to join the Arizona Municipal Risk Pool for Worker's Compensation Coverage. Mayor Bryan read resolution. Councilmember Montoya moved to approve the resolution. Councilmember Rueter seconded the motion. Councilmember Blasi inquired as to the cost of policy. Town Manager Ochoa stated the costs which were reasonable to Council. All were in favor. No further questions. 2011- 04-06-11-01passed.

Discussion and Direction regarding the Townsite Act and authorizing additional investigation and action by the Mayor and staff.

Discussion took place regarding the Townsite Act. Council agreed to have Mayor & staff continue to look at options and investigate the value of a Townsite Act. Councilmember Rueter is in favor and offered to volunteer in the process. No questions or further discussion. No motion necessary.

Consideration and possible approval of Town Clerk expenses for June week-long training session

Town Manager Ochoa presented background on costs of the Town Clerk attending a week-long training session in June. AuDN Contractural Services proposed to attend the training at a reduced cost of \$1,500.00 including mileage, hotel and time. Town

Manager Ochoa and Interim Town Attorney, Bill Sims strongly suggested that Council approve training. Councilmember Rueter moved to approve the week-long training session. Councilmember Blasi seconded the motion. Councilmember Montoya questioned the costs for a contracted employee. Discussion took place. All were in favor.

9. ITEMS FOR DISCUSSION

A. Status Report Modular Office Building

Town Manager Ochoa and Councilmember Rueter updated Council on the status of the modular office building. Councilmember Blasi commented on the costs for the underground utilities. Councilmember Rueter explained the process and related costs for the underground utilities. Mayor informed Council that during the next few weeks interior decisions need to be made and that the unit is scheduled for completion in June.

Town Manager's Report

Mr. Ochoa stated that the Planning and Zoning Committee has canceled its meeting scheduled for April 7, 2011 due to the applicant withdrawing its application.

Set Agenda and Action Items for Next Meeting

The Council discussed and set agenda items for the next meeting.

Mayor Bryan asked Teresa Weigel if the question she presented on the public comment card regarding a Housing Committee report had been answered. Ms. Weigel stated that it had.

Bill Sims stated an item may come out of executive session.

10. MOTION TO ADJOURN INTO EXECUTIVE SESSION for the following purposes:

The Council may wish to go into Executive Session pursuant to A.R.S. Section A.R.S. 38-431.03.A.3 for legal advice in the case of items C below and pursuant to A.R.S. Sections 38-431.03.A.3 and A.4 in the case of items A and B below for discussion and consultation with the Town Attorney in order to receive legal advice and to give directions concerning the negotiations of contracts.

The negotiation of a pre-annexation and development agreement with the Stilo Group.

Clainda Vail of 120 Shimmy Lane, Tusayan, Arizona stated in a public comment card that pre-annexation is now listed in this item. Item keeps growing no public information has been provided to the public. Ms. Vail stated she is very concerned

why this item is in Executive Session.

Acquisition of water system by Town and Town position on matters that are subject to ACC Docket #W-0235A-10-0163.

State Financial Disclosure Statement Requirements.

Clainda Vail of 120 Shimmy Lane, Tusayan, Arizona stated in a public comment card that no public information as to why this would be in Executive Session.

Following the Executive Session, the Town Council may (in open session) take action or give direction on the items discussed in Executive Session.

Vice Mayor Maniaci moved to go into Executive Session at 7:06 p.m. Councilmember Rueter seconded the motion. All were in favor.

Vice Mayor Maniaci moved to reconvene into regular session at 9:15 p.m. Councilmember Blasi seconded the motion. All were in favor.

11. RESOLUTION REGARDING STATE FINANCIAL DISCLOSURE REQUIREMENTS

- A. Mayor Bryan advised that Council is directing Bill Sims, Interim Town Attorney, to prepare a resolution regarding State Financial Disclosure Requirements. The Town has been operating without any specific codes or standards on Financial Disclosure requirements and after being briefed by the Town Attorney, the Council feels the need for their creation as soon as possible. While recent Court cases have given new perspectives, the Town will provide current and former Council members with the Town's approved forms and will give persons who have filed financial disclosure statements the opportunity to provide new filings according to adopted standards and according to forms provided with correct instructions. The Council wants their actions and filings to be as transparent as possible. The Town Attorney will have the necessary documents and resolution for the next Council meeting.

12. ADJOURNMENT OF REGULAR COUNCIL MEETING

Councilmember Montoya moved to adjourn the meeting at 9:17 p.m. Vice Mayor Maniaci seconded the motion. All were in favor.

Respectfully submitted,

Hollie L. Drew, Town Clerk

Dated: April 9, 2011

Mayor Greg Bryan

AGD 03.02.11