

TUSAYAN TOWN COUNCIL MEETING

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

May 19, 2011 @ 6:00 P.M.

Best Western Squire Inn, Anasazi Conference Room
74 State Route 64, Tusayan Arizona

REGULAR TOWN COUNCIL MEETING MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

2. ROLL CALL

On roll call, the following were present:

**MAYOR BRYAN
VICE MAYOR MANIACI**

**COUNCILMEMBER BLASI
COUNCILMEMBER MONTOYA
COUNCILMEMBER RUETER**

Also present were:

Enrique Medina Ochoa, Town Manager
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. No public input.

4. CEREMONIAL AND INFORMATIONAL MATTERS

**Briefing on Draft Environmental Impact Statement
Specific to Grand Canyon National Park Overflight Issues
Palma Wilson, Deputy Superintendent
Mary Killeen, Chief of Planning and Compliance**

Mayor Bryan introduced Ms. Palma Wilson and Ms. Mary Killeen of Grand Canyon National Park. Ms. Wilson and her staff gave their presentation on the Grand Canyon National Park Overflight Issues which included a map of the Grand Canyon and explanations of how various tourist flights would be affected under the new plan. Discussion took place regarding training flights and safety of the proposed plan. Vice Mayor Maniaci raised concern about driving tourist out of the market due to increased aviation costs. Mayor Bryan opened the presentation for public comments and questions. After a brief public comment section, the presentation was closed.

Monthly Report from Judge Bill Sutton

Mayor Bryan introduced Judge Bill Sutton who clarified statements previously made during the May 4, 2011 Council meeting regarding the costs of contract and human hours received in return. Judge Sutton then focused his presentation on the COPS Hiring Grant. Discussion took place regarding the application for the Grant. Judge Sutton expressed his willingness to help the Town further, referring to action items 8B and 8D to be heard later in the meeting. Mayor Bryan asked that further discussion wait until the action items were heard.

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 May 4, 2011 Meeting Minutes

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 as presented. Councilmember Rueter seconded the motion. All were in favor.

6. COMMITTEE REPORTS

None

7. PUBLIC HEARINGS

None

8. ITEMS FOR ACTION

Consideration and possible approval of changes or alternatives to the Law Enforcement Contract with the Coconino Sheriff's Office

Town Manager Ochoa presented his staff report regarding changes or alternatives to the Law Enforcement Contract with the Coconino County Sheriff's Office. Mr. Ochoa referred a letter drafted by Cynthia Seelhammer on February 17, 2011 sent to the Coconino County Sheriff's Office regarding the 120 day required written notice of the Town's intent to terminate. Mr. Ochoa stated that the language within the letter did not read per the IGA and recommends that Council direct staff to have the Town Attorney review and analyze the letter before moving forward. Councilmember Blasi moved to direct staff to consult with the Town Attorney to perform an analysis of the letter and the notice to amend the IGA. Councilmember Rueter seconded the motion. Discussion took place regarding possible outcomes of the analysis by the Town Attorney. All were in favor.

Consideration and possible approval of submission of COPS Hiring Grant for entities already working with law enforcement agencies such as the Coconino Sheriff's Department

Town Manager Ochoa presented his staff report on the COPS Hiring Grant and recommended that Council approve the grant. Councilmember Blasi stated he still would like to see the Town allocate funds for the Town Marshall position. Vice Mayor Maniaci agreed with Councilmember Blasi that the grant should not be in lieu of a Town Marshall. Discussion took place regarding the grant process. Councilmember Montoya moved to direct staff to continue with the COPS grant process. Council Blasi seconded the motion. Mayor Bryan directed staff to clarify whose officer's they would be at the end of the grant. Councilmember Blasi asked if the Town would receive the full grant or a partial grant. Town Manager Ochoa stated it could be a partial grant. No further discussion. All were in favor.

Consideration and possible approval of an announcement and job description for the position of a Town Marshall

Town Manager Ochoa presented his staff report regarding the announcement and job description for the position of Town Marshall. Town Manager Ochoa presented options but recommended the item be tabled until the next meeting on June 1, 2011 to allow for a more detail description. Councilmember Blasi stated he would like to eventually have the Judge's input as well. No action taken.

Consideration and possible approval of an amendment to the scope of work of Judge William Sutton's agreement with the Town of Tusayan to include miscellaneous services and other duties and responsibilities of an appointed official

Town Manager Ochoa presented his staff report on an amendment to the scope of work of Judge William Sutton's agreement with the Town of Tusayan. Mr. Ochoa recommended an increase in hours to the Judge's contract from 85 to 120 per month and explained how the increase was determined. Discussion took place regarding the amendment to Judge Sutton's contract. Councilmember Montoya moved to approve the amendment of the current contract.

Councilmember Rueter seconded the motion. All were in favor.

Consideration and possible approval of authorization for Town Manager to develop and execute an agreement for administrative assistance services to include clerical, bookkeeping, and other administrative duties

Town Manager Ochoa presented his staff report regarding the development and execution of an agreement for administrative services. Discussion took place regarding the costs of, and budgeting for, a new position, and if this would be a contracted position or a Town employee. Councilmember Montoya moved to approve the development and execution of an agreement for administrative services. Vice Mayor Maniaci seconded the motion. All were in favor.

ITEMS FOR DISCUSSION

Tusayan Municipal Water Study

Town Manager Ochoa recommended that the Town have the engineers responsible for the document present at the June 1, 2011 Council meeting.

NACOG Housing Study

Town Manager Ochoa stated that the NACOG representative spearheading the Town's housing study has resigned and that NACOG cannot assist the Town in this matter from this point on. Mr. Ochoa further commented that he is looking at other entities that previously submitted proposals who may be able to assist the Town. Mr. Ochoa stated that he would work with Housing Committee to go through the proposals.

Mountain States Employer Council re personnel policies and systems

Town Manager Ochoa stated that he had contacted Mountain States Employer Council regarding the Town becoming a member. Mr. Ochoa commented that he is gaining further written information regarding the cost to join the Council, but that the minimum required would be \$1,500. Mayor Bryan asked that Mr. Ochoa research other options to present to Council. Mr. Ochoa anticipates that he will have additional information to present to Council at the June 1, 2011 Council meeting. Mayor Bryan also requested the Power Point presentation given by Bobbi Kimmel at the May 4, 2011 meeting be forwarded to his office.

Council Policies and Procedures

Town Manager Ochoa postponed discussion of this item until the June 1, 2011 Council meeting. Mayor Bryan asked for Council volunteers to assist the Town Manager with this item. Vice Mayor Maniaci volunteered to assist Mr. Ochoa.

Law Enforcement Dispatch Services

Town Manager Ochoa presented Council an update on law enforcement dispatch services. Mayor Bryan asked Mr. Ochoa the next step in the process. Mr. Ochoa commented that the Mayor needs to meet with Bill Wright, Division Chief of the National Park Service. Mayor Bryan asked Mr. Ochoa to set up a meeting with Mr. Wright for late May. Councilmember Blasi informed Mr. Ochoa of the community's current level of 911 services. Further discussion took place regarding 911 services for the Town.

Code Enforcement

Town Manager Ochoa announced that he has spoken with WillDan Engineering regarding code enforcement for the Town. Councilmember Blasi asked if a hearing officer was going to be able to handle code enforcement for both, visual and safety violations. Mr. Ochoa replied yes. Councilmember Blasi stated that he would like to see this remain a priority item.

Listing of Ordinances, Resolutions, Minutes Action Items

Town Manager Ochoa stated that he had not had a chance to get these items organized but that the Town Clerk had scanned and filed items that are now in his possession.

Modular Office

Town Manager Ochoa provided an update on the new Town office. Councilmember Rueter added that the small details were submitted regarding phone and internet

jacks, utility connections, and minor changes and that these items should not affect final production of the unit.

Arizona League of Cities and Towns Training for New Elected Officials Conference

Discussion took place as to which Council members and staff would be attending the conference. Councilmember Blasi announced he will not be attending the conference due to other obligations.

10. TOWN MANAGER'S REPORT

Town Manager Ochoa announced that he will be attending the Government Officer's Financial Training tomorrow.

11. SET AGENDA AND ACTION ITEMS FOR NEXT MEETING

The following is a list of items to be placed on the June 1, 2011 agenda:

Water Presentation – Discussion Item
Report from Town Attorney regarding Coconino County Sheriff's Office Letter drafted by Cynthia Seelhammer – Executive Session Item
COPS Hiring Grant – Additional Information Provided
Town Marshal Job Announcement/Description – Action Item
Update on Code Enforcement – Discussion Item
CUP update – Discussion Item
Authorization for annual conference (8/30 – 9/2) – Action Item
Mayor conflict for June 15, 2011 Council Meeting – Adjust time from 6 to 7 pm – Action Item
Discussion of Internet Opportunities – Discussion Item
Sanitary District Flood Control Funding Study and its impact upon Tusayan – Discussion Item

12. COUNCILMEMBERS' REPORTS

Vice Mayor Maniaci

The Vice Mayor announced that the past two days had been great with the visit of Congressman Gosar and the Tusayan Town Hall meeting that was conducted on May 18, 2011.

Councilmember Blasi

Councilmember Blasi offered an explanation for his last weeks' comments and apologized to the public if he had offended anyone.

13. MAYOR'S REPORT

Mayor Bryan stated they had a good session with Congressman Gosar and felt they worked through the issues. He said the Congressman listened to some Town issues and gave them some ideas on how several items could be addressed.

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

The Council may wish to go into Executive Session pursuant to A.R.S. Section 38-431.03.A.3 and A.4 for discussion and consultation with the Town Attorney in order to receive legal advice and to give directions concerning the negotiation of a pre-annexation and development agreement with the Stilo Group.

Vice Mayor Maniaci moved to go into Executive Session at 9:00 p.m. Councilmember Rueter seconded the motion. All were in favor.

Vice Mayor Maniaci moved to reconvene into regular session at 11:10 p.m. Councilmember Montoya seconded the motion. All were in favor.

ADJOURNMENT OF REGULAR COUNCIL MEETING

Vice Mayor Maniaci moved to adjourn the meeting at 11:10 p.m. Councilmember Montoya seconded the motion. All were in favor.

Respectfully submitted this 22nd day of May, 2011.

Hollie L. Drew, Town Clerk

Greg Bryan, Mayor