

DRAFT MINUTES

TUSAYAN TOWN COUNCIL MEETING

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

July 6, 2011 @ 6:00 P.M.

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

REGULAR TOWN COUNCIL DRAFT MEETING MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Bryan called the meeting to order at 6:01pm. 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 – excused absence

Also Present: Town Manager Enrique Medina Ochoa
Town Clerk Bill Sutton

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

No members of the public wished to address the Council

4. CEREMONIAL AND INFORMATIONAL MATTERS

No ceremonial or informational matters were presented.

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 – changes to be made:

Regular Town Meeting changed to Special Town Meeting

Agenda changed to Meeting Minutes

Council Member Montoya moved to approve the consent agenda with changes.
Council Member Blasi seconded the motion. All were in favor.

6. COMMITTEE REPORTS

No reports were presented.

7. ITEMS FOR ACTION

Consideration and possible approval of receipt and/or acceptance of the

Community Branding Study Presentation by the Executive Director of the Grand Canyon Chamber of Commerce and Visitor's Bureau.

Norm Hannah from the Chamber of Commerce presented the branding study that the Chamber is conducting. The first half has been completed and was conducted on Business Owners, Managers and Key Employees. It was noted that the key misconception is that the Sky Walk is located here. The meaning of Tusayan is unknown. The second half of the study will be emailed to visitors or those interested in coming and it should be completed by mid-August.

No action taken.

Consideration and possible approval of \$1,000 maximum for the coordination of reception and related activities for the Arizona Department of Transportation Board meeting in Tusayan on August 18, 2011.

The reception will be at the Squire Inn at 6:00pm.

Vice Mayor Maniaci moved to approve the expenditure of \$1,000 maximum for the ADOT reception.

Council Member Montoya seconded the motion. All were in favor.

Consideration and possible approval of \$500 maximum for the coordination of activities related to the U.S. Naval Aviation Centennial celebration sponsored by the ADOT Airport Authority.

Town Manager Ochoa stated that Mike Halpin, Tusyan Airport Director is planning an event and a schedule will be forth coming.

Vice Mayor Maniaci moved to approve the expenditure of \$500 maximum.

Council Member Blasi seconded the motion. All were in favor.

Consideration and possible approval of Resolution No. 2011-07-06-01 establishing the National Incident Management System (NIMS) as the basis for all incident management in the Town of Tusayan.

A member of the public requested an explanation of how NIMS works. Council Member Blasi, Town Manager Ochoa and Town Clerk Sutton responded. The National Incident Management System" was created as a response to 9-1-1, when President Bush created Homeland Security Directive 5, and NIMS was put under FEMA. By adopting NIMS, the Town would be a part of a large organizational "umbrella" of protection in case of an large emergency incident which would require responders from various agencies. Adopting NIMS also makes it easier to apply for federal Homeland Security grants as well.

Council Member Blasi moved to approve the resolution.

Council Member Montoya seconded the motion. All were in favor.

Consideration and possible approval of Resolution No. ____ authorizing and instructing the Town Manager to proceed with the development of a personnel policy, personnel job descriptions, classifications and salary schedules, and corresponding payroll procedures pursuant to participation in the U.S. Social Security Program which also permits participation in ASRS, the Arizona State Retirement System and other benefit programs.

No action was taken and postponed.

8. ITEMS FOR DISCUSSION

Code Enforcement Program by Willdan Engineering

Town Manager Ochoa updated the Council on what Willdan Engineering has proposed as the procedures for the Code Enforcement Program and that we are currently in the process with two complaints. Progress will be reported back to Council. Judge Sutton will be the Hearing Officer in these matters.

Code of Ethics for Elected Officials, Administration and Staff

The Town Attorney has stated that the initially submitted Code of Ethics Initiative has some legal issues that would inhibit it moving forward. Judge Bill Sutton is researching this and has a draft that incorporates some ideas of the initiative and some from several other town codes. It will be presented at the next meeting.

Furniture and Equipment cost forecast for new Town Hall Modular

The Council requested that the staff bring a list, pictures and prices of furniture to the next meeting so decisions could be made or recommended.

Strategic Plan Development Retreat Tentative Dates and Locations

The Council scheduled August 10, 2011 for their meeting. A facilitator will be brought in and the meeting will take place in Williams, AZ. The Mayor requested that the Council set some goals of what they would like to come away with: plans for 6 months, 3 years, 5 years.

9. TOWN MANAGER'S AND STAFF REPORTS

No reports were presented.

10. SET AGENDA AND ACTION ITEMS FOR NEXT MEETING

Personnel Policy
Code of Ethics Report
Update on FF&R's
Code Enforcement Update

11. COUNCIL MEMBERS' REPORTS

Vice Mayor Maniaci expressed her appreciation to Norm Hannah, Tusayan Chamber of Commerce, Clarinda Vail and other volunteers for all their work in the 4th of July celebration that was held on July 3, 2011.

Council Member Blasi reminded everyone that though we have had an inch and a half of rain fall this weekend, the forest and town are still under fire restrictions and will be until Monday. The Forest Service will be lifting the restrictions in conjunction with the other forests to prevent confusion to the public.

12. MAYOR'S REPORT

The Mayor reported that ADOT has set a date for the partnership meeting on July 13th to go through the contract. It will be an all day meeting. The Mayor & Town Manager will be representing the team.

The t has finished their proposal and will be bringing it to town in the next 10 days. They will be organizing their town meetings for the public to provide their input. The Mayor encouraged the public to give their input during the Developer's public meetings. Once the proposal is received it will be given to the P&Z Commission which will set a date for public hearing and action on the proposal. Once the P&Z is done with their review they will forward their recommendation to the Town Council which will then hold another public hearing before taking action.

13. MOTION TO ADJOURN INTO EXECUTIVE SESSION for the following

purpose:

Vice Mayor Maniaci moved to move into the executive session.
Council Member Blasi seconded the motion. All were in favor.

The Council moved to Executive Session at 7:04 pm with a 5 minute recess.

The Council may wish to go into Executive Session pursuant to A.R.S. Section A.R.S. 38-431.03.A.3 for discussion and consultation with the Town Attorney in order to receive legal advice and to give directions concerning the following:

Pursuant to A.R.S. Section 38-431.03(A)(3) in order to receive legal advice concerning the submission of the petition by Leaders for Ethical Government in Tusayan.

Pursuant to A.R.S. Section 38-431.03(A), (3), and (4) instituting possible legal action, discussion with and instruction to Town's Attorney concerning filing of an enforcement action against violator(s) of Town Ordinance(s).

Vice Mayor Maniaci moved to adjourn the executive session
Council Member Blasi seconded the motion. All were in favor.

The executive session adjourned at 7:50pm

Following the Executive Session, the Town Council may (in open session) take action or defer decision to a later date on the items discussed in Executive Session.

The meeting returned to Open Session at 7:51pm

The Mayor stated that the Council has instructed the Town Manager conduct an investigation into the violation of Ordinance 2010-09-08-02 on Sunday, July 3, 2011 regarding a bonfire being started during a period when extreme fire restrictions were in place that prohibited any wood fires.

15. ADJOURNMENT OF REGULAR COUNCIL MEETING

Council Member Montoya moved to adjourn the meeting.
Council Member Blasi seconded the motion. All were in favor.

Meeting adjourned at 7:53pm.