

TUSAYAN TOWN COUNCIL MEETING

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

Wednesday, April 20, 2011 @ 6:00 P.M.
Best Western Squire Inn, Zuni Conference Room
74 State Route 64, Tusayan Arizona

DRAFT MINUTES OF TOWN COUNCIL MEETING

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Bryan called the meeting to order at 6:07 a.m. The pledge of allegiance was recited.

2. ROLL CALL

**MAYOR BRYAN
VICE MAYOR MANIACI
COUNCILMEMBER RUETER**

**COUNCILMEMBER MONTOYA
COUNCILMEMBER BLASI**

All Council members were present except Council Member Bob Blasi was absent due to a family situation requiring his presence.

Staff present included:

Enrique Medina Ochoa, Town Manager

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. There were no requests to speak before Council. Mayor Bryan closed the call for public comment.

4. CEREMONIAL AND INFORMATIONAL MATTERS

Monthly Report from Sheriff's Office

A report will be presented at the next regularly scheduled Council meeting on May 4, 2011.

Monthly Report from Judge Bill Sutton and Presentation by Chief Allen Muma, Jerome, Arizona

Mayor Bryan introduced Judge Bill Sutton and invited him to present. He did so regarding Star Valley and their Photo Radar Study. The 10 page report was given along with some radar signage and equipment photographs.

Mayor Bryan asked Judge Sutton to introduce his guest Chief Allen L. Muma, Chief of Jerome, Arizona. Chief Muma handed out a short bio and proceeded with his power presentation regarding his work experiences in small communities. The presentation electronic file conversion caused overlapping of some of the writing but the Chief proceeded and shared his thoughts on starting up a new law

enforcement department. He indicated that it can be done inexpensively and for much less money than the amount Tusayan is paying the Coconino Sheriff's Department. The Chief will be emailing us a copy of his presentation.

Mayor Bryan thanked Judge Sutton and Chief Muma for their presentation. He also described the meeting Mayor Bryan, Council Member Blasi, Former Interim Town Manager Pettit and Town Manager Ochoa had with the Sheriff's Department in which Supervisor Taylor, Sheriff Pribil, Coconino County Manager Peru and other representatives from the Sheriff's Office attended. In brief we are waiting from them to provide us with the cost for (1) one officer to be present in Tusayan (8) eight hours and seven days a week. This should be less than our current costs. Town Manager Ochoa and Commander Cathy Allen will be meeting to prepare this option. Mayor Bryan also indicated that Council Member Blasi had held discussions with Park Service Dispatch to provide service to Tusayan should the Town opt for a Town Marshall.

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 April 6, 2011 Meeting Minutes

Consideration and possible approval of Administrative/Treasurer's Report
Acceptance of the Finance Report
Approval of the Payment of Bills

Council Member Montoya moved to approve the Consent Agenda. Vice Mayor Maniaci seconded the motion. Motion passed with unanimous vote.

6. COMMITTEE REPORTS

Housing Committee Update

Mayor Bryan invited Mr. Dillon to report. He indicated that he had turned over all information to Former Interim Manager Pettit and no other activity. He stated that he and Town Manager Ochoa will be attending a meeting next Tuesday with NACOG representatives to work out the details to finalize Housing Study proposal.

B. NACOG Update

Mayor Bryan asked Manager Ochoa to report. Mr. Ochoa reported he and Former Interim Town Manager had met with representatives from NACOG to go over costs if any for the expansion and alternation of the Housing Study work program.

Mr. Ochoa reported he met with NACOG representatives to discuss the upcoming distribution of CDBG, Community Development Block Grant Funds, in Coconino County which have averaged approximately \$300,000 per year. The process has been a rotation between Fredonia, Page, Williams and Coconino County. The decision now necessary is to determine where Tusayan fits in the rotation or if a different process should be established.

Mr. Ochoa is advocating that Tusayan step into the front of the line as the newcomer since others have been receiving funds for at least (9) nine years and the housing problem in Tusayan should be very high on the priority list.

7. PUBLIC HEARINGS

No Public Hearings are scheduled.

8. ITEMS FOR ACTION

Mayor Bryan stated that item C and D are scheduled for Public Hearing on May 4, 2011.

He invited those wanting to comment on the items to do so. No comments from the public.

Consideration and possible approval of Intergovernmental Agreement by and between the Tusayan Special Lighting District and the Town of Tusayan.

Manager Ochoa presented staff report. Mayor Bryan opened item for discussion.

Motion to approve IGA was made by Vice Mayor Maniaci and seconded by Council Member Al Montoya. Motion passed with unanimous vote.

Consideration and possible approval of Resolution No. 2002-04-20-01 a Resolution of the Town Council prescribing standards of financial disclosure for local elected officials.

Manager Ochoa presented staff report. Mayor Bryan opened item for discussion.

Mr. Aaron Hall said he was not sure if the Resolution had been distributed or if the community had been given opportunity to comment. He said it was important that the public be given an opportunity to review it and comment on it. Mayor Bryan answered Mr. Hall with an explanation of why the Resolution was drafted and that it had been attested to by Counsel. He further explained that the Town followed the directions of the League that were not complete in that persons filling out the report did not know that there were three reporting periods and that while there is no code or official requirement, the Town believes the Resolution is the first step in getting the Town into compliance.

Motion was made by Councilmember Reuter to approve Resolution No. 2002-04-20-01 and seconded by Vice Mayor Maniaci. Motion passed with unanimous vote.

Consideration and possible approval of underground utilities ordinance.

Consideration and possible approval of Conditional Use Permit for wastewater treatment plant.

9. ITEMS FOR DISCUSSION

Draft proposed Budget Fiscal Year 2011-12

Manager Ochoa presented a staff report. Mayor opened item for discussion. Council Member Reuter brought out the need to enhance fiber optics to insure an opportunity for our community to get on the electronic highway by providing additional DSL service. He indicated that the town should budget from \$125 to \$250 thousand dollars.

Mayor Bryan described the schedule for the approval of the budget and highlighted opportunities for public input prior to final approval and adoption. He indicated we will be having workshop on this item the following week on Thursday, April 28, 2011.

Policies and Procedures Update

Mayor Bryan described the status of progress on this item and suggested a workshop should be held on the same date as the above budget item.

Request for contribution and assistance from School District – Presentation by Sharyl Allen, School Superintendent

Mayor Bryan introduced Superintendent Sharyl Allen. She described the process for the development of a community park and its progress. The school is in the process of hiring an engineer to finalize site plans. She asked for the Town to inform her as to the level of cooperation that may occur regarding this community park.

Mayor Bryan thank her for her presentation and indicated that the Town has great interest in the project and will be able to respond her questions after the Town budget process is completed. He also requested that she advise the Council of estimated costs after their meetings the following Tuesday, so the Council could consider in its budgeting work.

Modular Office Update

Council Member Reuter gave an update. If positive progress continues installation work should start in June and project completion should be in July.

Federal Government Shutdown

Mayor Bryan indicated that since shutdown did not occur no further discussion was necessary.

Town Council Training in June

Mayor Bryan asked the Council Members who wanted to sign up for the elected official training sponsored by the Arizona League of Cities to be held in June. Council Member Montoya indicated he had already signed up. Mayor Bryan stated that approval of expenditures should be placed on action agenda for the next Council meeting.

Council Workshop

Mayor Bryan reiterated that a workshop will be held next Thursday, April 28, 2011 to cover the proposed budget, to review and finish the policies and procedures, and to discuss employee benefit program options.

Pension Plan – ICMA

Mayor Bryan stated that this item will be discussed at the Council workshop on April 28, 2011.

Creation of Town Flag

Mayor Bryan invited the community to present ideas for the Town Flag which will be presented during the September Annual Arizona League of Cities Conference.

Law Enforcement Options

Mayor Bryan presented this item. Vice Mayor Maniaci said she wants item for action regarding the hiring of a Town Marshall and possible establishment of a Court. The Mayor asked that specific actions wanted be given to the Town Manager for inclusion at the next Council meeting.

10. TOWN MANAGER'S REPORT

Mayor Bryan asked Manager Ochoa to give his report. Mr. Ochoa reported on the following:

Progress in his review of Town documents and the history of Tusayan
Review of Processes and Procedures including the Budget
Meeting with National Forest Servicer regarding Township Act
Problems with internet connectivity and access
NACOG meetings regarding Housing Study and CDBG funding
ADOT project progress status
Meeting of the Ad Hoc Committee with Coconino Sheriff re Law Enforcement Contract
Community Park and Partnership Opportunities

11. SET AGENDA AND ACTION ITEMS FOR NEXT MEETING

The following items were suggestion for inclusion as action items for next meeting:

Law Enforcement Contract
Approval and authorization of funds to attend AZ League of Cities Conference
Sanitary District CUP
Underground Utilities Ordinance
Budget process approvals
Update on Modular placement
Update on School Park Partnership
Policies and Procedures
Report from Willdan Engineering regarding Code Enforcement Process
Disclosure Forms and Procedures

Mayor Bryan stated that there would be no Executive Session this evening, explaining the reasons for each item.

12. ADJOURNMENT OF REGULAR COUNCIL MEETING

Council Member Montoya moved to adjourn the meeting at 8:01 p.m. Council Member Reuter seconded the motion. The motion was passed with a unanimous vote.

Respectfully submitted this 27th day of April, 2011.

Greg Bryan, Mayor

Hollie L. Drew, Town Clerk