

**DRAFT**

**TUSAYAN TOWN COUNCIL MEETING**

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

August 17, 2011 @ 4:00 P.M.

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

**REGULAR TOWN COUNCIL MEETING - DRAFT**

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

Mayor Bryan called the meeting to order at 4:07 pm. 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: Town Manager Enrique Medina Ochoa  
Town Clerk Bill Sutton  
Office Assistant Debra Garver

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

No public comments were made

**4. CEREMONIAL AND INFORMATIONAL MATTERS**

Kendra Cea of APS, presented APS's Utility Franchise. Also in attendance was Kenton Jones and Cindy May. Currently the Town of Tusayan is not under an APS Franchise. The benefits are that utilities are obligated to relocate at their expense if in conflict with town purposes, they have authority to collect a 2% franchise fee, provides clarity on relocations, surface restoration, vegetation management & Government use of APS facilities. A majority of electorate must approve and the franchise shall not exceed 25 years.

Council Member Reuter reminded everyone that there are currently no streets or right of ways within the Town of Tusayan. As well, the current ADOT highway project would not be covered under a franchise agreement. Reuter asked if there would be a potential relationship with APS in providing internet access, and there could be.

**5. CONSENT AGENDA**

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

- i. Acceptance of the Finance Report
- ii. Approval of the Payment of Bills
- iii. Approval of Minutes

Council Member Montoya moved to approve the consent agenda as presented.  
Council Member Reuter seconded the motion. All were in favor.

## 6. COMMITTEE REPORTS

No Committee Reports were presented.

## 7. ITEMS FOR ACTION

**A. Consideration and possible approval of a temporary/permanent Town Flag to be presented at the Parade of Cities at Arizona League of Cities and Towns Annual Conference on August 30-September 2, 2011 in Tucson, Arizona and to cover the costs for creative, design, production and presentation materials.**

Town Manager Ochoa stated that it was encouraged to have a flag for the Parade of Cities and Towns. The cost was \$192 for the creative, design, production and presentation materials. Adjustments can be made to incorporate some additional colors and design features at a later date.

Council Member Montoya moved to approve the use of the temporary Town Flag at the Parade of Cities at Arizona League of Cities and Towns Annual Conference.

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

**B. Consideration and possible approval of Resolution No. \_\_\_\_\_ authorizing the waiver of development fees as structured and requiring developers to reimburse costs borne by the Town of Tusayan until all meeting and approval regarding the same are completed and/or approval of projects by the Council.**

Town Manager Ochoa stated that the verbiage in the Resolution had been changed to state that the Ten X Ranch was unicorporated. This had been a concern in the last Council meeting. The Council requested that the Town Manager bring a final draft to the next Council meeting.

Council Member Reuter recused himself from discussion as he is an employee of Camper Village and would abstain from voting.

**C. Consideration and possible approval of an amendment to the agreement with LVA Planning Services for work to be completed on the newly submitted Stilo Development Projects.**

Town Manager Ochoa stated that it would be wise to continue services with LVA until the town is finished with the Stilo Project.

Aaron Hall, attorney for Red Feather Properties, expressed some concerns with the agreement, saying it was loosely drafted, did not clearly define who Stilo Group Properties was (not registered any where) and the rate schedule was not attached.

Vice Mayor Maniaci requested that the agreement be sent back to the Town Attorney per Mr. Hall's concerns and that another draft be presented at the next Council meeting.

Council Member Reuter abstained from discussion.

**D. Consideration and possible approval of Councilmembers to act on behalf of the Mayor of Tusayan regarding all matter including check signature authority in his stead during his absence from the state from August 24 to September 7, 2011.**

Mayor Bryan said that while he was out of the country and Vice Mayor Maniaci was away from the area that Council Member Reuter would take over in their stead if a special meeting needed to take place. The Mayor would be available by phone. All members of the Council are signers on the bank account and that any bills that needed to be paid would be taken care of.

**E. Consideration and possible approval and authorization for expenditure of \$475 to**

**cover part of the cost of travel, lodging and attendance by Grand Canyon Tusayan Chamber and Visitor's Bureau Representatives to the Arizona League of Cities Annual Conference in Tucson during the month of August and September 2011 to promote the Town of Tusayan and its Commercial Community at the Show Case of Cities event.**

Town Manager Ochoa stated that the Chamber was planning on sending someone down to the conference to promote the Town as well as the businesses in town. He requested that the Council assist with some of the Chamber's costs.

Council Member Montoya moved to approve the expenditure of \$475 to cover the travel, lodging and conference costs for the Chamber to attend to represent the Town of Tusayan.

Vice Mayor Maniaci seconded the motion. All who voted were in favor.

Council Blasi abstained in the voting.

**F. Consideration and possible approval of authorization for the Mayor to write a letter to the Arizona Independent Redistricting Commission on behalf of the Town Council expressing a preference to stay within the Council's described communities of interest.**

Town Manager Ochoa and Mayor Bryan stated that there is currently a move to rebalance the Legislative and Congressional districts. It is probable that the Town of Tusayan would be redistricted in with a larger community. As a Town, we can request that we remain with communities of interest – i.e. Williams, Camp Verde, and Prescott. Otherwise, we would likely be placed in a district with Flagstaff and the Navajo Nation which have different representation issues.

Council Member Montoya moved to approve the authorization for the Mayor to write a letter to the Arizona Independent Redistricting Commission expressing a preference to stay within the communities of interest.

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

**G. Consideration and possible approval of direction to the Town Manager to provide research regarding a Town credit card to and for the Mayor and Council authorized financial account signatories to issue a Town Credit card to the Town Manager to cover expenditures that require use of a credit card with a recommended limit not to exceed \$5000.00 at any given time.**

The Town Manager stated that currently all hotel reservations, office expenses, entertainment and conference costs are being supplied by personal funds of Town Manager and office staff and then reimbursed at a later date. He is requesting that he be given permission to research a credit card for the Town Manager with a limit not to exceed \$5000. A debit card will not work as the expenditures would be final prior to receiving final approval from the Council. Current bills are paid within a 30 day turn around.

The Council approved for the Town Manager to proceed with researching a Town credit card.

## **8. ITEMS FOR DISCUSSION**

**A. Code Enforcement by Willdan Engineering**

Town Manager Ochoa updated the Council that he and the Town Attorney have discussed what can be divulged without jeopardizing a person or a business's due process. They are putting together perimeters. Mayor Bryan requested that information on a Hearing Officer be presented at the next Council meeting.

- B. Update on Zone Change and Annexation Applications**  
The Town Manager stated that he had received the zone change and annexation applications. Ochoa also said that the Planning and Zoning Commission will hold a work session on August 23 at 4:00 p.m.
- C. Update on the Office Modular Fabrication and Installation**  
APS and Century Link have completed the trenching and wiring per the site plan specifications. We are waiting for the State Manufactured Firm Department to send out a building inspector and engineers to approve the work and site plans prior to the delivery of the office modular.
- D. Furniture and Equipment cost forecast for new Town Hall Modular**  
The final quote for the cost of the dais, council and judicial chambers came in today and the projected cost range was from \$9,000 to 13,000 dependent on what woods and finishes were chosen. Samples would be provided in the near future.
- E. Update on Highway 64 Enhancement and Safety Project**  
The Mayor reported that the meeting today with ADOT and FANN had updated the town on the new challenges on the project. It was discovered that Qwest has a large 500-600 pair line junction that will have to be moved. They will notify when it will be taking place and probably will be at night but will take several hours. At the North end, it was discovered that there was some hard rock and some minor blasting will take place to remove it. The original plans did not include utilities to the roundabouts for the monument signs or to the bus shelters. The Town may have to cover the additional cost. Council Member Reuter said that the landscapers came in today and stated that any existing irrigation lines that go through the right away will be cut and capped.
- F. Town Marketing Program and Strategies**  
The Town Manager is working with the Grand Canyon Tusayan Chamber of Commerce on a partnership to develop a marketing program to promote the Town.
- G. Strategic Plan Development Retreat Tentative Dates and Locations**  
The tentative date is set for September 28<sup>th</sup>. There are two facilitators available, no final decision has been made as to which or both will be hired.

## **9. TOWN MANAGER'S AND STAFF REPORTS**

The Town Manager and Staff had nothing to report.

## **10. SET AGENDA AND ACTION ITEMS FOR NEXT MEETING**

Various items suggested for the next agenda for the August 17 Council Meeting.

## **11. COUNCIL MEMBERS' REPORTS**

Council Members did not wish to report.

## **12. MAYOR'S REPORT**

Mayor Bryan informed the Council that Qwest has indicated that providing internet for the Town of Tusayan is way down on their list of priorities. APS could come back to the Town with more sites that we could build a tower on that would reach the Bill Williams Mountain on and then we put in our own fiber optic lines. He did receive a call today from Gov.net who has been given a sizeable amount of money to assist municipalities in installing internet to meet their needs. It is possible that some commercial is available as well. They will meet with him next week.

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

Councilmember Montoya moved to move into executive session at 5:31pm after a recess.

Vice Mayor Maniaci seconded the motion. All were in favor.

The Council moved to go into Executive Session at 5:40 pm after a 9 minute recess. They were joined by Lisa Paffrath

- A. 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 property acquisition outside the Town proper boundaries for potential Housing Development Opportunities.**
- B. 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 litigation and petitions regarding water issues in Tusayan before the Arizona Corporation Commission.**

Council Member Reuter recused himself from discussion and left the Council Chambers in reference to Executive Session B.

Vice Mayor Maniaci moved to end executive session at 6:08pm and return to open session. Council Member Blasi seconded the motion. All were in favor.  
The executive session ended at 6:08pm and returned to open session at 6:08.

**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 6:08pm.