

To: Hildale City Mayor and Council
From: City Manager Eric Duthie
Date: October 1, 2022
Re: Monthly update and report

This is a general report of actions and administrative issues addressed during the previous month and advisory of actions and issues to address during the new month. If you have a specific question, please contact me directly.

General Information:

- Conducted Planning & Zoning meeting
- Continued Bureau of Land Management discussion for various land transfer options
- Met with various residents to discuss issues and concerns
- Coordinated issues with financial consultant
- Addressed multiple Zoning inquiries
- Reviewed and approved permit applications
- Updated Facebook messaging
- Coordinated the rate study process with consultant
- Economic Development Master Plan development continuing
- Coordinated with UDOT for the Driver Feedback Signage project
- Coordinated the pending SRTS project
- Staff virtual training continuing
- Continued developing the Roadway Master Plan
- Continued preparation of a Capital Asset Inventory
- Continued analysis of potential sales tax leakage
- Continued a review of Industrial Lots ownership status
- September 5 office closed for Labor Day holiday
- Attended the Colorado City Council meeting

Actions taken:

- ✓ Discussed and researching a possible purchase of the City commercial property
- ✓ Zoning variance requests reviewed
- ✓ U.S. Census of Governments Survey of Public Employment & Payroll completed
- ✓ Webinar “Strategies for Providing Affordable Housing for Tourism Industry Employees” attended
- ✓ Attended regional City Managers meeting
- ✓ Attended the UEP Board of Trustees Public Meeting
- ✓ Provided U.S. Senate informational assistance response
- ✓ Reviewed Utility Project update list from consultant

- ✓ Discussed ATV/MC issue with Police Chief Radley
- ✓ Clear Gov (vendor) initial mapping for revenue/expense reports
- ✓ Flooding mitigation sites reviewed
- ✓ Chamber of Commerce Business Expo planned and attended
- ✓ Attended a “Utahns Against Hunger” meeting
- ✓ Reviewed final “Engineer On-call” agreements
- ✓ Reviewed issues with City Attorney
- ✓ Followed up communication with the Plus One contractor
- ✓ Zoning Code revisions discussed concerning Short Term Rentals, Dark Skies, and Historic District development
- ✓ Reviewed Garkane Service Agreement for potential renewal
- ✓ Finalized all CDBG documents
- ✓ Continued SRTS updates
- ✓ Identity Theft Insurance coverage registration delivered to staff
- ✓ Employee potential benefit census inquiry response completed
- ✓ Repaired a Maxwell Park water line break
- ✓ Discussed exploration of a renewal for Maxwell Park, HC Fire, and BLM agreement
- ✓ Provided a public statement concerning water shares rumors
- ✓ Conducted a Utility Board Meeting
- ✓ Familiarized new Utility Board Member with duties and role
- ✓ Met Colorado City Unified School District Superintendent Carol Timpson to discuss school facilities issues
- ✓ Coordinated schedules for potential Lt. Governor meeting
- ✓ Coordinated Congressional response to GPS inquiry
- ✓ Mayor Youth Leadership nomination issued
- ✓ Met with potential investor to discuss community needs and options
- ✓ Reviewed Water Master Plan
- ✓ Coordinated 2023 DOJ mandatory training presenters
- ✓ Hildale Zoning Code Tax report reviewed
- ✓ Facilitated meeting with Arizona Department of Administration request for introduction to CCUSD
- ✓ Participated in a “SMART” grant webinar
- ✓ Responded to a complaint received by the Court Monitor
- ✓ Attended the Chamber of Commerce monthly luncheon
- ✓ Discussed Short Term Rental and Tourism strategies at CofC luncheon
- ✓ Reviewed final draft of the Water Impact fee report and recommendations
- ✓ Discussed SRTS opportunities with Colorado City
- ✓ Maxwell Park Use Permits reviewed (operations) with staff
- ✓ Court Monitor stakeholder outreach scheduled
- ✓ Participated in a UDOT safety zone meeting
- ✓ Reviewed Business License applications

- ✓ Fraud alert issued to financial staff w/ direction
- ✓ Renaissance Fair event coordinated
- ✓ Responded to a request for assistance from the Arizona League of Cities and Towns
- ✓ Coordinated with Utah Office of Economic Development concerning jobs funding; Rural Communities Grants; Custom Fit funding Programs; Department of Work Services onsite service potential; and facility funding programs
- ✓ Conducted an onsite review of Airport fibre
- ✓ Coordinated ULCT Conference logistics
- ✓ Coordinated potential meetings with local stakeholders and both Arizona Commerce Authority and Utah OED
- ✓ Initiated preparations, scheduling, and invitations to the City Council 2023 Retreat in January
- ✓ Coordinated a site visit for USBLM Manager for Oct 12
- ✓ Coordinated participation in the One Utah Summit for October
- ✓ Discussed issues with City Prosecutor Hood
- ✓ Coordinated delivery schedule for leased vehicles
- ✓ Participated in a SR-59 Safety Corridor meeting
- ✓ Coordinated activity and strategies with Mohave Community College Dean Carolyn Hamblin
- ✓ Prepared a Proclamation for October Council meeting

Future actions

- Finalize Event Standards policy for all events utilizing city property.
- Prepare grants for submission
- Establish a second City conducted annual event
- Water Impact Fee prepared for adoption
- Approve a Domestic Violence Prevention Proclamation in the October Council meeting
- Coordinate future partnerships with BLM
- Coordinated ULCT Conference logistics
- Coordinate Arizona Commerce Authority and Utah OED onsite meeting
- Prepare an application to the Utah Office of Economic Development concerning Rural Communities Grants