

To: Hildale City Mayor and Council  
From: City Manager Eric Duthie  
Date: June 1, 2024  
Re: Monthly update and report for May 2024

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:

- Reviewed and approved permit applications
- Met with various residents to discuss issues and concerns.
- Staff meeting in person.
- Updated Facebook messaging.
- Coordinated issues with the Upper Mesa Economic Development Group

Actions taken:

- ❖ External Agency/Group interchange:
  - Conducted various water strategies meetings.
  - Well certification issues are continuing to be processed.
  - Innovation Center training and assistance continuing.
  - Followed-up with State Legislature
  - Attended a Future Ready Utah Regional Coordinating Council mtg.
  - Hosted a Utah State Agency Delegation
  - Reviewed Federal Grant opportunities.
  - Coordinated on site visit from Utah Agency delegation.
  - Reviewed Utah Tech-Hildale City possible grant development
  - Conducted several SSD orientation meetings.
  - Reviewed State Broadband Challenge input
  - Met with property developer.
  - Utah Rural Leadership Academy Track 2 completed.
  - Met Washington County Water Conservancy District to discuss issues.
  - Coordinated Federally Funded Electric Vehicle Infrastructure opportunity.
  - Completed the Utah Broadband Availability Challenge
  - ICMA Economic Mobility grant reviewed.
  - Coordinated ULCT Rural contacts.
  - Met with Water Canyon High School Principal and Athletic Director
  - Utah Tech University grant reviewed White Paper
  - Attended the Municipal Clerks Association meeting in Parowan.
  - Participated in the Utah Broadband Alliance meeting.

- 5 County Utah Regional Summit attended and received training:
  - Working with Trust Lands on growth needs including housing & infrastructure
  - Trust Lands on the future of energy
  - Best Practices for Planning Commissions
  - Subdivision ordinances
  - Emergency management & communication in an emergency.
- Participated in webinar concerning State and Local Fiscal Recovery Funds

❖ Internal interchange:

- Prepared the utility rate study for Council presentation.
- Addressed multiple building permit inquiries.
- Presented the Special Service District to Council for action.
- Received a demonstration of computer software.
- Invoices reviewed.
- Continued development of Well 17.
- ARPA Water project continued support for Colorado City
- Met with Mayor Ream, Mayor Jessop, Town Manager Barlow, and City Manager Duthie to coordinate issues.
- Responded to the State Broadband Challenge
- Continued RFQ determination for Maxwell Park project.
- Reviewed historical water rights documents.
- Submitted request to Vacate public right of way to Council.
- City Attorney contract executed.
- Verizon Project/C-Band L-Sub6 Carrier modification approved.
- Power plant well development approved.
- Colorado City Music Festival final reviews.
- Water rights reviewed.
- Reviewed draft Development Agreement with developer.
- Reviewed draft memorandum of understanding concerning HC/TOCC Impact Fee Waiver restrictions.
- Prepared the FY25 budget.
- Reviewed Water transfer orders impacting Hildale.
- Coordinated with Court Monitor concerning water disconnection policy.
- Reviewed USDA Grant for Food Sustainability
- Attended webinar concerning USDA/EDA Joint Guide to Boost Economic Development in Rural Communities
- Firewall License Renewal completed.
- Responded to several media inquiries.
- Attended the Future Ready Utah Regional Coordinating Committee
- Attended the webinar ReConnect NOFO Round 5 Ask Me Anything

- Completed and submitted the 2024 SLFRF (ARPA) funds report.
- Closed water standpipe access due commercial and non-resident misuse
- Reviewed and approved WCHS Intern originated summer reading project.
- Prepared initial draft for GOEO Innovation Grant renewal.
- Hosted the ULCT Mayor Jessop Rural Liaison meeting.
- Attended the webinar USDA's SFHGLP "Manufactured Housing" Virtual Training
- Conducted staff training concerning:
  - Social media/public comments
  - Freedom of speech accountability
  - Staff and Council work for all residents
  - Reviewed reasons leading to the current Federal injunction (discrimination)
  - Reminded staff of role as duties, not policy makers.
- Attended the ULCT Legislative Policy Committee ZOOM meeting.
- Attended the webinar Broadband Technical Assistance: Preparing to Apply
- Attended the UZONA Chamber of Commerce Networking Mixer
- Hosted the Community Breakfast and Flag Raising
- Office closed for Memorial Day
- Responded to UCMA inquiry concerning Justice Court reform.
- Attended the ULCT Local Administrative Advisor ZOOM presentation titled "Why HR Should Matter to Your Small Community".
- Coordinated a June on-site visit from Five County Association of Governments meeting.
- Denied a right of way encroachment permit.
- Issued verification of funding for Cherish Families to auditor (requested)
- Accepted invitation to serve on three ULCT Interim Committees

#### Future actions

- Submit draft FY25 budget to Council.
- Resolve payroll errors and charges w/ Colorado City
- Respond to 2017 Lease Purchase Escrow inquiry.
- Prepare Utility Commission recommended Preliminary Plat adjustments to Council.
- Prepare Utility Board recommended sewer regulation adjustments to Council.
- Prepare Utility Board recommended water rate increase to Council.