

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

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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:

- Holiday - Office Closed July 4 and July 25 for holidays
- 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
- Met with various developers to review their potential plans
- Addressed multiple Zoning inquiries
- Reviewed and approved permit applications
- Updated Facebook messaging
- Participated in Department Head Meeting
- Attended the Colorado City Council meeting

Actions taken:

- ✓ Participated in Independence Day activities
- ✓ Finalized the CDBG project
- ✓ FY23 Budget finalized and adopted
- ✓ Attended the Five and Six County AOG Legislator Day in Levan
- ✓ Finalized the Council Chamber audio/visual system improvements
- ✓ Finalized and awarded the "On-call engineering" RFP project
- ✓ Presented a Resolution to Council for the Pipeline grant application submission
- ✓ Coordinated the rate study process with consultant
- ✓ Attended mandatory annual training (DOJ)
- ✓ Reviewed and negotiated Mulberry building lease options w/potential parties
- ✓ Desktop Cameras distributed to all staff for ZOOM use
- ✓ Conducted Planning and Zoning Commission strategic planning meeting
- ✓ Maxwell Park scheduling added to website
- ✓ Economic Development Master Plan continuing
- ✓ Coordinated the preparation of the SEARCH grant application
- ✓ Water Master Plan prepared for final adoption

- ✓ Hosted several Short Creek Festivities meetings
- ✓ Continued discussion to create a second City conducted annual event
- ✓ Coordinated with UDOT for the Driver Feedback Signage project
- ✓ Coordinated the SRTS project with State
- ✓ Coordinated State Purchase vehicle leasing introductions
- ✓ Staff virtual training continuing
- ✓ Reviewed social media security issues
- ✓ Water Master Plan reviews/meeting preps
- ✓ Participated in a stakeholder outreach meeting with the Court Monitor
- ✓ Responded to, and resolved a State Auditor inquiry concerning Utilities reporting
- ✓ Participated in a webinar concerning religious liberty protections
- ✓ Participated in a webinar concerning harassment and discrimination

Future actions

- Finalize Event Standards policy for all events utilizing city property.
- Continued preparation of a Capital Asset Inventory
- Continued developing the Roadway Master Plan
- Continued analysis of potential sales tax leakage
- Conduct reviews of community events for improvement
- Prepare several grants for application and submission
- Finalize establishment of a second City conducted annual event
- Water Master Plan prepared for final adoption
- Coordinate Senator Lee staff outreach office
- Coordinate Representative Stewart outreach