

To: Hildale City Mayor and Council
From: City Manager Eric Duthie
Date: November 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:

- City offices closed on October 10 (Holiday)
- Coordinated with UDOT for the Driver Feedback Signage project
- Coordinated the rate study process with consultant
- Reviewed and approved permit applications
- Conducted Planning & Zoning meeting
- Met with various residents to discuss issues and concerns
- Staff virtual training continuing
- Coordinated issues with financial consultant
- Addressed multiple Zoning inquiries
- Updated Facebook messaging
- Attended the Chamber monthly luncheon
- Attended the Colorado City Council meeting
- 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 lot ownership
- Economic Development Master Plan development continuing

Actions taken:

- ✓ Participated in City Alliance program review
- ✓ Attended the ULCT Conference and coordinated logistics for Mayor/Council
- ✓ Participated in a meeting with Olympus Insurance to discuss issues
- ✓ Participated in a Mohave Community College Campus Strategic Plan meeting
- ✓ One Utah logistics coordinated for Councilmember attendance
- ✓ Coordinate community stakeholders meeting with Court Monitor
- ✓ Met with vendor to review phone cost reduction
- ✓ Met with new Utah Grants Administrator
- ✓ Utah Legislative Auditor General's cybersecurity audit prepared
- ✓ Met with vendor to review Caselle Document Manager program

- ✓ Hosted BLM Area Manager to site visit
- ✓ Issued a building security directive
- ✓ Participated in a state-wide Outdoor Adventure Commission Trails meeting
- ✓ Hosted the Governor's Office of Economic Development to a grant meeting
- ✓ Received a Notice of Claim concerning solid waste issue
- ✓ Hosted an economic development coordinating strategic meeting
- ✓ Attended a mandatory CDBG workshop
- ✓ Attended the 2022 Utah Land Use Institute Conference
- ✓ Attended a Governor's Office "Utah Growth" meeting
- ✓ Hosted an area school's mountain biking team (Condors) to discuss issues
- ✓ Invited to present at the 2023 What's Up Down South Economic Summit in St. George
- ✓ Conducted a Hildale Court site visit
- ✓ Met with vendor for insurance benefits options
- ✓ Attended a mandatory Rural Communities Opportunity Grant Information Webinar
- ✓ Attended the 2022 Casselle Software Conference
- ✓ Prepared project management training
- ✓ Attended an impromptu welcoming celebration for Water Canyon Cross Country Team for winning the first State Championship in school history
- ✓ Prepared logistics for DOJ site visit with Court Monitor and Town Manager Barlow
- ✓ Coordinated projects with zoning consultants
- ✓ Received notice of litigation dismissal
- ✓ Met with vendor discussed options for funding/bonding
- ✓ Met the new Mohave County Public Health Director and discussed service needs
- ✓ Accepted delivery of leased vehicle
- ✓ Coordinated grant preparation meetings
- ✓ Reviewed Utility Project update list from consultant
- ✓ Initiated invitations to the 2023 City Council Retreat

Future actions

- Finalize Event Standards policy for all events utilizing city property.
- Prepare grants for submission
- Establish a second City conducted annual event
- Impact Fee report review and prepare for adoption