

To: Hildale City Mayor and Council
From: City Manager Eric Duthie
Date: May 1, 2023
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:

- Reviewed and approved permit applications
- Met with various residents to discuss issues and concerns.
- Staff meeting in person and virtual training including:
 - ✓ Protecting Employees from the Hazards of Flooding
 - ✓ Avoid Aggressive Driving
 - ✓ Creating an Effective Flood Emergency Response Plan
 - ✓ Eliminating Distracted Driving
 - ✓ Entering and Exiting Vehicles and Equipment Safely
- Updated Facebook messaging.
- Economic Development Master Plan development continuing
- Coordinated the rate study process with consultant.
- Participated in the HC-TOCC Department Head meeting.

Actions taken:

- ❖ External Agency/Group interchange:
 - Attended the Chamber of Commerce meeting.
 - Coordinated with Upper Mesa Economic Development Group
 - Attended the Utah Land Use Institute Spring Conference April 6-7
 - Attended the US Economic Development Administration Conference April 9-12
 - Attended and hosted a booth at the Washington County Fair April 14-22.
 - Attended the Utah City Managers Association Spring Conference in April 17-19
 - Attended the Utah League of Cities and Towns Spring Conference April 19-21
 - Prepared for the UZONA Chamber of Commerce Expo May 5
 - Prepared for the Hildale Flag Raising and Breakfast May 6
 - Dental Clinic Ground-breaking Ceremony
 - City Alliance End of Year Celebration
 - Conducted a Utility Board Mtg
 - Upper Mesa Economic Development Group coordination
 - Attended NADO Regional Conference (EDA) Registration/networking.
 - ✓ Opening Plenary: University Center Collaborations Build Regional Resilience
 - ✓ Bringing Accessible and Affordable Housing to Your Community
 - ✓ Indirect Cost Rate: Meeting the Cost Recovery Challenge
 - ✓ Federal Funding Opportunities in the Denver Region

- ✓ On the EDGE: EDA's New Platform for Grant Application Submission and Management.
- ✓ EDA Projects: From Development to Award
- Attended City Recorder Training
- Attended Casselle training.
- Attended UCMA Conference
 - ✓ Breakfast Welcome and UCMA Board Business
 - ✓ 13 Ways to Kill Your Community
 - ✓ Utah LTAP Public Works Planning & Assistance Programs
 - ✓ Leadership Wrecked
 - ✓ Dealing with Conflict with Elected Officials
 - ✓ UCMA Professional Support Position
 - ✓ Working with the County (Small Community Track)
 - ✓ Ethics in Local Government
 - ✓ ULCT Staff Legislative Update
 - ✓ Transportation Tax Lawsuit Update
- Attended ULCT Conference
 - ✓ Hildale hosted Pledge of Allegiance and National Anthem presentation
 - ✓ ULCT Opening Session
 - ✓ Utah Citizens Portal
 - ✓ Legislative Advocacy
 - ✓ Rural Caucus
 - ✓ ABLE Utah
- Hosted the Utah State Budget and Planning Office, to a tour of Hildale projects.
- Utility pipeline Arizona Safety Audit review
- Utility pipeline Utah Safety Audit review
- Communicated/with Governor concerning Hildale status and updates.
- Filed annual Covid funding report.
- Hosted a Water Stakeholder coordinating meeting.
- Participated in Rural Utah Chamber Coalition Monthly Meeting

❖ Internal interchange:

- Water Impact Fee review and update meetings
- Continued to address court audit issues.
- Conducted a Utility Advisory Board meeting.
- Continued budget preparations.
- IT transition continuing
- Review options for low pressure water zone improvements
- Court Easy Pay established.
- Staff development/assignments
- Monthly meeting with Treasurer
- Innovation Coordinator structure meeting scheduled.
- Court Audit draft response reviewed.
- Municipal Elections contract/notice of deadlines

- Training Facebook Live
- Identified final solution for water low pressure zone.
- Approved agreements for wastewater pivot
- Review revised Water Facilities Plan
- Water notice issued by Utilities.
- Flushed all water pipes.
- Addressed Industrial lot issues.
- Computer hardware updates/replacements required.
- New Parks truck delivered (Leased)
- Conducted Innovation Center design meeting.
- Coordinated with Auditors
- Authorized Innovation Center cutting machine purchase (on-site)
- Financial review/prep budget amendments
- Reviewed Employee Handbook prep options.

Future actions

- Adopt Hildale City Transportation Plan.
- Revise Impact Fee for Council review.
- Initiate roadway capital plan when weather warms.
- Initiate water low pressure zone improvements
- Utility payment arrears investigated and resolved.
- IT transition continuing