

To: Hildale City Mayor and Council
From: City Manager Eric Duthie
Date: November 1, 2023
Re: Monthly update and report comprising September AND October 2023

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:
 - Dignity Index staff training
 - Business licensing training
- Updated Facebook messaging.
- Economic Development Master Plan development continuing
- Coordinated the rate study process with consultant.
- Attended the TOCC Council meeting.
- Responded to media inquiries.
- Coordinated issues with the Upper Mesa Economic Development Group
- LABOR DAY Mon 9/4/2023 OFFICE CLOSED
- COLOMBUS DAY Mon 10/9/2023 OFFICE CLOSED

Actions taken:

- ❖ External Agency/Group interchange:
 - Communicated/with Governor concerning Hildale status and updates.
 - Attended the Utah Tech University “State of the University” Address
 - Attended the CDBG How to Apply Workshop
 - Prepared US Economic Development Administration Grants
 - Met with various development program representatives.
 - Conducted various water strategies meetings.
 - Attended the Colorado City Airport Fly-in
 - Met with Utah Health and Human Services Director to discuss local service needs.
 - Met with Utah Department of Natural Resources Director to discuss local needs.
 - Met with Utah Department of Environmental Quality Director to discuss local needs.
 - Met with Utah Division of Drinking Water Director to discuss local needs.
 - Met with one of the Utah Public Service Commissioners to discuss local needs.
 - Met with Governor Cox
 - Attended the ULCT Conference Opening General Session
 - Met with Olympus Insurance for renewal final review)
 - Attended the Powers & Duties session.

- Met with Utah Office of Tourism to discuss local needs.
- Attended the General Session
- Met with Utah Governor's Office of Economic Opportunity to discuss local service needs.
- Met with development finance professionals to discuss local service needs.
- Attended the UCMA business meeting.
- Met with Geospatial Resource Director to discuss local service needs.
- Met with Lt. Gov. Henderson to discuss local service needs.
- Conducted an employee Benefits Plan discussion w/vendor.
- Attended the Washington County Administration Building Dedication
- Met with Washington County Attorney
- Met with Southern Utah Economic Development
- Attended the One Utah Summit
- Attended the Utah Rural Leadership Academy Graduation
- Participated in Governor Cox's rural radio program at One Utah Summit
- Attended the Building Communities session.
 - Attended the Energy Fuels: Creating a Clean Energy Future for Utah and Beyond session.
 - Attended the Real Story About Alfalfa session.
 - Attended the Building Trust: Developing School & Institutional Lands in Rural Utah session.
 - Attended the Rural Spotlight - Leveraging our Visitor Economy to Enhance Outdoor Recreation for Communities session.
- Attended the Building up the Builders.
- Attended the Rural Spotlight - Utah: The Startup State
 - Attended the Natural Resources and Innovation in Rural Utah session.
 - Attended the Utah's Ag Producers Innovating the Food System session.
 - Attended the Red Emerald session.
 - Attended the Charge West: Empowering Electric Corridor Expansion along Western Scenic Byways and All-American Roadways session.
 - Attended the Rural Spotlight - Rural Logistics session.
- Building Rural Economic Opportunities
 - Attended the *Governor Spencer J. Cox* | Disagree Better: The Utah Way session.
 - Attended the Building a Drought Resilient Utah session.
 - Attended the Developing School and Institutional Lands in Rural Utah session.
 - Attended the Empowering Rural Prosperity: Collaborative Strategies & Resources session.
 - Attended the Connecting Reliable Energy for Growth Opportunities session.
 - Attended the Brewing Success: Becoming the Leader session.

- Attended the Developing Leadership Through a Culture of Trust and Innovation session.
- Attended the Creating a Desirable Workplace session.
- Attended the *One Utah Transformational Leadership Awards* session.
- Attended the How Dynamic Leadership and Healthy Conflict Shape Culture session.
- Attended the Forged by Challenge: Restoring Strength in Local Communities session.
- Attended the Build Your Brand: Why Mastering Your Story Sets You Apart session.
- Attended the Clarifying Your Message and Connecting with Customers session.
- Bridge Builders Needed
 - Attended the Creating Your Flight Plan session.
 - Attended the PR Pros Panel: Strategies for Conflict Diffusion session.
 - Attended the Future Ready Worksite: How to Prepare for a Changing Workforce session.
- Attended the BZI Summit Social
- Attended the Utah Rural Leadership Academy
- Attended the Rural Chamber Coalition meeting.
- Met with the County Commissioners
- Met with Utah Film Commission representative.
- Met with a Washington County School Board member.
- Confirmation of connection/contact for food security issues
- Water rights hearing status update to November
- Completed Utah Broadband Equity, Access, and Deployment (BEAD) Initial Proposal survey.
- Attended the Trail Network Workshop- Five County-Cedar City
- Video production company onsite assistance
- Followed up on a Greater Zion Tourism grant.
- Fall Street Fest conducted.
- Referred the Public Safety Behavioral Health Program Survey to PD
- Desert Tech Innovation Core Sector meeting attended.
- Completed Survey on Protecting the Health of Communities
- Reviewed and recommended pursuit of an EPA grant for drinking water
- Reviewed legislative issues concerning possible justice court abolishment and provided input.
- Coordinated litigation issues with TOCC.
- Notified ULCT of scam emails/invoices.
- Coordinated the “What's Up Down South” video.
- Participated in the Utah Rural Leadership Academy
- Fall Clean-up conducted.
- Attended the memorial viewing for Ron Whitehead, Washington County Public Works Director
- Coordinated discussion with the U.S. Census Department concerning a potential recount.
- Received surplus furniture, equipment, and storage items from Washington County

❖ Internal interchange:

- Conducted a Planning and Zoning meeting.
- Preparing a new CDBG application.
- Innovation Center training and assistance continuing.
- Addressed building permit concerns.
- Coordinated HR Employee policies review w/ consultant.
- Conducted onsite Court operational review.
- Reviewed Tourism Grant application
- Reviewed MOU Apple Valley EMS
- Grant certification report letter submitted for Innovation Grant
- Discussion on Growth Rates and Future Development w/ Sunrise Engineering
- Class action lawsuit settlement documents reviewed with Utilities.
- Storm damage review and assessment
- Hildale City Group Benefits Discussion
- Fraud Risk Assessment FY23 and FY24 posted to State Auditor
- BYU Student mentoring conducted.
- Prosecutor job Interview conducted.
- Insurance Review Meeting conducted.
- ULCT LPC Voting membership assigned.
- Utility meter issues reviewed.
- Innovation Center infrastructure meeting conducted.
- DOJ Training conducted.
- EPA grant reviewed.
- Scheduled a City Entry sign contest meeting.
- Community Engagement Grants reviewed.
- Discussed progress of trail development with Councilmember Seay
- Innovation Center interior design reviewed.
- Site review of student bicycle/pedestrian count conducted.
- Insurance vendor meeting conducted.
- Reviewed draft Water Master Plan
- Reviewed draft of Impact Fee Plan
- Trails system maps reviewed.
- Maxwell Park plans reviewed.
- City/County Cybersecurity Outreach Team coordination
- Angel Investment invitation accepted.
- Confirm/schedule for a UDOT/CIB Tour in November
- Reviewed damage to Maxwell Park
- Coordinated the Zoning Code review with Rural Community Consultants
- City Prosecutor contract negotiation
- Justice Court Recertification Packet review and assignment
- Conducted a Joint Utilities Committee meeting to review preliminary plat.
- Discussed issues with the UZONA Chamber of Commerce

Future actions

- Complete the City Prosecutor agreement.
- Preliminary Plat presented to PZ/Council
- Justice Court Recertification Packet prepared.
- Prepare SRTS grant for submission.
- Prepare CDBG grant for review.
- Issue work bids for Innovation Center infrastructure
- Present concerns to UDOT/CIB
- Complete the DOJ annual training.
- Continue discussions with the U.S. Census Department
- Present Impact Fee draft to Utility Board and Council
- Legislative Delegate/Priorities onsite visit preparation