

Bluff Town Council Work Session Minutes
May 13, 2025
Bluff Community Center at 4:00 p.m.
190 N 3rd East P.O. Box 324
435-672-9990

Regular meetings are held the first three Tuesdays of every month at 4:00 p.m. Requests to be on the agenda may be submitted in writing to Ann Leppanen (ann@townofbluff.org) at least 4 days before the meeting. Agendas and minutes are posted at: townofbluff.org and audio, in addition, at the Utah Public Notice Website <https://www.utah.gov/pmn/> The public can participate by telephone at 1 904-900-0507 (PIN: 364208783) or through [meet.google.com/ytf-sjdx-csv](https://www.youtube.com/channel/UCTqBxSP-Erhxq6muVMX6vdw) To view the livestream, or watch past recordings, please visit our YouTube channel:<https://www.youtube.com/channel/UCTqBxSP-Erhxq6muVMX6vdw>. This meeting was in person and virtual

The meeting started at **4:02pm**. **Roll Call:** Mayor Ann K. Leppanen, Luanne Hook, Jennifer Davila, Linda Sosa, Britt Hornsby, Erin Nelson Town Manager

Unfinished Business:

1. Review and Discussion of Amended FY 2025 Budget and Tentative FY 2026 Budget

(Nelson/All)(4:02pm): Nelson presented FY2025 Budget: General Fund includes Roads and Airport Funds nested within, Expense increases and decreases in Administration (Building Dept, Interns, Admin Director, TM Salary, Legal Fees, IT, Bookkeeper/Notetaker), Capital Projects Fund (Roads, Portable Generators, CCC). FY2026: General budget does not change significantly, many grants and Capital Projects included in budget, Revenues (overall tax revenue estimated to decrease 26%/~\$60K), discussion of property tax increase, decided not at this time, but to keep in mind in the future to ensure large % jumps don't occur, if/when decided, public education to accompany, San Juan County Transient Room Tax increase is earmarked for emergency services, (keep in mind as discussions with County occur regarding EMS/Fire services), Elections, Legal budget increased (~\$67,500), Parks and Facilities, Roads, Airport, Capital Projects. **Written public comment are accepted until Public Hearing on Thursday, May 22 @ 9:00am.**

EPA letter was sent stating that if a drawdown occurred after the Termination Letter was issued, it is viewed as 'Consent to the Termination'. We were unable to draw down, so we did not.

2. Overview and Discussion of Work Proposed on Old Bluff Highway (Haviken/All)(4:34pm):

Michael Haviken inquired if the council wants to move forward. Hook inquired about the update sent out to accommodate pedestrians/cyclists by an expansion of the roadway by 6ft on one side of the road. Calf Canyon can accommodate pedestrians/cyclists via a painted designation. Hook mentioned learning during the Strategic Plan process that 'paint does not protect' and a paint delineation is not acceptable for pedestrians/cyclists when applying for grants. Encourage the Active Transportation Committee to review the pedestrian lane with Roads Committee. Haviken clarified his emphasis is roads. Davila suggested a plastic barrier on the roadway like what is used in Flagstaff. Hornsby agrees with Haviken that moving ahead with what is currently on the table and a bike path being a separate project. Vote added to agenda next week, May 20.

3. Discussion of Membership on Bluff Road Committee (Hook)(4:47pm): Leppanen decided we should lump this together with a full discussion of all committees (playground, cemetery, roads).

Added to next work session, June 9. To be addressed: how many committees we have and members/need, create standard bylaws and oversight, delineated responsibilities between Town Admin, Volunteers/Members and Town Council.

Hornsby stepped out 4:49pm

4. **Review and Discussion of Recent Award of Funds for Bluff's Playground and Need to Create Bylaws and Oversight for Playground Committee (Collins/Davila/All); Discussion of Matching Funds and Capital Projects Fund (Nelson/All)(4:49pm):** Playground Committee bylaws, etc to be moved to June work session. State of Utah Division of Outdoor Recreation, Community Parks and Recreation grant for BCC Playground contract received today, has standard Utah State language, anti-boycott language inserted into contract March 2025 and grant terms Sept 2027. Added to May 20 agenda for vote.

5. **Discussion of Invasive Species/Weeds and Spraying by San Juan County (Leppanen)(4:53pm):** Hook saw SJC today, have not started in Mexican Hat yet. SJC encouraged ToB to brainstorm areas we need help with, Tree of Paradise, Goatheads, Knapweed, Cockleburs mentioned. Discussed benefits to pesticide spraying goatheads when they go to seed results in nonviable seeds. Possible locations: CCC, 8th W Trailhead, Storm Drains and Retention Ponds. Placed on vote May 20. To inquire if Town will be charged or if it is covered fully by grants.

Hornsby returned 4:56pm

6. **Discussion of United States Department of Transportation (USDOT) Requirements on Use of Federal Financial Assistance (Leppanen)(4:59pm):** Chris Potter shared via USDOT Secretary Sean Duffy applies to anyone using USDOT funding – prohibits anything to do with DEI as a federal law. Federal funding trickles down to Town, pay attention and be careful of anything that can be interpreted as diversity is an excuse to pull grant funding.
7. **Discussion of status of Bluff Cemetery (Leppanen)(5:05pm):** First time in all Leppanen's discussion with the County that they acknowledged the current burials are outside the Special Service District SSD, County acknowledged that they did not complete the process of creating the SSD in Bluff by Certificate through the Lieutenant Governor. Leppanen will revisit and confirm. Since the SSD process was not completed, the vote is negated after a period of time, which would result in no SSD existing. This would allow HITRF and ToB to set up and manage separate parcels. A committee suggested to be formed with all entities involved (HITRF, Broader Community and ToB) that reports to Town Council. Leppanen to follow up May 20.
8. **Other (5:13pm): None**

Adjourned 5:13pm. Hornsby motions to adjourn and return for the Special Meeting, Davila seconds, Leppanen, Sosa, Davila, Hook and Hornsby vote in favor.

For requests to receive emails/meeting invitations, email linda@townofbluff.org

Acronyms in Minutes:

BCC: Bluff Community Center

CCC: Cooperative Cultural Center

DEI: Diversity, Equity and Inclusion

FY: Fiscal Year

HITRF: Hole in the Rock Foundation

SJC: San Juan County

SSD: Special Service District

ToB: Town of Bluff

USDOT: United States Department of Transportation