

VERMILLION CLIFFS

Special Service District

November 5, 2025 10:00 am
Kane County Commission Chambers
76 N Main Street Kanab, UT 84741

MINUTES

Attending: Gwen Brown (chair), Celeste Meyeres, Patty Kubeja, Jeff Stott, Clayton Cutler. Not attending: Keiren Chatterley

Welcome

Prayer: Jeff Stott

Pledge: Celeste Meyeres

Consent Agenda:

Approval of: VCSSD Meeting Minutes for September 17, 2025

Motion to approve the meeting minutes from September 17, 2025 as written

Motion: Celeste Meyeres

Motion passed unanimously.

Public Comment:

Pat Moffitt: Asks if the board will give an update regarding the status with the Utah State Auditor's office.

Attorney Stott speaks to the situation.

Regular Session

Chair Brown moves agenda item number one and begins with agenda item number two.

1. Agenda Item #2 Discussion/Approval on Resolution R-2025-5 on Virtual Meetings Participation

Attorney Stott and the board give a brief overview of the purpose of the resolution.

Motion to approve R-2025-5 A Resolution Adopting a Policy for Remote Attendance by Board Members of the Vermillion Cliffs Special Service District

Motion: Gwen Brown

Motion passed unanimously.

2. Agenda Item #3 Discussion/Approval of Bank Account(s) Process for Collection of Funds

The board turns the time over to Clayton Cutler who explains the process and purpose of setting up a bank account and writing checks when the need arises. He recommends that the board give the go-ahead to allow himself and Treasurer Chatterley to begin the process. The board discusses who will be the official signers of the checks.

Motion to authorize Clayton Cutler and Keiren Chatterley to begin the process of setting up a bank account for the District and PTIF account and to allow Clayton the authority to view the account and pay the bills and allow Gwen Brown, Celeste Meyeres, and Keiren Chatterley to be the signers of the checks.

Motion: Patty Kubeja

Motion passed unanimously.

3. Agenda Item #4 Discussion for training of firefighters

The board provides an update on the current situation of training volunteer firefighters. Attorney Stott and the board discuss some ideas.

Tom Carter: Asks if the board could renegotiate part of the deal with Kanab City.

Sujatha Ramakrishna: States that she was glad Kanab City was able to respond to a single tree fire burning. Asks if any of the district's residents had come forward to volunteer to be a firefighter.

The board speaks to this issue. Board member Meyeres mentions a previous meeting with various stakeholders to try to best address the issue.

Pat Moffitt: Speaks to a couple of thoughts regarding the volunteer fire situation. She addresses some concerns regarding hesitations by

residents of the district to become a volunteer firefighter. She also states that some better marketing might be helpful to provide better information to become a volunteer firefighter.

Tom Carter: Inquires if it would be possible to get more cooperation with the Kanab City fire chief and fire department to find a better solution.

4. Agenda Item #1 Discussion of Impact Fee Analysis

The Board turns the time to representatives from Jones & DeMille Engineering and others to give an overview of the process of an impact fee analysis. Attorney Stott asks a few questions he would like to be addressed. Including what the cost would be, types of payment options, an estimated time frame, and how the current service rate would be established.

Jones and DeMille answered Attorney Stott's questions. Members of the team state that the cost estimate would be between \$15,000 to \$20,000 for the study. Payment options could include grants and delayed payment would be allowed. The level of service would be established by expectations of the District. The time frame is about 90 to 120 days.

Pat Moffitt: Inquires about classifications regarding residential and commercial zones.

The board discusses the possibilities of exploring more into the impact fee study.

5. Other Discussion Items

Board member Meyeres addresses some public comments made during the meeting.

Motion to adjourn: Gwen Brown

Motion passed unanimously.

A handwritten signature in blue ink that reads "Gwen Brown". The signature is fluid and cursive, with "Gwen" on the top line and "Brown" on the bottom line.