

Bluff Town Council Work Session **DRAFT** Minutes

January 13, 2026

Bluff Community Center at 4:00 p.m.

190 N 3rd East P.O. Box 324

This meeting was in person and virtual.

4:00pm Meeting Called to Order and Roll Call: Mayor Josh Ewing, Jennifer Davila, Gary Haws, Britt Hornsby, Spencer Wade, Erin Nelson, Town Manager & Malia Collins, Administrative Director

Unfinished Business

None

New Business

1. CDBG eligibility, deadlines and priorities (Malia)(4:01pm): Collins presented the current status of the CDBG grant including a recommendation to apply for asbestos removal at the Cooperative Cultural Center (CCC) if income survey results deem Bluff eligible to apply. Council discussed the request from Haviken during the Public Hearing to fund roads projects and prefers to put the money toward the shovel-ready project at the CCC. Collins is completing the final income surveys and will begin assembling the application, due January 31. Next week, Council will officially vote on which project to apply for.

2. Boards & commissions memberships and representation (Josh & Erin)(4:17pm): Nelson created and shared a spreadsheet of boards & commissions with Council laying out all committees that have Town of Bluff representation and assigned attendees/membership.

- Utah League of Cities and Towns/Legislative Policy Committee, max 3 members: Josh Ewing, Spencer Wade & Britt Hornsby. Monday 12-1:30 monthly and weekly during the Legislative Session
- Local Emergency Planning Committee: Quarterly meetings in Monticello, occasionally virtual available. Reviewing Emergency Response Plans and all SJC Emergency personnel invited. Nelson has been attending and is Emergency Point of Contact, second seat is open. Emergency POC and Mayor have ability to issue state of emergency.
- San Juan County Tourism Tax Advisory Board: Quarterly meetings to approve budgets for how our County spends Transient Room Tax (TRT), specifically to be spent on tourism. Davila currently sits on this board as a Business Owner, since Bluff is the highest municipal tax collector for the county she recommends a Town representative, does not need to be an elected official. Interested parties: Collins, Nelson
- County Economic Development Board: Job creation in SJC, Talia Hansen, SJC Economic Development is head of Board. Interested: Hornsby, Nelson
- Local Homeless Coordinating Council: Point in time survey conducted end of January 2026. Municipal representation is required, not clear if it must be council or community member. May be a great way to encourage community participation. If must be elected, Davila is willing.
- SERDA Mayor's Meeting: Mayor Josh Ewing

- San Juan County Public Health Board: Lois Young is the current Bluff representative. Term expired, she is interested in continuing in this role and all agree it is fitting that she continue.
- Bluff Water Works: 2nd Wednesday of each month at 7:00pm. Important to continue building relationship. All council is willing to attend and comfortable sharing the schedule ensuring that at least one representative is there each meeting.
- Planning and Zoning: 1st & 3rd Thursday of each month. Hook previously served as liaison between Council and Commission. Nelson writes notes, may be best for her to report and Council attend as they can.
- San Juan County Commission: 1st & 3rd Tuesday of every month at 11am, Monticello and virtual option. Discussion to rotate council members attending, as in person is best, but zoom is valuable. Nelson, Hornsby and Ewing will monitor agendas to determine in-person priorities via Utah Public Notice Website.
- Roads Department/Committee: May be better to bring things previously taken to Roads Committee to Council. Request for more regular updates from Roads Department. Former committee members monitored UDOT alerts, may be something vital for a council member to sign up for. Hornsby to be Council contact for Roads Dept. Ewing to check with Luanne Hook of her interest to continue.
- Cemetery Board: Application deadline today at 5:00pm. 4 applications received. Per the board policy, may be 3-5 members, Ewing recommends 3 members for this board, including a council member. Recommend review applicants and have appointment recommendations for next meeting. May be helpful to have a council liaison to respond to inquiries. Leppanen is interested in advising this board to see the grant through and did not apply for board.

3. Utah League of Cities and Towns participation in Legislative Policy Committee (Bluff gets 3 votes) (Josh)(5:09pm): Discussed above.

4. Cemetery Board process and next steps (Erin, All)(5:09pm): Discussed above.

5. Other(5:10pm): Mandatory Pre-bid Sidewalk Perimeter Walk-through at BCC 1/14/2026 at 1:00pm.

5:10pm Mayor Ewing Adjourned the meeting.

For requests to receive emails/meeting invitations, email office@townofbluffutah.gov