

VERMILLION CLIFFS

Special Service District

May 14, 2026 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, Keiren Chatterley, Chameill Lamb, Clayton Cutler.

Welcome

Invocation - Morgan Shakespear

Pledge of Allegiance - Larry Crutchfield

CONSENT AGENDA:

Approval of VCSSD Meeting Minutes for March 04, 2026

Motion to approve the VCSSD Meeting Minutes from March 04, 2026.

Motion: Patty Kubeja

Motion passed unanimously.

PUBLIC COMMENT:

Larry Crutchfield: Hopes that the current, temporary board will wait to make a decision regarding the potential annexation of the parcels until the permanent board has been elected.

Matt Cox: Agrees with Mr. Crutchfield's comment.

Bruce Davis: Also encourages that the board hold off on making a decision about the annexation of the new parcels. Speaks briefly about the fees charged by the district.

REGULAR SESSION:

1. Discussion/Action of Annexation of New Parcels Into the District

Chair Brown speaks about the concerns of residents of the district about annexing the new parcels. She suggests holding off on making a decision about the annexation until the elected board is appointed in January.

Board Member Kubeja clarifies that the handful of parcels suggested to be annexed is for local businesses who would not have any kind of fire protection after the current contract expires. She voices her concerns for the parcels to be unprotected for six or so months.

Board Member Meyeres addresses other concerns that were voiced by residents previously and annexing these parcels would have no impact on those concerns. Further explains that this is a “good neighbor” situation.

Larry Crutchfield: Asks the Board that they separate their duties as the Vermillion Cliffs Special Service District board members and County Commissioners duties.

Pat Moffitt: Asks about the history of the potential annexation and asks how the annexation will affect the current contract with Kanab City. Also asks about the process of annexing those parcels in regards to the requirements for expanding the district boundaries. Inquires if the parcel owners of the potential annexation would be required to pay some sort of up front cost if annexing.

The Board and Attorney Stott address these questions.

Pat Moffitt: States that she doesn't see a big negative impact to the District if they annexed the parcels. She also doesn't see a huge upside, but can see where the owners are coming from.

Rocel Bettencourt: Inquires about the statute (17D-1-402) referenced by Attorney Stott regarding the annexation of any future parcels into a district.

Board Member Kubeja speaks briefly to the process of other districts annexing additional properties into the districts. Attorney Stott clarifies information as needed. The Board continues to discuss the issue.

Board Member Meyeres speaks to the history of the situation.

Hilda Crutchfield: Asks why the East Zion Special Service District has not been asked to annex these parcels into their district rather than the Vermillion Cliffs Special Service District.

Chair Brown suggests to the Board that it might be beneficial to speak to the EZSSD. Board Member Kubeja mentions a brief discussion with EZSSD previously and clarifies that other options were suggested. Board Member Meyeres adds information about how ISO ratings work and how potentially annexing these parcels would affect the EZSSD ISO rating. The Board also discusses who would respond to a fire, if one should occur in the parcels in question.

Matt Cox: Asks if it would be possible to request an eight month extension on the contract with Kanab City. Also asks if it would be possible to do a special election before November.

The Board addresses these questions and discusses the issue a little further.

Bruce Davis: States that it would be a bad precedent for the Commission (serving as the board) to make this decision. Comments about feelings of meddling from past and current commissions. Suggests that Best Friends might be willing to annex these properties.

Lee Moffitt: States that the parcels in questions should be incorporated into the VCSSD since they are the closest district.

No action is taken at this time regarding this agenda item.

2. Discussion/Approval for Designation of Official who Processes Candidate Filings, as well as process for election.

The Board turns the time to Attorney Stott to address this issue. He states that filing for board elections will be open Monday, June 1 through Friday, June 8 and that filing will go through the Kane County Clerk/Auditor's office. He explains the requirements and the process for filing to be a candidate. He also adds information about the process after the election. The Board, Attorney Stott and County Clerk Lamb discuss the filing process and answer questions as they arise.

Motion to approve the Kane County Clerk's Office to process candidate filing, as well as process for election.

Motion: Patty Kubeja

Motion passed unanimously.

3. Review of Draft Letters and Process of Collecting New Resident and Commercial Fees and Administrative Fees

The Board turns the time to Clerk Cutler to address this item. Clerk Cutler gives an overview of the current process and updates the Board on the situation. He explains the cost structure and the process to pay the fee. He presents the Board with draft letters that have been sent out for the three permits that have been issued since the Residential Fire Protection Service Capacity Fee has been implemented. The Board adds input as needed.

The Board and staff members discuss the admin fee for residents who move in. Kane County Treasurer Keiren Chatterley also adds input about how the Treasurer's office stays abreast of new property owners. Staff and the Board answer questions from the audience as they arise.

The Board and staff work to clarify the difference between which fees will be charged and when. Attorney Stott reads from the July minutes with the motion reading that there be a \$200 administrative fee added for any new parcel or new owner going forward.

Clerk Cutler and the Board discuss when to send the letters to the new parcel owners.

4. Discussion/Approval of Process of New Resident and Commercial Fire Protection Service Capacity Fee Payment to Kanab City

Clerk Cutler speaks to the process of paying the Service Capacity Fee to Kanab City. He provides a breakdown of the two options outlined in the contract with Kanab City. The Board and staff discuss the options.

Board Member Brown voted for Option 1.

Board Members Kubeja and Meyeres voted for Option 2.

5. Financial Updates and Review Statements

Clerk Cutler provides the Board with a financial update for the District as of April 30, 2026. He also states that the District will be included in the County audit happening the first week of June. He answers questions from the Board as they arise.

6. Other Discussion Items

No other items were discussed at this time.

Motion to adjourn

Motion: Celeste Meyeres

Meeting adjourned at 11:42 am

Gwen Brown, Chair

Clayton Cutler, Clerk