



NOTICE AND AGENDA

NOTICE IS HEREBY GIVEN TO THE HILDALE CITY COUNCIL AND THE PUBLIC, THAT THE HILDALE CITY COUNCIL WILL HOLD A SPECIAL COUNCIL MEETING AND WORK SESSION COUNCIL MEETING ON WEDNESDAY THE 24th DAY OF JUNE 2020 AT 320 EAST NEWEL AVENUE, HILDALE, UTAH 84784, TO BEGIN AT 6:30 P.M. MDT.

THIS MEETING WILL BE BROADCASTED ON FACEBOOK LIVE UNDER HILDALE CITY'S PAGE.

PUBLIC COMMENTS AND PUBLIC HEARINGS MAY BE GIVEN IN PERSON, EMAILED TO MANAGER@HILDALECITY.COM, OR PRIVATELY MESSAGED TO HILDALE CITY'S FACEBOOK PAGE. ALL COMMENTS AND PUBLIC HEARINGS SENT BEFORE THE MEETING WILL BE READ ALLOWED DURING THE MEETING AND MESSAGES OR EMAILS SENT DURING THE MEETING WILL BE READ AT THE MAYOR'S DISCRETION.

ALL ATTENDEES WILL BE ASKED TO WEAR FACE MASKS. STAFF WILL WORK WITH THE PUBLIC TO ENSURE THERE IS A MAXIMUM OF 25 PEOPLE IN THE BUILDING WHILE STILL ENSURING THAT EVERY PERSON HAS THE OPPORTUNITY TO GIVE PUBLIC COMMENT OR A HAVE A PUBLIC HEARING.

YELLOW – LOW RISK

IRON and WASHINGTON COUNTIES

Social Guidelines

- General public takes reasonable precautions
- Physical distance whenever feasible; face coverings are to be worn when physical distancing is not feasible
- Private, social interactions that occur without oversight by a formal organization are allowable in groups 50 or fewer; this may be increased incrementally based on data & milestone trends

Agenda items and any variables thereto are set for consideration, discussion, approval or other action. Council Members may be attending by telephone. Agenda is subject to change up to 24 hours prior to the meeting. Individuals needing special accommodations should notify the City Recorder at 435-874-2323 at least three days prior to the meeting.

THE AGENDA SHALL BE AS FOLLOWS:

1. WELCOME, INTRODUCTION AND PRELIMINARY MATTERS
2. PLEDGE OF ALLEGIANCE
3. CONFLICT OF INTEREST DISCLOSURES
4. COUNCIL COMMENTS
5. PUBLIC HEARING: ADOPTION OF FINAL BUDGET FOR FISCAL YEAR 2020-2021
6. UNFINISHED COUNCIL BUSINESS
 - A. DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION 2020-06-01
AMMENDMENT TO ENTERPRISE FUND BUDGET FISCAL YEAR 2019-2020: FUND
90 FIBER
 - B. DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION 2020-06-02 ADOPTION
OF BUDGET FOR FISCAL YEAR 2020-2021
7. WORK SESSION
 - A. BASE-LEVEL MUNICIPAL SERVICES
 - i. STAFF PRESENTATION
 - ii. COUNCIL ANALYSIS
 - iii. DEVELOPMENT OF ACTION PLAN
 - B. WATER CANYON WATER DEVELOPMENT
 - i. STAFF PRESENTATION
 - ii. COUNCIL ANALYSIS
 - iii. DEVELOPMENT OF ACTION PLAN
 - C. UEP RELATIONSHIP
 - i. STAFF PRESENTATION
 - ii. COUNCIL ANALYSIS
 - iii. DEVELOPMENT OF ACTION PLAN

Agenda items and any variables thereto are set for consideration, discussion, approval or other action. Council Members may be attending by telephone. Agenda is subject to change up to 24 hours prior to the meeting. Individuals needing special accommodations should notify the City Recorder at 435-874-2323 at least three days prior to the meeting.



📞 435-874-2323

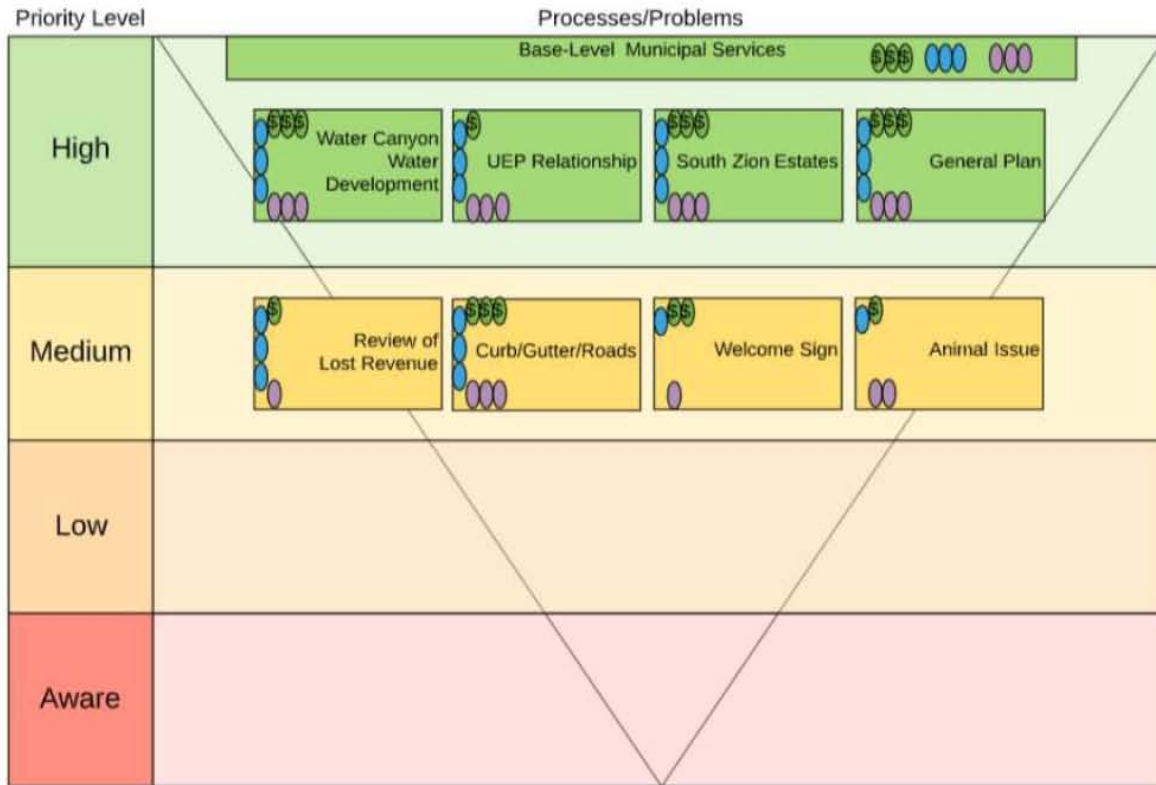
📠 435-874-2603

🌐 www.hildalecity.com

- D. SOUTH ZION ESTATES
 - i. STAFF PRESENTATION
 - ii. COUNCIL ANALYSIS
 - iii. DEVELOPMENT OF ACTION PLAN
- E. GENERAL PLAN
 - i. STAFF PRESENTATION
 - ii. COUNCIL ANALYSIS
 - iii. DEVELOPMENT OF ACTION PLAN
- 8. EXECUTIVE SESSION (AS NEEDED)
- 9. ADJOURNMENT

Agenda items and any variables thereto are set for consideration, discussion, approval or other action. Council Members may be attending by telephone. Agenda is subject to change up to 24 hours prior to the meeting. Individuals needing special accommodations should notify the City Recorder at 435-874-2323 at least three days prior to the meeting.

Hildale City Council Prioritization Model



Hildale City Vision Statement

"With a country, classic feel to it, Hildale city will be resident-friendly with a strong sense of community, with paving and street lights, all while maintaining its beautiful environment. It will be welcoming for visitors as a sought-after destination to come and have an experience. It will be a center for the arts with an emphasis on education at the same time as being a world-class economic center." (HC Resolution No. 2018-12-01)

Hildale City Values

These governing principles and values underpin everything that we do:

- Assertive Empowerment
- Due Process
- Transparency
- Accountability
- Integrity
- Accessibility
- Affirmative-future focused
- Diverse thinking
- Professionalism
- Mission focused
- Respect
- Principled politics
- Decision-based on critical thinking
- Informed

(HC Resolution No. 2018-12-01)

Measures of Success

Measures of Success:

Everyone will be off welfare

Everyone will be self-sufficient

Surroundings of both the city and the individual homes will be cared for

We have a higher percentage of high school graduates

We have more storefront and/or more businesses opening

Citizens show up to community activities

Our roads are paved, and we have streetlights

We have evidence of responsible animal ownership

We have an increased number of tourists

We have live performances in the city

We have more parks

SWOT ANALYSIS



DEVELOPING A CITY CENTER				
Task	Milestones	Responsibility	Resources Needed	Sign off (date)

Base-Level Municipal Services:

HC Council:

Hildale City will professionally provide municipal services while adhering to regulations and timely completing operational cycles and processing applications. Hildale City will have a clear and written and predictable process for all residents. All of this will be clearly and often communicated to the Council in a standard format.

Staff Recommended:

Hildale City will provide municipal services, complete necessary operational cycles, process applications, and complete all required state and federal reporting. Hildale City will remain regulatory compliant and set the standard for respecting constitutional rights.

Hildale City will have clear, written, and predictable processes for elected officials, employees, and residents.

To ensure proper operational oversight and control over direction by the Hildale City Council, there will be clear methods of communication between Council and the City Manager that will be displayed in a standard format as to be easily and quickly understood. Additionally, there will be critical information requirements in which the Council will be instantly notified.

Water Canyon Development:

HC Council

Hildale City will provide high quality water in a fiscally responsible way. This process will rely on subject matter experts and will be well communicated to the Council. This objective is time sensitive and will move at the fastest reasonable rate.

Staff Recommended

Sustainable High-Quality Water:

Hildale City Council, Administration, and Utility Staff will dedicate resources to understanding water quality, water treatment, and source availability issues and communicate results to the public.

Hildale City will take quick and intense action to develop systems that will provide enough high-quality water for the residents in a fiscally responsible way. Hildale City Council will set direction in this matter through data driven process lead by subject matter experts.

Hildale City Administration will ensure that Hildale City Council has more than enough of information and expert advice to make quality decisions and set direction that will ensure long-term sustainability for residents.

UEP Relationship:

HC Council

The City will prioritize the UEP relationship. See if the City's goals and priorities align with the UEP and if so support them and work together. Specifically, address the water right issue. The City will do this through building trust practices (e.g. create policies, follow policies, being predictable). The staff will dedicate time to this because it is important to the City. The City will invite them to have a relationship with the City. Communication will be key.

Staff Recommended

The City will prioritize the UEP relationship. **Hildale City will support and work with the UEP on the objectives that are common among the two organizations including the planning for and development of community spaces and buildings.**

Hildale City will work to acquire UEP water rights under an agreement that is good for the City, the UEP, and the residents of Short Creek; specifically, the agreement will ensure that it a) increases the quality of water, b) reduces the cost of water to the residents, c) supports efforts to provide irrigation water, d) provides economic resources for the UEP to meet other obligations.

Hildale City will be a predictable partner to other governmental and non-governmental partners by formalizing and following well developed decision-making criterion, policies and procedures, and city ordinances and by working toward the future that is in the best interest of the current residents.

In recognition of a unique history and complex relationships, Hildale City will create formal communication policies and practices with partners to help foster trust.

South Zion Estates:

HC Council

Hildale City recognizes the landmark nature of SZE and that HC is establishing precedence for future developments. Hildale City will do everything they can to make South Zion Estates development successful. Hildale City will do this while ensuring that it is successful for Hildale City, by following process, and ensuring that decisions are made with time to consider them. Staff will dedicate enough time and resources to ensure compliance with DOJ injunction and housing rules.

Staff Recommended

Hildale City recognizes the landmark nature of SZE and that HC is establishing precedence for future developments. Hildale City will do everything they can to make South Zion Estates development successful, **while ensuring that success does not come at the economic cost of any current residents of Short Creek.**

Hildale City will work to encourage the South Zions Estates development and other developments like it

by formalizing and following well developed decision-making criterion, policies and procedures, and city ordinances. Further, these processes will ensure that Elected and Appointed officials only make decisions after being well informed and have had adequate time to consider them. Further, these Hildale City processes will ensure regulatory compliance, and, even more so, those regulations which guard constitutional rights.

General Plan:

HC Council

Through extensive public involvement, Hildale City will develop a general plan. This will be led and informed by subject matter experts. It will meet the legal requirements and the City will look for opportunities to go above that. This will be an opportunity to ensure that Hildale City is strong on its own while it is a good partner to the Town of Colorado City.

Staff Recommendation

Through extensive public involvement, Hildale City will develop a general plan. This will be led and informed by subject matter experts. It will meet the legal requirements and the City will look for opportunities to go above that. This will be an opportunity to ensure that Hildale City is strong on its own while it is a good partner to the Town of Colorado City.

From: John Barlow, Hildale City Manager
To: Mayor and Council
Date: June 22nd, 2020
Subject: General Plan Strategic Item

Purpose and Scope:

This memorandum is to provide the council with background information concerning the development of a general plan.

Orientation:

What is a general plan?

A general plan is a comprehensive, long-range plan for the present and future needs of the City and growth and development of all or any part of the land within the City. It is an advisory guide for land use decisions. It can also act, in many ways, as the compass for the community.

Legal Overview:

The State of Utah requires that Hildale City have a general plan and that it includes the following elements; land use, transportation and traffic circulation, and a plan for moderate income housing. (Utah Code Section 10-9a-403)

Land use element designates goals, extent, distribution, and location of land for:

- Housing
- Business
- Industry
- Agriculture
- Recreation
- Education
- Public Buildings and Grounds
- Open Space
- Other Categories

Transportation element will state or show the location and extent of existing and proposed:

- Freeways,
- arterial and collector streets,
- mass transit, and
- other modes considered appropriate

Mayor: Donia Jessop
City Council: Maha Layton, Lawrence Barlow
Stacy Seay, JVar Dutson, Jared Nicol

320 East Newel Ave.
P.O. Box 840490
Hildale, UT 84784

correlated to population projections and the land use element.

Further, Utah State code states that general plans may also include the following elements;

- environmental,
- public service and facilities,
- rehabilitation, redevelopment, and conservation,
- economic,
- implementation, and
- other elements considered appropriate.

How is the General Plan used?

The General Plan is used as an advisory guide for land use decisions such as developing new zoning ordinances, revising existing zoning ordinances, zone changes, and when and where to construct new parks, roads, water, and other public facilities.

Hildale City's General Plan Update 2020-2021:

Hildale City last updated its general plan in 2016. Because of the changing demographics of the City and because the Council expressed a need to update the general plan, staff has begun to apply for funding and research the general plan development process.

The City of Hildale was approved for a matching grant up to \$25,000.00. If the full amount were used the project would cost in total \$50,000.00, \$25,000.00 of which would be reimbursed by the CIB grant. Under the terms of the contract for this grant, **the project must be completed by September 20, 2021.**

The next, and one of the most important, step in the process is the Request for Proposal (RFP) process.

Request for Proposals:

The RFP process is important because it is the stage where the architecture of general plan process is set. This is where you communicate to the public (albeit—it can be changed to some degree later) things like; how much public involvement there will be, what the timeline is, and what you hope to get out of the process (key deliverables).

Staff lead Vs. Contractor Lead:

There are manuals that are provided by planning and governmental organizations that detail how to develop a general plan in house (DIY OPTION). Also, there are private planning and engineering firms that specialize in general plans and have a high degree of insight and knowledge about general

planning. The City could contract with one of these organization to lead the general plan process (Contractor Option). The City could also pay a contractor (i.e. planning or engineering firm) to take on specific planning tasks while the City staff leads the general plan process (Hybrid Option).

Each of these options will benefit the City in some ways and while costing the City in others. See the side by side comparison below for your analysis.

DIY Option		Contractor Option		Hybrid Option
Cheapest Option	✓	Cheapest Option		Cheapest Option
Most Public Input	✓	Most Public Input		Most Public Input ✓
Value for Money		Value for Money		Value for Money ✓
Most Professional Product		Most Professional Product	✓	Most Professional Product
Seamless Process		Seamless Process	✓	Seamless Process
Deniability of Final Product		Deniability of Final Product	✓	Deniability of Final Product
Least Amount of Staff Time		Least Amount of Staff Time	✓	Least Amount of Staff Time

The Hildale City Planning Commission recommended that the Council choose the Hybrid option.

Should the Council decide to contractor or hybrid option, the Council should consider the RFP document the council approved plan for how the general plan revision process will take place. Should the Council decide the DIY option, then there should be a guiding document like the RFP put together before the process begins.

Other Considerations:

Hildale City is a sister City. It would be difficult to overstate the impact this has on the general plan process.

Hildale City has a unique history and demographics. This could add some additional challenges for gathering data and getting public input.

Hildale City has not gone through a formal annexation process and therefor may or may not be able to include planning west of Hildale City's current borders.

From: John Barlow, Hildale City Manager
To: Mayor and Council
Date: June 22nd, 2020
Subject: Sustainable High Quality Water

Purpose and Scope:

This memorandum is to provide the council with information regarding the City's ability to provide high quality water in a sustainable way.

This memo is does not include and overarching description or plan about how the city provides base level municipal services.

Orientation:

Hildale City primarily manages the water system for Hildale and Colorado City. This is does through an intergovernmental agreement (IGA) with the Town of Colorado City (TOCC). The Utility IGA establishes an advisory board for which utility recommendations will be made to the City.

The Utility Department has made the governing officials and the public aware that there is a water quality issue that the current water treatment plant is unable to handle. The Utility Department has spent over \$200,000.00 on research to explore possible options for addressing water quality issues. The product of this research can be found in three resulting documents;

1. Hildale City Water Master Plan (Draft); Sunrise Engineering
2. Colorado City Culinary Water Treatment Plant (Final Draft); Sunrise Engineering
3. Water Canyon Project Feasibility Study (Draft); Bowen & Collins

Considering the importance and the strategic impact of water quality and availability, it may be worth the Council's time to read these reports. Utility staff has summarized these reports and given a staff analysis on them. If you have not seen this, there is a recording and it can be made available.

Among all of the options, there seemed to be a universal consensus by the Utility Board, Hildale City, TOCC, and other governmental and non-governmental partners that exploring new source development would be the most forward. This is because it gives the City the best chance of having clean sustainable water; however, this project is costly, risky, and requires a high degree of cooperation among many entities.

To pursue new source development with the greatest degree of success; Hildale City will need to do the following:

Mayor: Donia Jessop
City Council: Maha Layton, Lawrence Barlow
Stacy Seay, JVar Dutson, Jared Nicol

320 East Newel Ave.
P.O. Box 840490
Hildale, UT 84784

1. Demonstrate to governmental and non-governmental partners that it is a mature and predictable organization which can be trusted to lead.
2. Work with the United Effort Plan Trust (UEP) to acquire water rights for use should the water source prove.
3. Support and fund the Utility Department in the application, funding, and infrastructural development phases.

Water Rights:

Hildale City Administration is working closely with the Utility Department, UEP, TOCC, and Centennial Park to draft an agreement that could potentially work for all parties. Once there is a draft agreement, each of the administrators will take it to their respective boards for comments and input. After all the boards have had input, a final agreement will be drafted for possible approval of each board.

Recommended Action:

No Council action is recommended at this time other than general support in the areas numbered above.

From: John Barlow, Hildale City Manager
To: Mayor and Council
Date: June 22nd, 2020
Subject: Base Level Municipal Services

Purpose and Scope:

This email is to provide the council with an opinion about the largest issues regarding ‘base level municipal services.’”

This memo is does not include and overarching description or plan about how the city provides base level municipal services.

Orientation:

Hildale City Council has made it a priority to provide base level municipal services. The vision statement as development by the Council and as revised (at the City Council’s direction) by staff are as follows:

Council Developed

Hildale City will professionally provide municipal services while adhering to regulations and timely completing operational cycles and processing applications. Hildale City will have a clear and written and predictable process for all residents. All of this will be clearly and often communicated to the Council in a standard format.

Staff Recommended

Hildale City will provide municipal services, complete necessary operational cycles, process applications, and complete all required state and federal reporting. Hildale City will remain regulatory compliant and set the standard for respecting constitutional rights.

Hildale City will have clear, written, and predictable processes for elected officials, employees, and residents.

To ensure proper operational oversight and control over direction by the Hildale City Council, there will be clear methods of communication between Council and the City Manager that will be displayed in a standard format as to be easily and quickly understood. Additionally, there will be critical information requirements in which the Council will be instantly notified.

Intergovernmental Agreements:

Mayor: Donia Jessop
City Council: Maha Layton, Lawrence Barlow
Stacy Seay, JVar Dutson, Jared Nicol

320 East Newel Ave.
P.O. Box 840490
Hildale, UT 84784

Hildale City maintains a series of intergovernmental agreements with its various governmental partners. These agreements should be in the written form of a mutual understanding with other entities about how partnerships will operate. These partnerships are valuable because they allow Hildale City residents to enjoy a benefit that Hildale City would not be able to provide otherwise.

Many of these agreements share the following problems;

1. the financial agreements are outdated,
2. the operational lines of authority and responsibility are outdated, do not reflect the current reality, and/or are not best practice,
3. some terms in agreements conflict with City ordinances and policies, and
4. the liability the City holds under these agreements are ambiguous.

Colorado City officials also share many of these concerns.

Recommended Action:

Update IGAs. Since this is mostly an operational issue it would probably make the most sense for staff to work with Colorado City and draft mutually acceptable terms and then present to the respective Councils.

Written Policies and Procedures:

Hildale City has some formal and informal written policies and procedures. Written policies and procedures have many benefits including ensuring that operations are conducted in informed and intentional ways, give all parties involved a higher degree of predictability, and become a reference point for communicating expectations and holding people accountable.

Problem:

Hildale City's policies are underdeveloped, and in many cases, not written and adopted.

Informed Operations:

The nature of complex operations lends itself to quickly losing lessons and knowledge learned. Either through actual loss of memory or a loss of memory through turnover, the City can make costly mistakes repeatedly if it does not have systems in place to avoid it.

Many costly mistakes could be prevented with research and planning. One way to ensure that completely avoidable mistakes are not made is to research, plan, and document how operations will take place. While there will always be a need for improvisation, over time these processes can be relied on with a higher degree of certainty.

Predictability:

Ambiguity can cause damage to relationships with employees, residents, developers, government and non-governmental partners. Misalignments between expectations are frequently interpreted as maliciousness rather than incompetence or a failure in communication. Through formalizing operations with written policies and procedures allows employees to better understand their roles and contributions to the team and allows external actors to see into the inner workings of City operations. This manner of transparency allows for understanding, understanding allows for trust, and trust allows for improved relationships.

Expectations and Accountability:

When employees act beyond the scope of their authority or in a manner that their department head, city manager, or council would consider to be inappropriate or inadvisable, the first question that should be asked is; was the city's expectation clearly communicated. The City should develop written policies and procedures, implement them, and build a culture of respecting them before the answer to that question is ever, "yes."

Tools Available:

Hildale City has acquired the software to facilitate the process of drafting and adopting policies and procedures.

Hildale City has a full-time staff attorney to help review and revise the policies as they are formalized.

Starting Place:

I recommend starting with finance policies because they can reduce risk and because there is little impact on areas that may be effected by a revision of intergovernmental agreements.