SPECIAL COUNCIL WORK MINUTES
MAY 11, 2022

The City Council held a special budget meeting on Wednesday, May 11, 2022, at 1:00 p.m. in the City Council Chambers, 10 North Main Street, Cedar City, Utah.

MEMBERS PRESENT: Mayor Garth O. Green; Councilmembers: Terri Hartley; Craig Isom; W. Tyler Melling; Scott Phillips; Ronald Riddle.

STAFF PRESENT: City Manager Paul Bittmenn; City Recorder Renon Savage; Finance Director Jason Norris; City Engineer Jonathan Stathis; Economic Development Director Danny Stewart; Events Director Brooke Twitchell; Economic Development Assistant Megan Anderson; Public Works Director Ryan Marshall; Water Superintendent Robbie Mitchell; Wastewater Superintendent Eric Bonzo; Street Superintendent Jeff Hunter.

OTHERS PRESENT: Alysha Lundgren.

FINANCE: Jason Norris, Finance Director – a brief financial update. Last week we talked about the subsidy from general fund to enterprise fund, we don’t subsidize the enterprise funds, they operate independently. Phillips – by choice or legality? Jason – by choice. Melling – it can’t go the other way around. Jason – the State found that other entities raised enterprise fund fees and transferred it to general funds, and they did not like that. We charge administration fees to the enterprise funds, that pay for Tyler, Paul, me and other staff so a fee is charged to each enterprise fund. They can borrow money from each other, we have done that in the past, but that is what enterprise funds can have with the general fund. The financial position is hard to show, I have a spreadsheet showing funds and obligations, showing payables and net it against the prior year’s cash. Roads don’t have a value and we will never sell them. The general fund itself the rainy day fund has about $5 million if we paid out all of our commitments. The capital improvement fund, including what is proposed for FY 23 we would have $9 million cash. We are adding a few things that will be discussed later. The tentative budget is a draft we can add or take away from. Hartley – the $9 million is after the tentative budget? Jason – yes, we are proposing $2.5-$3 million this year. The $9 million is not worth what it was a few years ago because of inflation. Water fund has water acquisition fees and impact fees, we have $5 million unrestricted, collection $2 million, plant $5 million, storm drain is very tight, about $385,000. We have a suggestion from Sunrise that is $15 million of projects. Paul another million proposed in the budget that were rejected. Plus, another million for Greens Lake reconstruction. Add into that staffing and operation and maintenance, we will come with a proposal to change rates. Melling – that is what I was wondering about. What is the timeline on how to adjust the rates? Paul – the rates will not be based on the master plan, just the portions we know about and our operation. Jason – Ryan and Jeff will dig into that. The fund isn’t insolvent but does not have enough money. We are working with the ARFA funding and working on storm drain issues. The fund is not at a level to take care of it. Solid waste has $500,000, but garbage trucks have gone up significantly, so we are looking at a rate change. Phillips – does the $5 million rainy-day fund meet state criteria? Jason – yes, it is a percentage of the budget. Paul – it is between 20% and 25%.
Phillips – a lot of the interest rate earnings were reduced, is that because of low interest rates? Jason – every year I leave a low interest, I tell you not to worry about it. So, I raise it and rates took a dive. Currently the Fed is pushing rates up, we will see paper losses in long term treasury and debt holdings, it won’t be actual losses. A year from now rates are much higher so our interest may be higher. We don’t use the interest as part of the fundamental budgeting. Phillips – not calculated in the projections? Jason – no, we don’t want to make a problem for ourselves.

Hartley – there were several projects from impact fees, in the past you had a 5-year plan, are these projects in the budget in the plan, does it take anything off schedule? Jason – we have been aggressive on budgeting impact fees. I usually lag on P&R impact fees. We are using what we have collected through April, about $1.8 million. We won’t get all the projects built in the next 12 months. We did the same in water. We are being aggressive there, but we have water impact fee projects that are not shovel ready, by the time approved and bid out we will have the money. We would like water impact fees spent. We have a well and tank we would like to get rolling. Mayor – they are in the budget but won’t get done so they are moving forward. Jason – the end is to get the impact fee projects rolling.

Mayor – tell us where the money is held? Jason –we have half of our money with the State Treasure Investment Fund (PTIF), they have a mutual fund of short dated treasuries. The other half, Moreton manages how it is invested; we invest a little further out. We are hoping depending on the yield curve we will get a better average. We have money in two separate places. Paul – all our money is invested with the State Treasure Investment Act that is what we follow.

**ECONOMIC DEVELOPMENT:** Danny Stewart, Economic Development Director – the budget is straight forward. We will address changes in operating budget, no capital budget. I have two new staff members, Brooke Twitchell in Events and Gabrielle in Communications.

With the addition of the Community Relations & Public Information Officer to my department, we have shuffled our operating budget slightly with adjustments and increases in the following areas: Subscriptions & Memberships – increase by $9,250 from $10,750 to $20,000. This included some adjustments for software subscriptions, organization memberships, etc. Travel and Training – increase by $250 from $14,750 to $15,000. Office Expenses and Supplies – increase by $2,000 from $4,000 to $6,000. Web Site Maintenance (Civic Plus) – increase by $3,685 from $12,315 to $16,000. This year we are due for a website refresh with Civic Plus. Graphic Design – decrease by $110 from $9,110 to $9,000. Community Promotion & Recruitment – increase by $500 from $21,500 to $22,000. The total increase is $15,075. We will track everything closely through this year to make sure these increases, and adjustments are accurate.

Mayor – I do everything on the cell phone and the website is not as friendly on the phone. Danny – Civic Plus is seeing that; it is part of the redesign. They stay on top of regulations for accessibility. Melling – on graphic design item, the current year to date is low, are we taking more inhouse? Danny – we haven’t been doing as much the past few years. we were
going to drop that, but with Gabbie’s position she will use that more. Brooke will also be using some of that. Total increase in operations is $15,075.

According to a community’s interest and ability to develop its Main Street Program, communities are classified on a tiered framework. Communities are eligible for either Engaged – Tier 1, or Vibrant – Tier 2. Cedar City has qualified as a Tier 2 Community, along with Brigham City, Helper, Mt. Pleasant, Ogden, Price and Tooele City. This has made us eligible for a grant of $30,000 that we received earlier this year. Of that $30,000: We have set aside $21,000 for a Cedar City Downtown Façade and Tenant Improvement Grant Program. We have set aside $7,500 for administrative fees to contract a person to help with the downtown grant and to help procure other grant opportunities. The remaining $1500 helped cover a membership to the Main Street USA Organization and expenses to send a committee member to Virginia next week to attend the Main Street USA conference.

We had a program is 2011 with $225,000 for grants, we saw buildings transform, at that time it was a 20% match with max of $30,000 per grant. We got Depot Grill, Centro Pizza, and a roof on the theatre. The administration money set aside will be contracted out, to manage the grant and also look for other grants. Phillips – as part of my role I set on Historic Downtown Committee, they are very committed and engaged, we do need someone with the responsibility of overseeing this, we have qualifications that need to be followed. We have gone back and forth; we found a number we can live with that won’t rob the RDA. I think it is a good use of the funds. Danny - my department hasn’t billed RDA for administration. Paul – the main funding was from Lin’s rent, it pays debt and then sets in unrestricted account, Port 15 also. We have used it for street lighting and tree grates. Danny – we also used it for tree lighting ongoing maintenance. We felt the $50,000 would help other things happen in the private sector and bring building standards up. Phillips – if approved, would it come through in the RDA budget? Yes.

Hartley – the Cedar City image campaign, what does that entail? Danny – that is part of the mayor’s discretionary fund. Jason – that changes politically with councils and mayors. Phillips – it is under community promotions. Hartley – thanks for the detailed plan and thanks to Brooke for her event the other day.

EVENTS: Brooke Twitchell, Events Director – this is new to me, everyone has been kind and welcoming. I just started when this had to be turned in initially. Subscriptions and membership increased by $500 and travel and training by $3,000. The previous person decreased it and because of COVID found other areas to use the money. I feel that travel and training and subscriptions go together. I went to the Utah Parks & Recreation Conference in March, I oversee the special event permits and because I went to that conference, I learned what other cities do and how we can improve that, the connections I have made with the gentleman in Washington City was helpful, they have had a lot of success. I am leaving tomorrow to represent Cedar City and Rotary and get people to come visit us. I increased advertising. We added new events, we had the Spring Fiesta and combined with Slow Roll. I was blown away; it was very large. It shows that our community is ready to get out and have fun, and we need to advertise these things. The vendors sold out of food. We need to let our community members know what is going on, and there is nothing in Southern Utah like this,
it is different. We did the Love where you Live campaign, that will grow next year. We will have a writing contest with 4th or 5th graders. Event sponsorship increased. We want to hold a country concert the weekend of the Heritage & Livestock Festival. We have the Diamond Z Arena and can use it for other events. Last year they had about 16,000 people attend. There is concern that they want younger generations involved, so that is where I came up with a country concert and help spark the interest for younger generations and get them involved to volunteer. The runner series increased by $5,000, that is for the rising cost of gas, we have to transport runners to Woods Ranch and also, we have the moon walk. Travel and training were increased by $3,000.

Phillips – I am concerned because of the City Events Director we are sponsoring, but it takes other arms of the city such as Parks, Street, etc. Do we need to budget an appropriate amount of money to pay back the other departments? She does need help from other departments. Brooke – it is new to me, I am not sure how to get people to help. Paul – a number of years ago Mayor Burgess adopted the TRT, the State of Utah when you adopt this tells the municipality we can spend like general fund. Cedar City adopted an ordinance that restricts how to spend the money. The fear was it would be swept in the general fund and disappear. The council wanted more events, especially in the winter. The ordinance would not allow this to happen. The ordinance sets a cap on capital amount we can reserve, and we exceed it. The ordinance needs to be looked at. We could transfer to other departments with this. Phillips – we ask them to create events. Paul – Brooke has forged good relationships with the other departments. Phillips – I wanted to bring it up in case it needs to be budgeted. Brooke – I have had a lot of cooperation from departments, but it is hard. Everyone is busy. Phillips – the events will happen on weekends and in the evening. Brooke – I learned with this event. Megan and I picked up trash until midnight and pulled barricades back ourselves. I need to work closely with Danny. Being new I don’t know how to ask for that help.

AIRPORT: Ryan Marshall, Public Works Director – thank you Mayor for the budget, we are very happy with it. I am taking a different approach with the power point. Nick cannot be here; he is speaking at a conference in Salt Lake. We have done a lot of work at the Airport lately. See Exhibit “A”. It is 12,090 enplanements; it is not correct on the exhibit. Phillips – do we have any say on the Essential Air Service (ESA)? Ryan – they heavily weigh on our recommendation. It is pretty scary right now, there is a shortage on pilots. One carrier shut down 30 of their EAS. We are close to the hub; we are heavily reliant on Delta. Mayor – we still have 3 years left on our EAS; many have had service cancelled. Because of the situation in their contract, they have to continue. The Utah, Moab, Vernal, St. George and Cedar City. Many outside Utah have had issues. It is discouraging when our flights have been changed where you can’t make flights in Salt Lake, I have cancelled three flights, one with 6 people one with 2 people. We drove to Colorado Springs because of the connections. St. George is in the same situation, and they are struggling as well. I heard from Nick, we were as low as 700 enplanements 3 months ago, but we are up to 1,000 in April. If you don’t get the 10,000 enplanements you don’t get the Million dollars. The airlines retired several pilots and now they are stealing pilots from the smaller airlines. We asked for a specific route to get flights to help the traveling public, they did it before and it really helped, but their hands are tied.
We need to do more directional signage, but we have done the ones on the building. Mayor – one of the things that happens with COVID and social distancing, we can only get 50 passengers because we don’t have a waiting room large enough to hold more. We dream the 737 takes 180 passengers, so if you knock a wall out, make it bigger. Ryan – we have an expansion budget of $600,000 that is not large enough. We asked $1.5 million additional, I think 100% is covered by grant. We should budget it just in case. It is not shown in the budget. Paul – as soon as we get an award letter, we will open the budget and book the grant. We have been told we have grant money, but until we get the grant letter you will not see it in the budget. Phillips – we can come back mid-year? Jason – I will never show it until we have the award letter. Paul – if you put another $1.5 million, they will think they can spend it. We don’t want to pre-spend money.

Ryan – operation stays pretty static, the largest increase is another person, it was proposed. We appreciate that, it will help maintain the runway and to have coverage when the flights come in. Phillips – what about helicopters? Ryan – only commercial services. Phillips – on the revenue side of this, we try and have it self-sufficient. Paul – it is not an enterprise fund, but they are run very much like an enterprise fund. Phillips – I would like to formalize the contract with the County, it is a regional airport, they are getting off cheap with $25,000 that we get sometimes. I believe we need to ask for $100,000 from the County. Jason – uniquely right now the FAA is the most funded federal thing there is. The Airport has been eligible for 2 separate government programs that backfills expenditures for the Airport. The funding stays in the Airport, they received both CARES and ARPA funding. We are talking about repurposing it to do something with the Airport, but operational most has been covered by the Federal grant. Ryan – there are 4 funds, CARES we are reimbursing our operation for about 4 years. All expenses are 100% reimbursed, that goes into an account for large projects. CURSA and ARPA are more restrictive, they are geared toward capital projects and some you have to show it reduces COVID, we are using a lot for the expansion of the terminal. There will be some left over. The BEL grant, we get entitlement will double and we will be $2, million to maintain the asphalt and possibly connect taxiways. I do agree we need to shore something up with the County for future. We will run out of that money in 3 years. Hartley – Maria Twitchell has brought a lot of money in for advertising, and it has made a big difference.

Ryan – the capital is to redo the master plan, there have been a lot of changes in 5 years. We hired the same firm that did the original master plan. Maintenance of taxiway Charlie, we will use entitlement for both of those projects. The tower for $13,000 we have been using the past few months, it gives a lot of data for the State and the Airport, and it is a huge help for the master plan to track what type of plane comes in. It is GIS to give us the data on where the planes are coming from. Phillips – is it a virtual control tower? Ryan – they only collect data.

Philips - the approach is full of weeds in the divided highway. Ryan – the strip between the roads is taken care of by Parks. I know Nick will send his people out also. Phillips – it is the approach coming in and leaving. I know it is difficult, but we need to look at a long-term fix. Paul – we had it landscaped with shrubs and we couldn’t maintain it, so they pulled them out.
Phillips – there are a lot of rocks, the University has that and adds daylilies, they take almost no water.

Melling – they have a flip your strip program in northern Utah, and they have a lot of information on low or no water plants. There is a lot we could do there. Ryan – I will get with Ken and Nick. Right now, Parks takes care of the strips. I think we could get more weed barrier and rocks out there.

**WATER:** Ryan – continue with Exhibit “A”. Our water tanks hold about 2 days of water, so if we lose all our water, we have two days of reserve. Phillips – who issues the violations, just the employees? Yes. Phillips – is the Armbrust easement part of the park negotiations? Mayor – yes, we have verbal approval, but it is part of the park. Paul – it is a $2 million budget; we don’t want to move on a verbal approval. Phillips – where is the 500 West loop? Rob – 200 – 400 south. We are also looking for other areas of water. Mayor – we added to the Willow Sticks Study to look out beyond the WWTP, they are taking a serious study out there as well for potential well study. We are out probably 3 weeks before we see the results of the study. Paul – it will take additional money to explore the areas.

Ryan – water meters have increased by 12%-14%, so that account has increased $100,000, everything else is standard. Phillips – from March request to now there was a huge switch on professional and technical services? Jason – part of that is the master plans.

Phillips – the drill budget we are waiting on a location. Ryan – the test wells are to use for Willow Sticks. Rob – we hope more than 5, but we couldn’t get a set price. Paul – a production well, if it is smooth, if we find a home run, that is what the money is for.

Melling – I am curious, I had people reach out on the frontage road is that the bad water? Rob – yes, it was tested Monday, but it has a tint of brown to it. We turn it out and let it run for a few weeks. It is clearer today than was Monday. Melling – it is not a small amount of water, is there a way to put it in the storm drain system to get to a gravel pit without spending millions? Ryan – that water should perk down. Rob – it runs down the road 80 yards and then into a storm drain under I-15. Paul – for a storm drain it would go to the north. Naturally it runs south, you would have to pipe, and it is for 2 weeks. Ryan – we have that with all our tanks? Melling – yes to get it to some recharge, even if we don’t get credit from the State. I saw staff flushing hydrants and it goes into the irrigation which is good. Paul – if you reroute north it would have to go through Cross Hollows and it won’t make it out of the pond. You will get recharge that way or the way it is running on Middleton property. Rob – when they get the Racetrack subdivision done it will hook on there. When they get it hooked in it will be turned out there and people won’t see it. It will go into a creek. We have 5-6 houses in Hamilton Fort hooked into that. Once the new subdivision is done, we will turn it out in the foothills. Melling – we want it back into the ground. Melling – the retention on that project will be there? Jonathan – it will be to the west. Phillips – the Governor’s conference last night Cedar City was mentioned for our recharge efforts. Melling – with any tank if there is a feasible or low cost to get it into the storm drain it would be good.
**COLLECTIONS:** Ryan – continue with Exhibit “A”. We contract with Enoch and the County for sewer processing, the County is by connection, they charge and reimburse. For Enoch it is a meter system. Prevention is the name of the game with collection systems. The truck has been a huge bonus. Melling – are the areas redoing are we augmenting? Eric – they are low flow lines, and it is more than adequate. Ryan – there is not a lot of build out on the east side, it is more the other direction. Melling – with zoning we may see older properties turn into a 2 or 4 plex. Eric – we look at velocity, it is a lot higher on the east side, they should be fine.

Ryan – operation you don’t see many changes. Capital projects, most of them were funded, one is not, and it is Hunter Glen to help remove the lift station. I know the concern is building the reserves. We could probably go another year. We will request probably to do away with another lift station, when Eagle Ridge puts theirs under the freeway, it will cost about the same amount. We were hoping to do one this year and one next. Phillips – the number 1 priority was not funded, is that a problem? Ryan - #2 is upsizing, the $500,000 replacement, the reason the Hunter Glen is because it eliminates lift stations because of the cost to run and the risk of backup and the monitoring and maintaining, that is why it got the #1 priority. Can we wait another year, yes, we can. Eric – high density building, the pumps are sized for the flow, but the capacity is not, so the pumps are on and off a lot. Paul – do you have strong feelings either way? Phillips – if we have another one next year. Melling – of all the bad things to happen, we don’t want deficiencies on this. Isom – I hate to postpone the inevitable. Eric – they are ticking time bombs. Phillips – would it replace something else, would you not do something? Paul – it would reduce the fund balance. Jason – that is $2.2 million. Ryan – we will look at that. I am not sure if it got in the request, but I think it would qualify for impact fees. Jonathan – about $200,000 can be used for impact fees. Jason – I don’t think you have those impact fees, I think they are committed. Paul – there is $2 million in the fund balance, $172,000 from impact fees. We will look at it. Isom – I think we are united in looking at doing this.

**TREATMENT:** Melling - how much effluent? Eric- influent is about 3, million, effluent is about 300 to 400 gallons more on the effluent.

Ryan – continued with Exhibit “A”. Right now, we are hauling the bio solids to the landfill, and we are charged for that. It costs more in the winter because it is wet. In this year’s budget we budgeted a truck and trailer to haul. We are looking at future uses if someone gets certified with the state, they can use the bio solids. Isom – we can’t let people take it? Ryan – it has to be classified and there is a lot of liability. If someone gets certified and take the liability they can take it, there are farmers and turf farms looking at it. They were 6 months cleaning out the plant from the flooding. Ryan – on hooking on to the CICWCD line, they want us to transfer water rights. Melling – you have to supply rights. Hartley – is it just redundancy. Paul – we are stuck, we are not able to get rid of water rights. Melling – in their water service agreement they say they are supplying water through our system, but it is your rights. Mayor – how much water? Eric – come of the processes within the plant, about 20,000 gallons a day. Mayor – it is about 22-acre feet of water a year. Melling – we are a government entity; we could have an agreement. Whatever water metered the District has to show they have the water on the books. If it is water we have in our portfolio, and they only
deliver. Paul – we have a well, we could use the same water rights if our well went down and we had to use their water. Melling – that is about $350,000 we would charge a developer. Ryan – there is also a right-of-way issue for that line.

Ryan – we have small increases on operational. Phillips – there was a request for more money on building and grounds maintenance, what was that? Ryan – we asked for money to asphalt, that was taken out since it is not an ongoing cost. Capital projects. Phillips – what is a screw press for a million dollars? Eric – we pump to a tank and separate water and pump into a press, it turns really slow, it has a screen, as the auger turns it separates the water out the screen and pushes the solids. This is for an additional press. Ryan – we have only had one, we are asking to put the second one in, if the one goes down they get behind. It also adds capacity. Eric – it reduces the run time.

SOLID WASTE: Ryan – continued Exhibit “A”. With the cost of trucks going up, in a few years we will have to add another route, truck and driver, so we want to increase the fee to cover the costs when that occurs. Jason – we want to see how you feel about it. Paul – we don’t have a number yet. Jason – we are raising the water rates, the solid waste we want to raise, because of the storm drain issue. We feel we need to double what we charge in the storm drain. We have a lot of projects that need to be done on storm drain. Paul – if you are a business with a lot of asphalt you get charged more than a resident. Riddle – if you collect your garbage for a month, bag it and take it to the dump and come back you will spend more. If you figure what it would cost you to take the garbage to the dump, it is more than if you raise the fee to $12.00. The city can’t subsidize everything. Phillips – if I do the minimum my bill is $54 a month and it will go to $64 a month. Ryan – we looked if we added another route and divided it by the number of cans we serve, and it is looking like about $7.74. We are looking at $2.00 on top of the $8.00 to maintain the service and add another route. Jason – if we raise storm drain and solid waste. Phillips – we can justify the storm drain with what happened last year. Melling – I would rather charge the fees where they are needed than do a tax increase. If there is one regret I have, we did a good thing with the water rate structure, I wonder if 4 years was too long to phase it in, but it will hit some people hard. Does that cover the cost of fuel? Ryan – yes, we used what we are paying now. If that goes down, we will have extra. Jason – we have all trucks on a 5-year rotation and it will also cover a driver. If we wait 2 years to buy a truck it would give us the money to purchase the truck. Mayor – some cities do a one side of the street pick up. Paul – we looked at that and we got a lot of push back. Jeff – people don’t want the neighbors garbage in front of their house. Ryan – we have one-way streets that we only pick up on one side and in cul-de-sac’s we have them bring to the neck of the road. Jeff – we had someone lay in front of the garbage can.

Ryan – operational the expense is garbage cans, we run out the end of every year. With growth and with replacement cans. If he buys in bulk our shipping cost reduces quite a bit. Paul – we have all seen prices of fuel go up. We have different conversations with people to see where it needs to go. Jeff’s operations suck diesel fuel. We took the numbers from March and based the budget from that. We will watch it the first 6 months and see where we are.
Phillips – what is the recycle budget? Ryan – it is the binnie program, we will get rid of it. Ryan – capital is another truck. this is one of the vehicles we went to a regular replacement plan. Garbage trucks change so often that we put them on a 5-year rotation. We got behind a few years, I think this catches us up. Jeff – we are on a 6-year rotation. Phillips – what do you do with the old trucks? Ryan – we have used the old ones to scab parts, but we will auction them.

**STREET:** Ryan – Exhibit “A” continued. We are on a 7-year rotation, and it extends the life of the streets. We have a lot of lifted sidewalks in the older parts of town. We have a contractor that comes and grinds. Once it is a certain height it is unsafe. Riddle – between the frontage you have the sidewalk and park strip, is that maintained by the city? Ryan – the city owns the sidewalk. We partner with the homeowner; we will remove it and compact it and they are responsible to pour the sidewalk. If it is a trip hazard, we will take care of it ourselves, or if URMA does and inspection and requires us to replace it. We try and work with the homeowners. The mow strips become issues with the trees, it is a case-by-case basis. Melling – there was a mention last week about a sewer stub. A number of residents feel the city should take care of the sidewalks, that would be a SID, what would that look like? Paul – SID was an option, you identify a geographic area, and go to each homeowner and tell them the cost, they can pay lump sum or over 10 years and then the city puts it in and collects. People lobbied the legislature about being forced into an SID, the legislature took that tool away. I don’t know a mechanism other that 100% cooperation. Or we would do in front of Mr. Riddle and Mr. Phillips, Mr. Isom and Mrs. Hartley’s, and skip Melling’s house. It is a problem. Melling – could people opt in and pay for it could the city take care of it? Paul – I guess we could figure out a program. We are the worst collection agency, we are firm the owner will pay and then when we have to initiate a collection, the owner comes in here and we don’t have a spine to collect.

Ryan – we budget $150,000 for sidewalks, that is a small amount. Melling – do we need to increase the allotment for sidewalks?

Jeff –The Mayor puts it in the newsletter, and they have to schedule, we pull out the old sidewalk and leave road base and the contractor compacts and puts it in the new sidewalk. The insurance carrier wants more. Phillips – I walked on the east side, and it is a problem. Jeff – our hope is to have a concrete crew again. We do a blanket contract every year and since it is so busy, they don’t get our work done. I have had a tough time getting someone to do it. I finally found someone, now there is a shortage of powder for concrete, and they are competing with the bigger guys. We are in a really bad spot. Phillips – that is the information we need to get out to the residents. Ryan – voluntary is one thing, but when we have a water leak, they complain when we can’t get it fixed. Melling – last fall I had a water break and we waited on a contractor for a few months and then the city finally did it. Jeff – my concern is finding someone that can take that lead. I had two jobs open in the street department and I got 3 applicants. It used to be 40-50 applicants. Phillips – funding the positions, will it help? Jeff – eventually. Most of the concrete crews are several people. We will just be doing the little stuff. Paul – if it is one of Jonathan’s projects, we will bid it out. Phillips – could they do tree grates? Yes they could do that.
Paul – where is area 6 & 7? Jeff – east of Main Street was last year, area 7 in Fiddlers to 200 North and Main Street. We are doing a new product in Fiddlers; it took the least amount of work to prepare it. We put down a seal; it is a one step process. We will always have to crack seal. We will try the one step process. They take care of flyers, covering valves and manholes. It is a little more money. The rock comes from Wisconsin. ASI company has researched and found the perfect charge and strength with the oil. They train car the rock in big bags. We will still chip area 6. Especially on our hills they need chips. The roads in Fiddlers are in pretty good shape to try this on. Phillips – who determines where it is striped? Ryan – any adjustment to width we restripe. Phillips – Active Transportation is finding suitable areas for bike paths, and I want to coordinate.

Ryan – we have a lot of areas where the sidewalk was undermined from the flood, we need to fix those. We are making progress on all of the projects we have gotten behind on. In operation there are some larger increases, chipping that is the increased cost. We asked for $50,000 more in sidewalks that is to start up. We asked for two people, and we will still have to pay a company to grind. Phillips – why not the funding for the right merge on Kitty Hawk and Bulldog? Ryan – it is budgeted. Paul – the only one we did not fund is Kitty Hawk is from Animal Shelter to Airport Road. When the property develops the landowners can do that. We will finish to the end of our property. Isom – Westview Drive? Paul – we have spent a lot of time to get right-of-way on Westview from County residents. We went to Reed Erickson and said you need to get the right-of-way in the County, we will do the city portion. Riddle – there was a county resident that went to the Governor and asked about this issue. Paul – we may have to press that again at some point. Paul – you will notice a CAT 150 Grader and 308 midsize Excavator. Jeff went to a CAT guy, and he said if you want to put your name on it we will hold it, if you don’t get the money we will sell to someone else. Jeff – one will be in Cedar tomorrow, and one is on a boat in the middle of the ocean. Riddle – I had material that was supposed to be here in October, we had to put out an insurance claim. We got a call Friday it was off loaded in San Francisco. Jeff – the Feds are taking a lot of the equipment which hurts the people on commission. By doing it early we got better pricing. I usually put in $1,000 for outfitting the vehicle. This came in at $139,200 and I put more in. The blade came in at $325,890, we saved about $31,000 by doing it early. Paul – we want to have them on the agenda the same night you approve the budget and Jeff can pick it up July 1. You will also see another $40,000 and add the laser leveling on the grader. I have been using Jeff as an example to the others, he saves money and then gets more. Jeff – our dump truck we ordered a year ago is built and setting in El Paso, TX, it takes 6 weeks to fit it with a bed. I have until next week to get it to Salt Lake. I have been all day trying to get it here. We may have to send a guy to drive it to Salt Lake. Our garbage truck we ordered a year ago we got last week. Mayor – if you can buy a midsize excavator for $140,000 that is good. Jeff – it is government pricing. They also gave us a 5,000-hour power train and 2,000 hour standard warranty.

Paul – we hired Horox Engineering to do an Engineering Study at Airport Road and Kitty Hawk, Jonathan got it last week, their recommendation is put a traffic signal and two, if no signal to put a 4-way stop. Between tentative and final we are going to propose $350,000 and put in a signal.
Hartley – Master Plan Road, what is that? Mayor – we are looking for opportunity to pick up road pieces to connect roads. Behind the Forest Service on 100 East to connect to Fairway Drive. the parking lot west on 2400 North between Clarks, property acquisition to make some offers. Melling – master planned right of way? Yes. Mayor – next is Mellingville, if we don’t get 2400, we will go for 3000. Paul – if we negotiate a purchase, we will bring it to you. You are giving us the ability to buy road right of way, but we should show you what we are doing.

**STORM DRAIN:** Ryan – Exhibit “A” continued. We have storm drain issues, so there has been a lot of focus. Phillips – how is the underground detention working? Jeff – there was a hiccup on the weir plate where we had to add 4” to the top, but other than that it worked good. Melling – the sheer drop wouldn’t have been the greatest without that. Ryan – it got taxed during the flood. It is a safer alternative for that area.

We had a reduction in professional service, not many changes in operational. We are asking for additional personnel to help with some of these projects. Capital – we don’t have a fund built up to do a lot of projects. Interstate Drive was funded, it is already in progress. We will do things with the $4 million, but regular ongoing projects we don’t have a funding mechanism, that is why the fee increase. Phillips – when will we get the storm drain master plan? Jonathan – later in the year. Sunrise is focusing on the emergency projects. Ryan – the reconstruction of the retention pond at the Golf Course is the old pond. It is a liability. It was not funded; we will do some work there. Melling – is that the southernmost.

Hartley – on Interstate Drive, we had $160,000 and budgeted $20,000 more, does that not complete the project, and we needed $245,000. That is a typo. Mayor – you are talking $4.00 for 10,000 meters, that is less than a million a year. Paul – you need to calculate if we increase the fee on commercial as well as residential. Jason – it would double the fee, that is $800,000 a year. Melling – in looking at our conservation tier, turf removal, it is not a great thing, it could be that if people switch to conservations, retaining more storm water on site it would reduce the load. That could help with storm water as well. Phillips – if we are looking at $2 million in requests this year, how do we fix a $25 million problem with $800,000 a year? Melling – if we could phase increases. Phillips – that is huge. Melling – it may require a $10 per house fee. Ryan – I think it is more than that. Jason – do you agree you need $18 million in projects. If I asked you this a year ago you would have thought we were nuts. Do you think you need the $16 million? As staff we are not sure you all agree, so what we set the rate at? Phillips – is $2 million in capital needs each year? Paul – we need the master plan. Mayor – we don’t know without the master plan, there will be lots of opportunities when we have it. We decided better now than later. Melling – how much in the plan is going to be required, if you go into LID policies, do we need all of that? Paul – the change to the engineering standards is a positive, but it doesn’t impact anything already built, we have to fund that. Melling – the other thing, I think development should cover the cost of development, but does it help everyone. I don’t know if the plan is projected needs from development. Paul – everything we are looking at is the existing infrastructure like the dams at Greens Lake or all the areas in the heart of the city that need infrastructure upgrade. Everything we have seen in the first report is that is already in place. We will propose a rate based on what we know, and we may have to come back a second time and make another
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Proposal. Melling – it may be better to say this is it the fee we need to be at and then the Council can decide how much we want to increase. I don’t think you should sugar coat it. Paul – we don’t have a basis to make that larger proposal. We wanted to bring you what we knew. We are unable to recommend funding on requests.

Ryan – all projects on this are in addition to the emergency funding. I think you will see this every year. We are bringing in $800,000 we are using $600,000 in operation and you have $600,000 to $700,000 in projects each year. Doubling the fee alone will help keep up with normal year to year stuff. Melling – Is the bulk of the work based on the 3-hour 24-hour event? Jonathan – that is part, but also deficiencies. Phillips – we can do the $3.50 for now, but until we have justification, we can’t do more. Mayor – you saw how fast we can spend $4 million. I agree we need the study; it could be 6 months to get the study and 6 more months for us to study it. We are figuring ways to get things done. Melling – even $20 a month is a lot less than flood insurance. Mayor – I think it needs to be aggressive, it will be in the end, or you bond. If we need to do $5, $6 or $10 million, where will you get it. Riddle – we have sympathy because of what we had last year. Melling – there is a huge cultural shift also, spring runoff was part of living in an ag community. We don’t have the same attitude anymore, people live in their basements, they are expensive to fix. Mayor – back in the 60’s when it happened, they built the dikes, and it was a massive expense, now we need to rebuild them. Phillips – we recognize we need to make adjustments.

CATS: Ryan – Exhibit “A” continued. No public transit is self-sustaining; it is subsidized heavily through federal funds. Any capital they pay 80% we pay 20%. Fares are $1.50 one way and dial a ride is $2.

We finished the fleet building, a lot was based on CATS, they subsidized over ½ million in funding. Phillips – when is the last time we raised the rates? Ryan – before I was here. Phillips – we need to look at that. Ryan – you are serving a population that can’t absorb the increase. Most systems are free. Phillips – do we get subsidy from the State? Ryan – no. Jason – it is a pass through from the feds through the state to us. Ryan – if you build it correctly it will be used more efficiently. That is how it evolved in St. George, they put the money in it to do the routes correctly. The University is looking to partner. Paul - Also the Local Iron County Homeless Coalition would like to partner. It would be good to have Ryan work with the groups and get their feedback. Melling – increased ridership, if we can get the cost below $28 per ride would be huge. Ryan – there is a State funding mechanism that is a tax, there are options for the cities, most up north do that. In a rural areas you can divert a lot to streets. Paul – UDOT is offering funding to expand public transit. Ryan – if we want to adjust that we can look at cost. It is a federally funded program, there is a lot of money through CARES where it will be funded 3-4 years, 20% operational, we can put money away for our local match. We didn’t ask for increases. Phillips – the same for gas and oil? Ryan – that should have been adjusted. Jason – we will adjust if needed, but we had adequate funding. We will get a new bus, 80% to 100% funded. The program at the state has it in to be funded.

Hartley – salaries and wages went up a lot, why? Ryan – they were lower, so it had to be increased to bring it up to the $12 per hour.
FLEET: Ryan – Exhibit “A” continued. They are the workhorse and don’t ask for much. Operational minimal and no capital. They are grateful for the new building.

PUBLIC WORKS FACILITIES/ADMIN: Ryan – Exhibit “A” continued. This is the support staff, Ryan, Kathy and Blue Stakes. Kathy does a lot of work throughout the departments. Eric does blue stakes. We consolidated that into one person 2 years ago instead of having each department go out to the same location. Phillips – what is SCADA? Ryan – it is the monitoring system on the lift stations and water tanks; if there are problems it notifies staff. Paul – if a tank is overflowing it sends an email to slow the flow. We have some leaks in the roof and some HVAC issues. We will try to also refurbish the front of the building. Mayor – look at the Codale on 200 West that is a lot of the same building that has been refurbished. It is relatively inexpensive. It gives the building a new life. Structurally the old buildings last forever.

Phillips – a few years ago there was a need for more property, is there any property in proximity we should be looking at? Ryan – quite a few years ago the property where Chrysalis is, the council didn’t move on it, and it was sold. We have looked at property behind us and because of COVID we held off and Reel Line Steel purchased it. I was working with Dan Roberts, and they came with an offer they couldn’t refuse. There is property to the north that is not for sale. Riddle – Roger Murie owns that, and I don’t see it being sold. Phillips – it will just get more expensive, not less. Ryan – some divisions have looked at moving off site. There is some property where the MTI lift station is and we own that, that could be for sewer collections. That is an option if we can’t expand. Phillips – you buy more garbage trucks; have more cans it fills up.

ENGINEERING: Jonathan Stathis, City Engineer – we don’t have a lot, only a few items in operating. Street light connections, Rocky Mountain Power would like the city to start paying for street light connections. Paul – they said we have been cheating for 40+ years and they don’t want us to cheat anymore. Jonathan – the developer installs streetlights, but the power company has to make the connections. We would like to front the money and then charge the developer that fee. Paul – in order to get the streetlights on the billing system, they want to bill the customer. Melling – that is the fair way to allocate. Jonathan - $10,00 in professional and technical services. We want money in case we have items out of our realm of expertise. We had the transportation and general plans in the past budgets, so the budget did come down. More for computer and technical services. We have software that we need to renew each year. All reviews are done digitally and that is a fee. We have increase in temporary wages. Trevor McDonald is still on payroll as part-time employee. He created share point software. We are transitioning away to My City Inspector. Melling – does the county use it? Paul – the building department uses it. Jonathan – we want a little money while we make the transition.

Capital – there was one item funded, I don’t think we will need it now since going to My City Inspector, it has already been paid for. Phillips – what about a computer, it is essential in your department. Jonathan – we were requesting additional employees; they were not funded. We may have some excess money in this budget to buy a few computers. Isom –
back to personnel, you are busy, do we have enough? Jonathan – my only concern is we are doing the best we can, to give the level of service demanded by the public. It is hard to keep up. How long will this last, who knows. We are seeing incredible growth right now. Phillips – how many services are we going out? Jonathan – we did the capital projects. Mayor – State Bank was doing 60 loans a month, April they did 13. We contracted everything out that was on the docket, and we got two employees. I think it is a good time to work into the new people and see where it goes. Melling – it seems since California and Vegas opened up the move ins have slowed down. We have subdivisions approved that will turn into building inspections. If the market heats up in the next couple of months, I would want you to come back. Jonathan – it hasn’t hit us yet, but it will. Melling – I don’t want to overstaff and cut later. Mayor – with interest rates raising it will drop off for younger buyers. Phillips – we know you are here late at night and back at 8:00 a.m. we notice that. Jonathan – I appreciate your support. We have young staff that is learning.

ADJOURN: Councilmember Phillips moved to adjourn at 5:05 p.m.; second by Councilmember Isom; vote unanimous.

[Signature]
Renon Savage, MMC
City Recorder
CEDAR CITY PUBLIC WORKS DEPARTMENT

AIRPORT

- Statistics
  - Main Runway 2/20 = 8,653 Feet x 150 Feet
  - Crosswind Runway 8/26 = 4,822 Feet 2 6 Feet
  - 3 Taxiways, 6 Taxiway Connectors, 2 Taxi Lanes, 3 Airport Ramps
  - 6 ½ miles of perimeter fence
  - Essential Air Service – SkyWest – 14 flights out of the airport per week
  - 12,0908 enplanements in 2021
NOTABLE IMPROVEMENTS

- Updated Terminal Interior
- Updated Signage
NOTABLE UPCOMING PROJECTS

- Terminal Expansion
  - 3 Possible Designs
- Pavement
- Lights
- Full Scale Mock Disaster Drill

WATER

- Statistics
  - 9401 Water Connections in Cedar City
  - 242.2 Miles of Pipeline
  - 3 Springs Systems: Cedar Canyon; Shurtz Canyon; Quichapa Canyon
  - 11 Storage Tanks with a Capacity of 19,602,284 gallons
  - Lake at the Hills has a Capacity of 32.2 Million Gallons for Irrigation
  - Golf Course Pond has a Capacity of 1 Million Gallons for Irrigation
  - 8 Culinary Wells
  - Water Restriction
    - Voluntary
    - Mandatory
      - Violations in 2021 = 251
      - Violations to date in 2022 = 37
NOTABLE ACCOMPLISHMENTS

- Water Line Washed Out by Floods at the Fork of Highway 14 and Cedar Canyon Road – 250 Feet of Pipe

PROJECTS CURRENTLY IN PROCESS

- Ground Water Exploration Project – Test Well
  - Rodeo Grounds
  - Burgess Well
- Water Tank Design & Build
  - Waiting for Easement from Ambruster Property
- Cedar Canyon Water Tank
  - Engineering Contract Approved Last Week; Working on Design
- 1700 West Waterline Loop/Replacement
  - Still Working on Obtaining Right-of-Ways
- 500 West Waterline Replacement
  - In Design with Alpha Engineering; Out to Bid End of May 2022
- Water Master Plan
  - In Process – Done by the End of the Year
- Willow Sticks Water Exploration
- Expand Water Capacity
  - New Well
  - New Water Tank
WASTEWATER COLLECTIONS

- Statistics
  - Total Population Served: 45,150
  - 9,005 Active Sewer Connections in Cedar City
  - 722 Residential and 4 Commercial Connection in Iron County
  - Over 250 Miles of Sewer Line
  - Over 4,000 Sewer Manholes
  - 5 Active Lift Stations
  - Employee Certification:
    - Randy Clove – Collections Grade IV; Treatment Grade I
    - Lawrence Rumber – Collections Grade IV
    - Skyler Rember – Collections Grade II
    - Kypson Benson – Collections Grade II
    - Derek Van Hatten – Collections Grade II

NOTABLE ACCOMPLISHMENTS

- Received New Camera Truck
PROJECTS CURRENTLY IN PROCESS

- Line Cleaning and Videoing in Maintenance Area 3 = Cross Hollow, Leigh Hill
- Continue Replacement of Old Infrastructure
- Iron West Lift Station
  - Waiting for Burgess to Finish the Lift Station in Their Subdivision
- Slip Lining
  - Working on an RFP to be put out by May 15, 2022

WASTEWATER TREATMENT

- Statistics
  - Annual Influent = 1,088,625,277 Gallons
  - Daily Average Influent = 2,983,469 Gallons
  - Produced 1,799 DMT (Dry Metric Tons) of Unclassified Biosolids in 2021
  - Employee Certification:
    - Eric Bonzo – Treatment Grade IV, Collections Grade IV
    - Jeff Lennert – Treatment Grade III, Collections Grade I
    - Laurie Smith – Lab Director
    - Jordan Jolley – Treatment Grade I
    - John Glass – Treatment Grade II, Collections Grade I
    - Brian Lafferty – Treatment Grade I
    - Jaden Benson – Treatment Grade I
    - Pete Sury – Treatment Grade I
    - Kurt Raffield – FOG Technician
NOTABLE ACCOMPLISHMENTS

- Passed State Compliance Evaluation Inspection with No Corrective Actions or Deficiencies
- Performed On-Site Inspections for all 17 Permitted Industries and Quarterly Inspection of all Food Establishments, Automotive Shops, Car Washes and Dental Offices
- Zero Exceedances or Bypasses in 2021 – Maintained Compliance with UPDES Permit
- Completed Construction of 3rd Final Clarifier
- Flood Event

NOTABLE UPCOMING PROJECTS

- Water Line from Central Iron County Conservancy District to Plant
  - Working on Obtaining right-of-Ways
  - Water Right Transfer to Central Iron County Water Conservancy District
- Screw Press
  - Added Redundancy and Capacity
SOLID WASTE

- Statistics
  - A Total of 11,144 Trash Cans in Service in Cedar City (# Billed)
  - 9,895 Cans Picked Up the Last Week of April 2022

PROJECTS CURRENTLY IN PROCESS

- Growth
  - Went from 3 Trucks to 4 Trucks
  - Anticipate Adding Another Truck and Route Within the Next 2 Years
- New Fee Proposal
STREETS

- Statistics
  - 161.5 Miles of Paved Roadway; 9.5 Miles Other
  - 252.2 Miles of Sidewalk

NOTABLE ACCOMPLISHMENTS

- Flood Event
  - Interruption of Annual Street Maintenance
  - 2022 – Street Maintenance in Area 7 and Catchup Area 6
PROJECTS CURRENTLY IN PROCESS

- Sidewalk Repair Concern
  - Blanket Contracts Non-Responsive
  - Budget for our own Sidewalk Crew
- 1600 North & Lund Highway Intersection
  - Project in Design; bid in 2 Weeks
- 1100 West 200 – 400 North Rebuild
  - Project out for Bid; Due May 20, 2022
- Kitty Hawk/Animal Shelter Improvements
  - Watson Working on Design
  - Project Will be Done In-House
- 895 South & Joe Thurston Way
  - Project out for Bid; Due May 20, 2022
- Lund Highway Widening U-56- 2400 North
  - Project in Design; Bid in 2 Weeks

STORM DRAIN

- Statistics
- 15 Retention Basins
- 50 Miles of Storm Drain Pipeline
NOTABLE ACCOMPLISHMENTS

- Flood Event
  - Received Over $4 Million Mitigation Funds
- Sunset Canyon Detention

PROJECTS CURRENTLY IN PROCESS

- Storm Drain Channel – Eagle Ridge Loop
  - Letter Sent out Notifying Property Owners
- Flood Issues
  - Emergency Storm Drain Projects
CEDAR AREA TRANSPORTATION SERVICES
CATS

- **Statistics**
  - Operates Monday – Friday 7:00 AM – 5:00 PM; Saturdays 10:00 AM – 4:15 PM (Excluding Holidays)
  - 30 Stops on the Fixed Route
  - Dial-A-Ride (Paratransit) Operates Throughout the City Limits
  - Federally Funded Through FTA 5311 Program
  - Bus Fare (One Way) $1.50
  - Dial-A-Ride Fare (One Way) $2.00
  - 30-Ride, Day Pass & Monthly Student Pass Available
  - Combined Ridership for 2021 = 15,660

COMBINED RIDERSHIP 2021-2022

![Graph showing combined ridership from 2021 to 2022]
NOTABLE ACCOMPLISHMENTS

- New Fleet/CATS Building
  - Cats Portion $527,906.00
  - Provides an Area for CATS for Store and Have Their Equipment Maintained

PROJECTS CURRENTLY IN PROCESS

- A Lot of Interest Currently for the Expansion of CATS
FLEET

- Statistics
  - Maintains 350+ City Vehicles and Equipment
  - 478 PM’s (Preventative Maintenance) in 2021
  - $798,982.65 in Parts Went Through the Warehouse in 2021

NOTABLE ACCOMPLISHMENTS

- New Fleet/CATS Building
  - 20,000 Square Feet of Building
    - Includes 4,000 Square Feet of Warehouse
  - 10 Bays
  - 10,000 Square Feet of Shop Space
PROJECTS CURRENTLY IN PROCESS

- Continued Maintenance and Preventative Maintenance of City Vehicles and Equipment

PUBLIC WORKS FACILITIES/ADMINISTRATION

- Statistics
- Public Works Yard at 716 North Airport Road, Houses the Water, Wastewater Collections, Fleet, CATS and Street/Solid Waste/Storm Drain Divisions
- Supports all Divisions Within the Public Works Department
  - Oversees all Aspects of Public Works
    - Budgets, Inspections, Meetings
    - Monthly, Quarterly and Annual Reports
    - 2,236 Work Orders in 2021
    - 7,503 Blue Stakes in 2021
  - 1,585 Streetlights in Cedar City
    - Converting all Streetlights to LED
NOTABLE ACCOMPLISHMENTS

- Construction of New Fleet/CATS Building
- Back-Up Server for Computer System
- SCADA Systems
- Pavement

PROJECTS CURRENTLY IN PROCESS

- Support and Maintain all Public Works Buildings
  - Refurbish Office Building
  - Enclose Storage Bays
  - Continue with Asphalt Maintenance