

## Bluff Town Council Work Session Minutes

April 16, 2024

Bluff Community Center at 9:00 a.m.

190 N 3<sup>rd</sup> East P.O. Box 324

435-672-9990

Regular meetings are held the first three Tuesdays of every month at 4:00 p.m. Requests to be on the agenda may be submitted in writing to Ann Leppanen (ann@townofbluff.org) at least 4 days before the meeting. Agendas and minutes are posted at:

townofbluff.org and audio, in addition, at the Utah Public Notice Website.

To view the livestream, or watch past recordings, please visit our YouTube channel: <https://www.youtube.com/channel/UCTqBxSP-Erhxq6muVMX6vdw>.

This meeting was held in person and virtually

The meeting started at 9:04 a.m.

Roll Call Mayor Ann K. Leppanen, Luanne Hook, Jennifer Davila, Linda Sosa, Britt Hornsby

Erin Nelson Town Manager

### **1. Discussion of Bluff's Planning and Zoning Draft Sign Ordinance**

Leppanen led the Council through a red-line draft of the Sign Ordinance from Planning and Zoning that showed possible changes, corrections and additions based on previous Council comments. The purpose of the reading was to obtain consensus about the document so it could be sent to the Town Attorney and be ready for a vote at the April 23<sup>rd</sup> regular meeting. Changes were made as the group went through the document. Topics covered were definitions, general regulations, exemption, prohibited signs, nonconforming signs, a commercial sign grid, types of signs and enforcement. Commercial sign size is based on vehicles traveling 40 miles per hour through town.

A pause was taken from 10:18 a.m. to 10:29 a.m.

### **2. Discussion of Bluff Community Center (BCC) and Fire Mesa Kitchen (FMK)**

#### **Contracts and Use**

Leppanen had made notes about comments and possible changes to the combined contract created by Malia Collins with Kate Aitchison and Hannah Whitney of Cow Canyon Coffee. The Council agreed the current contract for renting the Community Center worked well, was easy to understand and made several changes. The cleaning fee was changed from \$40 for half day use and \$75 to all day use to \$50 for both. A \$100.00 refundable deposit was suggested for use of the AV equipment and an equipment checklist. Waiving the rental fee

for nonprofits and governmental groups. Consensus was it is a stand-alone contract. It was mentioned that the Council does not accept credit cards at this time.

It was discussed that if a group reserves the pavilion for a day long advertised event \$30 be charged for use of the dumpster and \$30 for a group that uses the restrooms only.

Leppanen will write the policy.

The Council liked the idea of having a three-month trial run for use of FMK with the following ideas:

- Two separate contracts, the current half-day/all-day and a membership/ hourly contract;
- Membership is \$40 a quarter and the hourly rate is \$7;
- A lockbox can be used for the key and people using the kitchen would self-police how many hours they are using;
- Storage is not an option; all food and ingredients must be removed after every use;
- Commercial cleanliness standards will be kept;
- Hook volunteered to help open or close as needed and do the cleaning check after each group.

The trial period will start May 1<sup>st</sup>.

### **3. Discussion of Amendments to Current Fee Schedule**

Leppanen reminded that changes to the fee schedule, even temporary, must be made in a meeting.

### **4. Discussion of Solar Panels for the Cooperative Cultural Center and Possibility of Purchasing Panels from Applied Energy Services (AES)**

Leppanen explained the history of the panels, a couple of years ago AES donated solar panels to Monticello and a few months ago Monticello rescinded that vote. There are 160 and Bluff could make an offer to buy them, AES is not able to donate them. Drew Cooper talked with Leppanen and said the IRS has a program to reimburse 60% of the cost for energy improvements like this.

Questions included: the CCC will become solar ready, is 160 panels enough or too many for the roof, could this be a Capital Improvement Plan, installation and storage. The Council is interested in getting more information,

### **5. Discussion of Capital Improvement Projects**

A work session on April 30<sup>th</sup> would be focused on projects and give time to include in the 2024/2025 budget.

### **6. Discussion of Proposal to Have Work Sessions on April 30, May 14, and May 21 and Budget and Amended Budget Public Hearing on May 21, 2024**

Leppanen explained changing the meeting schedule to the first and third Tuesday be a regular meeting, the second Tuesday we a work session and keeping the fourth Tuesday open for work sessions, as needed. In addition to the great deal of work on the grants, time is needed to work on the amended 2023/2024 budget and 2024/2025 tentative budget. This will require passing a resolution. It was suggested the work sessions start at 3:30 p.m.

## **7. Other**

Hornsby explained his work schedule will have changes for the summer.

Leppanen explained May 7<sup>th</sup> will be a needed for the Council to work on the amended budget and employee pay increases because public hearings dates will need to be set.

Davila motioned to adjourn the meeting at 11:53 a.m., Hornsby seconded the motion and Leppanen, Sosa, Hornsby, Hook and Davila voted in favor.

Linda Sosa Recording Officer

For requests to receive emails/meeting invitations, email [linda@townofbluff.org](mailto:linda@townofbluff.org)