



# Variance Application

For property located at:

San Juan County Fairgrounds

*Walter  
Government  
Exhibit  
Copy*

FEE: \$180.00 (non-refundable)

Date 10/17/2023 Application # \_\_\_\_\_ (fill in)

Project Title San Juan County Fairgrounds RV Stalls

Property Owner\* San Juan County Phone 505-587-3235

Mailing Address 117 South Main St., Monticello, UT 84535

Applicant/Developer/Agent San Juan County (Elaine Gizlier)

Office Phone 435-687-3235 Cell Phone 801-554-0104

Mailing Address 117 South Main St., Monticello, UT 84535

E-mail Address egizlier@sanjuancounty.org

Parcel # A33240308403 Legal Description: Please Attach

Total Area - Acres or Square Feet: 8.33 Zone Designation C-1

- Variance Request
- Standards and Requirements
  - Section C
  - Section G
  - Section I-4
  - Section K
  - Section N
  - Section T
  - Section U

\*Meets all building permit/code requirements outside of conditional use permit

\*Current property owner must sign application (see back/next page)

08/2023

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## Public Hearings

A variance is a land use that, because of its unique characteristics or potential impact on the municipality, surrounding neighbors, or adjacent land uses, may not be compatible in some areas or may be compatible only if certain conditions are met that mitigate or eliminate the detrimental impacts. The Planning Commission & City Council holds a public hearing for all land use applications.

The Planning Commission meets the first Tuesday of the month and you must submit your application at least four weeks in advance of the hearing date. The public hearing by the Planning Commission begins at 6:30 p.m. in the Hideout Community Center Chambers, Monticello, UT, 648 S Hideout Way. You or your appointed representative must be present at the public hearing at 6:30 p.m. to explain your case and answer questions.

The City Council may make a final decision on your request the day of the final public hearing. They will either approve, approve with conditions, continue, or deny the application. You will receive written notice of the decision approximately one week after the hearing date.

A variance permit expires 12 months from the date the City Council approval is given unless other arrangements have been made in writing between the property owner and the Monticello City Planning & Zoning Administrator.

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## Application Requirements

Complete the attached application form. Incomplete or inadequate information may result in your case being delayed until complete and adequate information is supplied. There is a filing fee to help defray the costs of advertising, public hearings and staff review. This is a non-refundable fee which must be submitted at the time of application and is listed on the application form. For your application to be complete, you must also submit the following:

- **Proof of Ownership** - The current property owner must be the applicant but may designate an authorized agent to act on their behalf. Proof of ownership may include a County Recorder's printout indicating ownership with corresponding parcel number, a Warranty Deed or tax notice.
- **Letter of Intent** - Please include an explanation letter to outline your request.
- **Adjacent Property Owner Information** - A current computer printout of all the property owners and their mailing addresses adjacent to the outer boundaries of your property is required and shall be obtained from the San Juan County Recorder's Office. Notification of your proposal will be sent to the adjacent property owners by Monticello City prior to the public hearing.
- **Accurate Scale Drawing** consisting of - Existing and proposed streets and buildings, Property lines, Existing and proposed uses, Driveways, Pedestrian walkways, On-site and off-street parking and loading areas, Landscaped areas & property features, North arrow and name of project, Date of drawings, Existing topography, and Current utility hook-ups.

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Next Planning Commission Meeting \_\_\_\_\_

Filing Deadline  
(4 weeks prior to hearing date) \_\_\_\_\_

### Appealing a Decision of the City Council

Any person wishing to appeal a decision of the City Council must file the appeal with the Board of Adjustment within 10 business days of the final decision of the City Council.

\_\_\_\_\_  
(Office Use Only)

DATE RECEIVED: \_\_\_\_\_ COMPLETE: YRS \_\_\_\_\_ NO \_\_\_\_\_

DATE APPLICATION DEEMED TO BE COMPLETE: \_\_\_\_\_

COMPLETION DETERMINATION MADE BY: \_\_\_\_\_  
Signature

**VARIANCE APPLICATION CHECKLIST: Your request will not be processed without this information.**

- **Proof of Ownership**
- **Letter of Intent**
- **Adjacent Property Owner Information:**
  - **Accurate Scale Drawing:**
    - Existing and proposed streets and buildings
    - Property lines
    - Existing and proposed uses
    - Easements
    - Property setbacks
    - On-site and off-site parking and loading areas
    - Landscaping areas/property features
    - Name of project
    - Name of applicant
    - Date of drawings
    - Existing topography
    - Current utility hook-ups

1. **Item C: Open Space** – Within the parcel, there is not 10% of the open area that can be used for common area, playground, and other recreational activities
2. **Item G: Allowed Vehicle Requirements** – There will likely be other types (horse trailers) of vehicles using the facilities
3. **Item G, Subitem 4: Road Design** – While the traffic flow requirements are met, it is within a parking lot and not a designated road
4. **Item K: Landscaping** – Attractive entrance, aesthetically pleasing appearance, and drought tolerant grass are lacking

**Open Space:** There is an existing playground with landscaping on parcel A33240308411

Events held at the Fairgrounds are County Fair, Livestock Sales, Rodeo, RH, Children Rodeo and Games, Len Surenseri Vet comes every Tuesday with truck and trailer. Vehicles will be trucks varying sizes with trailers varying sizes hauling animals with the livestock and agriculture products for their animals

Road design, there are no plans to change the traffic flow in or out of the fairground area. The RV Spaces will be placed within the existing space and will provide a more organized safe space for attendees. There will be lighting, sewer and water access.

Landscaping- existing landscaping will remain, there will not be any additional landscaping provided



**BOARD OF COMMISSIONERS MEETING**  
117 South Main Street, Monticello, Utah 84535, Commission Chambers  
May 16, 2023 at 11:00 AM

**MINUTES**

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**Audio Link:** <https://www.utah.gov/pmn/files/979455.MP3>

**Video Link:** <https://www.youtube.com/watch?v=6uRW14KE9Ww>

**CALL TO ORDER**

**Time Stamp 0:03:20 (audio & video)**

Commission Chair Adams called the meeting to order at 11:17 am.

**ROLL CALL**

**Time Stamp 0:04:07 (audio & video)**

Present – Commission  
Commission Chair Bruce Adams  
Commission Vice Chair Sylvia Stubbs  
Commissioner Jaime Harvey

Present – Others  
Mack McDonald, Chief Administrative Officer (CAO)  
Brittany Ivins, County Attorney  
Lyman W. Duncan, Clerk/Auditor

**INVOCATION**

**Time Stamp 0:04:00 (audio & video)**

Invocation offered by Lynn Stevens, former San Juan County Commissioner.

**PLEDGE OF ALLEGIANCE**

**Time Stamp 0:05:42 (audio & video)**

Commission Chair Adams led the audience in the Pledge of Allegiance

**PUBLIC COMMENT**

*Public comments will be accepted through the following Join Zoom Meeting <https://us02web.zoom.us/j/3125521102>. One tap mobile +16699006643, 3125521102# US (San Jose)*

*There will be a three minute time limit for each person wishing to comment. If you exceed that three minute time limit the meeting controller will mute your line.*

**Time Stamp 0:06:08 (audio & video)**

Kylie Miller, resident of Spanish Valley, asked the commissioners to oppose the Balanced Rock Resort. She expressed that the county needs more single family residences, not more overnight rentals.

Brenda Brown, from Aneth (Chapter), asked the commissioners to oppose the Off-Premise Beer license application by the Family Dollar store in Montezuma Creek.

Colby Smith, resident of Spanish Valley, opposes the Balanced Rock Resort. He is concerned that the change in residential to residential "flex" is inconsistent with the local area.

Monette Clark, from Spanish Valley, asked the commissioners to oppose the Balance Rock project. She feels the public needs more time to assess the proposed development issues.

Marlene Fluckaby, resident of Spanish Valley, is concerned with the growth in northern San Juan County. She asked the commissioners to oppose the Balanced Rock Resort.

**CONSENT AGENDA (Routine Matters) Mack McDonald, San Juan County Administrator**

*The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.*

**Time Stamp 0:21:12 (audio & video)**

Mack presented the consent agenda for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Hurvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Hurvey, Commissioner Stubbs

1. **Approval of the April 18, 2023 Board of Commission Work Meeting Minutes**

2. **Approval of the April 18, 2023 Board of Commissioners Meeting Minutes**

3. **Approval of the Following Small Purchase Orders of \$1,498.47 for Computer and Items for Emergency Operations, \$2,975.70 for Patch Machine Hose Repair for the Road Department, \$5,509.34 for Radios for the Fire Department, \$5,483.00 for Garage Door Repair, \$3,370.00 for Removal and Replacement of Air Conditioning Condenser**

4. **Approval of the April 13 to May 11, 2023 AP Check Registers**

**RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS**

5. **Presentation and Update from Utah State University on the Monument Valley Campus.**  
Kristian Olsen, Associate Vice President

**Time Stamp 0:23:24 (audio & video)**

Kristian Olsen, Utah State University (USU) Vice President presented the plans to build a new campus in Monument Valley. The current building is outdated and in poor condition. USU proposes to build a new \$14 MM campus in Monument Valley and leave the old dilapidated building near Goulding's store. The San Juan School District has leased several acres to USU for the new campus building. The building will house a welding room, nursing/CNA lab, and academic space for other general credit courses. The new building will also provide space for academic support staff. The State of Utah – Legislature has approved \$5 MM, the USU Logan campus has pledged \$5 MM, the remaining \$4 MM will come from other public & private donations. The Navajo Nation leadership has committed to be involved in the project.

6. **Presentation from Utah Department Agriculture and Food.** Craig Butters, Commissioner

**Time Stamp 0:44:35 (audio & video)**

Craig Butters, Commissioner from the Utah Department of Agriculture and Food (UDAF). He is meeting with counties from all over the state and is pleased to be in San Juan County today. He highlighted the responsibilities that UDAF performs for the residents of the state. He highlighted the availability of mental health counseling for farmers and ranchers that is available statewide.

Kelly Pearson, former San Juan County Administrator, related when Governor Cox asked UDAF leadership to create a strategic plan, hence, they have toured the state and gathered information regarding the strength and weaknesses of the producers. The state is losing significant parcels of land along the Wasatch front to residential/multi-use development and the desire is to preserve existing farmland keep it open and in production. San Juan County is split 51% to 49% between crops and livestock production. The Food Security Grant program is open for applications until the end of May 2023.

7. **2022-2023 San Juan Assessment Values Comparison.** Lyman Duncan, County Clerk/Auditor

**Time Stamp 1:11:44 (audio & video)**

Lynnan Duncan, County Clerk/Auditor, provided a handout of 2022-2023 Assessment Values Comparison. The report indicated that centrally assessed values declined almost \$32 MM when compared to the past year. He stated that the decline will directly affect the counties operating budget and will reduce property tax distributions to the school district and other special service districts.

#### **PUBLIC HEARING**

##### **Time Stamp 1:14:52 (audio & video)**

Commission Chair Adams asked for a Motion to enter into a Public Hearing:

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Stubbs, Commissioner Harvey

Lyn Creswell, San Juan County Administrative Law Judge, presented the ordinance for the commission to review and approve. The ordinance provides a path or administrative appeal process for residents, employees, and county leadership to request Lynn to "De Novo" or "to start afresh" on a difficult legal issue. The appeal process or review hopefully is to mediate or mitigate court cases before they become filed with the Judge. The Ordinance also provides for financial penalties if individuals continually ignore and violate the mediation process of the proposed Ordinance.

Commission Chair Adams asked for a Motion to exit the Public Hearing

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

#### **8. CONSIDERATION AND APPROVAL OF AN ORDINANCE AMENDING AND UPDATING SAN JUAN COUNTY CODE PROVISIONS RELATING TO ADMINISTRATIVE APPEALS. Judge Lyn Creswell**

##### **Time Stamp 1:35:25 (audio & video)**

Lyn Creswell, Administrative Law Judge for San Juan County, asked for the Commission to review and accept the revised ordinance. He answered several questions from the Commission.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

#### **BUSINESS/ACTION**

9. Consideration and Approval of the San Juan Counseling's Area Plan, Tammy Squires, Director, San Juan Counseling

##### **Time Stamp 1:35:38 (audio & video)**

Tammie Squires, CEO for San Juan Counseling, presented the 2024-2026 State of Utah Area Plan for the Commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
Voting Yes: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

10. Consideration and Approval of Reappointment of Lois Young to Represent the Town of Bluff on the San Juan County Board of Health. Grant Sunada, Public Health Director

**Time Stamp 1:42:03 (audio & video)**

Grant Sunada, Public Health Director, presented the reappointment of Lois Young to the County Public Health Board.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.  
Voting Yes: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

11. Consideration and Approval of Budget for Monticello Cancer Screening Program. Grant Sunada, Public Health Director

**Time stamp 1:42:49 (audio & video)**

Grant Sunada, Public Health Director, presented the proposal to utilize excess Covid-19 Crisis Workforce grant funding into the Monticello Radiation Cancer program for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
Voting Yes: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

12. Consideration and Approval of San Juan County Health Department Environmental Service Delivery Plan FY2024. Grant Sunada, Public Health Director

**Time Stamp 1:54:53 (audio & video)**

Grant Sunada, Public Health Director, presented the Environmental Service contract for the Commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
Voting Yes: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

13. Consideration and Approval of San Juan County Health Department Public Health Infrastructure - 2023. Grant Sunada, Public Health Director

**Time Stamp 1:56:32 (audio & video)**

Grant Sunada, Public Health Director, presented the Public Health Infrastructure contract for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
Voting Yes: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

14. Consideration and Approval of the Dozer Repair Purchase Order. Jud Tate, Landfill Manager

**Time Stamp 2:00:09 (audio & video)**

Mack presented the proposal for the repair of the landfill dozer. The purchase order is for \$126,212.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
Voting Yes: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

15. Consideration and Approval of Local Consent Form for Off-Premise Alcohol sales at Family Dollar Store in Montezuma Creek. Lyman Duncan, County Clerk/Auditor

**Time stamp 2:02:22 (audio & video)**

Lyman W. Duncan, County Clerk/Auditor, presented the initial Local Consent Form for the commission to review and approve or deny. The commissioners asked several questions and indicated their desire to deny the Local Consent Form.

**Motion to deny:**

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.  
Voting Nay: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

16. Consideration and Approval of Two Portable Vehicle Lifts. TJ Adair, Road Superintendent

**Time Stamp 2:08:08 (audio & video)**

TJ Adair presented the proposal for the purchase of two (2) vehicle lifts for the South Road shed.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.  
Voting Yes: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

17. Consideration and Approval of Purchase of a Motor Grader Front Push Blade. TJ Adair, Road Superintendent

**Time Stamp 2:09:21 (audio & video)**

TJ Adair presented the proposal to purchase push blade for snow and rock removal.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.  
Voting Yes: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

18. Consideration and Approval of the 2024 State Task Force Grant (STFG) between the Utah Commission on Criminal & Juvenile Justice (CCJJ) and San Juan County Sheriff's Office Major Crimes & Drug Task Force. Jay Begay, Task Force Commander
- Time Stamp 2:10:31 (audio & video)**
- Jay Begay, County Task Force Commander, virtually presented the 2024 Major Crimes & Drug Task Force grant for review and approval
- Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.
- Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs
19. Consideration and Approval of the La Sal Library memorandum of understanding (MOU) with Utah Education and Telehealth Network (UETN) for Fiber Optic. Nicole Perkins, Library Director
- Time Stamp 2:11:55 (audio & video)**
- Nicole Perkins, Library Director, presented the MOU for Fiber Optic installation for the La Sal Library, for the commission to review and approve.
- Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.
- Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs
20. Consideration and Approval of the Economic Mobility and Opportunity Cohort Grant Subgrant Agreement of \$35,000 from the Bill & Melinda Gates Foundation's Economic Mobility and Opportunity (EMO) Program through the International City/County Management Association. Mack McDonald, Chief Administrative Officer
- Time Stamp 2:15:20 (audio & video)**
- Mack presented the Economic Mobility and Opportunity grant from the Bill & Melinda Gates Foundation for the commission to review and approve.
- Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.
- Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs
21. Consideration and Approval of Balanced Rock Resort Rezone Application. Scott Burton, Planning and Zoning Administrator
- Time Stamp 2:16:40 (audio & video)**
- Scott Burton, Planning & Zoning Director, presented the Balanced Rock Resort rezoning application for the commission to review and approve or deny.
- Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.
- Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

26. Consideration and Approval of the Notice of Award to TM Premier Services, Inc. for Landscape Services at Multiple Locations in San Juan County. Sam Long, Facilities Maintenance Supervisor.

**Time Stamp 2:35:27 (audio & video)**

Sam Long, Facilities Maintenance Supervisor, presented the proposal for landscape services at multiple locations for the Commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

#### **COMMISSION REPORTS**

**Time Stamp 2:37:18 (audio & video)**

Commission Chair Adams recommended for the commission reports be moved to the next meeting in June 2023.

#### **EXECUTIVE SESSION**

**Time Stamp 2:37:30 (audio & video)**

Commission Chair Adams requested a Motion to enter into Executive Session at 2:13 pm.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

27. A Closed Executive Session to Discuss For a Strategy Session to Discuss Pending or Reasonably Imminent Litigation As Permitted Under UCA 52-4-205.

A Closed Executive Session to Discuss The Character, Professional Competence, or Physical or Mental Health of an Individual As Permitted Under UCA 52-4-205.

#### **ADJOURNMENT**

**Time 3:04 pm.**

Motion to adjourn:

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

\*The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session if necessary, for reasons permitted under UCA 52-4-205\*

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_  
San Juan County Board of County Commissioners

ATTEST: \_\_\_\_\_ DATE: \_\_\_\_\_  
San Juan County Clerk/Auditor

22. Consideration and Approval, Lonesome Left Estates Subdivision Amendment 6. Scott Burton, Planning and Zoning Administrator

**Time Stamp 2:25:18 (audio & video)**

Scott Burton, Planning & Zoning Director, presented the rezoning for the Lonesome Left Subdivision amendment for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Stubbs

23. Consideration and Approval of Hassen Estates Subdivision Amendment 3. Scott Burton,

**Time Stamp 2:26:48 (audio & video)**

Scott Burton, Planning & Zoning Director, presented the Hassen San Juan Town Homes Overlay for the Commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

24. Consideration and Approval of the Participation Agreement with San Juan County and Territory Holdings, LLC Participating in Obtaining a Right of Way for the Potential Relocation of "Ranch Road". Scott Burton, Planning and Zoning Administrator

**Time Stamp 2:30:50 (audio & video)**

Scott Burton, Planning & Zoning Director, presented the Participation Agreement for the Commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs

25. Consideration and Approval of the Notice of Award to Kijigore Companies, dba LeGrand Johnson for Asphalt Repair and Replacement Projects at Multiple Locations in San Juan County. Sam Long, Facilities Maintenance Supervisor.

**Time Stamp 2:33:17 (audio & video)**

Sam Long, Facilities Maintenance Supervisor, presented the proposal for asphalt repair of several county building parking lots with LeGrand Johnson for the Commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Vice-Chair Adams, Commissioner Harvey, Commissioner Stubbs



**BOARD OF COMMISSIONERS MEETING**  
117 South Main Street, Monticello, Utah 84535. Commission Chambers  
April 18, 2023 at 11:00 AM

**MINUTES**

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**Audio Link:** <https://www.utah.gov/pmn/files/969871.MP3>

**Video Link:** <https://www.youtube.com/watch?v=b-748A-7Ds>

**CALL TO ORDER**

**Time Stamp 0:00:16 (audio & video)**

Commissioner Chair Adams called the meeting to order at 11:02 am.

**ROLL CALL**

**Time Stamp 0:00:29 (audio & video)**

**PRESENT-COMMISSION**

Commission Chair Adams

Commission Vice Chair Sylvia Stubbs

Commissioner Jaime Harvey

**PRESENT-OTHERS**

Muck McDonald, County Administrative Officer (CAO)

James Francorn, Deputy Clerk/Auditor

Mitch Maughan, County Assistant Attorney

**INVOCATION**

**Time Stamp 0:00:56 (audio & video)**

Invocation Offered by Commission Vice Chair Stubbs

**PLEDGE OF ALLEGIANCE**

**Time Stamp 0:04:12 (audio & video)**

Pledge of Allegiance led by Commission Chair Adams

**PUBLIC COMMENT**

Public comments will be accepted through the following Zoom link: <https://us02web.zoom.us/j/3125521102> One tap mobile | 16699006833...3125521102# US (San Jose). There will be a three-minute time limit for each person wishing to comment. If you exceed that three-minute time limit the meeting controller will mute your line.

**Time Stamp 0:04:42 (audio & video)**

Jeff Mattson, resident of Pack Creek, asked for the Commissioners to support item #11.  
Norma Roath, resident of Pack Creek, asked for the commission to support #11.

**CONSENT AGENDA (Routine Matters)** Mack McDonald, San Juan County Administrator

*The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.*

**Time Stamp 0:10:27 (audio & video)**

Mack presented the consent agenda for the commission to review and approve.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

1. Approval of the March 21, 2023 Commission Work Meeting Minutes
2. Approval of the March 21, 2023 Commission Meeting Minutes
3. Approval of the March 11 to April 12, 2023 Check Registers
4. Approval of the Following Small Purchase Orders: \$1,398.75 for a Turbo for the Road Department; \$9,499 for a Pressure Washer for the Landfill; \$35,295.61 for Chemicals for the Weed Department; \$9,629.54 for Tobacco Prevention Education for Public Health; \$2,849 for a Drone and \$14,690 for a Sandbag Machine for Emergency Management.

**RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS**

5. Update and Presentation from the Utah School and Institutional Trust Lands Administration regarding the transfer of SITLA parcels from the Bear's Ears National Monument

**Time Stamp 01:13:25 (audio & video)**

Michelle McConkie, Executive Director of SITLA, presented the proposal of possible SITLA land exchange of parcels in San Juan County. She indicated the possibility of increased economic opportunities coming from the land exchange.

Chris Faucett, Managing Director over Services/Cirazing, discussed some of the land uses and what the exchange could mean. Commissioner Stubbs brought up the concern with parcels being traded out of San Juan County and if that would mean less money for the Schools. Chris clarified that it would actually probably mean more money for the schools as the land is put to better use and the per pupil funding formula does not take into account the SFTLA land in each county.

6. 2023 Energy Efficiency Grant Program & Energy Efficiency Conservation Block Grant Program Discussion. Mack McDonald, Chief Administrative Officer

**Time Stamp 0:38:40 (audio & video)**

Mack presented the grant details to the Commissioners.

7. A Performance Audit of the San Juan County Commission, Office of the Legislative Auditor General Findings. Mack McDonald, Chief Administrative Officer

**Time Stamp 0:40:52 (audio & video)**

Mack presented the Performance Audit from the Office of the Legislative Auditor. The report spoke at length about the physical meetings, electronic meetings, and emails that occurred behind the scenes with previous Commissioners, rural advocacy groups, environmental groups, and legal counsel offices in what might be viewed as exerting undue influence upon the direction of the County government. The OPMA statutes appeared to have been disregarded. Comments were offered that all of the county residents suffered during this time period due to the lack of governmental transparency.

#### **BUSINESS/ACTION**

8. Consideration and Approval of an Agreement with Utah Communications Authority to Move Purchase Vesta Services in Support of San Juan County's Decommissioning of the PSAP Phone Positions to Price for 911 Services. Lehi Laey, County Sheriff

**Time Stamp 0:53:23 (audio & video)**

Mack presented the background behind the Agreement. SJC transferred our 911 system to Price and this is one of the last steps in the transfer. Commissioner Harvey asked how or if this change would affect the Navajo reservation and Mack stated the impact would be minimal if at all. Commissioner Harvey asked for additional information about the technology being used within the County 911 system.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

9. Consideration and Approval of the 2023 Aging Services 4-Year Operational Plan. Tammy Gallegos, Aging Director

**Time Stamp 1:05:10 (audio & video)**

Tammy Gallegos, Aging Director, presented the operational plan for approval by the commissioners.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yes: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

10. Consideration and Ratification of a Contract Entered into with the Department of Public Safety's Division of Emergency Management and San Juan County for the CY2023 Flood Mitigation Funding Award of \$20,500. Tammy Gallegos, Emergency Manager

**Time Stamp 1:06:29 (audio & video)**

Tammy Gallegos presented the Contract for review and approval by the Commissioners.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yes: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

11. Consideration and Approval of the Hazard Mitigation Grant Program Award, Articles of Agreement, for a San Juan County Puck Creek Debris Basin with the State of Utah, Division of Emergency Management (DEM) and the Federal Emergency Management Agency (FEMA) for \$84,082.75. Tammy Gallegos, Emergency Manager

**Time Stamp 1:08:00 (audio & video)**

Tammy Gallegos presented the Grant Program award for review and approval.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yes: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

12. Consideration and Approval of the San Juan County Health Department COVID-19 Health Disparities and Advancing Health Equity Amendment #1 Contract. Grant Sunada, Public Health Director

**Time Stamp 1:17:55 (audio & video)**

Grant Sunada, Public Health Director, presented the contract for approval. The Amendment is an extension of a previous contract.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yes: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

13. Consideration and Approval of San Juan County Health Department STD Disease Intervention Services 2019 Amendment #4. Grant Sunada, Public Health Director

**Time Stamp 1:20:55 (audio & video)**

Grant Sunada, Director, presented the Contract Amendment for review and approval.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

14. Consideration and Approval of the San Juan County Disease Response, Evaluation, Analysis and Monitoring 2019 Amendment #4. Grant Sunada, Public Health Director

**Time Stamp 1:23:33 (audio & video)**

Grant Sunada presented the Amendment for review and approval by the Commission.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

15. Consideration and Approval of a Letter of Support for the Spanish Hills Trails Recreation Trails Program Grant. Elaine Gizler, Economic Development, and Visitor Services Director.

**Time Stamp 1:28:40 (audio & video)**

Elaine Gizler, Visitor Services Director, presented the Letter of Support for review and approval by the Commission.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

16. Consideration and Approval of the Hanksville Billboard Easement Agreement between Paul Hansen and San Juan County. Elaine Gizler, Economic Development, and Visitor Services Director

**Time Stamp 1:36:26 (audio & video)**

Elaine Gizler, Visitor Services Director, presented the easement agreement for review and approval.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

17. Consideration and Approval of the Design of the RV Spots at the Fairgrounds. Elaine Gizler, Director of Economic Development & Visitor Services

**Time Stamp 1:37:53 (audio & video)**

Elaine Gizler, Visitor Services Director, presented the engineering design for the new trailer spaces at the fairgrounds for review and approval.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

18. Consideration and Approval of the Cooperative Forest Road Agreement Between San Juan County and the USDA, Forest Service. TJ Adair, Road Superintendent
- Time Stamp 1:46:45 (audio & video)**
- TJ Adair, Road Superintendent, presented the agreement of review and approval by the Commissioners. The agreement is a master agreement, and it identifies all the roads that need to be placed on the yearly maintenance agreement.
- Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.
- Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs
19. Consideration and Approval of a Capital Purchase for a 2023 CAT 420 IT CF Backhoe Loader for \$140,240. TJ Adair, Road Superintendent
- Time Stamp 1:49:07 (audio & video)**
- TJ Adair, Superintendent, presented the proposal to purchase the CAT 420 Backhoe.
- Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.
- Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs
20. Consideration and Approval of the Lease Agreement and Resolution to Lease, Purchase and/or Finance a Caterpillar 980M Medium Wheel Loader from Caterpillar Financial Services Corporation for \$587,500. Jed Tate, Landfill Manager
- Time Stamp 1:52:06 (audio & video)**
- Jed Tate, Landfill Manager, presented the lease agreement for the CAT 980M Loader.
- Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.
- Voting Yea: Commissioner Harvey, Commissioner Stubbs
- Commissioner Adams stepped out temporarily two in favor, zero opposed.
21. Consideration and Approval of Amendment #2 to the Navajo Revitalization Fund Navajo Mountain Spring Project. Mack McDonald, Chief Administrative Officer
- Time Stamp 2:01:10 (audio & video)**
- Mack presented the amendment to the Mountain Spring project for review and approval.
- Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.
- Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

22. Consideration and Approval of the FY 2022 Audit Engagement Letter for Larson & Company, PC for the Annual Audit. Mack McDonald, Chief Administrative Officer

**Time Stamp 2:05:14 (audio & video)**

Mack presented the contract for the commissioners to review and approve.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

23. Consideration and Approval of a Standard Service Provider Contract with Horrocks Engineers, Inc. for Consulting Services for Broadband Planning. Mack McDonald, Chief Administrative Officer

**Time Stamp 2:06:01 (audio & video)**

Mack presented the broadband contract for review and approval.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

24. Consideration and Approval of the Design and Budget for the 2023 Cal Black Airport AWOS and Beacon Improvement Project. Mack McDonald, Chief Administrative Officer

**Time Stamp 2:07:40 (audio & video)**

Mack presented the contract for review and approval by the Commissioners.

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

25. Consideration and Ratification of the Economic Mobility and Opportunity Cohort Grant Award of \$35,000 from the Bill & Melinda Gates Foundation's Economic Mobility and Opportunity (EMO) Program through the International City/County Management Association. Mack McDonald, Chief Administrative Officer

**Time Stamp 2:10:07 (audio & video)**

Mack presented the Grant Award for review and approval by the Commissioners.

Commissioner Harvey recommended seeking matching funds from Utah Navajo Trust Funds and Navajo Revitalization Fund.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

26. CONSIDERATION AND APPROVAL OF A RESOLUTION ENCOURAGING THE STATE OF UTAH TO RECOGNIZE THE NAVAJO NATION ROAD N35 AS A TRANSPORTATION PRIORITY FOR SAN JUAN COUNTY AND THE REQUEST FROM THE NAVAJO UTAH COMMISSION SEEKING THIS ROAD TO BE DESIGNATED AS A UTAH HIGHWAY. Jamie Harvey, County Commissioner

**Time Stamp 2:15:23 (audio & video)**

Commissioner Harvey presented the resolution for the Commission to review and approve. The road extends from the Montezuma Creek Bridge south to the Red Mesa community. The road is in dire need of repair and maintenance.

Motion made by Commissioner Harvey, Seconded by Commissioner Stubbs.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

#### COMMISSION REPORTS

**Time Stamp 2:17:54 (audio & video)**

Commission Chair Adams read an article he found in a old magazine regarding the \$36,000 to build the SJC Courthouse. He also presented that the Utah Association of Counties has asked for a representative from SJC to join the Centrally Assessed Property committee. Candidates will be presented at a later date.

Commission Vice Chair Stubbs attended the 7 County Coalition meeting at the Lisbon Valley Mine site. She also spoke of learning more about how other counties are addressing homelessness and found it was very informative for her.

Commissioner Harvey attended the Building Utah conference in St. George. He is interested in the architecture of the emergency support communication abilities. He attended the Navajo Revitalization Fund meeting (along with Commissioner Stubbs). He expressed appreciation for the County support of Earth Day and their chapter house cleanup efforts.

#### ADJOURNMENT

**Time Stamp 2:36:36 (audio & video)**

Motion made by Commissioner Stubbs, Seconded by Commissioner Harvey.

Voting Yea: Commission Chair Adams, Commissioner Harvey, Commissioner Stubbs

\*The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session if necessary, for reasons permitted under UCA 52-4-205\*

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_  
San Juan County Board of County Commissioners

ATTEST: \_\_\_\_\_ DATE: \_\_\_\_\_  
San Juan County Clerk/Auditor



## COMMISSION STAFF REPORT

**MEETING DATE:** April 18,  
2023

**ITEM TITLE, PRESENTER:** San Juan County Fairground RV spaces will be utilized by the Jr. Livestock participants and County Fair Participants by Elaine Gizler, Economic Development and Visitor Services Director.

**RECOMMENDATION:** Business Action/ Approve

**SUMMARY:** The designated RV spaces and infrastructure will be constructed for the benefit of the Jr. Livestock participants and County Fair participants. Hence, they are in closer proximity to their animals. These spaces will be more organized for these individual participants to set up. There will also be lighting and electrical for safety in the area. These will add value to the site as the County progresses to construct improvements to the Fairgrounds. These RV spaces will not compete with the Commercial RV business in San Juan County. These spaces will only be used during specific times for Event participants to have closer access to their livestock.

**HISTORY/PAST ACTION.** The Outdoor Recreation Grant of \$73,000 has been allocated toward this project, with the County partnering with the other half of the cost.

**FISCAL IMPACT:** \$73,000

Services

Agencies

SX Fairground RV Stalls

A33240308402

A33240304800

A33240308401

A33240308403

A33240308405

A33240308405

A33240308405

A33240308405

A33240308405

A33240308410

A33240308405

A33240308407

A33240308400



844-Playground - Landscaping





Tri-Hurst Construction

# PROPOSAL



377 West 300 South  
Blending, Utah 84511  
435-678-2766

PROPOSAL SUBMITTED TO San Juan County/Jones and DeMille Engineering - Javen Ivins	PHONE 435-587-9100	DATE 7 September 2023
STRBET	EMAIL javen.ig@jonesanddemic.com	
CITY, STATE and ZIP CODE	JOB NAME SJC Fairgrounds KV Stalls	
ENGINEER Jones and DeMille Engineering	JOB LOCATION SJC Fairgrounds, Monticello, UT	
We hereby submit specifications and estimates for:		
Work per referenced plans with the following clarifications:		
<ol style="list-style-type: none"> <li>1. Stalls 19-22 (the group of four furthest north and separated from the remainder) are excluded <ol style="list-style-type: none"> <li>a. Sewer and water will be stubbed outside the footprint of built stalls for future expansion</li> <li>b. Conduit will be stubbed to proposed locations for future expansion</li> </ol> </li> <li>2. Earthwork for gravel parking sections is excluded</li> <li>3. Trenching for electrical primary will be by others</li> <li>4. Location of tie-in to main power line will be adjusted from plans to fit a constructable solution</li> </ol>		
<p><b>We Propose hereby to furnish material and labor—complete in accordance with above specifications, for sum of: Two Hundred Forty-four Thousand Eight Hundred Sixty-three Dollars (\$244,863)</b></p> <p>Payment terms are net 30 days of invoicing. Contractor shall be entitled to 18% annual interest after payment deadline and is entitled to attorney fees and collection expenses to collect any unpaid balances.</p> <p>All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements concerning the work shall be subject to delays beyond our control. Owner to carry fire, tornado, flood and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.</p>		
Authorized Signature	Note: This proposal may be withdrawn by us if not accepted within 30 days	
Signature: _____	Signature: _____	
Date of Acceptance: _____	Date of Acceptance: _____	
<p><b>Acceptance of Proposal—This bid may be accepted in any of the following manners: (1) Signature on the Proposal; (2) client requests and/or allows contractor to perform work; (3) client pays contractor deposit for the work.</b></p>		

**SAN JUAN COUNTY  
FAIRGROUNDS RV STALLS  
MONTICELLO, UTAH  
2023**

PROJECT NO.	SHEET NO.
DATE	DATE
SCALE	SCALE



PROJECT LOCATION

INDEX TO SHEETS	
SHEET NO.	SHEET TITLE
1	GENERAL NOTES
2	GENERAL NOTES
3	GENERAL NOTES
4	GENERAL NOTES
5	GENERAL NOTES
6	GENERAL NOTES
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50	GENERAL NOTES

VICINITY MAP

**APPROVAL**

RESPONSIBLE FOR APPROVAL

DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_

**Jones & DeMille Engineering, Inc.**  
 CIVIL & STRUCTURAL ENGINEERING - SURVEYING  
 GIS - ENVIRONMENTAL - MATERIALS TESTING  
 - shaping the quality of life -  
 1 800 748.5275 www.jonesanddemille.com

### LEGEND

**EXISTING FEATURES**

- Proposed Right-of-Way
- Proposed Roadway
- Proposed Utility
- Proposed Structure
- Proposed Landmark
- Proposed Boundary
- Proposed Easement
- Proposed Right-of-Way
- Proposed Roadway
- Proposed Utility
- Proposed Structure
- Proposed Landmark
- Proposed Boundary
- Proposed Easement

**PROPOSED FEATURES**

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- Proposed Structure
- Proposed Landmark
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- Proposed Easement

**NOTES**

1. All proposed features are shown in accordance with the approved plans.
2. All proposed features are shown in accordance with the approved plans.
3. All proposed features are shown in accordance with the approved plans.
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7. All proposed features are shown in accordance with the approved plans.
8. All proposed features are shown in accordance with the approved plans.
9. All proposed features are shown in accordance with the approved plans.
10. All proposed features are shown in accordance with the approved plans.

**INDEX**

Sheet 1 of 1

**APPENDIX**

Appendix A: Survey Data

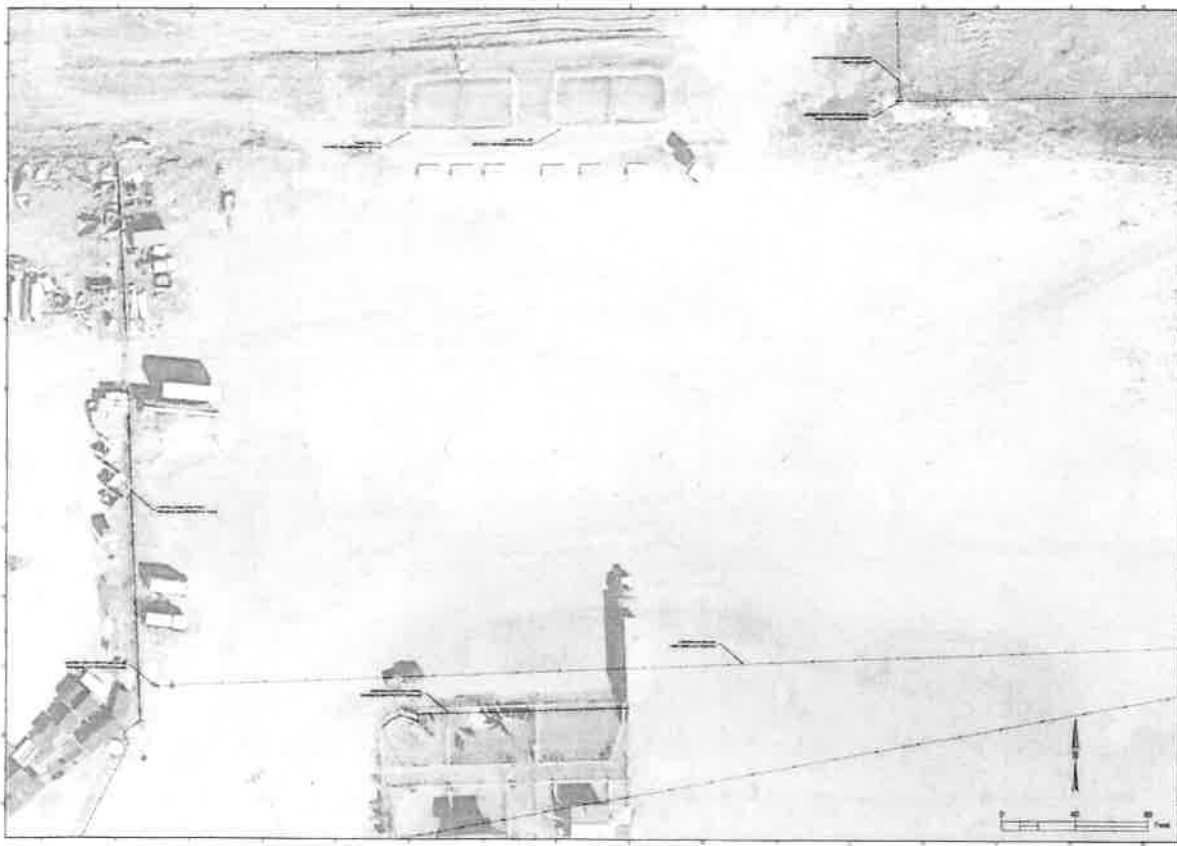
Appendix B: Utility Data

Appendix C: Structure Data

Appendix D: Landmark Data

Appendix E: Boundary Data

Appendix F: Easement Data



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JONES & DUBBLE ENGINEERING, INC.  
303 S. WASHINGTON ST., SUITE 200  
SAN JUAN, P.R. 00985

SAN JUAN COUNTY  
S.E. FAIRBOURNS IV PARK  
EXISTING CONDITIONS

SAN JUAN  
SCALE: 1" = 10'