



City Council Meeting/Work Session

Tuesday, August 27, 2024 at 7:00 pm

Attendees: Mayor Bayley Hedglin, Councilmember Kirk Crowley,
Councilmember Ron Skinner, Councilmember Nathan Chamberlain,
Councilmember Kevin Dunn, Councilmember George Rice, City Manager
Kaeden Kulow, Assistant City Manager Megan Gallegos, City Recorder
Melissa Gill

Monticello City Council Meeting

Meeting Location: Hideout Community Center 648 S Hideout Way

1. Call to Order
2. Invocation/Opening Remarks
3. Public Comment
4. Consider for Approval: Monticello City Prosecutor Contract (discussion/action)

Attachments:

- **Contract for Legal Services** (Contract_for_Legal_Services.pdf)

5. Upcoming City Events (discussion/action)

Attachments:

- **Clothing Drive** (Clothing_Drive.pdf)
- **Lloyds Lake** (Lloyds_Lake.pdf)
- **Public Health and Safety** (Public_Health_and_Safety.pdf)

6. Consider for Approval: Continuation of 300 S West Past 200 W (discussion/action)

Attachments:

- **300 W Public Hearing** (300_W_Public_Hearing.pdf)

7. Planning Commission Attendance (discussion/action)

Attachments:

- **Planning Commission Attendance** (Planning_Commission_Attendance.pdf)

8. Planning Commission Restructure (discussion/action)

Attachments:

- **Planning Commission Restructure Proposal** (Planning_Commission_Restructure_Proposal.pdf)

9. Consider Lease or Purchase of City Vehicles (discussion/action)

Attachments:

- **Vehicle Leasing or Purchasing** (Vehicle_Leasing_or_Purchasing.pdf)

10. Consider for Approval: Purchase of Airport Fuel - 100 Low Lead (discussion/action)

Attachments:

- **100LL Fuel Pricing** (100LL_Fuel_Pricing.pdf)

11. Follow Up Items (discussion)

12. Administrative Communications

13. Consider Upcoming Agenda Items (action)

14. Adjournment (action)

AUDIO FILE

NOTICE OF SPECIAL ACCOMMODATIONS

THE PUBLIC IS INVITED TO ATTEND ALL CITY MEETINGS In accordance with the Americans with Disabilities Act, anyone needing special accommodations to attend a meeting may contact the City Office, 587-2271, at least three working days prior to the meeting. City Council may adjourn to closed session by majority vote, pursuant to Utah Code §52-4-4 & 5. The order of agenda items may change to accommodate the needs of the City Council, the staff, and the public.

Contact: Melissa Gill, Recorder (melissa@monticelloutah.org 435-587-2271) | Agenda published on 08/23/2024 at 2:57 PM

Contract for Legal Services

This is a contract for legal services between the City of Monticello ("the City") and Mitchell D Maughan, Esq. ("the Attorney"). This contract is for criminal legal services for 12 months, beginning September 1, 2024, and ending one year thereafter. In the event that either party wishes to terminate the contract before the 12-month period expires, a 60-day notice must be given in writing. The agreement will automatically renew for an additional 12 months unless either party gives 60-day notice of termination.

Hours, Rate, and Expenses

The City agrees to pay a monthly fee of \$1,500 in exchange for a 12-month total of 120 hours of legal services (10 hours per month). In the event the City uses more than 120 hours in the 12-month period the city will be billed at \$125 per hour for each hour in excess of 120 hours. Unused hours are not discounted or carried over into the next contractual cycle. The Attorney will also provide up to four (4) hours of legal services each month for any civil issues the City requests such as reviewing or drafting contracts, drafting ordinances, research, opinion letters and related services. If the City does not use the 4 hours each month, they will not be carried over to the next month.

The Attorney will provide a monthly invoice of the hours billed each month and a brief explanation of the work provided for each hour used. Time will be tracked in six minute increments with any estimating in favor of the next lowest increment. Time spent will not be estimated in any increment larger than six minutes (a total of a ten-minute phone call is estimated at six minutes, a fifteen minute phone call would be estimated at twelve minutes). In addition, the Attorney will meet on a monthly basis with the City Manager or designee, as requested by the City to update the City on the prosecution of cases for that month and to discuss relevant issues the City may be facing.

Travel and other non-contractual expenses that may occur will be reimbursed using the same policy the City uses for employees. Additionally, if any specialized computer software is required to carry out a service requested by the city, those costs will be negotiated with the City at that time. Further, if the City service requires the payment of a particular fee (such as a filing fee or a records request fee) the City will be invoiced for the fee.

Associations Membership, Training, and Conferences

The City agrees to pay \$1000 annually to cover the costs of association memberships, trainings, and conferences that the Attorney might join or attend during that year for training that may be of benefit to better serving the City. The City will make this payment at the same time it makes the first payment annually for the Attorney's services.

Availability and Services

Availability: The Attorney will be available during regular business hours 8:00 a.m. to 5:00 p.m., Monday through Friday. If the City needs immediate assistance with an issue that requires less than 15 minutes, the issue will be attended as soon as the Attorney is finished with any matters pertaining to a current client. If the issue requires more than 15 minutes, it will be attended to as quickly as time is available on the calendar. Additionally, if an emergency arises during non-business hours, contact information to reach the Attorney will be provided.

Guaranteed Services:

The Attorney will act as prosecutor for all city criminal cases brought for violations of the Utah State Code and Local Ordinances. Cases will be screened in a timely manner and all cases that need to be passed to the County Attorney's Office in the District Court will be passed along. All cases that proceed in Justice Court will be reviewed prior to court and if necessary, will be reviewed with the officers involved prior to any court proceedings. Additionally, all cases handled in Justice Court will be screened for possible enhancements.

Conflicts of Interest and Professional Responsibilities

In accordance with the Rules of Professional Conduct, if a matter arises in which there is a conflict in the Attorney's representation of the City, the Attorney will notify the City as soon as the Attorney becomes aware of the conflict. The Attorney will provide reasonable efforts to avoid conflicts of interest and to mitigate any conflict.

The Attorney will act in accordance with the Utah Rules of Professional Conduct in all matters in which the Attorney represents the City. Those rules are available for review at:

<https://www.utcourts.gov/resources/rules/ucja/>

Signed:

For Monticello City Date

Mitchell D Maughan Date 08/27/2024



Clothing Drive & Distribution

It's that time of year, start saving all those clothes!

We will be having a clothing drive in November.

Volunteers are needed to help organize and get things set up.

CLOTHING DISTRIBUTION

Requirements for clothing:

- All clothing must be washed
- If you could sort by size, it would be helpful
- NO holes, dirty, stained, or smelly items
 - NO missing buttons
 - NO animal hair
- NO used undergarments of any kind
- All zippers must function on all items (jeans, coats, hoodies, etc.)
- Shoes must be clean and without holes
- Accessories are welcomed, (handbags, jewelry, scarves, unopened beauty products, etc...)

If you have any questions, please feel free to contact Jazzy at
Jnielson@monticelloutah.org or (435) 587-2271



JOIN US FOR A COMMUNITY CLEAN UP AT **LOYDS LAKE**



SEPTEMBER 28, 2024
4:00 PM @ LOYDS LAKE

**COME ONE
COME ALL**

CLEAN UP FOCUS AREAS:

- CLEANING OUT CULVERTS AROUND THE TRAIL
- SANDING AND REPAINTING PICNIC TABLES
- REPAIR THE PATH THROUGH THE PICNIC AREA.
- ESTABLISH A BETTER PATH TO THE LOWER BATHROOM

PLEASE BRING : GLOVES, SHOVELS, RAKES, AND WEED EATERS
WE WILL END THE NIGHT WITH A S'MORE COOK OUT!

**QUESTIONS? CALL: 435-587-2271 OR EMAIL:
JNIELSON@MONTICELLOUTAH.ORG OR MEGANG@MONTICELLOUTAH.ORG**



Public Health & Safety Night

Date: September 21, 2024

Time: 4:00 - 6:00 pm

Location: Ballfields

301 W Center Street, Monticello, UT

Touch a Truck Event

Helicopter Landing @ 4:30 pm

Car Extraction @ 5 pm

Public Information on Health and Safety

A free hot dog dinner

Join us for a movie to kick off this event

Friday, September 20th 7:00 p.m. @ the

Hideout.

If you have any question call/email Jazzy

(435) 587-2271 or Jnielson@monticelloutah.org



COMMUNITY MOVIE NIGHT FIREHEART

WHEN: FRIDAY SEPTEMBER 20TH
WHERE: HIDEOUT COMMUNITY CENTER
TIME: DOORS OPEN AT 6:00 P.M. FOR THE CRAFT
MOVIE STARTS AT 7:00 P.M.

WEAR YOUR PJ'S, BRING A BLANKET AND A PILLOW!
MONTICELLO RECREATION COMMITTEE WILL BE SELLING CONCESSIONS!



BLOCK N

Monticello Tow
Block O

300 SOUTH

J	24	17
K	25	16
L	M	N



SECTION 36 T33S, R23E, SALT LAKE MERIDIAN, UTAH

Monticello Townsite
Block P

BLOCK O



400 SOUTH

BLOCK Q

L	K	J	I	H	G	F
M	25	24	23	22	21	E
N	16	17	18	19	20	D
O	15	14	13	12	11	C
P	6	7	8	9	10	B
Q	5	4	3	2	1	A

This plat was created pursuant to Utah Code Annotated, 1953, as amended, section 17-21-21 solely for the purposes set forth therein and is based upon information provided by recorded deeds. San Juan County assumes no liability for errors, omissions, variations, gaps or overlaps.



Planning Commission Attendance (Current Member)

August 2023:

Commissioner Bennett
Commissioner Cokenour
Commissioner Christensen
Commissioner Hoggard

September 2023:

Commissioner Bennett
Commissioner Cokenour
Commissioner Christensen
Commissioner Hoggard

October 2023:

Commissioner Bennett
Commissioner Cokenour
Commissioner Christensen

November 2023:

Commissioner Bennett
Commissioner Cokenour

December 2023:

Commissioner Bennett
Commissioner Cokenour
Commissioner Christensen

January 2024:

Commissioner Bennett
Commissioner Cokenour
Commissioner Christensen
Commissioner Hoggard

February 2024:

Commissioner Bennett
Commissioner Cokenour
Commissioner Christensen

March 2024:

Commissioner Bennett
Commissioner Cokenour
Commissioner Hoggard

April 2024:

Commissioner Bennett
Commissioner Cokenour
Commissioner Christensen
Commissioner Hoggard

May 2024:

Commissioner Bennett
Commissioner Cokenour
Commissioner Christensen

June 2024:

Commissioner Bennett
Commissioner Cokenour
CANCELED

July 2024:

Commissioner Bennett
Commissioner Cokenour
Commissioner Christensen

August 6, 2024:

Commissioner Bennett
Commissioner Cokenour
CANCELED

August 20, 2024:

Commissioner Bennett
Commissioner Cokenour
CANCELED



The Land Above the Canyons

Dear Mayor & Members of the City Council,

I hope this letter finds you well. I am writing to propose a reorganization of our city's Planning Commission and to suggest an adjustment to the compensation structure for its members.

Over the past months, we have experienced ongoing challenges in filling open positions on the Planning Commission and maintaining consistent attendance. The current five-member structure has proven difficult to sustain, leading to frequent absences and delays in decision-making processes.

To address these issues, I propose reducing the Planning Commission from five to three members. A smaller commission would not only streamline operations but also make it easier to attract and retain committed individuals willing to serve. With fewer members, we can ensure a more manageable schedule and better attendance at meetings, ultimately improving the effectiveness of the Commission.

In addition to the restructuring, I recommend implementing a per diem of \$40 for each meeting attended. This would translate to an annual compensation of up to \$480 per member, assuming attendance at all scheduled meetings. Providing a per diem would offer a modest yet meaningful incentive for members to commit to their roles, potentially improving attendance and engagement.

The proposed changes aim to enhance the functionality and efficiency of the Planning Commission while also recognizing the valuable time and effort of its members. I believe these adjustments will contribute positively to our city's planning processes and better serve our community's needs.

Thank you for considering these proposals. I am happy to discuss them further or provide any additional information needed. I look forward to your response and to working together to improve our city's planning efforts.

Sincerely,


Megan Gallegos
Planning & Zoning Director

Vehicle Leasing or Purchasing

Monticello City is needing two vehicles: one for public works and one for administration.

*Current Explore will be moved to Airport as a Courtesy Car. *

Current Vehicle Leasing Quote:

GMC 3500 SLE @ \$7,561 per year for 3 years

Total Cost: \$22,683

Total After Anticipated Pay Back: \$18,683

Ford Maverick @ \$6,500 per year for 3 years

Total Cost: \$19,500

Total After Anticipated Pay Back: \$7,100

Chevrolet Tahoe Z71 @ \$9,274 per year for 3 years

Total Cost: \$27,822

Total After Anticipated Pay Back: \$23,822

Purchasing Options:

Quotes have yet to come in, below is pricing based on State Purchasing Contracts.

Purchasing a Subaru Ascent 7-passanger @ \$37,000

Total After Anticipated Pay Back: Unknown.

100LL Fuel Pricing

Currently we need to replace 5,000 gallons of 100LL Fuel due to our tank being empty.
Below are two quotes for the needed fuel from the main distributors.

Titan

\$4.70 per gallon

Total: \$ 23,500.00

AV Fuel

\$4.52 per gallon

\$0.28 per mile

Total: \$22,732.44

\$4.72 per gallon

\$0.49 per mile

Total: \$23,831.77