City Council Meeting/Work Session

Tuesday, October 22, 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: Letter of Support for the Rural Economic Development Grant (discussion/action)**

   Attachments:

   - **Council Letter Rural Communities Opportunity Grant** (Council_Letter_Rural_Communities_Opportunity_Grant.pdf)
   - **Grant Draft in Progress** (Grant_Draft_in_Progress.pdf)
   - **Planning Commission Letter Rural Communities Opportunity Grant** (Planning_Commission_Letter_Rural_Communities_Opportunity_Grant.pdf)

5. **Consider for Approval: Interlocal Cooperation Agreement Regarding Provision of Utilities, Construction Standards, and Future Annexation of Hospital Facility (discussion/action)**

   Attachments:

   - **Interlocal Cooperation Agreement Draft** (Interlocal_Cooperation_Agreement_Draft.pdf)

6. **Proposed City Property Development Plan (discussion)**
7. **Airport Fuel System (discussion/action)**
8. **Follow Up Items (discussion)**
9. **Administrative Communications**
10. **Consider Upcoming Agenda Items (action)**
11. **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 10/18/2024 at 11:57 AM

17 North 100 East [P.O. Box 457] Monticello, UT 84535

MONTICELLO Utah

info@monticelloutah.org (435).587-2271 monticelloutah.org

The Land Above the Canyons

October 22, 2024

Utah Governor's Office of Opportunities
Rural Communities Opportunity Grant

To Whom It May Concern,

As members of the Monticello City Council, we fully support the City's application for funding to renovate the Monticello Welcome Center. The proposed renovation project will be as follows: replacing the roof and repairing any damage caused to the center by water and other outside elements; repainting the parking lot to avoid conflicts with large vehicles; ADA parking, and EV charging station; Installing new exterior lighting at the back of the building to enhance safety for visitors and create opportunities for evening events. Additionally, we plan to replace the broken outdoor digital sign, which will resume promoting community events, such as the Locals' Corner, the Farmers Market, and more. This center is important for our residents and tourists coming into the city, serving as a focal point in our rural community.

As the City Council, we are committed to seeing our community thrive. We believe it is essential to enhance and revitalize the facilities we have, creating a welcoming space for all. We, as a City Council, promote our general plan which states "Improvements to the quality of amenities and living conditions available to its residents and enhance Monticello's appeal as a place to live". We serve our community and strive to bring it back to life one building at a time. This will enhance our local economy and strengthen our community ties.

In conclusion, we fully support Monticello City pursuing the Rural Communities Opportunities Grant to help renovate the Welcome Center. Replacing the roofing, repairing the damage that occurred to the building, repainting the parking lot, installing a new outdoor digital sign, and adding additional lighting to the facility will make the Welcome Center safer for all who enter. The financial assistance will be invaluable to our taxpayers and allow future funding to further our local economy.

Attest: _____
Monticello City Recorder Melissa Gill

_____
Bayley Hedglin, Mayor

Monticello City's proposed plan for the Rural Economic Development Grant focuses on renovating the Welcome Center, a center for both residents and tourists in our rural community. The Welcome Center anchors the south end of our business district, offers visitors a chance to step back in time with our museum, view one of the last operational Big 4 tractors in the nation, revel in local goods from the Locals' Corner, and access a wealth of information about the San Juan County area.

Unfortunately, as a community situated in a persistent poverty county that faces economic challenges, we often find that while projects are planned, the necessary funding is not always available for maintenance and upgrades. This has been the case with our Welcome Center, which has suffered significant water damage to its roof, impacting the interior space. The original exterior lighting plan, landscaping, RV waste station, and many other things were not developed due to budget constraints.

With the grant, we will replace the roof and repair the interior damage, thus protecting our exhibits, including historic objects, and ensure a safe, dry environment for visitors. We will install exterior lighting at the back of the Welcome Center, enhancing safety for evening visitors and those using the EV charging stations, and creating opportunities for community events and farmer's market. We will restripe the parking area to avoid conflicts with large vehicles, ADA parking, and those using the EV charging stations. We will replace our broken outdoor digital signage in front of the visitor center to effectively promote the Locals' Corner, Big 4 Tractor, Farmers Market, city events, and more. This renovation will revitalize our Welcome Center, making it a more inviting and a safer environment. The changes we propose will enhance our community through an inviting and safer place for visitors to learn about local business services and products, opportunities for city-based outdoor recreation, and providing visitors with reasons to return to Monticello for future adventures.

To ensure the successful completion of this project, we will undertake the following activities:

-Roof Replacement: We will issue a Request for Proposals (RFP) to solicit bids from qualified contractors for the replacement of the existing roof. This will include a thorough assessment of the current damage and necessary repairs to mitigate any further water issues. The selected contractor will oversee the entire roof replacement, including the installation of new shingles and any damage that occurred because of the old roof. They will also be responsible for removing all old shingles and any other construction debris from the site and conducting quality checks to ensure durability and compliance with local building codes.

DRAFT

Lighting Installation: We will also issue an RFP to engage a licensed electrician who will be tasked with installing new electrical systems and lighting fixtures. The new lighting will be strategically placed along the back entrance of the Welcome Center to enhance visibility and safety for visitors, creating a more welcoming atmosphere. This improved lighting will not only ensure safety for evening events but also encourage the hosting of various activities and gatherings after dark.

Outdoor Programmable LED Sign: We will contract a professional signage company to design and install a new outdoor LED sign at the front of the Welcome Center. This sign will be programmable, allowing us to easily update messages and promote our Welcome Center, the Locals Corner, Big 4 Tractor, Farmers Market, and community events. The signage company will provide training on the programming features, so we can effectively utilize the sign for advertising the Locals Corner, Farmers Market, Big 4 and community events.

By following these structured activities, it will enhance the appeal of the Welcome Center, benefiting our community and attracting more visitors.

The primary economic development goals and benchmarks of this project are as follows:

Increase Foot Traffic: By renovating the Welcome Center, we aim to boost foot traffic, which will directly benefit the Locals Corner (a 20 shelf area that is used for locals to pay a monthly fee and sell some of their homemade, written, painted, or crafted goods). Increased visitors will generate more income, allowing us to expand offerings and provide greater opportunities for local artisans and vendors to sell their goods. This, in turn, will contribute to revenue growth for the Welcome Center itself. Currently, the funds generated by the Welcome Center are insufficient to sustain its operations; therefore, enhancing our facilities is crucial for creating new revenue streams.

Enhance Safety and Appeal: The installation of lighting will create a safe and inviting environment for both locals and tourists. Improved lighting will provide a well-lit area for pedestrians, making them feel more secure while walking in the vicinity. For travelers passing through, the Welcome Center will offer a safe place to rest and recharge their electric vehicles and enhance their overall experience. Moreover, better lighting will significantly improve the aesthetics of the Welcome Center, which currently suffers from a dark and unwelcoming atmosphere. This transformation will encourage longer visits and increased spending by tourists, benefiting the local economy. Concurrent with the lighting, we will restripe our parking area to reduce conflicts between large vehicles, such as trucks with trailers and tour buses, with spaces designated for EV charging stations and those identified for ADA parking.

DRAFT

Benchmarks for Success: Completion of roof replacement and lighting installation by (2026)

An increase in visitor traffic within 6 months of project completion will be measured by visitor tally sheets, feedback sheets, and QR code surveys that office staff will bring to customers' attention, the survey will be linked to our website so we can track it.

By achieving these goals, we anticipate a positive impact on both the Welcome Center and the broader community, fostering growth and sustainability in our rural economy.

DRAFT

Deliverables and Outcomes:

What population or industry sectors will the project affect?

The renovation will positively impact both locals and tourists. Local sellers utilizing the Locals' Corner will benefit from improved facilities and lighting, which will enhance product visibility and drive sales, creating a steady ~~flow of business~~business flow. For tourists, the refreshed welcome center will create an appealing atmosphere that attracts more visitors. The new lighting will contribute to a sense of safety and warmth, enriching the overall visitor experience, encouraging more purchases, and providing a better experience.

Business opportunities will be enhanced by improved facilities that leads to increased foot traffic by locals and tourists the new lighting out back will bring a sense of safety and a welcoming atmosphere that allow the Farmers Market to stay open later and allowing for community events to held ~~there~~there.

Increasing visitors, including tourists and bus tours, could lead to the Welcome Center staying open later. To accommodate that, we would look at hiring another staff member to help with hours.

I will show project success and how it will be measured, tracked, and recorded by making a year-to-year comparison on the Locals' Corner based on the improvements made to the center. We will track foot traffic and compare it before the renovation to after the renovation. We will also conduct surveys and gather feedback from visitors. With the increase of visitors, we can look into expanding the welcome center

DRAFT

17 North 100 East [P.O. Box 457] Monticello, UT 84535 Utah info@monticelloutah.org (435) 587-2271 monticelloutah.org
The Land Above the Canyons

October 21, 2024
Utah Governor's Office of Opportunities
Rural Communities Opportunity Grant

To Whom It May Concern

The Southeast Utah Welcome Center, locally known as the Monticello Visitor Center and Monticello Welcome Center, anchors the south end of the city's walkable business district. Public restrooms, EV charging stations, and a large parking area combine with the Frontier Museum to attract visitors, and the helpful staff point out local businesses that provide the goods and services needed by the traveling public and bus tour groups. It is important to keep the Welcome Center in good repair and update the facility to support economic development and public safety goals. The Planning Commission believes the Rural Communities Opportunity Grant will help us further our goals as articulated in the City's general plan.

The City's goal for economic development is to maintain a mix of businesses that strive to export services and products, bring new money into the city, and serve the needs of local residents. The grant will aid the city in achieving this goal by providing an attractive and safe place where city amenities are showcased, and visitors are directed to local businesses. This increases opportunities for bringing new money into the city through increased purchases. The improvements possible with the grant will also present the city as a place with a supportive environment for new residents and businesses.

Monticello enjoys its small-town feel with its quiet, safe, and friendly setting, and community promotion and aesthetics goals strive to enhance these values. The grant will contribute to these goals through improved outdoor lighting where events such as the Farmer's Market and vendors can be held into the evening, and other community events can be scheduled in a safe and well-lit place that contributes to the local setting.

Although many of the City's pioneer-era buildings are no longer standing, Monticello shares its history at the Welcome Center and Frontier Museum, united under one roof. The grant will allow the leaky roof to be fixed, thus ensuring the historic objects and scale model of the old town are protected from moisture and remain available for visitors and local residents to enjoy.
Based on these goals found in the general plan, the Planning Commission fully supports the City's application for a Rural Communities Opportunity grant.

Monticello City Chairperson
Lee Bennett

10/21/2024
Date

INTERLOCAL COOPERATION AGREEMENT REGARDING PROVISION OF UTILITIES, CONSTRUCTION STANDARDS, AND FUTURE ANNEXATION OF HOSPITAL FACILITY

This Interlocal Cooperation Agreement ("Agreement") is entered into by and between the City of Monticello, a municipal corporation in the State of Utah ("City"), and the San Juan Health Service District, a special service district in the State of Utah ("Hospital"), pursuant to the provisions of the Utah Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated, as amended ("Act"). The City and Hospital are hereinafter referred to individually as a "Party" and collectively as the "Parties."

RECITALS

WHEREAS, the Hospital intends to construct a new healthcare facility ("Facility") at **[Facility Location]**, located outside the City's current municipal boundaries but within an area designated for future annexation in the City's Annexation Policy Plan;

WHEREAS, the Hospital has requested the provision of City utilities, including water, sewer, and sanitation services, before the formal annexation of the Facility into the City;

WHEREAS, the City is willing to provide utilities and services to the Facility, subject to the terms of this Agreement, including the Hospital's commitment to pursue annexation;

WHEREAS, the Hospital plans to construct the Facility in accordance with City requirements and standards;

WHEREAS, inasmuch as the facility will be constructed before it is annexed into the City, San Juan County will provide building-related services, including plan review, inspections, and the issuance of a Certificate of Occupancy, and Hospital will coordinate with the City to ensure compliance with City standards necessary for annexation;

WHEREAS, the parties desire to establish their respective responsibilities in connection with the provision of utilities, construction of the Facility, and future annexation through this Agreement;

NOW, THEREFORE, pursuant to the Act and in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Purpose and Authority

1.1 This Agreement is entered into under the authority of the Act to outline the roles and responsibilities of the City and Hospital concerning the provision of utilities, construction standards, and future annexation of the Facility.

DRAFT

2. Provision of Utilities by City

2.1 The City agrees to provide water, sewer, and sanitation services to the Facility after completing all necessary utility infrastructure and line extensions.

2.2 The Hospital will install meters and related equipment for utility service commencement at a time when the City can be present. Following installation by the Hospital, the City will program and connect the meters and related equipment to the City system.

2.3 The City will inspect and approve connection points for both water and sewer prior to activating the services.

2.4 Utility rates charged to the Hospital will be at the same rate as properties within the City's boundaries during the term of this Agreement.

2.5 After this Agreement expires, utility services will continue, but they may be subject to conservation measures or rate adjustments based on environmental conditions, as provided in Section 6.

3. Hospital's Obligations

3.1 The Hospital agrees to install necessary utility equipment and line extensions to connect to the City's utilities, following City standards.

3.2 The Hospital shall initiate the formal annexation process by submitting a written request to the City at least six (6) months prior to the issuance of the Certificate of Occupancy.

3.3 The Hospital agrees to comply with all applicable City codes and standards for the construction of the Facility and utility connections.

3.4 The Hospital acknowledges that utility services may be subject to conservation measures during droughts or other environmental conditions.

3.5 The Hospital acknowledges that the County will provide all building-related services for the Facility, including plan review, inspections, and issuance of the Certificate of Occupancy.

3.6 The Hospital will coordinate with the City during the review process to ensure that the Facility meets City standards for future annexation.

3.7 The Hospital will construct the Facility in compliance with all applicable City requirements.

DRAFT

4. Annexation

4.1 The Hospital shall formally request annexation as outlined in Section 3.2 of this Agreement.

4.2 The City will process the annexation request in accordance with applicable laws policies, and procedures in place at the time application is made; however, nothing in this Agreement shall be construed as a guarantee of annexation approval.

5. Term and Termination

5.1 This Agreement shall remain in effect until the earlier of January 1, 2028, or one (1) year after the issuance of the Certificate of Occupancy for the Facility.

5.2 Upon expiration, utility rates for the Facility will adjust to the rates applicable to non-annexed properties unless the Facility has been formally annexed, in which case City rates will apply.

5.3 Continued provision of utility services will be subject to conservation measures based on environmental factors, including water shortages or droughts.

6. General Provisions

6.1 Severability. If any provision of this Agreement is held to be invalid, the remainder of the Agreement shall continue in full force and effect.

6.2 Governing Law. This Agreement shall be governed by and construed under the laws of the State of Utah.

6.3 Entire Agreement. This Agreement constitutes the entire agreement between the parties concerning the provision of utilities and future annexation and supersedes any prior agreements or understandings.

6.4 Amendments. Any amendments to this Agreement must be in writing and signed by all parties.

6.5 Notices. Notices required under this Agreement shall be sent to the addresses of the respective parties.

7. No Creation of Interlocal Entity

7.1 This Agreement does not create a separate legal or administrative entity as defined in the Act. The parties will cooperate as outlined in this Agreement without establishing a joint governing body or independent interlocal entity.

DRAFT

IN WITNESS WHEREOF, the City, by resolution of its City Council, caused this Agreement to be signed by the Mayor and attested, and the Hospital, by resolution duly adopted by its Board, caused this Agreement to be signed by its Board Chair and attested, on the date written by each Party on the signature pages attached hereto.

Signature Pages Follow

DRAFT

"CITY"

ATTEST:

Signature:_____
Melissa Gill, City Recorder

Date:_____

Resolution No. _____

Reviewed as to form and legality for City:

Signature:_____
Jayme L. Blakesley, City Attorney

Date:_____

CITY OF MONTICELLO,
a Utah municipal corporation

Signature:_____
Bayley Hedglin, Mayor

Date: _____

DRAFT

"HOSPITAL"

ATTEST:

SAN JUAN HEALTH
SERVICE DISTRICT,
a special service district in the State of Utah

Signature:_____
Skyler Crofts, Deputy Recorder

Signature:_____
Allen Barry, Board Chair

Date:_____

Date: _____

Resolution No. _____

Reviewed as to form and legality for Hospital:

Signature:_____
, Attorney for the Hospital

Date:_____

DRAFT