



City Council Meeting/Work Session

Minutes

Tuesday, September 23, 2025 at 7:00 pm

Attendees: Mayor Bayley Hedglin (Excused), Councilmember Kirk Crowley, Councilmember Ron Skinner, Councilmember Nathan Chamberlain (Mayor Pro Tem), Councilmember Kevin Dunn, Councilmember George Rice, City Manager Kaeden Kulow, Assistant City Manager Megan Gallegos, City Recorder Melissa Gill (Excused), Deputy Recorder Jasmine Nielson

Monticello City Council Meeting

Meeting Location: Hideout Community Center 648 S Hideout Way

1. Call to Order

Minutes:

Mayor Pro Tem Chamberlain called the Monticello City council meeting to order at 7:04 pm. The following visitors were present: Lynda Boyle, Bill Boyle, Planning Commissioner Mary Cokenour, Shane Brewer, Tanner Holt, Public Works Director Chris Baird, Derryl Jack, Johnny Redd, David Redd, Planning Commissioner Lee Bennett

2. Invocation/Opening Remarks/Pledge of Allegiance

Minutes:

Mayor Pro Tem Chamberlain invited any members of the public or council to offer an invocation. An invocation was given by Councilmember Rice. Chamberlain led all present in the Pledge of Allegiance.

3. Public Comment

Minutes:

There was no public comment.

4. Consider for Approval: Building Permit/Nuisance Violation Extension 617 W Oak Crest Dr. (discussion/action)

Minutes:

Assistant City Manager Gallegos reviewed the purpose of this agenda item with a brief history of the project. She further reiterated the requirements set by the Council on August 22, 2025; that the homeowner would need to provide them at this meeting. She read the follow up email that was sent to the homeowner after said meeting. The Council initially addressed the lack of proof of financing, which was a specific requirement set by them. Redd addressed his reasons for not providing proof of financing.

The homeowner was asked if he could have the project completed in twelve months. He, Gallegos, and the Council discussed various options to ensure that the project moves forward as needed. It was determined that Redd and Gallegos would prepare a plan for Redd to follow that would help him complete the project on time. MOTION to extend the building permit for an additional (12) months from the date of the meeting (September 22, 2026) with the following conditions: 1. By October 10, 2025, homeowner must prepare, with the City Building Director, a detailed written schedule that demonstrates how he will complete construction within the twelve-month extension period. 2. Homeowner must provide monthly updates to the Building Official each month, on a reporting and meeting cadence that aligns with her schedule and other responsibilities. Each monthly report must, at minimum: describe progress achieved that month against the approved schedule; include current information confirming adequate project financing; and include dated photographs evidencing construction progress on site. 3. Building Official will keep the City Council informed if homeowner falls significantly behind the approved schedule or if financing is lost or becomes inadequate. 4. Homeowner must appear before the City Council approximately nine (9) months after the extension date on or about June 23, 2026, to report on status and demonstrate that you remain on schedule. The Building Official will schedule the meeting with the homeowner. 5. If homeowner fails to demonstrate adequate financing or falls significantly behind the approved schedule, the extension of said building permit will return to the City Council for reconsideration, which may include modification or termination of the extension and/or other remedies available to the City. All other requirements of the City Code and building permit will remain in full force. was made by Councilmember Crowley and seconded by Councilmember Dunn. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

5. Consider for Approval: Emergency Building Inspector Services with Blanding City (discussion/action)

Minutes:

City Manager Kulow stated that this agenda item was not ready for approval. He briefly explained the suggested terms of the contract. There was a discussion regarding the process of building inspections and the cost involved.

6. Consider for Approval and Adoption: Resolution 2025-15 A Resolution Supporting America250 Utah and Recognizing and Approving of the Monticello City Utah250 Community Committee (discussion/action)

Roll Call Vote

Minutes:

Lynda Boyle addressed the Council regarding the America250 Utah committee. It is a project created by Governor Spencer J. Cox and the Utah State Legislature. Their mission is “to commemorate and celebrate, reflect of our nation’s past, build community, and look toward the future by educating, engaging, and uniting Utahns and visitors to our state...”

She requested the Council support America250 Utah by resolution, so the Monticello Community Committee will be able to create a logo and receive a stipend from the

State of Utah to support said committee.

The Council asked clarifying questions regarding the resolution.

MOTION to approve Resolution 2025-16 A Resolution Supporting America250 Utah and Recognizing and Approving of the Monticello City Utah250 Community Committee was made by Councilmember Dunn and seconded by Councilmember Crowley. Roll Call Vote:

Councilmember Skinner, Aye Councilmember Crowley, Aye Councilmember Chamberlain, Aye Councilmember Rice, Aye Councilmember Dunn, Aye
The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

7. Consider for Approval and Adoption: Resolution 2025-16 Amendment of Consolidated Fee Schedule: Hideout Golf Course, Monticello City Visitor Center, and Monticello City Landfill Rates (discussion/action)

Roll Call Vote

Minutes:

MOTION to approve Resolution 2025-16 Amendment of Consolidated Fee Schedule: Hideout Golf Course, Monticello City Visitor Center, and Monticello City Landfill Rates was made by Councilmember Crowley and seconded by Councilmember Skinner. Roll Call Vote: Councilmember Skinner, Aye Councilmember Crowley, Aye Councilmember Chamberlain, Aye Councilmember Rice, Aye Councilmember Dunn, Aye
The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

8. Consider for Approval and Adoption: Ordinance 2025-05 Monticello City Annexation Policy Plan (action)

Roll Call Vote

Minutes:

MOTION to approve and adopt Ordinance 2025-05 Monticello City Annexation Policy Plan was made by Councilmember Rice and seconded by Councilmember Dunn. Roll Call Vote: Councilmember Skinner, Aye Councilmember Crowley, Aye Councilmember Chamberlain, Aye Councilmember Rice, Aye Councilmember Dunn, Aye
The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

9. Consider for Approval: Monticello City Waiving all Building Permit Fees for the San Juan County Public Safety Building (discussion/action)

Minutes:

Kulow stated the County has not submitted a building permit for the Public Safety Building.
This agenda item was moved to a future council meeting.

10. Consider for Approval: Monticello City Demolish Young's Theater, Located at 249 S Main, With the Stipulation of Full Reimbursement by San Juan County (discussion/

action)

Minutes:

Kulow introduced this agenda item. He stated that Young's Theater was not city owned property however; the city does currently insure the property. He further stated that a more in-depth discussion needed to be had before a decision could be considered. The consensus of the Council was that this was not a responsibility of the City.

11. Monticello City General Plan (discussion)

Minutes:

Gallegos, Kulow, and Planning Commissioner Bennett presented a document that outlined the required aspects of rewriting a general plan along with the non-required aspects. Gallegos provided a proposed timeline for the City to follow in the creation of the plan. There was a great deal of discussion about this agenda item. Kulow reminded all present that this was meant to be an introduction, and more in-depth conversations would be forthcoming.

12. Follow Up Items (discussion)

Minutes:

There were no follow up items to discuss.

13. Administrative Communications

Minutes:

An update was given on the RFP for playground equipment installation at Veterans Park.

14. Consider Upcoming Agenda Items (action)

Minutes:

Emergency Building Inspector Agreement with Blanding City - Approval of Culinary Water Rates

15. Adjournment (action)

Minutes:

MOTION to adjourn was made by Councilmember Rice and seconded by Councilmember Skinner. The motion passed unanimously, and Mayor Pro Tem Chamberlain adjourned the meeting at 9:06 pm.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

AUDIO FILE

<https://soundcloud.com/user-250815044/2025-09-23-city-council>

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) | Minutes published on 10/16/2025,
adopted on 10/14/2025