



City Council Meeting/Work Session

Minutes

Tuesday, January 27, 2026 at 7:00 pm

Attendees: Mayor Kevin Dunn, Councilmember Kirk Crowley, Councilmember Ron Skinner, Councilmember Nathan Chamberlain, Councilmember Shane Brewer, Councilmember Todd Westcott, 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

Minutes:

Mayor Dunn called the Monticello City Council meeting to order at 7 pm. The following visitors were present: Dustin Mitchell, Doug Allen, Jayme Blakesley (Hayes Godfrey Bell, PC), Public Works Director Chris Baird

2. Invocation/Opening Remarks/Pledge of Allegiance

Minutes:

Mayor Dunn invited any members of the Council or audience to offer an invocation. An invocation was given by Councilmember Crowley. Mayor Dunn led all present in the Pledge of Allegiance.

3. Public Comment

Minutes:

Dustin Mitchell, living at 597 W Oak Crest Drive, reported that he has been having positive communications with the property owner of 617 W Oak Crest Dr. Mitchell stated that while the runoff problem onto his property has not been solved, many of the nuisances reported by him had been addressed.

4. Councilmember Board/Committee Assignments (action)

Minutes:

Mayor Dunn assigned all members of the Council to boards within Monticello/San Juan County as follows: Councilmember Skinner, Health Department Councilmember Crowley, Transportation Board Councilmember Chamberlain, Golf Committee Councilmember Westcott - Airport Committee Councilmember Brewer – Recreation and Parks and Beautification Committee Mayor Dunn – Sheriff's Office and Planning and Zoning

5. Consider for Approval: Resolution 2026-02 Interlocal Agreement Governing the Use of the San Juan County Justice Court by Monticello City (discussion/action)

Roll Call Vote

Minutes:

City Manager Kulow stated that all reviews and final adjustments discussed at the previous city council meeting had been made to the interlocal agreement. He further stated that San Juan County agreed to the 30/70 net revenue split.

MOTION to approve Resolution 2026-02 was made by Councilmember Crowley and seconded by Councilmember Chamberlain.

Roll Call Vote: Councilmember Brewer, Aye Councilmember Westcott, Aye Councilmember Crowley, Aye Councilmember Chamberlain, Aye Councilmember Skinner, Aye The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

6. Monticello City Zone Intents Discussion

Minutes:

Assistant City Manager Gallegos asked the Council if they were in favor of the proposed zone intents introduced to them at the Special meeting on January 20th. Councilmember Crowley asked about the specificity of the C-1 zone intents. Kulow explained the intent of the changes while Gallegos provided clarification on the language of the descriptions. There was a great deal of discussion between Council and Gallegos regarding the agenda item. The general consensus from the Council was that the zone intents were moving in the right direction.

7. Monticello City Opportunity Zone (discussion/action)

Minutes:

Kulow introduced the agenda item stating that Opportunity Zones were designated on a federal level to allow developers access to tax benefits for developing in the specified area. He further stated that the City could set limits on what was allowed into the area dependent on access to resources. It was advised by the San Juan County Economic Department to designate the entire city of Monticello as an Opportunity Zone as many other municipalities have. Questions of federal government oversight was presented by Councilmember Brewer. Kulow assured the Council that Monticello City would be able to manage the growth throughout the City. Various businesses that Monticello City could support were discussed in detail. MOTION to designate Monticello City as an Opportunity Zone with the stipulations discussed was made by Councilmember Brewer and seconded by Councilmember Skinner. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

8. General Building Permit Violations Discussion

Minutes:

Assistant City Manager/Planning and Zoning Director Gallegos stated that the City Attorney, Jayme Blakesley, reviewed the City's available enforcement tools for building permit violations. Options discussed included issuing administrative fines, pursuing civil enforcement with penalties held in abeyance upon compliance with construction

milestones, requiring performance bonds (cash or insurance) to ensure project completion, and placing liens against properties when necessary. Blakesley advised that penalty amounts should be referenced in the City's fee schedule rather than stated directly in the ordinance. Authority to revoke permits and pursue abatement was discussed in cases where progress is not being made. Bond requirements were reviewed, and Blakesley stated that a construction engineer would need to determine appropriate bond amounts. The City Attorney further explained that if a property owner fails to meet required milestones, the bond could be triggered, allowing the City to complete the work at the owner's expense. Councilmember Chamberlain asked whether the City could require a homeowner to hire a contractor when insufficient progress is being made. Blakesley responded that revocation of the permit and abatement would be available enforcement actions. Kulow stated that the purpose of the discussion was to establish general policy guidance for handling similar situations in the future.

a. Current Building Permit Violations Discussion (discussion/action)

Minutes:

617 W Oak Crest Drive Gallegos reported that the property owner had been invited to attend the meeting but was unable to do so. She reviewed the status of construction at the property and stated that the project is approximately three months behind the approved construction milestones. She reported that the attic floor had been installed and that rafters were expected to begin soon. Gallegos stated she has a meeting scheduled with the homeowner next week and will return the matter to the Council at the February 10 meeting. Blakesley stated that razing the structure would be an extreme and undesirable remedy. Councilmember Brewer noted that when the permit extension was granted, the Council agreed to review the project after nine months. Gallegos reminded the Council that the extension permitted significant delays to be brought back for Council review. Councilmember Skinner asked neighbor Dustin Mitchell whether progress had been observed. Mitchell stated that no progress had been made on the retaining wall but that some progress had occurred on the house.

149 E 500 N Mayor Dunn stated that Gallegos has made repeated attempts to contact the property owner and that neighboring residents reported no construction progress for an extended period. The City Attorney advised that while the City is not liable for injuries occurring on the property, it would be in the City's best interest to take enforcement action. Brewer stated that the circumstances of this property differ from those at 617 W Oak Crest Drive. Crowley stated that due diligence has been completed and that it is appropriate to proceed to the next enforcement step. Chamberlain asked whether contact information obtained through the tax assessor could be used. Gallegos stated that utility payments have been made, indicating that someone within the LLC is aware of the situation, and that posting on the structure satisfies the City's notice requirements. Westcott asked who would be responsible for demolition costs. Gallegos stated that the City would initially pay the cost and would then assess a lien against the property. Gallegos reminded the Council that the project had been approved under prior administration and should be addressed carefully. Skinner stated that the matter must be resolved and requested that

updates be provided at future City Council meetings.

9. Selection and Approval of Community Development Block Grant (CDBG) Project (discussion/action)

Minutes:

MOTION to approve seeking the purchase of a Brush Truck for the Monticello City Fire Department as a Community Development Block Grant Project was made by Councilmember Crowley and seconded by Councilmember Westcott. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

10. Snow Pack Update (discussion)

Minutes:

Public Works Director Baird presented the Council with an update on the snowpack conditions in the Abajo Mountain Range. He reported that the area has received rain but little snow and is currently at approximately 48% of normal snowpack. Baird noted that historically, the majority of snowfall typically occurs in mid-February and later in the season. Crowley stated that although snowpack levels are lower than normal, runoff is expected to be higher due to earlier soil saturation. Westcott reported that Spring Creek and North Creek are currently running, which further indicates saturated soil conditions. Kulow asked about current pond levels. Baird responded that the City entered winter at approximately half capacity. He reported that the large pond is now approximately 90% full and the smaller pond is completely full.

11. Follow Up Items (discussion)

Minutes:

Councilmember Brewer asked administration how the City could get ahead of the CDBG grant for next year. Kulow reported that the CDBG has strict requirements as to when the public hearings and projects specific to the grant could be discussed.

12. Administrative Communications

Minutes:

Kulow informed the Council that he will send emails with homework assignments from the Special Meeting of the Governing Body on January 20th along with a survey link on when to have a day long Monticello 101. He reminded all that the ULCT Spring Conference would be on April 22-24, 2026.

13. Consider Upcoming Agenda Items (action)

Minutes:

Current Water Projects Update – Current Water Status and Rates – Truth in Taxation – Fire Update and Discussion – 617 W Oak Crest Drive – Airport Fuel System Update

14. Adjournment (action)

Minutes:

MOTION to adjourn was made by Councilmember Brewer and seconded by

Councilmember Skinner. The motion passed 4-1 with Chamberlain voting nay, and Mayor Dunn adjourned the City Council meeting at 8:39 pm.

Vote results:

Ayes: 4 / Nays: 1 / Abstains: 0

AUDIO FILE

Incomplete Audio - Technical Difficulties

<https://soundcloud.com/user-250815044/2026-01-27-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 02/11/2026, adopted on 02/10/2026