



Municipal Building Authority / City Council Meeting

Minutes

Tuesday, August 11, 2026 at 7:00 pm

Attendees: Mayor Kevin Dunn, Councilmember Kirk Crowley (Excused), Councilmember Ron Skinner, Councilmember Nathan Chamberlain, Councilmember Shane Brewer, Councilmember Todd Westcott, City Manager Kaeden Kulow, Assistant City Manager Megan Gallegos (Excused), City Recorder Melissa Gill

Meeting Location: Hideout Community Center 648 S Hideout Way

Monticello City Council Meeting

1. Call to Order

Minutes:

Mayor Dunn called the Monticello City Council meeting to order at 7:04 pm. The following visitors were present: SJC EMS Director Jeremy Hoggard, Jonny Redd 7:21 pm

2. Invocation/Opening Remarks/Pledge of Allegiance

Minutes:

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

3. Consider Minutes Review / Approval (action)

Minutes:

MOTION to approve the minutes of 07/28/2026 was made by Councilmember Brewer and seconded by Councilmember Chamberlain. The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

4. Consider Payment of Bills (action)

Minutes:

Councilmembers asked clarifying questions about the bills. MOTION to approve the bills as presented was made by Councilmember Chamberlain and seconded by Councilmember Westcott. The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

5. Public Comment (discussion)

Minutes:

There was no public comment.

6. Councilmember General Comment/Declaration

Minutes:

Mayor Dunn asked each Councilmember if they had any general comments or conflicts of interest present on the agenda. All Councilmembers stated they had no comments or conflicts of interest.

7. Construction Report 617 W Oak Crest Dr (discussion)

Minutes:

City Manager Kulow provided a brief update on the progress of the 617 W Oak Crest Drive build.

The homeowner arrived at the council meeting at 7:21 pm. MOTION to move back to agenda item 7 was made by Councilmember Chamberlain and seconded by Councilmember Skinner. The motion passed unanimously. Redd informed the council that he has a four man team on the construction project and provided a brief update on progress made.

8. Emergency Medical Services (EMS) Update (discussion/action)

Minutes:

SJC EMS Director Jeremy Hoggard presented an update regarding emergency calls throughout the area and the sales tax initiative that will appear on the ballot this general election, Proposition Number 7. He further invited citizens of Monticello to join CPR classes that will be given in the EMS garage on Monday evenings, stating that they will be non-certified classes.

9. Consider for Approval: Tesla Contract (discussion/action)

Minutes:

City Manager Kulow requested that this item remain in discussion only, as Tesla has not yet finalized its review of the contract. The agreement involves leasing eight (8) parking stalls on the south end of the Welcome Center parking lot. This placement will comply with local code requirements regarding building setbacks and ADA accessibility. Moving forward with Tesla will allow UDOT to decommission and remove their existing slow, obsolete chargers on the north end of the parking lot, which are no longer supported. The city attorney confirmed that leasing space to Tesla will not trigger non-compete conflicts with other companies, as the city is strictly acting as a space lessor, and drivers will be responsible for providing their own adapters if required. He further stated that all operational risk and maintenance costs remain with Tesla, while the city will collect lease-based revenue.

10. Budget Discussion (discussion)

Minutes:

City Manager Kulow presented a capital projects status update across active municipal funds. For Fund 10 (General) he reported that the major streets project was delayed from late spring due to high heat. A comprehensive chip-seal application across a

significant portion of city streets is scheduled for this fall. Because the contract value came in lower than budgeted, Kulow recommended allocating the surplus toward a drainage study and physical infrastructure repairs.

For Fund 51 (Water) replacement turbidity meters have been ordered and are being installed at the water treatment plant and fire hydrant replacements remain in progress.

For Fund 53 (Sanitation) the city is currently searching for a high-quality used dozer for the landfill, and a heated pressure washer has been ordered for the garbage truck.

Fund 40 (Capital Projects) Kulow reported that active projects include airport beacon replacement and runway lighting upgrades and Lloyds Lake trail construction. A formal budget reimbursement request for Lloyds Lake expenses will be sent next week and an RFP for pool replastering will be issued soon.

Councilmember Brewer reported that a private citizen group has proposed donating funds to construct pickleball courts north of the Veterans Park pavilion so existing park bathrooms, power, and wind shelter can be utilized.

Councilmember Skinner inquired about a sewer disposal fee at the newly installed RV dump station at the Welcome Center. It will be reviewed.

11. Airport Discussion (discussion/action)

Minutes:

The Council evaluated operations, quality testing, and future planning for the airport. Kulow reported that Jet A Fuel testing returned a result of “low bacterial growth”, which quality assurance experts confirm is normal growth for fuel of this age. All other parameters are normal, making the fuel safe to sell. The Council expressed unanimous comfort with selling the current Jet A fuel based on positive test results.

The Council agreed it would be beneficial to explore outsourcing airport operations to a third-party FBO in 2027 to boost economic scenic tours and offload direct fuel operations. Kulow will draft a bid package to be issued in January 2027.

12. Sewer Project Update (discussion/action)

Minutes:

City Manager Kulow provided an update on funding for the city’s sewer replacement project stating that the project has secured funding, but the attorney cannot sign off on the required closing bond until all legal property easements are signed and recorded.

All but one easement has been successfully recorded. The final property owner has refused to sign and is demanding terms beyond the city’s legal capacity. The city is asking the State of Utah if they can alter the project scope to remove the holdout property from the upgrade zone while keeping the remaining city upgrades active.

Kulow is also negotiating with the state to see if they will honor matching funds if the city purchases construction materials ahead of closing. The contracted pipeline company went out to bid eight months ago and remains on standby.

13. Follow Up Items

Minutes:

There were no follow-up items discussed.

14. Consider for Approval: Executive Session For The Purpose Of Discussing The Character, Professional Competence, Or Physical Or Mental Health Of An Individual UCA 52-4-205(1)(a) (action)

Minutes:

MOTION to move into executive session for the purpose of discussing the character, professional competence, or physical or mental health of an individual was made by Councilmember Skinner and seconded by Councilmember Chamberlain. Roll Call Vote: Councilmember Brewer, Aye Councilmember Westcott, Aye Councilmember Crowley, absent/excused Councilmember Chamberlain, aye Councilmember Skinner, aye The motion passed unanimously and Mayor Dunn moved into executive session at 8 pm.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

15. Consider for Approval: Performance Based Actions for Key Employees Relative to the Babylon Fire Emergency (discussion/action)

Minutes:

The Council exited the closed executive session and reconvened in open public session at 8:17 PM.

MOTION to authorize City Manager Kulow to make performance-based actions for key employees relative to the Babylon fire emergency was made by Councilmember Chamberlain and seconded by Councilmember Skinner. Roll Call Vote: Councilmember Brewer, Aye Councilmember Westcott, Aye Councilmember Crowley, absent/excused Councilmember Chamberlain, aye Councilmember Skinner, aye The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

16. Consider for Approval: City Manager Employment Contract Clause (discussion/action)

Minutes:

MOTION to activate the City Manager employment contract clause and authorize a 3% merit raise was made by Councilmember Brewer and seconded by Councilmember Westcott. Roll Call Vote: Councilmember Brewer, Aye Councilmember Westcott, Aye Councilmember Crowley, absent/excused Councilmember Chamberlain, aye Councilmember Skinner, aye The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

17. Governing Body / Administrative Communications

Minutes:

Kulow reminded the Council that ULCT will be held in October. Mayor Dunn informed the Council that a regional county and municipal tax training seminar will be held in Price, UT on Sept. 9th. He invited any councilmembers who would like to attend to travel with him.

18. Upcoming Agenda Items

Minutes:

Appoint Monticello City Representative Health Department Board – Sewer Project

Update – Building Permit Update – Lloyds Lake Project Update – Spring Creek Project Update

19. Adjournment (action)

Minutes:

MOTION to adjourn was made by Councilmember Chamberlain and seconded by Councilmember Skinner. The motion passed unanimously and Mayor Dunn adjourned the Monticello City Council meeting at 8:28 pm.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

Municipal Building Authority Meeting

20. Call to Order

Minutes:

Mayor Dunn called the Monticello City Municipal Building Authority to order at 8:28 pm. There were no visitors present.

21. Consider MBA Minutes Review / Approval (action)

Minutes:

MOTION to approve the minutes of 07/28/2026 was made by Councilmember Chamberlain and seconded by Councilmember Brewer. The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

22. Consider Payment of MBA Bills (action)

Minutes:

MOTION to approve the bills as presented was made by Councilmember Chamberlain and seconded by Councilmember Skinner. The motion passed unanimously.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

23. Adjourn (action)

Minutes:

MOTION to adjourn was made by Councilmember Brewer and seconded by Councilmember Westcott. The motion passed unanimously and Mayor Dunn adjourned the MBA meeting at 8:30 pm.

Vote results:

Ayes: 4 / Nays: 0 / Abstains: 0

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.

Audio File

<https://soundcloud.com/user-250815044/2026-08-11-city-council>

Contact: Melissa Gill, Recorder (melissa@monticelloutah.gov 435-587-2271) | Minutes published on 09/14/2026,
adopted on 09/08/2026