



**MONTICELLO CITY COUNCIL/ MUNICIPAL BUILDING AUTHORITY /PLANNING  
COMMISSION AGENDA**

**Tuesday ▪ August 25, 2015 ▪ 6:30 p.m.  
648 S Hideout Way**

- |   |                    |
|---|--------------------|
| 1. Planning Commission Consideration of Paul Sonderegger Subdivision  | <b>ACTION</b>      |
| 2. Call to Order Municipal Building Authority 7:00 P.M.   |                    |
| 3. Minutes Review/Approval – August 11, 2015 (1)  | <b>ACTION</b>      |
| 4. Payment of Bills (2)   | <b>ACTION</b>      |
| 5. Adjourn  | <b>ACTION</b>      |
| 6. Call to Order Monticello City Council  |                    |
| 7. Invocation/Opening Remarks   |                    |
| 8. Minutes Review/Approval – August 11, 2015 (3)  | <b>ACTION</b>      |
| 9. Public Comment   | <b>INFORMATION</b> |
| 10. Payment of Bills (4)  | <b>ACTION</b>      |
| 11. Consider Subdivision/Infill Request for property located within section 25, T33S, R23E, SLB&<br>(near LDS Temple) (5) | <b>ACTION</b>      |
| 12. 2015 Primary Election Canvass (6)   | <b>DECLARATION</b> |
| 13. Consider Vehicle Purchase for Golf Course (7)   | <b>ACTION</b>      |
| 14. Consider Tree Policy/Ordinance  | <b>ACTION</b>      |
| 15. Four Corners School Building (8)  | <b>DISCUSSION</b>  |
| 16. Consider Appointment of Airport Committee Members   | <b>ACTION</b>      |
| 17. Governing Body/Administrative Communications  | <b>INFORMATION</b> |
| 18. Upcoming Agenda Items   | <b>DISCUSSION</b>  |
| 19. Meetings  | <b>INFORMATION</b> |
| 20. Adjournment   | <b>ACTION</b>      |

Mailing/Posting Date: 08/21/15 /s/Cindi Holyoak, Recorder, CMC

**THE PUBLIC IS INVITED TO ATTEND ALL CITY MEETINGS**

Monticello City Council holds meetings on the 2nd and 4th Tuesdays of each month, unless otherwise posted, at the Monticello City Office, 17 N 100 E, beginning promptly at 7:00 p.m. 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.

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**MONTICELLO MUNICIPAL BUILDING AUTHORITY MEETING MINUTES**  
**Tuesday ▪ August 11, 2015 ▪ 7:00 p.m.**  
**648 S Hideout Way**

**1. Call to Order Municipal Building Authority**

The Municipal Building Authority Meeting was called to order by Mayor Tim Young at 7:02 p.m. The following persons were present for all, or portions of the meeting:

**City Officials**

Mayor Tim Young

**City Council**

Scott Frost

Monte Wells

Steven Duke

George Rice - excused

Rick Clark

**City Manager:** Ty Bailey

**City Recorder:** Cindi Holyoak

**Recreation Director:** Natalie Randall

**Visitors**

Carol Van Steeter, Tom Wigginton, Bill Boyle, and Kevin Francom

2. **Minutes Review/Approval – July 14, 28, 2015** –MOTION was made by Councilman Scott Frost to approve the Municipal Building Authority Minutes for July 14 and 28, 2015. The motion was seconded by Councilman Monte Wells passed unanimously.
3. **Adjourn** - MOTION was made by Councilman Rick Clark to adjourn the Municipal Building Authority Meeting at 7:05 p.m. The motion was seconded by Councilman Steven Duke and passed unanimously.

ATTEST: \_\_\_\_\_

Cindi Holyoak, Recorder

Minutes APPROVED by: \_\_\_\_\_

DATE: \_\_\_\_\_

Mayor Tim Young

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**Monticello City**  
**General Ledger for 54 Municipal Building Authority - 7/21/2015 to 8/21/2015**

Account		Description	Debit	Credit	Balance
Date	Code				
1111 - Checking MBA					(\$102,710.59)
7/21/2015	APCK	Check # 42172 - JEFF FROST dba FROST LANDSCAPE		9,500.00	(112,210.59)
7/22/2015	APCK	Check # 42060 - LYLE NORTHERN ELECTRIC		1,395.45	(113,606.04)
8/10/2015	APCK	Check # 42220 - UTAH STATE DIVISION OF FINANCE		45,000.00	(158,606.04)
				<b>(\$55,895.45)</b>	<b>(\$158,606.04)</b>
Report Total:					<b>(\$158,606.04)</b>

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## MONTICELLO CITY COUNCIL MEETING MINUTES

Tuesday ▪ August 11, 2015 ▪ 7:00 p.m.

648 S Hideout Way, Monticello, UT

*Items 1-3 were part of the Municipal Building Authority Meeting held prior to this City Council Meeting.*

**4. Call to Order** - The regularly scheduled meeting of the Monticello City Council was called to Order by Mayor Tim Young, at 7:06 p.m. The following persons were present for all, or portions of the meeting.

**City Officials**

Mayor Tim Young

**City Council**

Scott Frost

Monte Wells

Steven Duke

George Rice – not present

Rick Clark

**City Manager:** Ty Bailey

**City Recorder:** Cindi Holyoak

**Recreation Director:** Natalie Randall

**Visitors**

Bill Boyle, Roma Young Tom Wigginton, Carol Van Steeter, and Kevin Francom

**5. Invocation/Opening Remarks** - Mayor Tim Young invited anyone in the audience or the governing body to offer a prayer or opening remarks. A prayer was given by Councilman Steven Duke.

**6. Minutes Review/Approval** - The minutes were mailed with the agendas.

**MOTION was made by Councilman Rick Clark to approve the minutes of the Monticello City Council meeting held on July 28, 2015. The motion was seconded by Councilman Monte Wells and passed unanimously.**

**7. Public Comment**

None.

**8. Payment of Bills** - Questions and answers were directed to the following bills:  
#42155 – Jones & DeMille: Water Filter Plant

**MOTION was made by Councilman Scott Frost to acknowledge review of the payables as presented. The motion was seconded by Councilman Rick Clark and passed unanimously.**

**Monticello City Council**  
**August 11, 2015**

**9. Public Hearing: Subdivision/Infill Request for property located within section 25, T33S, R23E, SLB&M (near LDS Temple)**

Manager Bailey explained the public hearing was scheduled to hear public input concerning the proposed subdivision. There are some complications with the request. Attorney Walter Bird is looking into the issue. The Planning Commission will review the request again after legal advice has been obtained. There was discussion to clarify the issues of insufficient frontage on a city street if it is subdivided. If the City adopts the private drive as a city street, there will be no issue with the frontage requirement. The public hearing was opened at 7:23 p.m. there was no public comment. The hearing was closed at 7:27 p.m.

**10. Consider Single Tree Removal for Main Street**

Manager Bailey was made aware of a tree which will be blocking new signage and upgrades for the Monticello Mercantile. Kevin Francom brought a diagram of the construction which is underway at the Mercantile. He is requesting removal of one tree which blocks his new signage. He informed the Council that the concrete in front of the store has also been damaged by the tree roots. He said even the True Value people have come to discuss upgrades and have missed the store completely due to the three trees in front of the store. He said they plan on keeping the other trees and stressed the importance of beautiful greenery for the town. The three trees umbrella at the top and cover the entire front view of his store. Chairperson for the Parks and Beautification Committee, Carol Van Steeter, said this has been an issue for a number of businesses in the past and they were not granted permission to remove the trees. Ms. Van Steeter added that in front of the San Juan Pharmacy people have actually tripped on the damaged concrete which has been damaged by tree roots. She said it has been determined the wrong kind of trees were planted on Main Street and the Parks & Beautification Committee has not known where to go with the issue. Ms. Van Steeter read the City Code to the Council. She said a plan or policy for tree removal should be written. Recreation Director Natalie Randall said there must be a reason to remove the tree, according to the rules to participate in Tree City USA, and that if one is removed, other trees should be planted elsewhere. Bill Boyle Said he loves the trees but he is having serious problems with the sidewalk in front of his business. The sidewalk has lifted about 6 inches and is moving toward his building. He said maybe it is time to remove these trees. Mayor Young agreed with Ms. Van Steeter that the trees can't be removed arbitrarily; they should be considered as a group. Director Randall said there are grants available through Tree City USA for removal. Mayor Young said the reason business owner choose to have businesses on Main Street is so people can find them. The trees make that very difficult. Francom said his goal is to maintain visual symmetry and aesthetic beauty while still allowing the business to be seen. It was suggested that a policy be written by the City Council with guidelines and qualifications for removal. Kevin Francom said he is willing to pay to have the tree removed. Manager Bailey said the problem will only worsen with the tree roots and concrete; he would like to see a plan implemented. Councilman Wells said he would rather see a business flourish than a tree grow. He said he has the

**Monticello City Council  
August 11, 2015**

same problem with a tree on the corner of his house/business which is damaging the sewer line. He said the Council should let him get rid of the tree so he can have a business while we create the plan. Councilman Duke asked if the Parks & Beautification Committee could be charged with the responsibility of creating a policy. Mr. Francom informed the Council of his grand opening next weekend and would like people to be able to see his store. He said the City should commit to maintaining the trees if the trees are going to be planted. Mayor Young said he thinks the Council is in favor of the tree being removed and it could be decided tonight and the policy written later. Mayor Young asked Director Randall to work with Manager Bailey and Ms. Van Steeter to get a policy written for the next meeting.

**MOTION was made by Councilman Scott Frost to postpone the decision removal of the tree in question until the next meeting. The motion was seconded by Councilman Rick Clark and opened for discussion.**

**Councilman Scott Frost – Aye  
Councilman Rick Clark – Aye  
Councilman Monte Wells – Aye  
Councilman Steven Duke – Aye  
Councilman George Rice – not present**

**The motion passed unanimously.**

**11. Consider Amendments to Committee By-Laws**

A draft of the proposed changes was provided to the City Council for review. Councilman Scott Frost discussed the attendance requirement and suggested it become less strict. It was decided, due to the change in the requirement for a quorum, that the section could be removed completely. Councilman Steven Duke said the trial meeting with the implemented changes was a positive experience.

**MOTION was made by Councilman Rick Clark to amend the committee by-laws as presented. The motion was seconded by Councilman Monte Wells and opened for discussion.**

**Councilman Rick Clark – Aye  
Councilman Monte Wells – Aye  
Councilman Steven Duke – Aye  
Councilman George Rice – not present  
Councilman Scott Frost – Aye**

**The motion passed unanimously.**

**12. Governing Body/Administrative Communications**

\*Mayor Young expressed gratitude to Director Randall for the organization of the fast pitch tournament.

**Monticello City Council  
August 11, 2015**

\*Iron filter: moving forward

\*Wedding on golf course: Some requests have been made for weddings to be held on the driving range. Manager Bailey said it could be structured as a separate rental from the building.

\*IT Request for Proposal: will be posted

\*Admin Ordinance will be noticed for 14 days.

\*Performance Reports: going out to each department head. This document will be included in the packet.

**13. Upcoming Agenda Items**

Tree Removal

**14. Meetings:**

**15. Adjournment**

**MOTION was made by Councilman Monte Wells to adjourn the meeting at 8:22 p.m. The motion was seconded by Councilman Scott Frost and passed unanimously.**

ATTEST: \_\_\_\_\_

Cindi Holyoak, Recorder

Minutes APPROVED by: \_\_\_\_\_

DATE: \_\_\_\_\_

Mayor Tim Young

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Monticello City  
Invoice Register - 8/7/2015 to 8/21/2015 - All Invoices

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name	Description
PR080715-3461	AFLAC		8/11/2015	8/11/2015	\$127.32	10 2224	Conseco & Liberty health insu	Aflac Insurance
					41.34	10 2224	Conseco & Liberty health insu	Aflac - pre tax
					85.98	10 2224	Conseco & Liberty health insu	Aflac - pre tax
300090	BLUE MOUNTAIN MEATS		8/12/2015	8/13/2015	(\$39.55)	10 4566.481	Pro Shop FOODS & BEVERA	return
					-39.55	10 4566.481	Pro Shop FOODS & BEVERA	return
*595846	CALLAWAY GOLF COMPANY	42251	8/12/2015	8/13/2015	\$687.50	10 4566.482	Pro Shop MERCHANDISE/CL	merch
					687.50	10 4566.482	Pro Shop MERCHANDISE/CL	merch
926247815	CALLAWAY GOLF COMPANY	42251	8/11/2015	8/12/2015	\$408.00	10 4566.482	Pro Shop MERCHANDISE/CL	merch
					408.00	10 4566.482	Pro Shop MERCHANDISE/CL	merch
	<b>Vendor Total:</b>				<b>\$1,095.50</b>			
1508320	CHEMTECH-FORD LABORATORIES	42252	8/7/2015	8/8/2015	\$570.00	51 4751.450	Water WATER SAMPLES	WATER SAMPLES
					570.00	51 4751.450	Water WATER SAMPLES	WATER SAMPLES
PR080715-1310	EFTPS	9999	8/11/2015	8/11/2015	\$6,272.87	10 2221	FICA/FWT Withholding	Social Security Tax
					3,586.70	10 2221	FICA/FWT Withholding	Medicare Tax
					838.90	10 2221	FICA/FWT Withholding	Federal Income Tax
					1,847.27	10 2221	FICA/FWT Withholding	Federal Income Tax
PR080715-1310	EFTPS	9999	8/14/2015	8/14/2015	\$1,686.74	10 2221	FICA/FWT Withholding	Social Security Tax
					1,154.20	10 2221	FICA/FWT Withholding	Medicare Tax
					269.94	10 2221	FICA/FWT Withholding	Federal Income Tax
					262.60	10 2221	FICA/FWT Withholding	Federal Income Tax
	<b>Vendor Total:</b>				<b>\$7,959.61</b>			
1029AUG15	EMPIRE ELECTRIC	42254	8/7/2015	8/8/2015	\$50.91	10 4510.280	Parks UTILITIES	BASEBALL FIELD
					50.91	10 4510.280	Parks UTILITIES	BASEBALL FIELD
104july15	EMPIRE ELECTRIC	42254	8/10/2015	8/11/2015	\$2,067.41	10 4565.280	Golf UTILITIES	golf course
					2,067.41	10 4565.280	Golf UTILITIES	golf course
1052AUG15	EMPIRE ELECTRIC	42254	8/7/2015	8/8/2015	\$44.12	10 4510.280	Parks UTILITIES	CENETER & MAIN
					44.12	10 4510.280	Parks UTILITIES	CENETER & MAIN
	<b>Vendor Total:</b>				<b>\$2,162.44</b>			
PR080715-106	EQUITABLE/EQUI-VEST	42244	8/11/2015	8/11/2015	\$584.74	10 2223	State Retirement Withholding	Equitable
					584.74	10 2223	State Retirement Withholding	Equitable
PR080715-141	ICMA RETIREMENT TRUST - 457/PLA	42245	8/11/2015	8/11/2015	\$272.08	10 2223	State Retirement Withholding	ICMA Retirement
					272.08	10 2223	State Retirement Withholding	ICMA Retirement
PR080715-141	ICMA RETIREMENT TRUST - 457/PLA	42245	8/14/2015	8/14/2015	\$500.00	10 2223	State Retirement Withholding	ICMA Retirement
					500.00	10 2223	State Retirement Withholding	ICMA Retirement
	<b>Vendor Total:</b>				<b>\$772.08</b>			
PR080715-2153	LIBERTY NATIONAL	42246	8/11/2015	8/11/2015	\$23.52	10 2224	Conseco & Liberty health insu	Liberty Nat Life Ins
					23.52	10 2224	Conseco & Liberty health insu	Liberty Nat Life Ins
C14403	MONTICELLO MERCANTILE CO	42261	8/11/2015	8/12/2015	\$14.28	10 4562.250	Pool SUPP & MAINT -EQUIP	VINYLE GLOVES
					14.28	10 4562.250	Pool SUPP & MAINT -EQUIP	VINYLE GLOVES
09-89	MONTICELLO PARENTS RECERATIO	42262	8/7/2015	8/8/2015	\$100.00	10 4566.455	Pro Shop ADVERTISING/MA	sign for baseball field
					100.00	10 4566.455	Pro Shop ADVERTISING/MA	sign for baseball field
782239802002	OFFICE DEPOT, INC	42264	8/7/2015	8/8/2015	\$12.36	10 4140.240	Admin OFFICE SUPPLIES	supplies
					12.36	10 4140.240	Admin OFFICE SUPPLIES	supplies
785064850001	OFFICE DEPOT, INC	42264	8/7/2015	8/8/2015	\$162.35	10 4140.250	Admin SUPP & MAINT - EQU	chair
					162.35	10 4140.250	Admin SUPP & MAINT - EQU	chair

**Monticello City  
Invoice Register - 8/7/2015 to 8/21/2015 - All Invoices**

8/21/2015

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
	<b>Vendor Total:</b>				<b>\$174.71</b>			
PR080715-2291	OPTUM HEALTH BANK	9999	8/11/2015	8/11/2015	\$1,533.80	10 2225	PEHP Health Insurance	Health Saving
PR080715-2291	OPTUM HEALTH BANK	9999	8/14/2015	8/14/2015	\$115.38	10 2225	PEHP Health Insurance	Health Saving
	<b>Vendor Total:</b>				<b>\$1,649.18</b>			
PR080715-2723	OR Dept. of Justice	42247	8/11/2015	8/11/2015	\$135.69	10 2231	Advance & Other W/H	Child Support OR
PRDISA081415	PEHP LTD Program Attn: LTD Payment	42248	8/7/2015	8/8/2015	\$133.14	10 1563	Health Insurance clearing	LONG TERM DISABILITY
37070907	PEPSI-COLA	42266	8/13/2015	8/14/2015	\$836.80	10 4566.481	Pro Shop FOODS & BEVERA	soda
6000aug15	QUESTAR GAS COMPANY	42267	8/18/2015	8/19/2015	\$83.58		Admin UTILITIES	17 n 100 e
					7.16	10 4140.280	Visitor Center UTILITIES	232s main st
					12.60	10 4160.280	Golf UTILITIES	787 s golf course In
					7.16	10 4565.280	Golf UTILITIES	17 w 600 s
					9.96	10 4565.280	Water UTILITIES	133 s 100 w
					18.26	51 4751.280	Water UTILITIES	832 w abajo dr
					11.32	52 4752.280	Sewer UTILITIES	349 w central
					9.96	52 4752.280	Sewer UTILITIES	133 s 100 w
6351july15	QUESTAR GAS COMPANY	42267	8/7/2015	8/8/2015	\$1,651.54	10 4562.280	Pool UTILITIES	333 w center pool
	<b>Vendor Total:</b>				<b>\$1,735.12</b>			
104992	RIVER CANYON WIRELESS	42269	8/9/2015	8/10/2015	\$129.99	10 4150.470	Non Dept COMMUNITY CEN	INTERNET
PR080715-318	UTAH STATE RETIREMENT	9999	8/11/2015	8/11/2015	\$5,101.03		State Retirement Withholding	State Retirement
					4,143.11	10 2223	State Retirement Withholding	401k Plan
					124.85	10 2223	State Retirement Withholding	457 Plan
					709.95	10 2223	State Retirement Withholding	Roth IRA
					65.00	10 2223	State Retirement Withholding	Traditional IRA
					25.00	10 2223	State Retirement Withholding	State Retirement - Post Retire
					33.12	10 2223	State Retirement Withholding	State Retirement - Post Retire
PR080715-318	UTAH STATE RETIREMENT	9999	8/14/2015	8/14/2015	\$470.22	10 2223	State Retirement Withholding	401k Plan
	<b>Vendor Total:</b>				<b>\$5,571.25</b>			
PR080715-319	UTAH STATE TAX COMMISSION	9999	8/11/2015	8/11/2015	\$1,085.52	10 2222	State Tax Withholding	State Income Tax
PR080715-319	UTAH STATE TAX COMMISSION	9999	8/14/2015	8/14/2015	\$117.06	10 2222	State Tax Withholding	State Income Tax
	<b>Vendor Total:</b>				<b>\$1,202.58</b>			
093486	WINKEL DISTRIBUTING	42286	8/7/2015	8/8/2015	\$92.50	10 4566.481	Pro Shop FOODS & BEVERA	beer
	<b>Total:</b>				<b>\$25,030.90</b>			
							<b>GL Account Summary</b>	
							Health Insurance clearing	
					133.14	10 1563		

Monticello City  
 Invoice Register - 8/7/2015 to 8/21/2015 - All Invoices

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
					7,959.61	10 2221	FICA/FWT Withholding	
					1,202.58	10 2222	State Tax Withholding	
					6,928.07	10 2223	State Retirement Withholding	
					150.84	10 2224	Conseco & Liberty health insu	
					1,649.18	10 2225	PEHP Health Insurance	
					135.69	10 2231	Advance & Other W/H	
					12.36	10 4140.240	Admin OFFICE SUPPLIES	
					162.35	10 4140.250	Admin SUPP & MAINT - EQU	
					7.16	10 4140.280	Admin UTILITIES	
					129.99	10 4150.470	Non Dept COMMUNITY CEN	
					12.60	10 4160.280	Visitor Center UTILITIES	
					95.03	10 4510.280	Parks UTILITIES	
					14.28	10 4562.250	Pool SUPP & MAINT -EQUIP	
					1,651.54	10 4562.280	Pool UTILITIES	
					2,081.73	10 4565.280	Golf UTILITIES	
					100.00	10 4566.455	Pro Shop ADVERTISING/MA	
					889.75	10 4566.481	Pro Shop FOODS & BEVERA	
					1,095.50	10 4566.482	Pro Shop MERCHANDISE/CL	
					<b>24,411.40</b>		<b>Total</b>	
					28.22	51 4751.280	Water UTILITIES	
					570.00	51 4751.450	Water WATER SAMPLES	
					<b>598.22</b>		<b>Total</b>	
					21.28	52 4752.280	Sewer UTILITIES	
					<b>\$25,030.90</b>		<b>GL Account Summary Total</b>	

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PO  
07/22/15

**CITY OF MONTICELLO  
SUBDIVISION APPLICATION FOR  
PRIOR PLATTED PARCELS, LOTS OR BLOCKS**

*Note to Applicant: This application should be used for the division of prior platted parcels, lots or blocks into not more than four (4) lots.*

Name of Applicant E. Paul Sonderogger  
Mailing Address P.O. Box 713  
Telephone 435-587-2035 Fax 435-587- Email since713@gmail.com  
Location of Subdivision Section 25  
Lot & Block # see map Parcel # \_\_\_\_\_

**Conditions for Approval:**

1. Each lot created must meet frontage, width and area requirements, or be granted a variance from such requirements by the Board of Adjustment.
2. The division of land does not require the dedication of land for a street or other public purpose, nor is it traversed by any proposed streets shown on the Official Map.
3. The division of land does not require the extension and/or addition of street, sewage disposal, water, curb, gutter, sidewalk, or storm drainage improvements.

**Procedure for Approval:**

1. Submit this application together with an accurate plat prepared by a licensed land surveyor on a sheet of approved tracing linen, or Mylar, with waterproof ink. The top edge of the plat shall be either north or east, whichever fits the drawing best. The plat shall show:
  - a. Lot lines, including arcs and tangents with dimensions in feet and hundredths
  - b. Easements for water, sewer, drainage, utility lines and other purposes
2. Pay the following nonrefundable filing fee at the time of application:
  - \$50 basic fee
  - \$10 per lot created
  - \$25 inspection fee per lot created
  - \$10 reapplication fee, if applicable
3. Application will be reviewed by City Staff.
4. Application will be reviewed by Planning Commission (mtgs. held 1<sup>st</sup> Tues. at 6:30 pm).
5. Planning Commission will submit recommendation to City Council within 30 days.
6. City Council, after fifteen (15) days' notice and at a public meeting, may approve, modify and approve, or deny the subdivision.
7. Upon acceptance of the subdivision by City Council, the final plat bearing official signatures of City Engineer, City Council, City Planning Commission, City Attorney, and signed by a licensed surveyor, shall be deposited in the office of the County Recorder for recording at the expense of the subdivider.

**ACKNOWLEDGEMENT OF RESPONSIBILITY AND OWNERSHIP**

I certify that I am making an application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. I also affirm that I am owner of the described property or that I have written authorization from the owner to pursue the described action.

Applicant's Signature E. Paul Sonderogger Printed Name E. Paul Sonderogger  
Co-Applicant's Signature \_\_\_\_\_ Printed Name \_\_\_\_\_  
Date 7/22/15

6

## Primary Election Canvass 2015 – Monticello City

**Election Judges:** James Francom, John David Nielson, Marty Shupe, Crystal Holt, Jaimee Bailey

**Provisional Ballots:** No provisional ballots were submitted.

**Official Register Book:** Ballot numbers were entered into the register as they were received from the voters.

**Statement of Disposition of Ballots:**

887 ballots were mailed.

454 persons voting.

34 ballots were returned as undeliverable.

3 ballots were received after the deadline (post-election day) – 3 after – 2 counted

6 ballots were unqualified (4 no signature, 1 bad signature, 1 after deadline)

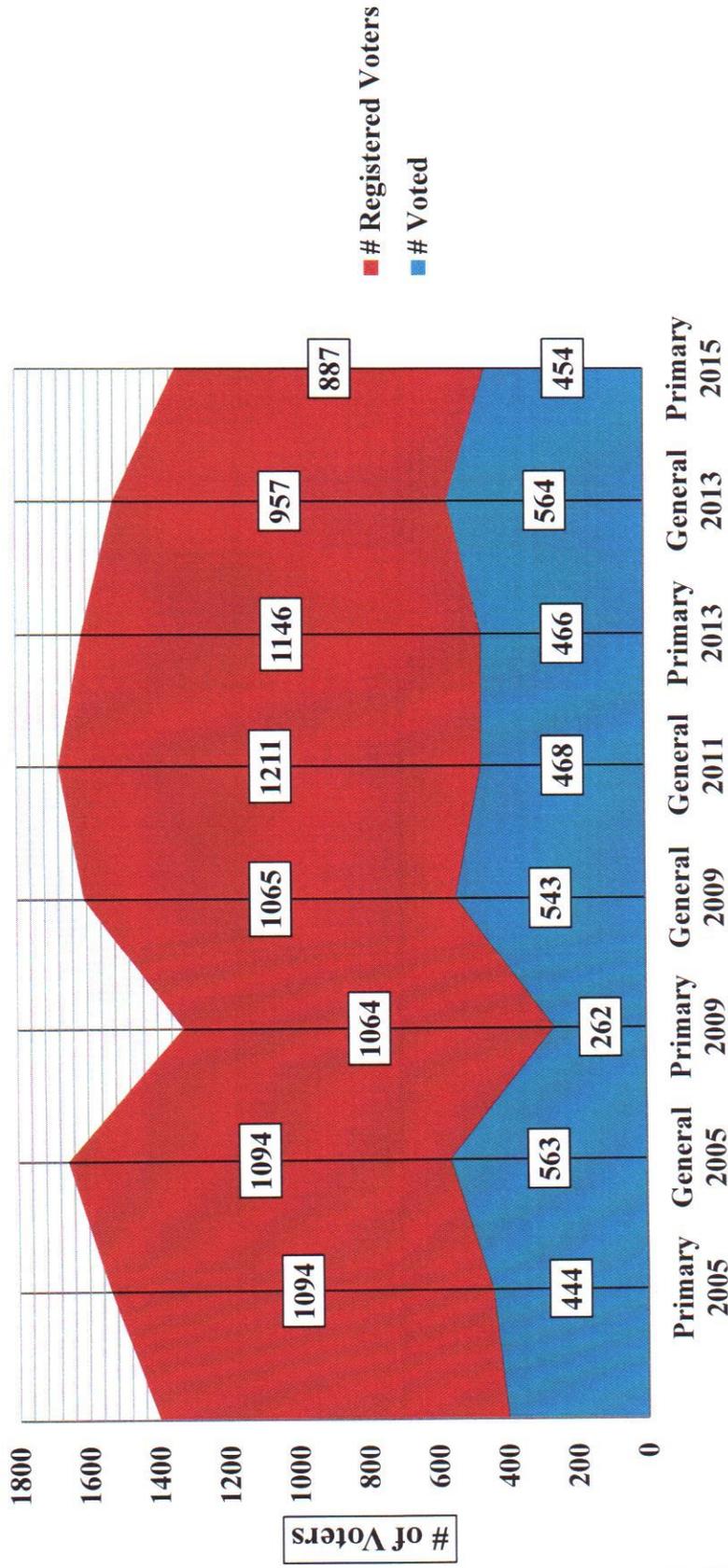
After the audit process is completed with no irregularities found, Mayor Tim Young may declare the following Primary City Council candidates nomination for the general election:

<u>Council member Four- Year Term</u>	<u>Votes</u>
Blaine Nebeker	286
Staci Lou Hoggard	123
Sarah English	157
Sanford Randall	273
Nathan Chamberlain	176
<del>Mike Thomason</del>	<del>70</del>
<del>Eric George</del>	<del>87</del>
Chris Baird	109

Election % Change

Election	Year	# Voted	# Registered Voters	% Voting
		400	1000	
Primary 2005	2005	444	1094	40.6%
General 2005	2005	563	1094	51.5%
Primary 2009	2009	262	1064	24.6%
General 2009	2009	543	1065	51.0%
General 2011	2011	468	1211	38.6%
Primary 2013	2013	466	1146	40.7%
General 2013	2013	564	957	58.90%
Primary 2015	2015	454	887	51.18%

# Monticello Voter Turnout



7



8

**To:** Four Corners School Board of Directors  
**From:** Chris Giangreco, Development Director  
**Re:** Four Corners School Building Sale Update  
**Date:** June 30, 2015

This brief provides an update on discussions about the sale of the Four Corners School building. Based on these discussions, Four Corners School staff needs input from the Board on which option should be pursued.

Background:

On April 25, 2015, the Four Corners School Board of Directors asked Four Corners School staff Steve Munsell and Chris Giangreco and Board Members Bill Boyle, Oliver Crane, and Doug Allen to work with City of Monticello and San Juan County officials on a plan for the current Four Corners School building. The goal was to bring discussions into the open and provide direction to the Board on how best to proceed.

In researching the property lines, Steve found that building sits on a small parcel of land that is surrounded on three sides by city property. There is very little set back from the building, therefore the property is smaller than it seems.

Discussions:

Steve and Chris held several meetings with city and county officials and Four Corners School Board Members Bill Boyle, Doug Allen, and Oliver Crane. Ty Bailey, City Manager, represented the City of Monticello. Kelly Pehrson, Chief Administrative Officer, represented San Juan County.

Ty expressed reluctance to become owners of the property. The City has no cash for the purchase of the property, even at a reduced price. The city's interest is in the land to expand parking for the golf course. They have no interest in the building. Because the building has asbestos shingles, it would cost roughly \$25,000 to remove it from the land. Ty also does not feel comfortable negotiating a deal for a reduction or credit for utility costs as an in-kind donation. **Kelly echoed Ty's concerns, and sees no viable option for the City or County to acquire the property. The costs of removing the building are seen as too high to purchase it for a parking lot.**

Ty has been in discussions with developers that have expressed interest in Monticello, particularly the Hideout Golf Course. The joint Four Corners School-City property overlooking the golf course have been of interest to these developers for a future complex including a hotel, restaurant, and meeting space.

The follow options have resulted from discussions:

**Option 1:** Put the property on the market

**Pro:** If sold, this could generate revenue for Four Corners School and eliminate the need for any further upkeep on the building.

**Con:** Because of the slow market and small size of the property (surrounded by city property), it could take many years for it to sell.

**Option 2:** Continue to develop a transfer arrangement based on the in-kind value of projections of utility costs.

**Pro:** If transferred, this could alleviate future budget constraints (for utilities) on Four Corners School and eliminate the need for any further upkeep on the building.

**Con:** The City and County are not interested negotiating a deal that would tie them to reduced utility costs for several years (as costs might go up), nor are they interested in owning the property because of the asbestos shingles.

**Option 3:** Place the property on the market for potential sale with the City having right of first refusal. Concurrently, establish a joint venture between the City and Four Corners School to lease both City and Four Corners School properties to a developer, and if leased, the developer bears redevelopment costs. The joint venture would include Four Corners School and city parcels (old pro-shop, side parking lot). The City and Four Corners School would need to develop a "RFP-Request for Proposals" to market the concept to the private sector. The City and the School would be required to agree on any potential development plans proposed for the properties.

**Pro:** The property could be on the market at the same time, if Four Corners School wished to consider sale of the property; the sale rider could include a right of first refusal for the City.

**Pro:** The property could also be rented to ensure it does not sit empty. New Four Corners School employees struggle to find rental and this property could assist new staff coming to Monticello. We could also make it into a hostel.

**Pro:** If leased or rented, the income from the property could create a small revenue stream for Four Corners School and contribute to growth of the City. The income would also cover our mortgage and utilities on the building.

**Con:** The new Discovery Center maintenance person would need to include upkeep of this building. This will need to be added in the job description.

**Con:** The building is deteriorating and would still be an Four Corners School liability, even if rented.

**Con:** The City and School might NOT agree on a proposed future use of the properties. This could create relationship issues.

**Next Step:** Four Corners School Board should discuss and vote to provide direction to staff by Friday, July 17, 2015 on which option should be pursued. Board direction is needed soon to avoid missing opportunities to sell or lease the building.

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This is the document we will use to create our bi-weekly, departmental reports. Please fill in the following information for your department.

**August 11, 2015**

**Administration**

<b>FYI / Updates</b>	<ul style="list-style-type: none"> <li>- Working on getting the P cards so that they can be coded at time of purchase. this will help the purchases hit the budget faster.</li> <li>- Ron Skinner is now part-time without benefits.</li> <li>- Iron Filter project almost complete. Will need to run it for a couple of weeks and take water samples before putting pump online.</li> <li>-</li> </ul>
<b>Accomplishments</b>	<ul style="list-style-type: none"> <li>- Finished RFP for IT Service</li> <li>- Noticed Administrative Ordinance</li> </ul>
<b>Issues / Challenges</b>	<ul style="list-style-type: none"> <li>- Working on a complaint on a property that has goats in R-1 Zone and has junk in front and back yard</li> <li>- Getting things together for surplus sale.</li> <li>- Working on an amended budget to include debt service payments</li> </ul>
<b>Significant Purchases</b>	<ul style="list-style-type: none"> <li>- New workstation at the front desk. Matches the counter (\$2,200)</li> </ul>
<b>Staff Recognition</b>	<ul style="list-style-type: none"> <li>- Our seasonal help</li> <li>- Natalie Randall for coordinating our surplus sale items. (this was an extra assignment that will help clean out old equipment)</li> </ul>

**Police**

<b>FYI / Updates</b>	•
<b>Accomplishments</b>	•
<b>Issues / Challenges</b>	•

<b>Significant Purchases</b>	•
<b>Staff Recognition</b>	•

### Public Works

<b>FYI / Updates</b>	•
<b>Accomplishments</b>	•
<b>Issues / Challenges</b>	•
<b>Significant Purchases</b>	•
<b>Staff Recognition</b>	•

### Parks and Rec.

<b>FYI / Updates</b>	<ul style="list-style-type: none"> <li>- Dry spots in veterans park due to tampering with water shut off valve, looking into ways to secure the valve.</li> <li>- Soccer sign ups closed with 90+ participants</li> <li>- Updates to pioneer park landscaping (walk way, completed fencing, rock scape)--rotary will be working on additional landscape changes/updates</li> <li>- Working on plan to connect parks, create map/outline for visitors</li> </ul>
<b>Accomplishments</b>	<ul style="list-style-type: none"> <li>- Working out faults in the irrigation systems</li> <li>- Creating communication lines/outreach with the community: Abajo Enduro Bike Race, Four Corners School--working together on plans for a future grant, Rotary Club, elementary school/PTA, and high school sports</li> </ul>
<b>Issues / Challenges</b>	<ul style="list-style-type: none"> <li>- Improving communication with other departments</li> </ul>
<b>Significant Purchases</b>	<ul style="list-style-type: none"> <li>- none</li> </ul>
<b>Staff Recognition</b>	<ul style="list-style-type: none"> <li>- Nathan Moore, Justin Wright did a fine job this summer. Shane Hill, a new hire, is being trained to take a leading role with next years parks crew.</li> <li>- Drew Baird, Carson Duncan, Tyler Bird, Easton Bowring, Parker Knudsen--helping with parks, rec events, and other tasks around the city.</li> </ul>

## Golf Course

<b>FYI / Updates</b>	<ul style="list-style-type: none"> <li>- Landscaping nearing completion</li> <li>- We had a successful Shootout/Amateur. One of the biggest we've ever had. Course was in great shape and a large field.</li> </ul>
<b>Accomplishments</b>	<ul style="list-style-type: none"> <li>- Golf course is nearing the condition in which Brian will be pleased.</li> <li>- The Hideout has been recognized again as one of the top courses in the state of Utah.</li> </ul> <p><a href="http://www.sltrib.com/home/2670318-155/utahs-hidden-gems-five-off-the-beaten-path">http://www.sltrib.com/home/2670318-155/utahs-hidden-gems-five-off-the-beaten-path</a></p>
<b>Issues / Challenges</b>	<ul style="list-style-type: none"> <li>- The clubhouse landscaping contract with Jeff Frost.</li> <li>- Would like to purchase a used truck from the County</li> </ul>
<b>Significant Purchases</b>	<ul style="list-style-type: none"> <li>- Rough mower; greens mower; greens roller (\$20,000 of capital budget)</li> </ul>
<b>Staff Recognition</b>	<ul style="list-style-type: none"> <li>- Shane Hill will be training to possibly take over as equipment technician in the future.</li> <li>- All the staff did a really good job getting ready for the tournament and working the tournament weekend.</li> </ul>

## Welcome Center

<b>FYI / Updates</b>	<ul style="list-style-type: none"> <li>- Sending Big 4 Tractor Brochures to other welcome centers in Utah &amp; Colorado. So far, they have been distributed to Price, Bluff, &amp; Blanding.</li> <li>Next Expo-Anthony Wojcik, local pottery maker, 08/15/15 10-1pm</li> </ul>
<b>Accomplishments</b>	<ul style="list-style-type: none"> <li>- Ordered everything discussed for the Big 4 Tractor building to close out the USDA Grant</li> </ul>
<b>Issues / Challenges</b>	<ul style="list-style-type: none"> <li>- Challenge-creating a walk-about map for the public, almost finished.</li> </ul>
<b>Significant Purchases</b>	<ul style="list-style-type: none"> <li>- For Tractor Bldg-tv, wall mount, Nyrius transmitter/receiver, sign, lighting, plexi glass and attachments Around \$3,000</li> </ul>
<b>Staff Recognition</b>	<ul style="list-style-type: none"> <li>- All the Welcome Center Staff for contributing to the bake sale, proceeds went to Tractor and donating their time to help with the float.</li> </ul>

## Airport

<b>FYI / Updates</b>	<ul style="list-style-type: none"> <li>- Fuel system design work is almost finished. RFP deadline should be Mid September</li> </ul>
<b>Accomplishments</b>	<ul style="list-style-type: none"> <li>- Put locks on drive gates.</li> </ul>

	- Courtesy car is getting use.
<b>Issues / Challenges</b>	Funding airport lounge with the addition of a new fuel system Staffing the Airport Committee
<b>Significant Purchases</b>	
<b>Staff Recognition</b>	·