



**MONTICELLO CITY COUNCIL/ MUNICIPAL BUILDING AUTHORITY MEETING
AGENDA**

**Tuesday ▪ July 28, 2015 ▪ 7:00 p.m.
648 S Hideout Way**

- | | |
|--|-------------|
| 1. Call to Order Municipal Building Authority | |
| 2. Minutes Review/Approval – June 23, 2015 (1) | ACTION |
| 3. Payment of Bills (2) | ACTION |
| 4. Adjourn | ACTION |
| 5. Call to Order Monticello City Council | |
| 6. Invocation/Opening Remarks | |
| 7. Minutes Review/Approval – July 28, 2015 (3) | ACTION |
| 8. Public Comment | INFORMATION |
| 9. Payment of Bills (4) | ACTION |
| 10. Public Hearing: Subdivision/Infill Request 1616 E Clayhill Dr | HEARING |
| 11. Consider Subdivision/Infill Request 1616 E Clayhill Dr (5) | ACTION |
| 12. Consider Amendments to Municipal Administration & Chief of Police Ordinances (6) | ACTION |
| 13. Governing Body/Administrative Communications | INFORMATION |
| 14. Upcoming Agenda Items | DISCUSSION |
| 15. Meetings | INFORMATION |
| 16. Adjournment | ACTION |

Mailing/Posting Date: 07/24/15 /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.

Monticello City
General Ledger for 54 Municipal Building Authority - 7/3/2015 to 7/23/2015

Account		Description	Debit	Credit	Balance
Date	Code				
1111 - Checking MBA					
7/10/2015	APCK	Check # 42025 - LYLE NORTHERN ELECTRIC			(\$56,959.45)
7/13/2015	APCK	Check # 42026 - LYLE NORTHERN ELECTRIC		38,840.53	(95,799.98)
7/13/2015	APCK	Check # 42027 - SONDEREGGER, INC		4,315.61	(100,115.59)
7/22/2015	APCK	Check # 42060 - LYLE NORTHERN ELECTRIC		2,595.00	(102,710.59)
				1,395.45	(104,106.04)
				(\$47,146.59)	(\$104,106.04)
Report Total:					(\$104,106.04)

3

MONTICELLO CITY COUNCIL MEETING MINUTES

**Tuesday ▪ July 14, 2015 ▪ 7:00 p.m.
648 S Hideout Way, Monticello, UT**

Items 1-4 were part of the Municipal Building Authority Meeting held prior to this City Council Meeting.

5. Call to Order - The regularly scheduled meeting of the Monticello City Council was called to Order by Mayor Tim Young, at 7:10 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 – not present

City Manager: Ty Bailey

City Recorder: Cindi Holyoak

Visitors

Tom Wigginton, Sarah English, Roma Young

6. 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.

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

MOTION was made by Councilman Monte Wells to approve the minutes of the Monticello City Council meeting held on June 23, 2015. The motion was seconded by Councilman Steven Duke and passed unanimously.

8. Public Comment

None.

9. Payment of Bills - Questions and answers were directed to the following bills:
Empire Electric bills have been itemized for easier tracking.
Filter Tech – iron removal project
Sonderegger Inc shows up on the MBA general ledger as well as the General Fund.

**Monticello City Council
June 23, 2015**

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

10. Committee Structure Change

Manager Bailey discussed the committee structure which holds the committees to the open meetings law as an extension of the City Council. He proposed changing those groups to be an extension of the City's Administration Dept. Administrative discussions vs. the open meeting process will streamline the meetings and the process for approvals. Manager Bailey said a lot of time is spent to administrate those open and public meetings when the committees don't have the power to act on decisions anyway. He said a community of this size does not need 8 formal committees. Mayor Young said freeing up time for more important tasks is a good decision. Scott Frost said he values the committees and the input they provide. He is in favor of the change if it means less formality but he would like the committees to continue. Tom Wigginton asked if the committees could be larger with the new structure. Manager Bailey said the committees will be deciding on the level of formality and structure they wish to maintain.

11. Consider Vehicle Purchase

Manager Bailey said \$30,000 was set aside in the public works budget for a vehicle purchase. Superintendent Langston submitted a proposal to the Council with a couple of options. There was discussion about the towing capacity of the vehicles presented. There was discussion about the lower priced Silverado to allow for unforeseen expenses.

MOTION was made by Councilman Monte Wells to approve the purchase of a vehicle 2015 Chevy Silverado as presented. The motion was seconded by Councilman Steven Duke and opened for discussion.

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

The motion passed unanimously.

12. Consider Certified Tax Rates Adoption

Manager Bailey discussed the proposed tax rate. He said overall property values show an increase of 5%. Manager Bailey explained that the City Council does not have to approve the certified rate. They can choose to increase or decrease the revenue to the City. There was discussion about the process for increasing the rate. Manager Bailey

Monticello City Council
June 23, 2015

said he would feel more comfortable not increasing it until he has a better understanding of the City's financial needs.

MOTION was made by Councilman Steven Duke to adopt the certified tax rate of .00623. The motion was seconded by Councilman Monte Wells and opened for discussion.

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

The motion passed unanimously.

13. Consider Airport Committee Chair

MOTION was made by Councilman Monte Wells to appoint Dawn Howe Chairperson of the Airport Committee. The motion was seconded by Councilman Scott Frost and opened for discussion.

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

The motion passed unanimously.

14. Consider Sale of Industrial Zone Parcel

Manager Bailey discussed the taxable value of the property which is \$12,000. A resolution was passed in 2001 to give parameters to the sale of the industrial zone parcel. There was discussion about a piece of property which is already owned by the buyer which is not being used for the purpose intended. Manager Bailey said he understands the parameters only pertain to the sale and do not govern the future use but he will talk to the city attorney about this.

MOTION was made by Councilman Scott Frost to table this discussion until further information can be provided. The motion was seconded by Councilman Steven Duke and opened for discussion.

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

**Monticello City Council
June 23, 2015**

Councilman Scott Frost – Aye

The motion passed unanimously.

15. Request for Property Lease Proposals

Manager Bailey has been working to send a request for proposals to lease the old golf pro shop and the airport hangar property. He would like the Council to review the proposals for the proper fit for the pro shop building as well as the money offered.

16. Governing Body/Administrative Communications

The City's IT agreement is being researched by Manager Bailey.

17. Upcoming Agenda Items

Frost Subdivision Public Hearing

18. Meetings:

19. Adjournment

MOTION was made by Councilman Scott Frost to adjourn the meeting at 8:35 p.m. The motion was seconded by Councilman Monte Wells and passed unanimously.

ATTEST: _____

Cindi Holyoak, Recorder

Minutes APPROVED by: _____

DATE: _____

Mayor Tim Young

4

Monticello City
Invoice Register - 7/3/2015 to 7/23/2015 - All Invoices

7/23/2015

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Description</u>
954905	AFLAC	9999	7/21/2015	7/22/2015	\$381.96	10 1563	Health Insurance clearing	AFLAC SUPPLEMENTAL INSU
COMO148248	BASIN WESTERN INC	42061	7/7/2015	7/8/2015	381.96	10 4415.481	Class C Maintenance	COMO
7/10/*15	BLAZE BELTS	42062	7/10/2015	7/11/2015	\$2,250.00	10 4566.482	Pro Shop MERCHANDISE/CL	BELTS
0094324	BLUE MOUNTAIN FOODS	41977	7/4/2015	7/5/2015	\$180.00	10 4160.554	Visitor Center MISCELLANEO	drinks
0094474	BLUE MOUNTAIN FOODS	42063	7/22/2015	7/23/2015	\$33.34			
					33.34			
94410	BLUE MOUNTAIN FOODS	42063	7/14/2015	7/15/2015	\$107.91	10 4220.610	Fire MISCELLANEOUS	CANDY FOR PARADE
	Vendor Total:				\$26.52	10 4160.554	Visitor Center MISCELLANEO	CLEANING SUPPLIES
					\$167.77			
298330	BLUE MOUNTAIN MEATS	42064	7/7/2015	7/8/2015	\$156.90	10 4160.554	Visitor Center MISCELLANEO	liners
298654	BLUE MOUNTAIN MEATS	42064	7/14/2015	7/15/2015	156.90			
298658	BLUE MOUNTAIN MEATS	42064	7/14/2015	7/15/2015	\$11.39	10 4566.481	Pro Shop FOODS & BEVERA	SNACKS
2986887	BLUE MOUNTAIN MEATS	42064	7/14/2015	7/15/2015	11.39			
					\$43.35	10 4566.481	Pro Shop FOODS & BEVERA	SNACKS
298856	BLUE MOUNTAIN MEATS	42064	7/15/2015	7/16/2015	43.35			
298978	BLUE MOUNTAIN MEATS	42064	7/17/2015	7/18/2015	\$155.10	10 4566.481	Pro Shop FOODS & BEVERA	SNACKS
OVERPAYMENT	BLUE MOUNTAIN MEATS	42064	7/15/2015	7/16/2015	155.10			
	Vendor Total:				\$17.71	10 4566.481	Pro Shop FOODS & BEVERA	SUPPLIES
					17.71			
00708911	BOWTIE BEVERAGE	42064	7/21/2015	7/22/2015	\$39.55	10 4566.481	Pro Shop FOODS & BEVERA	SNACKS
8463	BOWTIE BEVERAGE	41980	7/7/2015	7/8/2015	39.55			
	Vendor Total:				(\$42.32)	10 4566.481	Pro Shop FOODS & BEVERA	OVERPAYMENT CREDIT
					-42.32			
					\$381.68			
26235627046	DIRECTV	42065	7/21/2015	7/22/2015	\$124.55	10 4566.481	Pro Shop FOODS & BEVERA	BEER
PR062615-1310	EFTPS	41980	7/7/2015	7/8/2015	124.55			
	Vendor Total:				\$38.46	10 4566.481	Pro Shop FOODS & BEVERA	beer
					38.46			
PR071015-1310	EFTPS	42071	7/11/2015	7/12/2015	\$145.54	10 4566.290	Pro Shop TELEPHONE/CABL	CABLE
					145.54			
PR071015-1310	EFTPS	9999	7/3/2015	7/3/2015	\$1,863.62	10 2221	FICA/FWT Withholding	Social Security Tax
					1,189.98	10 2221	FICA/FWT Withholding	Medicare Tax
					278.34	10 2221	FICA/FWT Withholding	Federal Income Tax
					395.30			
	Vendor Total:				\$7,706.19	10 2221	FICA/FWT Withholding	Social Security Tax
					4,693.94	10 2221	FICA/FWT Withholding	Medicare Tax
					1,097.80	10 2221	FICA/FWT Withholding	Federal Income Tax
					1,914.45			
PR071015-1310	EFTPS	9999	7/20/2015	7/20/2015	\$224.06	10 2221	FICA/FWT Withholding	Social Security Tax
					178.94			

Monticello City
Invoice Register - 7/3/2015 to 7/23/2015 - All Invoices

7/23/2015

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
PR07232015	EFTPS	9999	7/23/2015	7/24/2015	41.82	10 2221	FICA/FWT Withholding	Medicare Tax
					3.30	10 2221	FICA/FWT Withholding	Federal Income Tax
	Vendor Total:				\$21.04	10 2221	FICA/FWT Withholding	OFFSET CREDIT BALANCE
					\$9,814.91			
1029JULY15	EMPIRE ELECTRIC	42073	7/8/2015	7/9/2015	\$78.56	10 4510.280	Parks UTILITIES	BASEBALL FIELD
1040JULY15	EMPIRE ELECTRIC	42073	7/9/2015	7/10/2015	\$2,226.15	10 4565.280	Golf UTILITIES	GOLF COURSE
1052JULY15	EMPIRE ELECTRIC	42073	7/8/2015	7/9/2015	\$43.31	10 4510.280	Parks UTILITIES	BASEBALL FIELD
	Vendor Total:				\$3,348.02			
PR071015-106	EQUITABLE/EQUI-VEST	42052	7/17/2015	7/17/2015	\$568.86	10 2223	State Retirement Withholding	Equitable
3003854717-1-1	FOREMOST INSURANCE COMPANY	42074	7/10/2015	7/11/2015	\$125.00	10 3510	Court Fines/Forfeit	CLAIM # 3003854717-1-1
227005	FREEDOM MAILING SERVICES, INC	42075	7/4/2015	7/5/2015	\$394.87	10 4140.220	Admin PUBLIC NOTICES	statments
NP44817247	FUELMAN	9999	7/6/2015	7/7/2015	\$1,906.10			
					32.03	10 4140.250	Admin SUPP & MAINT - EQUI	FUEL
					122.04	10 4210.252	Police FUEL	FUEL
					224.83	10 4210.252	Police FUEL	FUEL
					79.45	10 4210.252	Police FUEL	FUEL
					23.84	10 4220.252	Fire FUEL	FUEL
					153.96	10 4410.252	Streets FUEL	FUEL
					89.37	10 4410.252	Streets FUEL	FUEL
					18.87	10 4410.252	Streets FUEL	FUEL
					10.66	10 4410.252	Streets FUEL	FUEL
					23.35	10 4410.252	Streets FUEL	FUEL
					79.77	10 4560.610	Rec MISCELLANEOUS	FUEL
					120.59	10 4565.252	Golf FUEL & DIESEL	FUEL
					103.10	51 4751.252	Water FUEL	FUEL
					109.96	52 4752.252	Sewer FUEL	FUEL
					88.52	53 4753.252	Sanitation FUEL	FUEL
					625.76	53 4753.252	Sanitation FUEL	FUEL
9516	GETGO IMAGING, INC.	42029	7/15/2015	7/16/2015	\$1,000.00	25 4530	Visitor Center	Big 4 Tractor Signs
9534 PREPAYME	GETGO IMAGING, INC.	41974	7/8/2015	7/9/2015	\$1,172.50	10 4560.250	Rec SUPP & MAINT - EQUIP	tournament shirts
9534A	GETGO IMAGING, INC.	42059	7/8/2015	7/9/2015	\$1,172.50	25 4540	Softball Tournament	TOURNMENT SHIRTS
	Vendor Total:				\$3,345.00			
UMPIRE 2015	HARRISON, MILES	42076	7/20/2015	7/21/2015	\$360.00	10 4560.350	Rec CONTRACTED SERVIC	UMPIRE
06152816	HASTY AWARDS	41988	7/7/2015	7/8/2015	\$31.92	10 4560.250	Rec SUPP & MAINT - EQUIP	T BALL RIBBONS

Monticello City
Invoice Register - 7/3/2015 to 7/23/2015 - All Invoices

7/23/2015

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name	Description
umpire 2015	HELQUIST, CHARLIE	41972	7/8/2015	7/9/2015	\$100.00			
UMPIRE2015	HELQUIST, CHARLIE	42077	7/20/2015	7/21/2015	\$100.00	10 4560.350	Rec CONTRACTED SERVIC	fast pitch upire
	Vendor Total:				\$200.00	10 4560.350	Rec CONTRACTED SERVIC	UMPIRE
PR062615-141	ICMA RETIREMENT TRUST - 457/PLA	42053	7/3/2015	7/3/2015	\$500.00			
PR071015-141	ICMA RETIREMENT TRUST - 457/PLA	42056	7/17/2015	7/17/2015	\$772.08	10 2223	State Retirement Withholding	ICMA Retirement
	Vendor Total:				\$1,272.08	10 2223	State Retirement Withholding	ICMA Retirement
17242	J C HUNT CO INC	42080	7/3/2015	7/4/2015	\$4,043.05			
SI-115252	JC GOLF ACCESSORIES	41989	7/7/2015	7/8/2015	\$318.93	10 4565.252	Golf FUEL & DIESEL	FUEL
SI-115287	JC GOLF ACCESSORIES	41989	7/7/2015	7/8/2015	\$108.43	10 4566.482	Pro Shop MERCHANDISE/CL	golves
SI-115424	JC GOLF ACCESSORIES	42081	7/13/2015	7/14/2015	\$99.18	10 4566.482	Pro Shop MERCHANDISE/CL	golves
SI-115570	JC GOLF ACCESSORIES	42081	7/15/2015	7/16/2015	\$516.16	10 4566.482	Pro Shop MERCHANDISE/CL	BALL MARKERS
	Vendor Total:				\$1,042.70	10 4566.482	Pro Shop MERCHANDISE/CL	MERCH
155765214	LEGRAND JOHNSON CONSTRUCTIO	42082	7/3/2015	7/4/2015	\$3,052.50			
PR071015-2153	LIBERTY NATIONAL	42061	7/17/2015	7/17/2015	\$41.06	10 4415.481	Class C Maintenance	BROOM
PR07232015	LIBERTY NATIONAL	42061	7/23/2015	7/24/2015	(\$48.46)	10 2224	Conseco & Liberty health insu	Liberty Nat Life Ins
PR07232015B	LIBERTY NATIONAL	42061	7/23/2015	7/24/2015	(\$41.06)	10 1580	Suspense	OFFSET
	Vendor Total:				(\$48.46)	10 1580	Suspense	OFFSET
35782	LYLE NORTHERN ELECTRIC	42026	7/13/2015	7/14/2015	\$4,315.61			
3580	LYLE NORTHERN ELECTRIC	42083	7/6/2015	7/7/2015	\$270.80	54 4565.730	Capital outlay - community ce	Retainage
3582	LYLE NORTHERN ELECTRIC	42060	7/22/2015	7/23/2015	\$1,395.45	10 4510.250	Parks SUPP & MAINT - EQUI	BALL FIELDS LIGHTS
	Vendor Total:				\$5,981.86	54 4565.730	Capital outlay - community ce	Outlets at Community Center
7/21 REST	MARTINEZ, ZACCIA	42084	7/21/2015	7/22/2015	\$25.00			
7/15	MOAB COMMUNICATIONS LLC	42086	7/14/2015	7/15/2015	\$240.00	10 3510	Court Fines/Forfeit	CASE081206007 RESTITUTI
sophmore2015	MONTICELLO HIGH SCHOOL	42087	7/22/2015	7/23/2015	\$500.00	25 4570	Economic Grant Expense	24TH CELB ADVERTIZING
					\$500.00	25 4570	Economic Grant Expense	sponsor ship

**Monticello City
Invoice Register - 7/3/2015 to 7/23/2015 - All Invoices**

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name	Description
395368	MONTICELLO HOME & AUTO SUPPLY	42088	7/7/2015	7/8/2015	\$9.99	10 4565.250	Golf EQUIPMENT REAPIR & V BELT	
395418	MONTICELLO HOME & AUTO SUPPLY	42088	7/7/2015	7/8/2015	\$21.98	10 4160.554	Visitor Center MISCELLANEO velcro fasteners	
395537	MONTICELLO HOME & AUTO SUPPLY	41991	7/8/2015	7/9/2015	\$36.98	10 4510.250	Parks SUPP & MAINT - EQUI PIONEER PARK	
	Vendor Total:				\$68.95			
a208248	MONTICELLO MERCANTILE CO		7/9/2015	7/10/2015	\$6.99	10 4562.250	Pool SUPP & MAINT -EQUIP GENERAL SUPPLIES	
C111148	MONTICELLO MERCANTILE CO	41992	7/6/2015	7/7/2015	\$6.49	10 4566.250	Pro Shop SUPPLIES MAINTe supplies	
c11488	MONTICELLO MERCANTILE CO	42089	7/9/2015	7/10/2015	\$17.37	10 4140.250	Admin SUPP & MAINT - EQU SIGN	
C11939	MONTICELLO MERCANTILE CO	42089	7/15/2015	7/16/2015	\$21.64	10 4160.554	Visitor Center MISCELLANEO CLEANING SUPPLIES	
	Vendor Total:				\$52.49			
S101478567.001	MOUNTAINLAND SUPPLY CO	42090	7/8/2015	7/9/2015	\$1.37	10 4510.610	Parks MISCELLANEOUS PARKS	
S101480058.001	MOUNTAINLAND SUPPLY CO	42090	7/9/2015	7/10/2015	\$136.79	51 4751.266	Water SUPP & MAINT DISTR ATENCIO METER	
S101481159.001	MOUNTAINLAND SUPPLY CO	42090	7/10/2015	7/11/2015	\$391.75	51 4751.266	Water SUPP & MAINT DISTR 2015 WATER	
S101485971.001	MOUNTAINLAND SUPPLY CO	42090	7/14/2015	7/15/2015	\$189.41	51 4751.266	Water SUPP & MAINT DISTR MUSSELMAN RENTAL	
S101489354.001	MOUNTAINLAND SUPPLY CO	42090	7/16/2015	7/17/2015	\$31.52	51 4751.266	Water SUPP & MAINT DISTR NATE	
	Vendor Total:				\$750.84			
PR062615-2291	OPTUM HEALTH BANK	9999	7/3/2015	7/3/2015	\$230.76	10 2225	PEHP Health Insurance Health Saving	
PR071015-2291	OPTUM HEALTH BANK	9999	7/17/2015	7/17/2015	\$1,533.80	10 2225	PEHP Health Insurance Health Saving	
	Vendor Total:				\$1,764.56			
PR071015-2723	OR Dept. of Justice	42054	7/17/2015	7/17/2015	\$135.69	10 2231	Advance & Other W/H Child Support OR	
179484	PACKARD WHOLESALe CO.	41994	7/9/2015	7/10/2015	\$116.26	10 4510.250	Parks SUPP & MAINT - EQUI CLEANING	
179485	PACKARD WHOLESALe CO.	41994	7/9/2015	7/10/2015	\$158.59	10 4562.250	Pool SUPP & MAINT -EQUIP CONCESSIONS	
179486	PACKARD WHOLESALe CO.	42092	7/9/2015	7/10/2015	\$99.65	10 4562.250	Pool SUPP & MAINT -EQUIP CLEANING	
179752	PACKARD WHOLESALe CO.	42092	7/16/2015	7/17/2015	\$178.47	10 4566.481	Pro Shop FOODS & BEVERA snacks	
	Vendor Total:				\$178.47			

Monticello City
Invoice Register - 7/3/2015 to 7/23/2015 - All Invoices

7/23/2015

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name	Description
179765	PACKARD WHOLESALE CO.	42092	7/16/2015	7/17/2015	\$57.38	10 4562.250	Pool SUPP & MAINT -EQUIP	concessions
	Vendor Total:				\$610.35			
	travis equipment	41973	7/8/2015	7/9/2015	\$195.00	10 4560.250	Rec SUPP & MAINT - EQUIP	24th softballs
PRDISA0710201	PEHP LTD Program Attn: LTD Payment	42055	7/10/2015	7/11/2015	\$122.20	10 1563	Health Insurance clearing	LONG TERM DISABILITY
35355809	PEPSI-COLA	42093	7/9/2015	7/10/2015	\$750.30	10 4566.481	Pro Shop FOODS & BEVERA	soda
2015STREET SW	PETTY CASH - TY BAILEY	42094	7/17/2015	7/18/2015	\$30.00	10 4410.610	Streets MISCELLANEOUS	SIDEWALK & STREET SWEE
7/1-7/31/15	PUBLIC EMPLOYEE HEALTH PLAN	42095	7/20/2015	7/21/2015	\$13,258.78	10 1563	Health Insurance clearing	july 2015
6000june15	QUESTAR GAS COMPANY	42096	7/6/2015	7/7/2015	\$154.42	10 4140.280	Admin UTILITIES	17 N 100 E
					7.16	10 4160.280	Visitor Center UTILITIES	232 S MAIN
					11.30	10 4565.280	Golf UTILITIES	797 S GOLF COURSE
					7.16	10 4565.280	Golf UTILITIES	17 W 600 S
					9.96	51 4751.280	Water UTILITIES	133 S 100 W
					90.79	51 4751.280	Water UTILITIES	832 W ABAJO DR
					10.93	52 4752.280	Sewer UTILITIES	349 W CENTRAL
					9.96	52 4752.280	Sewer UTILITIES	133 S 100 W
7893	R-N-M LOGISTICS	42001	7/3/2015	7/4/2015	\$2,560.00	10 4415.481	Class C Maintenance	GSR
sign refund	RANDALL, DUSTIN & NATALIE	42002	7/8/2015	7/9/2015	\$32.65	10 4150.551	Non Dept ECONOMIC DEVE	street beautifacation
july15	RIVER CANYON WIRELESS	42098	7/9/2015	7/10/2015	\$129.99	10 4150.470	Non Dept COMMUNITY CEN	internet
20101	ROCKY MOUNTAIN INFO NETWORK	42099	7/15/2015	7/16/2015	\$25.00	10 4210.210	Police DUES, SUBSCRIPTIO	anual membership
214aogcib-01	SAN JUAN COUNTY	42100	7/9/2015	7/10/2015	\$37.00	10 4150.470	Non Dept COMMUNITY CEN	table clothes
20547	SONDEREGGER, INC	42027	7/13/2015	7/14/2015	\$940.00	54 4565.730	Capital outlay - community ce	Road work
20548	SONDEREGGER, INC	42027	7/13/2015	7/14/2015	\$1,655.00	54 4565.730	Capital outlay - community ce	Road work
	Vendor Total:				\$2,595.00			
CS 095209012	STATE FARM INSURANCE	42103	7/16/2015	7/17/2015	\$125.00	10 3510	Court Fines/Forfeit	CLAIM # 35-2279-647
31002073	TAYLOR MADE GOLF COMPANY, INC	42104	7/14/2015	7/15/2015	\$261.00	10 4566.482	Pro Shop MERCHANDISE/CL	MERCH
31002474	TAYLOR MADE GOLF COMPANY, INC	42104	7/14/2015	7/15/2015	\$373.20	10 4566.482	Pro Shop MERCHANDISE/CL	MERCH
	Vendor Total:				\$634.20			
004214885	THE ANTIGUA GROUP, INC	42105	7/14/2015	7/15/2015	\$1,176.79	10 4566.482	Pro Shop MERCHANDISE/CL	clothes

Monticello City
Invoice Register - 7/3/2015 to 7/23/2015 - All Invoices

7/23/2015

Invoice No.	Vendor	Check No.	Ledger Date	Due Date	Amount	Account No.	Account Name	Description
901036425	TITLEIST COBRA/ACUSHNET CO	42013	7/6/2015	7/7/2015	\$1,594.89	10 4566.482	Pro Shop MERCHANDISE/CL	club
386414-00	TURF EQUIPMENT & IRRIGATION	42106	7/6/2015	7/7/2015	\$57.94	10 4565.250	Golf EQUIPMENT REAPIR &	BELTS
PR03312015	UNITED STATES TREASURY	42028	7/14/2015	7/15/2015	\$1,774.68	10 2221	FICA/FWT Withholding	FICA TAX
PR072115	UNITED STATES TREASURY	9999	7/21/2015	7/22/2015	\$301.28	10 2221	FICA/FWT Withholding	FICA TAX PAYMENT
	Vendor Total:				\$2,075.96			
73283295	UPS	42109	7/18/2015	7/19/2015	\$19.58	51 4751.450	Water WATER SAMPLES	WATER SAMPLES
wanda conf 2015	UTAH BUSINESS LICENSING ASSOCI	42110	7/20/2015	7/21/2015	\$150.00	10 4140.230	Admin TRAVEL and TRAININ	business lic conf
2015-2016	UTAH MUNICIPAL CLERKS ASSOC	42017	7/7/2015	7/8/2015	\$150.00	10 4140.210	Admin DUES, SUBSCRIPTIO	cindi/ wanda dues
PR062615-318	UTAH STATE RETIREMENT	9999	7/3/2015	7/3/2015	\$854.75	10 2223	State Retirement Withholding	401k Plan
					470.22	10 2223	State Retirement Withholding	State Retirement
					187.33	10 2223	State Retirement Withholding	457 Plan
					147.20	10 2223	State Retirement Withholding	Roth IRA
					50.00	10 2223	State Retirement Withholding	
PR071015-318	UTAH STATE RETIREMENT	9999	7/17/2015	7/17/2015	\$5,620.65	10 2223	State Retirement Withholding	401k Plan
					680.58	10 2223	State Retirement Withholding	State Retirement
					4,125.58	10 2223	State Retirement Withholding	457 Plan
					724.49	10 2223	State Retirement Withholding	Traditional IRA
					25.00	10 2223	State Retirement Withholding	Roth IRA
					65.00	10 2223	State Retirement Withholding	
PR071015-318	UTAH STATE RETIREMENT	9999	7/20/2015	7/20/2015	\$24.54	10 2223	State Retirement Withholding	State Retirement - Post Retire
					24.54	10 2223	State Retirement Withholding	
	Vendor Total:				\$6,499.94			
PR062615-319	UTAH STATE TAX COMMISSION	9999	7/3/2015	7/3/2015	\$183.11	10 2222	State Tax Withholding	State Income Tax
					183.11	10 2222	State Tax Withholding	State Income Tax
PR071015-319	UTAH STATE TAX COMMISSION	9999	7/17/2015	7/17/2015	\$1,132.13	10 2222	State Tax Withholding	State Income Tax
					1,132.13	10 2222	State Tax Withholding	State Income Tax
PR071015-319	UTAH STATE TAX COMMISSION	9999	7/20/2015	7/20/2015	\$1.79	10 2222	State Tax Withholding	State Income Tax
					1.79	10 2222	State Tax Withholding	State Income Tax
PR07222015	UTAH STATE TAX COMMISSION	9999	7/23/2015	7/24/2015	\$990.78	10 2222	State Tax Withholding	STATE WITHHOLDINGS
					990.78	10 2222	State Tax Withholding	STATE WITHHOLDINGS
	Vendor Total:				\$2,307.81			
S52682	YOUNG CHEVROLET	42051	7/16/2015	7/17/2015	\$26,749.00	51 4751.250	Water SUPPLY/MAINT & EQ	CHEVY TRUCK
					26,749.00	51 4751.250	Water SUPPLY/MAINT & EQ	CHEVY TRUCK
	Total:				\$103,687.70			
	GL Account Summary							
	Health Insurance clearing				13,762.94	10 1563		
	Suspense				-89.52	10 1580		
	FICA/FWT Withholding				11,890.87	10 2221		
	State Tax Withholding				2,307.81	10 2222		

**Monticello City
Invoice Register - 7/3/2015 to 7/23/2015 - All Invoices**

7/23/2015

<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>Description</u>
					8,340.88	10 2223	State Retirement Withholding
					41.06	10 2224	Conseco & Liberty health insu
					1,764.56	10 2225	PEHP Health Insurance
					135.69	10 2231	Advance & Other W/H
					275.00	10 3510	Court Fines/Forfeit
					150.00	10 4140.210	Admin DUES, SUBSCRIPTIO
					394.87	10 4140.220	Admin PUBLIC NOTICES
					150.00	10 4140.230	Admin TRAVEL and TRAININ
					49.40	10 4140.250	Admin SUPP & MAINT - EQU
					7.16	10 4140.280	Admin UTILITIES
					166.99	10 4150.470	Non Dept COMMUNITY CEN
					32.65	10 4150.551	Non Dept ECONOMIC DEVE
					11.30	10 4160.280	Visitor Center UTILITIES
					260.38	10 4160.554	Visitor Center MISCELLANEO
					25.00	10 4210.210	Police DUES, SUBSCRIPTIO
					426.32	10 4210.252	Police FUEL
					23.84	10 4220.252	Fire FUEL
					107.91	10 4220.610	Fire MISCELLANEOUS
					296.21	10 4410.252	Streets FUEL
					30.00	10 4410.610	Streets MISCELLANEOUS
					7,862.50	10 4415.481	Class C Maintenance
					424.04	10 4510.250	Parks SUPP & MAINT - EQUI
					121.87	10 4510.280	Parks UTILITIES
					1.37	10 4510.610	Parks MISCELLANEOUS
					1,399.42	10 4560.250	Rec SUPP & MAINT - EQUIP
					560.00	10 4560.350	Rec CONTRACTED SERVIC
					79.77	10 4560.610	Rec MISCELLANEOUS
					222.96	10 4562.250	Pool SUPP & MAINT -EQUIP
					67.93	10 4565.250	Golf EQUIPMENT REAPIR &
					4,163.64	10 4565.252	Golf FUEL & DIESEL
					2,240.47	10 4565.280	Golf UTILITIES
					6.49	10 4566.250	Pro Shop SUPPLIES MAINT
					145.54	10 4566.290	Pro Shop TELEPHONE/CABL
					1,416.21	10 4566.481	Pro Shop FOODS & BEVERA
					4,628.58	10 4566.482	Pro Shop MERCHANDISE/CL
					63,902.11		Total
					1,000.00	25 4530	Visitor Center
					1,172.50	25 4540	Softball Tournament
					740.00	25 4570	Economic Grant Expense
					2,912.50		Total
					26,749.00	51 4751.250	Water SUPPLY/MAINT & EQ
					103.10	51 4751.252	Water FUEL
					749.47	51 4751.266	Water SUPP & MAINT DISTR
					100.75	51 4751.280	Water UTILITIES
					19.58	51 4751.450	Water WATER SAMPLES
					27,721.90		Total
					109.96	52 4752.252	Sewer FUEL
					20.89	52 4752.280	Sewer UTILITIES
					130.85		Total
					714.28	53 4753.252	Sanitation FUEL

**Monticello City
Invoice Register - 7/3/2015 to 7/23/2015 - All Invoices**

7/23/2015

<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>
					8,306.06	54 4565.730	Capital outlay - community ce	
					\$103,687.70		GL Account Summary Total	

5

**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 Scott Frost
Mailing Address P.O. Box 1124
Telephone 435 ~~587~~ 459 1095 Fax 435 587 2179 Email scott@bluemountainmeats.com
Location of Subdivision 1608 # 1616 clayhill drive Monticello UT 84535
Lot & Block # _____ Parcel # ~~33524E324802~~
A33240324802

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 1st 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 Scott Frost Printed Name Scott Frost
Co-Applicant's Signature Roxann P. Frost Printed Name Roxann P. Frost
Date 7/3/2015

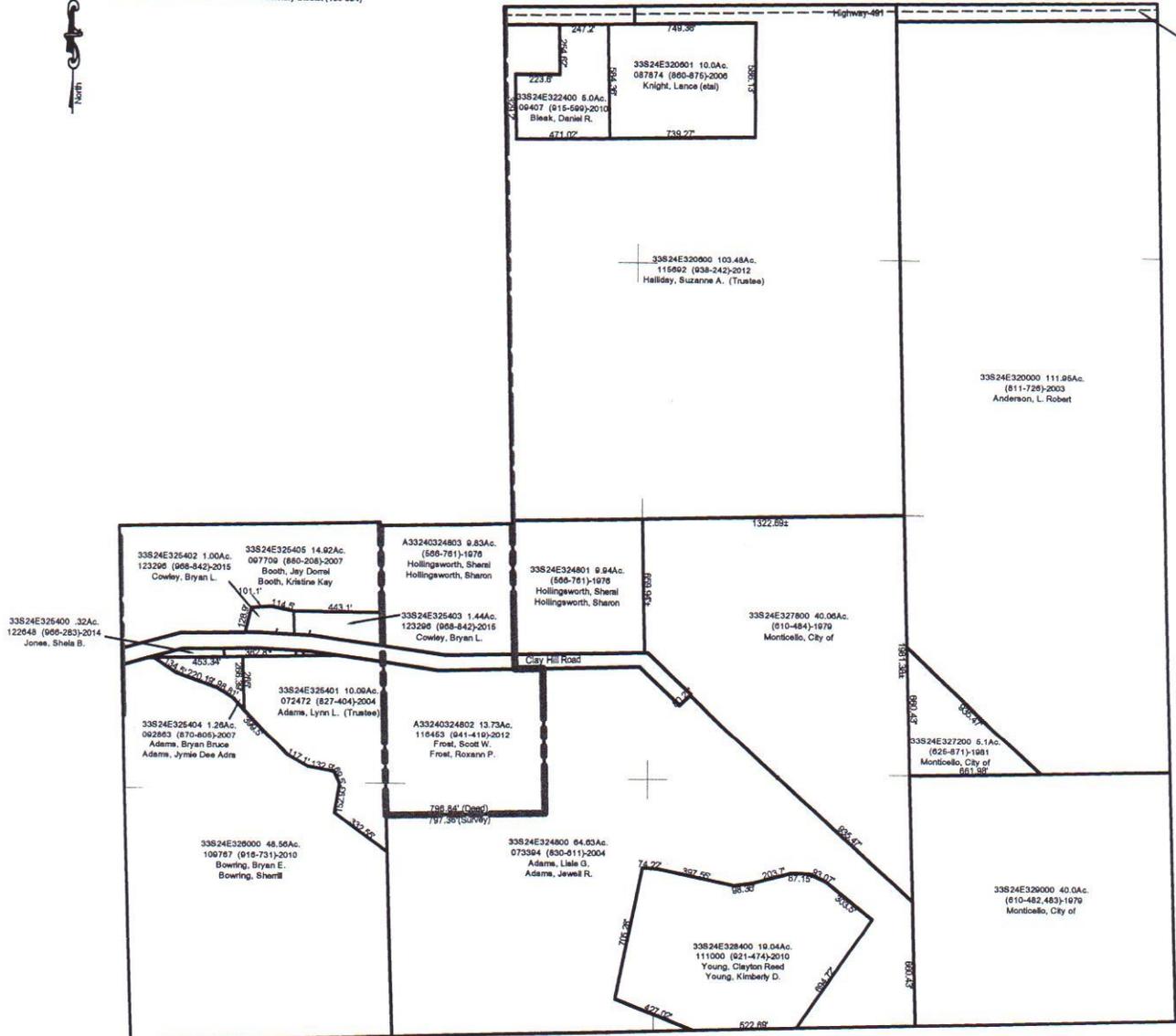
SAN JUAN COUNTY, UTAH

NE $\frac{1}{4}$ AND S $\frac{1}{2}$ SECTION 32, T33S, R24E, SALT LAKE MERIDIAN, UTAH

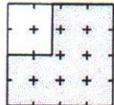
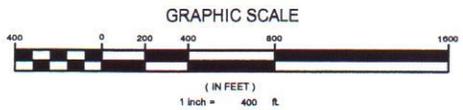


All of this Section is in the Monticello Cemetery District (136-034)

1640 State Right-of-Way Project: FAP-106-A



This plat was created pursuant to Utah Code Annotated 1953, as amended, section 17-21-21 solely for the purposes set forth therein and is based upon information provided by recorded deeds. San Juan County assumes no liability for errors, omissions, variations, gaps or overlaps.



- A. Exception to subdivision requirements, all requirements must be met in order to be considered residential infilling.
1. All created parcels must front an existing city street, and have at least eighty feet (80') of frontage on said street.
 2. All created parcels must meet the minimum square footage requirements of ten thousand (10,000) square feet.
- B. If the creation of multiple parcels requires the creation of a new street or private drive to access any of the parcels, residential infilling will not be allowed and the subdivision code must be followed.
- C. If no utilities are present on the existing city street on which the proposed infill would occur then the residential infilling will not be allowed and the subdivision code must be followed. (Ord. 2012-01, 7-10-2012)

6

1-6-6: CHIEF OF POLICE:  

A. Authority: The Chief of Police has the same authority as the sheriff within the boundaries of the City of appointment. The Chief has authority to:

1. Suppress riots, disturbances, and breaches of the peace;
2. Apprehend all persons violating State laws or City ordinances;
3. Diligently discharge his duties and enforce all ordinances of the City to preserve the peace, good order and protection of the rights and property of all persons; and
4. Attend the Municipal Justice Court located within the City when required, provide security for the Court and obey its orders and directions.

B. Statewide Authority: This subsection is not a limitation of a police chief's statewide authority as otherwise provided by law. ~~(1978 Code § 3-913; 1996 Code)~~ (Utah Code Ann. § 10-3-913)

C. Duties: ~~The Chief of Police shall exercise and perform such duties as may be prescribed by the City Council. The Chief of Police shall be under the direction, control and supervision of the Mayor. The Chief of Police may, with the consent of the Mayor, appoint assistants. (1978 Code § 3-918; 1996 Code)~~

1. shall:

- a. exercise and perform the duties that are prescribed by the legislative body;
 - b. be under the direction, control, and supervision of the person or body that appointed the chief or marshal; and
 - c. on or before January 1, 2003, adopt a written policy that prohibits the stopping, detention, or search of any person when the action is solely motivated by considerations of race, color, ethnicity, age, or gender; and
2. may, with the consent of the person or body that appointed the chief or marshal, appoint assistants to the chief of police or marshal. (Utah Code Ann. § 10-3-918)

1-5-6: MUNICIPAL ADMINISTRATION:

~~A. Administration Vested In Mayor: The administrative powers, authority and duties are vested in the Mayor. (1978 Code § 3-808; 1996 Code)~~

B. Powers Of Mayor: The Mayor shall:

1. Be the chief executive officer **of the City**, ~~to whom all employees of the City shall report; to whom the City Manager shall report.~~
2. Keep the peace and enforce the laws of the City;
3. Remit fines and forfeitures and may release any person imprisoned for violation of any City ordinance;
4. Report such remittance or release to the Council at its next regular session;
5. Perform all duties prescribed by law, resolution or ordinance;
6. Ensure that all the laws and ordinances and resolutions are faithfully executed and observed;
7. May at any reasonable time examine and inspect the books, papers, records or documents of the City or of any officer, employee or agent of the City;
8. Report to the Council the condition of the City and recommend for Council consideration any measures as deemed to be in the best interests of the City;
9. When necessary, call on the residents of the City over the age of twenty one (21) years to assist in enforcing the laws of the State and ordinances of the City; and
10. Appoint, with the advice and consent of the Council, **a City Manager and** persons to fill ~~City offices or vacancies on commissions or committees of the City. (1978 Code § 3-809; 1996 Code)~~

~~C. Additional Powers And Duties Of Elected Officials: The City Council may, by resolution, prescribe additional duties, powers and responsibilities for any elected or appointed official which are not prohibited by any specific statute, except that the Mayor may not serve as Clerk and neither the Mayor nor the Clerk may serve as Treasurer. A Justice Court Judge may not hold any other City office or position of employment with the City. (1978 Code § 3-810; 1996 Code)~~

~~D. Members Of Council May Be Appointed To Administration: The Mayor may, with the advice and consent of the majority of the City Council, assign or appoint any member or members of the City Council to administer one or more departments of the City and shall by ordinance provide the salary for the administrator or administrators. (1978 Code § 3-811; 1996 Code)~~

~~E. Change Of Duties: The Mayor may, with the concurrence of a majority of the City Council, change the administrative assignment of any member of the City Council who is serving in any administrative position in the City government. (1978 Code § 3-812; 1996 Code)~~

~~F. General Administrative Powers: The City Council shall from time to time prescribe the powers and duties to be performed by the superintendents, supervisors, department directors and all of its officers and employees. (1978 Code § 3-813; 1996 Code)~~

~~G. Personnel Assigned To One Or More Departments: The City Council may assign any individual to one or more positions in one or more departments. (1978 Code § 3-814; 1996 Code)~~

~~H. Rules And Regulations For Administration: The City Council shall prescribe rules and regulations which are not inconsistent with the laws of this State, as it deems best for the efficient administration, organization, conduct and business of the City. (1978 Code § 3-815; 1996 Code)~~

- I. Appointed Officers; Residency Requirements: The City Council may require by ordinance that any or all appointed officers reside in the City. (1978 Code § 3-816; 1996 Code)

1-5-6: MUNICIPAL ADMINISTRATION:

~~A. Administration Vested In Mayor: The administrative powers, authority and duties are vested in the Mayor. (1978 Code § 3-808; 1996 Code)~~

B. Powers Of Mayor: The Mayor shall:

1. Be the chief executive officer **of the City**, ~~to whom all employees of the City shall report; to whom the City Manager shall report.~~
2. Keep the peace and enforce the laws of the City;
3. Remit fines and forfeitures and may release any person imprisoned for violation of any City ordinance;
4. Report such remittance or release to the Council at its next regular session;
5. Perform all duties prescribed by law, resolution or ordinance;
6. Ensure that all the laws and ordinances and resolutions are faithfully executed and observed;
7. May at any reasonable time examine and inspect the books, papers, records or documents of the City or of any officer, employee or agent of the City;
8. Report to the Council the condition of the City and recommend for Council consideration any measures as deemed to be in the best interests of the City;
9. When necessary, call on the residents of the City over the age of twenty one (21) years to assist in enforcing the laws of the State and ordinances of the City; and
10. Appoint, with the advice and consent of the Council, **a City Manager and** persons to fill ~~City offices or vacancies on commissions or committees of the City. (1978 Code § 3-809; 1996 Code)~~
11. **The Mayor shall sign all City ordinances and resolutions, and the Mayor is authorized and empowered to sign his or her name officially for and on behalf of the City to all deeds, bonds, bills, notes, contracts, leases and other writings to which the City is a party, when so directed by the City Council.**

~~C. Additional Powers And Duties Of Elected Officials: The City Council may, by resolution, prescribe additional duties, powers and responsibilities for any elected or appointed official which are not prohibited by any specific statute, except that the Mayor may not serve as Clerk and neither the Mayor nor the Clerk may serve as Treasurer. A Justice Court Judge may not hold any other City office or position of employment with the City. (1978 Code § 3-810; 1996 Code)~~

~~D. Members Of Council May Be Appointed To Administration: The Mayor may, with the advice and consent of the majority of the City Council, assign or appoint any member or members of the City~~

~~Council to administer one or more departments of the City and shall by ordinance provide the salary for the administrator or administrators. (1978 Code § 3-811; 1996 Code)~~

~~E. Change Of Duties: The Mayor may, with the concurrence of a majority of the City Council, change the administrative assignment of any member of the City Council who is serving in any administrative position in the City government. (1978 Code § 3-812; 1996 Code)~~

~~F. General Administrative Powers: The City Council shall from time to time prescribe the powers and duties to be performed by the superintendents, supervisors, department directors and all of its officers and employees. (1978 Code § 3-813; 1996 Code)~~

~~G. Personnel Assigned To One Or More Departments: The City Council may assign any individual to one or more positions in one or more departments. (1978 Code § 3-814; 1996 Code)~~

~~H. Rules And Regulations For Administration: The City Council shall prescribe rules and regulations which are not inconsistent with the laws of this State, as it deems best for the efficient administration, organization, conduct and business of the City. (1978 Code § 3-815; 1996 Code)~~

- I. Appointed Officers; Residency Requirements: The City Council may require by ordinance that any or all appointed officers reside in the City. (1978 Code § 3-816; 1996 Code)

Manager
City Administrator

D. CHAPTER 2.22 – CITY ADMINISTRATOR. The entire chapter is hereby repealed and replaced with the following provisions:

Sec. 2.22.010. - Appointment of City Administrator

OK ~~The Mayor, with the advice and consent of the City Council, shall appoint a City Administrator, who shall qualify by taking and subscribing the constitutional oath and filing with the city recorder a bond, as fixed by the city council by resolution. Once approved by the City Council, the Mayor shall sign the contract entered into with the City Administrator on behalf of the City.~~
Manager

Sec. 2.22.020. - Powers and duties

C.A.O.
The powers, duties, and obligations of the City ~~Administrator~~ *Manager* are as follows:

- A. The administrative powers, authority, and duties are vested in the City ~~Administrator.~~ *Manager*
- B. The City Administrator shall be the chief administrative officer of the City to whom all employees of the City report. The City Administrator shall be accountable to the Mayor and City Council for the proper administration of all City affairs placed in the City Administrator's charge.
- C. The City Administrator, with the advice and consent of the Mayor and City Council, may appoint an acting City Administrator during a period of vacancy in the office or during the absence or disability of the City Administrator. Such acting administrator shall, while he or she is in such office, have all the responsibilities, duties, functions and authority of the City Administrator.
 1. In the event that the City Administrator has not appointed an acting City Administrator and the City Administrator is absent, going to be absent, or it is reasonably anticipated that he/she will be absent for 30 days or more, the Mayor, with the consent and advice of the City Council, shall appoint an acting City Administrator.
- D. The City Administrator shall be responsible for managing the internal affairs of the City; developing, recommending and implementing City policies, rules, regulations and procedures; reporting to the governing body; advising the governing body regarding policy options and implementation procedures; and being responsible for contracts administration.

- E. The City Administrator, or his or her designee, shall hire and, when deemed necessary, suspend, terminate, remove, or transfer all non-elected City employees, except the department heads shall be appointed or removed by the City Administrator with the ~~approval~~ ^{approval} of the Mayor ~~after conferring with~~ ^{and} the City Council.
Advise and Consent of
- F. The City Administrator shall direct and supervise the administration of all City departments, offices, and agencies, except as otherwise provided by law.
- G. The City Administrator has the authority to develop, recommend, and implement City policies, rules, regulations, and procedures relating to personnel, including the implementation of the personnel policy. However, if State or Federal law requires that a personnel matter be handled in a specific manner, then the City shall follow the governing law.
- H. The City Administrator shall attend meetings of the City Council, unless otherwise excused, with the right to take part in the discussion but not to vote; to recommend to the City Council for adoption of such measures, as the City Administrator may deem necessary or expedient.
- I. The City Administrator shall prepare and submit the annual budget and capital improvements ~~program~~ ^{plan} to the Mayor and City Council annually, and keep the Mayor and City Council advised as to the financial condition and needs of the City.
- J. *Mont: ce 110* The City Administrator shall perform such other duties as may be required by the ~~American Fork~~ ^{City} Municipal Code or by the City Council through ordinance or resolution.
- K. The City Administrator shall carry out the policies and programs established by the Mayor and City Council.
- L. The City Administrator is authorized to execute routine service agreements and employee separation agreements contemplated in the daily operation of the City and included in the City's budget.
- M. The City Administrator shall examine and inspect the books, records, and official papers of any office, department, agency, board, or commission of the City and make investigations and require reports from all personnel.
- N. The City Administrator shall faithfully execute and enforce all applicable laws, ordinances, rules, resolutions, and regulations, and see that all franchises, leases, permits, contracts, licenses, and privileges granted by the municipality are observed.

- O. The City Administrator is authorized to make expenditures up to the amount established by the Council through resolution.
- P. The City Administrator shall serve at the pleasure of the City Council. The City Council may, by contract duly executed, set the terms and conditions of employment of the City Administrator provided such terms are not contrary to this specific ordinance *or state law.*

Sec. 2.22.030. - Exempt Service

The office of City Administrator is designated as an exempt service as defined in Chapter 2, Section E, of the Personnel Policies and Procedures Manual for the City of American Fork.

RESOLUTION #5 - 1995

RESOLUTION TO PRESCRIBE POWERS, DUTIES, AND OBLIGATIONS
OF CITY MANAGER

WHEREAS, the City of Monticello is a third-class City choosing to operate under a Manager form of government; and

WHEREAS, a City Manager has been appointed by the Mayor, with the advice and consent of the City Council, to be the chief administrative officer; and

WHEREAS, the City Manager is hereby granted the authority to exercise the powers of administration;

NOW, THEREFORE, be it resolved that the following powers, duties, and obligations are prescribed to the City Manager:

1. To faithfully execute and enforce all applicable laws, ordinances, rules and regulations; and, with Council advice and consent, negotiate, prepare, approve, and monitor all franchises, leases, permits, contracts, licenses and agreements;
2. To carry out the policies and programs established by the Council;
3. To organize and direct the management of the City in a manner consistent with Utah Code and with City ordinances;
4. To act as City Treasurer, in compliance with Utah law and the requirements of the City's fiscal procedures, with duties to include preparing municipal fiscal budgets, determining cash requirements, investment of City funds with advice and consent of Council, collecting all special taxes and assessments, receiving and maintaining records of all monies payable to the City;
5. To appoint, suspend and remove, with the advice and consent of Council and subject to Utah Code and City ordinance, any City employee under his control or supervision, and all appointive officers of boards and commissions;
6. To create, with advice and consent of Council, any other offices as may be deemed necessary for good government;
7. To regulate all officers, employees, and contracted services of the City in the following departments and offices: Recorder/Clerk, Fire, Public Works, Recreation, Economic Development, City Court, Parks, Golf, and

Airport;

8. To prescribe the powers and duties, with advice and consent of Council, of all officers and employees under his control or supervision;
9. To examine and inspect the books, records, and official papers, make investigations, and require reports from personnel of any office, department, agency, board or commission of the City under his control or supervision;
10. To establish, with advice and consent of Council, standards, qualifications, criteria, and procedures to govern the appointments of all assistants and employees;
11. To submit to the Council plans and programs relating to the development and needs of the City; as well as annual and special reports concerning the financial, administrative, and operational activities of City offices, departments, agencies, boards, and commissions, together with evaluations and recommendations relating to them;
12. To attend all meetings of the Council and take part in its discussions and deliberations, but without the right to vote; and,
13. To discharge any other duties specified by statute or imposed by Council.

THIS RESOLUTION will become effective on date of passage.

PASSED AND ADOPTED by the Monticello Mayor and City Council on the 23rd day of AUGUST, 1995.



K.D. Black, Mayor

ATTEST:



Rita Walker, Recorder/Clerk

