



# ROOSEVELT

Utah

## ROOSEVELT CITY COUNCIL MINUTES

August 1, 2023

1. Call to Order

Mayor JR Bird called the August 1, 2023, meeting of the Roosevelt City Council to order at 5:32 p.m.

2. Roll Call

Council members Don Busenbark, Dustin White, David Baird, Rowdy Cloward, Cody Aland, and Mayor JR Bird were present for this meeting.

3. Opening Ceremony (*prayer and pledge of allegiance*)

Councilman Baird offered the opening prayer.

Minutes

a. July 18, 2023,

b. Special Meeting July 25, 2023,

Councilman Busenbark motioned to approve both sets of minutes with the correction on July 18 of “bid” to “Bird” and was seconded by Councilman White. The motion passed unanimously, and the minutes were approved.

4. Public Comment Period

Citizen Jenny Thompson, addressed the Council. Mrs. Thompson asked the Council a few questions about the Constitution and then asked the Council, as well as City employees to “be respectful” of the Constitution, and to keep their commitment to it in mind when making decisions.

5. Committee Appointments

NA

6. Recognitions

NA

7. Action Items

a. Fraud Risk Assessment

City Manager, Joshua Bake presented the Fiscal Year 2023 City Fraud Risk Assessment. Mr. Bake told the Council that the City’s score is 335 (low risk), which is an improvement on our 2020 score of 275. Mayor Bird

asked what areas the City was doing best and worst in. Mr. Bake explained that the City lost points for not having a CPA on staff, which was common for cities the size of Roosevelt, and that where City staff excelled was in adhering to control policies even when it wasn't convenient. Mr. Bake requested that the Council approve the assessment so that it could be submitted to the State. Councilman Busenbark motioned to approve the assessment and was seconded by Councilman Baird. The motion passed unanimously.

b. City Property Surplus Approval

City Manager, Joshua Bake addressed the Council requesting approval and direction for the disposition of a backhoe and water tender truck that the City wished to get rid of. Mr. Bake explained that per ordinance, if estimated surplus value is over \$10,000, the City Council must approve the surplus of the property as well as the method of disposal. Mr. Bake shared the two methods for disposal that the City staff recommended, the Public Surplus website, or conducting a local sealed bid. The Public surplus website would mean that the items could be seen by the whole country would have access to bid, with an estimated transaction fee of approximately 12%. The sealed bid option would be conducted by City Staff utilizing the local newspaper, social media, and City website to list the items, with bids being accepted in person at the City offices. The Council discussed the pros and cons of both methods indicating that they wished to both get the best value for the items being disposed of and provide Roosevelt residents with the best opportunity to bid on the items. Councilman Busenbark motioned to approve the surplussing of the backhoe and water tender by sealed bid, with the expectation that a minimum reserve amount be set and was seconded by Councilman Aland. The motion passed unanimously.

c. City Billboard Approval

Recreation Director, Aaron Brown presented mockups for billboards to put on either end of town. The designs featured photographs of the Roosevelt Golf Course, and the Golf Course phone number. Mr. Bake added to Mr. Brown's presentation by explaining that the proposed cost would include improvements to the current billboards that would set them up to be easily interchangeable, which increases the cost now but makes it more convenient for future changes. Mayor Bird suggested that the City logo should be present on the billboard designs and Councilman Busenbark agreed. Mr. Brown told the council that the cost for this project would be approximately \$5,000, which is the same amount of money that the Council has in its billboard budget. City Finance Officer, Rhonda Goodrich explained that the money in that budget was for the rent for the billboard locations so additional money would have to be allocated from somewhere else in the budget. Councilman Busenbark motioned to approve the project and to approve up to \$5,000 of expenditure from the Council Discretionary Budget and was seconded by Councilman Cloward. The motion passed unanimously

d. Roosevelt City/DCSD MOU Discussion Re: School Resource Officer

Jason Young from the Duchesne County School Board met with the Council to discuss the needs of the School District and the City regarding drafting a School Resource Officer agreement. Mr. Young and the Council agreed that the draft agreement was too vague in several areas including hours and locations to be worked by the SRO, scheduling procedures, and cost sharing. Mr. Young explained that the School District would like the SRO to work a similar schedule to the teachers, except for attending some sports games and/or after school activities that the School District feels it would be good to have the officer at and requested a

50/50 cost share between the School District and the City. Roosevelt City Police Lieutenant, Alan Tucker stated that he felt all the scheduling needs could be worked out, but that it was vital to get a process outlined in the agreement. The Council requested that Lt. Tucker and Chief Watkins meet with the City Attorney to work on revising the draft agreement.

e. Roosevelt City/DCSD MOU Discussion Re: Facility Use Agreement

Mr. Young and the Council also discussed the proposed Facility Use Agreement between Roosevelt City and The Duchesne County School District. Mayor Bird explained that the agreement had multiple facets as there are many instances where the City uses County Facilities and vice versa. The Council and Mr. Young discussed the vagueness both agreed that more specific terms needed to be added such as the fact that the School District does not charge anything for youth activities. Parks Supervisor, Dustin Glines requested that the agreement contain specifics for facility prep for activities in School District facilities saying, "the City preps it's facilities for use by the School District, so the School District should make sure their facilities are cleaned and prepped for City use." The Council and Mr. Young also discussed School District use of the Aquatic Center. Mayor Bird explained that the Aquatic Center Supervisor, Edwin Butterfield had done a thorough analysis of the operation costs for the Aquatic Center and determined that the School District's use of the facility makes equates to approximately 7% of the operational costs, or about \$60,000. Mr. Young indicated that the School District was interested in an agreement where the District would pay for 300 hours of use at the facility rental rate, which would total approximately \$37,000. The Council emphasized that they wanted to help provide services for students, but wanted to ensure that Roosevelt citizens were not bearing more than their fair share of the cost for Duchesne County School District activities, reiterating that the actual cost to the City for DSCD use of the Aquatic Center was \$60,000, which was being paid for by the 2,700 households in Roosevelt. It was determined that negotiations would continue with an emphasis on determining a fair cost and seeing if there were any additional measures that could be taken to reduce the cost to the City.

8. Purchase Orders & Financial Review

Councilman Busenbark motioned to approve the presented purchase orders and was seconded by Councilman Cloward. The motion passed unanimously.

9. Committee Reports

There were no committee reports.

10. City Manager Report

City Manager, Joshua Bake updated the Council on the Code Update Project stating that Title II as well as the "R" notation at the beginning of each code number had been added to the published drafts and that Rural Community Consultants would be putting together a proposal for the Council for additional work.

11. Items for Future Discussion

No items for future discussion were noted.

12. Closed Session as for the purposes listed in Utah Code 52-4-205(1)(d)

At 6:44 p.m. Councilman Busenbark motioned to enter a closed session for the purposes listed in Utah Code 52-4-205(1)(d) and was seconded by Councilman Aland. A roll call vote was taken with the following result:

Busenbark- Aye

White- Aye

Baird- Aye

Cloward- Aye

Aland- Aye

At 7:05 Councilman Busenbark motioned to return to regular session and was seconded by Councilman White. The motion passed unanimously, and the Council returned to regular session.

13. Adjourn

At 7:05 Councilman Busenbark motioned to adjourn the August 1, 2023, meeting of the Roosevelt City Council and was seconded by Councilman Aland. The motion passed unanimously, and the meeting was adjourned.