



ROOSEVELT

Utah

ROOSEVELT CITY COUNCIL DRAFT MINUTES

October 3, 2023

1. Call to Order

Mayor JR Bird called the October 3, 2023, meeting of the Roosevelt City Council to order at 5:30 p.m.

2. Roll Call

Councilmen Don Busenbark, Dustin White, David Baird, Rowdy Cloward, and Mayor JR Bird were in attendance. Councilman Cody Aland was not present for this meeting.

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

4. Minutes

a. Sept 5, 2023,

b. Sept 27, 2023, Joint Meeting of Roosevelt City Council and Duchesne County School Board

It was noted that the minutes from the Duchesne County School board were not available. Councilman Busenbark motioned to approve the September 5, 2023 Roosevelt City Council minutes are presented and was seconded by Councilman White. The motion passed unanimously.

5. Public Comment Period- *3-minute time limit per speaker*

Jenny Thompson addressed the Council regarding the broken glass and litter in the parking area at Constitution Park. Ms. Thompson stated that she had called the police department and was told by my officer Denver that the City knew who was causing the problem and that no one would do anything about it. Ms. Thompson added that she also contacted Parks Director Dustin Glines who told her the Council had not decided what to do about it. Ms. Thompson ended her statement by asking the Council why this had not been stopped.

Following Ms. Thompson's statement, Parks Director Dustin Glines offered clarification on the issue and stated that he had not said anything about the Council needing to make a decision. Mr Glines also explained that he notifies the Roosevelt Police Department every time vandalism occurs, and that they send an officer up to take pictures and

have been working together to get the problem resolved.

Hal Huff spoke to the Council about the upcoming winter and his concerns about plowing on 800 South. Mr. Hugg asked the Council if the City could please plow the snow to the north side of the street, to keep the sidewalks on the South side of the road clean, since that is where most of the kids walk to and from school.

6. Committee Appointments

No Committee appointments were recommended during this meeting.

7. Recognitions

City Manager, Joshua Bake read a letter of commendation on behalf of Recreation Director Aaron Brown, recognizing the hard work of Greens Manager Michael Oakes.

8. Discussion Items

a. City Car Lease Program

Dilemma: the city has leases that are up now. PD is still with Bancorp, but the city switched to Unified for city admin vehicles. We do not have enough money in the budget to continue lease programs. Would the council like to see the fleet continue the lease program as a whole? Purchase city vehicles and have them on a rotation? Was told that maintenance costs were extremely high, which is why we switched to a lease program, but I cannot validate that because it was not adequately tracked. Watkins is a fan of working with Bancorp but outfitting and maintenance for the PD has been working well. City vehicles do not get a ton of milage so it might be worth utilizing local dealerships and purchasing lease vehicles and rotating them out. Recommendation reopen the budget to allocate \$198,980 to renew leases and purchase 6 of the lease vehicles that we have now at their residual price.

White- when this was first brought to the council, they did have the numbers of the real cost and at that time leasing was cheaper. I agree that could have gone up but it is hard to know if the price is going to be better or not.

Councilman Busenbark spoke in favor of maintaining lease program for PD vehicles, but would be open to purchasing vehicles for admin staff, all spoke in favor of giving the lease program one more year so that we can see what the end cost is actually going to be so that a decision can be made for next year's budget based on the data.

b. Animal Overlayment Zoning District

Planning and Zoning Division Manager Drew Eschler and Planning and Zoning Commission Chair Dale Tribe presented the P&Z Commission's recommendation against adopting an animal overlayment zoning district in the residential areas of Roosevelt City. Mr. Eschler explained that this proposal came about to formally secure grandfathered animal rights for properties that were previously zoned agricultural but were now in residential zones. The overlay district was proposed to expand animal rights on any property that meets the lot size requirements in a residential zone as laid out in the provided draft code. Commissioner Tribe

restated that the Commission was not in favor of the overlay district and cited enforcement issues as one of the Commission's concerns with the proposal.

9. Public Hearing

a. Fee Schedule Amendments

i. Airport Hangar Space Lease Fees

Mayor Bird explained that the Airport Board had recommended a single per square foot fee for hangar space leases that would be the same for both commercial and private users to be set at between \$0.16 and \$0.23 per square foot. The Airport Board also recommended that the City add a \$50.00 day rate, and \$150 per week rate for spaces in the City Hangar.

ii. Aquatic Center Swim Club Fees

Assistant Recreation Director Edwin Butterfield presented the proposed swim club fees to be added to the Aquatic Center portion of the fee schedule.

After staff introduced and explained their proposed fee schedule amendments Councilman Busenbark motioned to enter a public hearing and was seconded by Councilman Cloward. The motion passed unanimously, and the Council entered a public hearing to receive comments on the proposed fee schedule amendments. Seeing no comments from the public, 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.

b. Fiscal Year 2024 Budget Reopen

i. City Car Lease Program

After the City Car Lease Program Discussion (item 8-a.) it was determined that the Fiscal Year 2024 budget would not be reopened during this meeting and as such a public hearing was not necessary.

10. Action Items

a. Amended Fee Schedule Resolution

Councilman Busenbark motioned to approve the proposed amendments to the Consolidated Fee Schedule and was seconded by Councilman White. The motion passed unanimously, and resolution 2023-318 Amending the Consolidated Fee Schedule was passed.

~~b. Budget Reopen Amendment- Car Lease Program-Rhonda~~

c. Duchesne County School District Facilities Use Contract Approval-Grant

City Attorney Grant Charles provided an update on the Facilities Use Agreement that is being negotiated between Roosevelt City and the Duchesne County School District. Mr. Charles explained that he is still drafting the agreement, but during the joint meeting of Roosevelt City Council and the Duchesne County School Board, the two parties reached an agreement on the contract amount (\$50,000.00 per year). Since a final version of the contract was not available, Mr. Charles requested that the Council either approve the

contract amount, or motion to approve the contract itself pending legal review. Councilman Cloward motioned to approve the agreement in the amount of \$50,000.00 pending legal review and was seconded by Councilman Baird. Councilman Busenbark stated that he would be abstaining from the vote due to his seat on the school board. Councilmen White, Baird, and Cloward voted aye, and the motion passed.

d. Duchesne County School District School Resource Officer Contract Approval- Grant

City Attorney Grant Charles explained that a final version of the SRO (School Resource Officer) contract had been drafted, but Superintendent Young requested to meet one more time to go over a few details prior to signing the agreement. We have a final copy, but superintended Young wants to meet again to discuss some details. Mr. Charles indicated that no changes would come from the meeting with Mr. Young and recommended that the Council approve the agreement. Councilman White motioned to approve the contract pending legal review and was seconded by Councilman Cloward. Councilman Busenbark stated that he would be abstaining from the vote due to his seat on the school board. Councilmen White, Baird, and Cloward voted aye, and the motion passed.

e. ~~Moon Lake Resolution of Support Grant~~

f. Moon Lake Electric Right of Way for Sports Complex

Assistant City Manager Ryan Clayburn presented the proposed Moon Lake Eclectic right-of-way to provide lighting for the Sports Complex. Councilman Cloward motioned to approve the easement and was seconded by Councilman Baird. The motion passed unanimously, and the easement was approved.

g. Rural Community Consultants Proposal

Planning and Zoning Division Manager Drew Eschler presented a proposal letter on behalf of Rural Community Consultants to expand the scope of work for the current project to include revisions to the City's subdivision ordinances to conform with S.B. 174 (2023). The proposal included a proposed schedule that would commence on or before October 24, 2023, and be completed by the end of March 2024, so the City could be in compliance with the February 1, 2024, deadline laid out by the state. Councilman Baird stated that he wanted to be sure that the Council would be involved and informed about the revision process and requested regular progress updates. Councilman White motioned to approve the proposal and was seconded by Councilman Cloward. The motion passed unanimously.

h. State Street Cottonwood Creek Tunnel Engineering Awarding- Ryan

Assistant City Manager Ryan Clayburn requested that the Council approve designating Civco as the project engineers for construction of the pedestrian tunnel running under State Street for the Cottonwood Creek Trail System. Mr. Clayburn explained that the funding for this project was secured in a grant by Civco. Councilman Baird motioned to approve Civco as the project engineers and was seconded by Councilman White. The motion passed unanimously.

i. Gun Range Powerline Proposal

Mayor Bird explained that it was necessary to move powerlines on the gun range property out of the way of the 200-yard shooting range and that it would cost approximately \$40,000. Mayor Bird explained that the City has \$300,000 set aside as the required match for the DWR grant that is funding the project and asked the Council if they wanted to use part of that to fund moving the power lines, knowing that they would have to make up for it somehow for the grant match. Finance Officer Rhonda Goodrich reminded the council that the match didn't have to be 100% cash and in-kind matches could be used for part of it. Councilman Busenbark motioned to approve moving the power lines with a cost not to exceed the amount quoted by Moon Lake Electric and was seconded by Councilman Cloward. The motion passed unanimously.

j. Planning and Zoning

i. Bellview Right of Way- Troy Gadd

Planning and Zoning Division Manager Drew Eschler returned to the Council to discuss the Bellview right of way, which had previously come before the Council. Mr. Eschler explained that he could find no records of the right-of-way having been granted in the past. It was determined that more research needed to be done before the right-of-way could be granted.

ii. Northeastern Counseling Storm Drain Easement

Planning and Zoning Division Manager Drew Eschler provided an update to the Council and explained that the Planning and Zoning Commission had approved a detention pond design for drainage for the new Northeastern Counseling site and was later approached regarding upgrading to a storm drain that would run from 800 South to the gulch. Northeastern Counseling was told that if they chose to run a drain line that it would have to meet the minimum City specs if they wanted the City to take over ownership and maintenance after the 2-year warranty period. Considering this requirement Northeastern Counseling decided that they would install a storm drain to their own specifications, knowing that the City would not be taking over ownership and/or maintenance since it since their design did not meet the minimum City specifications.

iii. ~~Hillcrest Subdivision Final Plat~~

iv. Southtown Subdivision Final

Planning and Zoning Division Manager Drew Eschler presented the Southtown Subdivision Final Plat that had been approved by the Planning and Zoning Commission. Mr. Eschler explained that the plat he was presenting was not the final because the developers were redesigning the sewer system because they were having trouble making grades. Mr. Eschler recommended approving the final plat pending staff and city engineer review of the sewer system. Recommendation to approve pending city engineer and staff review and approval of sewer system. Councilman Baird motioned to approve the plat pending engineer and staff review and was seconded by Councilman Busenbark. The motion passed unanimously.

k. In God We Trust Display Resolution- Dustin White

Councilman White presented a proposed resolution to the Council to put the nation's motto, "In God We Trust" prominently in the council chambers. Councilman Busenbark motioned to approve the proposal and was seconded by Councilman White. The motion passed unanimously.

~~l. Public Infrastructure District Policy Approval- Drew (Grant)~~

m. Land Use Easement Agreement- Wills

Mayor Bird provided the Council with an update on the negotiations to secure a land use easement with the Wills family. Mayor Bird explained that the presented agreement would have the City paying the Wills family \$ 18,000.00 for the easement, along with the first right of refusal for water lease rights that the wills had requested. Councilman Busenbark motioned to approve the presented agreement and was seconded by Councilman White. The motion passed unanimously.

n. Land Use Right of Way Agreement- Wills

Councilman Busenbark motioned to approve the right-of-way agreement and was seconded by Councilman Baird. The motion passed unanimously.

o. Innovation Hub Bid Awarding

Craig Nebeker of CRS Engineers presented the Bid Tabulation for the Roosevelt Innovation Hub and requested that they approve the construction bid from Unique Construction, a local bidder, and the only one to respond to the request for bids. Mr. Nebeker explained that Unique Constructions bid was within the proposed budget and met the standards presented in the bid documents. Mr. Nebeker also recommended that the Council approve the two change orders that he presented, one to change from architectural shingles to a metal roof, which he stated would be more durable and last longer, and to switch from aluminum window frames to vinyl frames which would have better insulation. Mr. Nebeker added that although the metal roof would be more expensive, the vinyl window frames would cost less, so approving the change orders would reduce the bid price by about \$16,000. Councilman Busenbark motioned to award the bid to Unique Construction and approve the presented change orders (vinyl window frames and metal roof) and was seconded by Councilman White. The motion passed unanimously.

~~p. City Attorney Contract Approval-grant~~

q. City Office Tree Approval -Dustin

Parks Director Dustin White requested that the Council approve the planting of Spring Snow Crabapple trees to replace the evergreen trees that were previously approved to be removed from in front of the City Offices. Councilman White motioned to approve the planting of the Spring Snow Crabapple trees and was seconded

by Councilman Busenbark. The motion passed unanimously. Motion to approve white/ bus unan.

r. ~~Life Flight Contract Approval-grant~~

11. Purchase Orders & Financial Review

Seeing no questions regarding the purchase orders Councilman Busenbark motioned to approve and was seconded by Councilman Cloward. The motion passed unanimously.

12. Capital Project Updates

Assistant City Manager, Ryan Clayburn updated the Council and informed them that he would be meeting with Armor construction in two days to push forward with more work and will be meeting with Musco lighting to move forward with that. We will have to extend the deadline because we cannot lay sod this year so we will have to lay it in the spring. We are still hoping to have it ready in time for the first big tournament in June. Nature park- the pond is stocked with fish, but it cannot be fished. To comply with DWR needs, it cannot be fished this year. Road base is happening on the tails this week and paving will happen in the beginning of next week.

13. City Manager Report

NA

14. Committee Reports

NA

15. Items for Future Discussion

NA

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

NA

17. Adjourn at 7:52 p.m. Councilman Busenbark motioned to adjourn the October 3, 2023, meeting of the Roosevelt City Council and was seconded by Councilman White. The motion passed unanimously, and the meeting was adjourned.