

NOTICE AND AGENDA

July 21, 2020

People are in greater need of your praise when they try and fail, than when they try and succeed. - Bob Moawad

Notice is hereby given that the Roosevelt City Council will hold its regular Council Meeting on Tuesday, July 21, 2020, at the Roosevelt Municipal Building, 255 South State Street, Roosevelt, Utah, which meeting shall begin promptly at 5:30 p.m.

The agenda will be as follows:

1. Call to Order	<u>Page</u>
2. Roll Call	
3. Opening Ceremony (<i>Prayer and Pledge of Allegiance</i>)	
4. Minutes.....	1-3
5. Public Comment Period (<i>The comment period is limited to 15 minutes. Any person wishing to comment shall limit their comments to three (3) minutes. Any person wishing to comment during the comment period shall request recognition by the Mayor. Upon recognition, the citizen shall approach the front and state his/her name and address for the record. All comments shall be directed to the Mayor or entire Council. No person addressing the City Council during the comment period shall be allowed to comment more than once during that comment period. Speakers should not expect any debate with the Mayor, City Council or City Staff; however, the Mayor, City Council or City Staff may respond within the 15-minute period. During this time, citizens may address the Council on any subject.</i>)	
6. Public Hearings (as needed)	
A. Ordinance 2020-436 Rezone Summer Hills Subdivision Lots.....	4-5
7. Appointments	
A. American Legion Recognition - Drew	
B. Resolution 2020-302 Establishing Airport Advisory Committee.....	6-7
C. Funding Request for Mindy Palmer’s Theater Camp	
D. Annual Council Training	
8. Purchase Orders and Quarterly Financial Review	
9. Reports from Standing Committees	
10. Report from City Manager	
11. Standing Agenda Items	
A. Pending Discussion Items (<i>discussed previously, but final action not yet taken</i>)	
1. Chapter by chapter detail review of city code	
12. Closed Session (as needed)	
13. Adjourn	

Further information can be obtained by contacting Carolyn Wilcken at (435) 722-5001 or (435) 725-7203. In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during these hearings should notify Carolyn Wilcken at 255 South State Street, Roosevelt, Utah, 84066, at least three days prior to the hearing to be attended.

MINUTES OF A REGULAR COUNCIL MEETING

June 16, 2020

The meeting was called to order at 5:30 p.m. by Mayor JR Bird.

A roll call was taken which showed council members Dustin White, Don Busenbark, Vince Reiley, and Cody Aland present. David Baird was absent. Mayor JR Bird stated that the meeting was a regularly called meeting and that notice of the time, place and agenda of the meeting had been provided to the local news media, to each member of the governing body, and was posted on the city web page and the state public meetings web page.

Others present included Acting City Manager Ryan Clayburn, Carolyn Wilcken, Finance Director/Recorder Kurt Mower, Deputy Recorder Lee Marret, Treasurer Randy Robb, Matt Yergenson, Melissa Yergenson, Hal Huff, Bart Miller, Annette Miller, Jenalee Moynier, Stephanie Carter, and Colleen Bowcut.

Opening prayer was given by Vince Reiley.

MINUTES

A motion was made by Councilman Don Busenbark to approve the minutes of the regular meeting of May 19, 2020, as presented. Motion was seconded by Vince Reiley. Those voting Aye were, Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

A motion was made by Councilman Cody Aland to approve the minutes of the budget meeting of June 2, 2020, as presented. Motion was seconded by Dustin White. Those voting Aye were, Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

PUBLIC COMMENT PERIOD

There were no public comments.

PUBLIC HEARING – ZONE CHANGE – SUMMER HILLS SUBDIVISION

Bart and Annette Miller have requested to rezone Lots 101 through 119 in Summer Hills Subdivision from R-1-10 to PO-R. This public hearing has been scheduled to receive comments from the public. Mayor JR Bird opened the public hearing portion of the meeting. Colleen Bowcut asked if there would be any residential construction there. It was explained that this new zoning would require single family homes and duplexes would require conditional use which would need approval to do so. It was also explained that the plans at the present time are for professional office space to be constructed. There were no other comments. After review and discussion, a motion was made by Councilman Dustin White to move forward to change the zoning as requested. Motion seconded by Councilman Cody Aland. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

PUBLIC HEARING – FINAL FY 2000-2021 BUDGET

Finance Director/Recorder Kurt Mower went over the Final FY 2000-2021 budget. Mayor JR Bird opened the public hearing portion of the meeting. There were not comments. After review and discussion, a motion was made by Councilman Don Busenbark to approve the Final FY 2000-2021 budget as presented. Motion seconded by Councilman Cody Aland. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

PUBLIC HEARING – FY 2019-2020 BUDGET REOPEN

Finance Director/Recorder Kurt Mower explained that the FY 2019-2020 budget needs to be reopened to make adjustments. The revenues between sales tax and the various revenue sources are estimated to be down approximately \$250,000 of the original 2020 approved amended budget was \$7,330,050. It is proposed the budget be adjusted to \$7,081,350 due to the decrease in revenue. Also, expenses of the city are going to be well under the budgeted amount due to the changes that have taken place. Mayor JR Bird opened the public hearing portion of the meeting. There were not comments. After review and discussion, a motion was made by Councilman Cody Aland to approve the revised FY 019-2020 budget. Motion seconded by Councilman Dustin White. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

RIBBON CELEBRATION ACTIVITY REQUEST

Jenalee Moynier and Stephanie Carter from the UBTech came before Council seeking permission to promote small businesses in our community by having a ribbon activity. They will be tying orange ribbons around the community to signify appreciation to small businesses. They will be put up July 27 and taken down on July 30th. Roosevelt City members expressed their support of this effort. After review and discussion, a motion was made by Councilman Dustin White to approve this request. Motion seconded by Councilman Don Busenbark. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

ROOSEVELT CITY FRAUD RISK ASSESSMENT PRESENTATION

Finance Director/Recorder Kirk Mower presented the Fraud Risk Assessment that is required to be completed by Roosevelt City for the Utah State Auditors Office. This assessment is required to be done every four years. Kirk wanted to make sure Council was aware of this assessment and Roosevelt's results. The challenge is that the assessment questions apply to all cities, whether as large as Salt Lake City or as small as Altamont. Several of the questions were difficult because of limited personnel and budgets. Roosevelt City does have policies in place that substantially cover the stated concerns, while not being able to actually say we have the specifics in place, such as having a licensed CPA or having a bachelor's degree in accounting. Points are assigned to each question and the total points will determine the fraud risk of Roosevelt City as defined by the State Auditor.

PURCHASE ORDERS

A motion was made by Councilman Vince Reiley to approve the following purchase orders. Motion seconded by Councilman Dustin White. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion carried unanimously.

3696	Duchesne County Water Conservancy Dist.	\$ 31,577.00
3729	J-U-B Engineering	35,366.88
3730	Farnsworth Excavation, LLC	36,160.99
3731	Staker & Parson Co.	198,259.40
	K & K Sanitation	75,528.74
	Moon Lake Electric	19,528.27
	PEHP	<u>49,620.00</u>

TOTAL \$446,041.28

STANDING COMMITTEE REPORTS

Dustin White reported on attending the ULGT Board Meeting. Don Busenbark reported on attending a parks and recreation meeting yesterday. Cody Aland also attending the parks and rec meeting. Cody also reported on the trail system effort. Mayor JR Bird talked about the proposed gun range. Mayor also talked about cancelling the UBIC event this year due to funding issues brought on by the Covid-19 pandemic, but there will be other activities planned for that same time.

CITY MANAGER REPORT

Acting City Manager Ryan Clayburn reported that the airport compaction on the new runway underlay paving is slightly lower than required, but it will reduce the overlay cost by 5%. The 500 East sidewalk project is proceeding on schedule. Ryan also reported on our request for funding at the Community Impact Board. They approved funding at 50% grant and a 50% loan at .5% interest, which is an exceptional funding package. Ryan asked Council to look at the newly designed web page to make sure everything in correct.

CLOSED SESSION

A motion was made by Councilman Don Busenbark to go into a closed session to discuss a personnel matter and property matter and then convene back into a regular city council meeting. Motion seconded by Councilman Cody Aland. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

A motion was made by Councilman Dustin White to adjourn the meeting. Motion seconded by Councilman Cody Aland. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion carried unanimously.

Meeting adjourned at 7:40 p.m.

Roddy I. Bird Jr., Mayor

ATTEST: _____
Kurt Mower, Recorder

ORDINANCE NO. 2020-436

Summer Hills

AN ORDINANCE AMENDING THE ROOSEVELT CITY ZONING ORDINANCE

BE IT ORDAINED by the City Council of Roosevelt City, Utah, Duchesne County, State of Utah, as follows:

WHEREAS, the nature of the use to which certain areas of Roosevelt City have been put has changed due to certain economic needs; and

NOW THEREFORE, be it ordained by the City Council of Roosevelt City, Duchesne County, State of Utah, that the following parcel of property is rezoned from R-1-6 to PO-R.

Legally described as follows: ALL OF LOTS 1-6, 20-21 AND 36-37 AND A PORTION OF THE DEDICATED ROADWAY OF SUMMER HILLS SUBDIVISION RECORDED IN THE DUCHESNE COUNTY RECORDERS OFFICE IN BOOK A-S3 ON PAGE 53-56 BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 1, OF SUMMER HILLS SUBDIVISION ACCORDING TO THE OFFICIAL PLAT THEREOF RECORDED IN THE DUCHESNE COUNTY RECORDER'S OFFICE IN BOOK A-53 ON PAGE 53-56, SAID POINT BEING S0°00'31"W, 48.45 FEET ALONG THE QUARTER SECTION LINE FROM THE NORTH QUARTER CORNER OF SECTION 21, TOWNSHIP 2 SOUTH, RANGE 1 WEST, UTAH SPECIAL BASE AND MERIDIAN; AND RUNNING THENCE ALONG THE BOUNDARY OF SAID SUBDIVISION AND THE QUARTER SECTION LINE S0°00'31"W, 676.74 FEET; THENCE CONTINUING ALONG THE BOUNDARY OF SAID SUBDIVISION THE FOLLOWING THREE COURSES: 1) N89°47'51"W, 82.50 FEET; 2) N0°00'31"E, 49.50 FEET; 3) N89°47'51"W, 70.31 FEET TO THE EAST LINE OF LOT 7 OF SAID SUBDIVISION; THENCE N0°00'31"E, 50.00 FEET ALONG SAID EAST LINE TO THE SOUTH RIGHT OF WAY LINE OF 75 NORTH STREET; THENCE ALONG THE SOUTH RIGHT OF WAY LINE OF 75 NORTH STREET THE FOLLOWING THREE COURSES: 1) 43.81 FEET ALONG THE ARC OF A 50.00 FOOT RADIUS CURVE TO THE RIGHT (CHORD BEARS N65°06'28"W, 42.42 FEET); 2) 17.45 FEET ALONG THE ARC OF A 20.00 FOOT RADIUS CURVE TO THE LEFT (CHORD BEARS N65°00'09"W, 16.90 FEET); 3) WEST, 97.38 FEET TO THE NORTHWEST CORNER OF LOT 7 OF SAID SUBDIVISION; THENCE N2°17'02"W, 50.04 FEET TO THE SOUTHEAST CORNER OF LOT 19 OF SAID SUBDIVISION; THENCE ALONG THE EAST LINE OF SAID LOT 19 AND THE BOUNDARY OF THE SAID SUMMER HILLS SUBDIVISION N0°00'31"E, 501.70 FEET; THENCE EAST, 306.00 FEET ALONG THE BOUNDARY OF SAID SUMMER HILLS SUBDIVISION TO THE POINT OF BEGINNING.

CONTAINS: 4.2503ACRES - 19 LOTS

NOW THEREFORE, BE IT FURTHER ORDAINED, that this ordinance shall take effect upon publication as required by law.

PASSED AND APPROVED this ___ day of _____, 2020 by the following vote:

Dustin White
David Baird
Don Busenbark
Vince Reiley
Cody Aland

ROOSEVELT CITY

Roddie I. Bird, Jr., Mayor

ATTEST:

Kurt Mower, Recorder

RESOLUTION NO. 2020-302

A RESOLUTION CREATING THE ROOSEVELT CITY AIRPORT ADVISORY COMMITTEE

WHEREAS, the Roosevelt City Council finds there to be potential benefit in the formation of a special committee for the purpose of assisting the City in the improvement of the Roosevelt City Airport; and,

WHEREAS, said committee's membership, powers, duties and meetings, which are subject to the Utah State open meetings law, shall be as follows:

APPOINTMENT AND MEMBERSHIP:

1. Appointment: The Roosevelt City Airport Advisory Committee, referenced herein as "Board" shall consist of up to seven (7) members, no more than five (5) of which shall be currently licensed and active pilots. All shall be either 1) Residents of Roosevelt City, 2) Roosevelt City Employee or Official, or 3) A person who utilizes or is in another way impacted by activities at the Roosevelt City Airport. All members shall be appointed by the Mayor with the approval of the City Council. The Board shall select a Chairman, a Vice Chairman and a Secretary, by majority vote, to serve as committee officers. The duties of committee officers shall be determined by the Board as a whole. The Board shall also, by majority vote, determine a meeting schedule. Each elected board officer shall serve for a term of one (1) year. Consecutive terms served by any individual as an officer shall be limited to two (2) one year terms.
2. Membership, terms and vacancies: Initial appointments may be made for one (1), two (2) or three (3) year terms to accomplish overlapping terms. Subsequent appointments to the Board shall be for three (3) year terms. Midterm vacancies shall be filled by appointment as set forth above for the unexpired portion of the departing members term. Those whose terms have expired will continue to serve until such time that they are either reappointed, or a replacement has been appointed in their stead.

POWERS AND DUTES:

1. Recommend the mission, goals, objectives, short-term plan and long-term plan related to the City's Airport.
2. Recommend a marketing plan.
3. Periodically review the operations and budget and recommend changes to same.
4. The Committee shall have no authority to appropriate and expend public money nor to incur any obligations whatsoever.
5. Any other task regarding the City's Airport as authorized by the City Council.

MEETINGS:

1. Meetings of the Board shall be held at the City Offices or such other City facility as determined from time to time by the Board. Notice of date, time and location of the meeting, along with the agenda, shall be given to the City Recorder not less than ten (10) days prior to the meeting in order for the meeting to be noticed in accordance with State law.
2. A quorum of the Board shall be a majority of the then current members. A majority vote of the quorum shall be required for a decision on any matter before the Board.

3. If a quorum is not present, no meeting shall be held and any items of business shall be continued to the next meeting of the Board.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Roosevelt City, Utah that the Roosevelt City Airport Advisory Committee be formed with up to seven (7) members as described herein. The terms for the members shall be staggered and will be specified upon appointment. Terms will expire on July 1st of the year specified upon appointment. Elected City Officials, who are appointed, will serve until their elected term ends or until reassigned by the Mayor.

PASSED, ADOPTED AND APPROVED this ____ day of _____, 2020, by majority vote of the following:

Vince Reiley
Don Busenbark
Dustin White
Cody Aland
David Baird

SIGNED:

Roddie I. Bird, Jr, Mayor

ATTEST:

Kurt Mower, Recorder