

NOTICE AND AGENDA

September 15, 2020

Education makes a people easy to lead, but difficult to drive; easy to govern, but impossible to enslave. - Henry Peter Brougham

Notice is hereby given that the Roosevelt City Council will hold its regular Council Meeting on Tuesday, September 15, 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.....	1-4
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)	
7. Appointments	
A. Kylee Eldredge – Animal Shelter Changes.....	5
B. Resolution 2020-303 – A RESOLUTION AUTHORIZING NOT MORE THAN \$1,525,000 WATER REVENUE BONDS, IN ONE OR MORE SERIES, TO FINANCE WATER SYSTEM IMPROVEMENTS, AND RELATED IMPROVEMENTS; PROVIDING FOR THE PUBLICATION OF A NOTICE OF PUBLIC HEARING AND BONDS TO BE ISSUED; FIXING THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT, MATURITY, INTEREST RATE AND DISCOUNT OF THE BONDS; PROVIDING FOR THE RUNNING OF A CONTEST PERIOD; AND RELATED MATTERS.	
C. Cemetery/800 South Master Plan Amendment	
D. Roosevelt Meadows Phase 2 Minor Subdivision.....	6-9
E. Ordinance 2020-437 - Title 2 Chapter 4 Revision Discussion	
F. Appoint City Records Officer	
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	

MINUTES OF A REGULAR COUNCIL MEETING

August 18, 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, David Baird, Don Busenbark, Vince Reiley, and Cody Aland present. 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/ City Recorder Kurt Mower, Police Chief Rick Harrison, Public Works Director Kirby Wolfinger, Streets Superintendant Clyde Stansfield, Officer Shaun Denver, Dusty Anderton, Jeffrey Baker, and Hal Huff.

Opening prayer was given by John Aland.

MINUTES

A motion was made by Councilman Don Busenbark to approve the minutes of the regular meeting of July 16, 2020, as presented. Motion was seconded by Councilman Dustin White. Those voting Aye were, Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

PUBLIC COMMENT PERIOD

There were no comments.

2020 CHIP SEAL PROJECT BID PRESENTATION

Jeff Baker, from Jones and DeMille, presented the bids received for the 2020 Chip Seal Project. He explained that Duchesne County and Roosevelt City have agreed to do a joint project to be sponsored by Roosevelt City. After review and discussion, a motion was made by Councilman Vince Reiley to accept the bid from CKC Operations LLC in the amount of \$486,095.00 with Duchesne County being billed for \$260,230.00 with Roosevelt City's portion being \$225,865.00 to accomplish the chip seal project within Roosevelt City. Motion seconded by Councilman David Baird. Those voting Aye were Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

CEDARVIEW/MONTWELL SPECIAL SERVICE DISTRICT LINE EXPANSION UPGRADE DISCUSSION

Cedarview/Montwell Special Service District (CMSSD) will be approaching the Community Impact Board for funding of an expansion of their service. Their plans are to put in an 8" line. Roosevelt City is requesting them to put in a 12" line to enable better flows in our system.

Roosevelt City would pay the difference of \$90,000 to increase the pipe size. After review and discussion, a motion was made by Councilman David Baird to authorize payment of up to \$90,000 to CMSSD to increase the pipe size if their funding application to CIB is approved. Motion seconded by Councilman John Aland. Those voting Aye were Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

RESOLUTION 2020-302 ESTABLISHING AN AIRPORT ADVISORY COMMITTEE

This resolution had previously been considered by Council. At that time there were a number of adjustments that needed to be made so it has been brought before Council for final review and acceptance. After discussion, a motion was made by Councilman Don Busenbark to approve Resolution 2020-302, a resolution creating the Roosevelt City Airport Advisory Committee. Motion seconded by Councilman Vince Reiley. Those voting Aye were Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion carried unanimously.

EMPLOYEE BBQ DISCUSSION

Councilman Don Busenbark is supportive of the annual employee BBQ at the golf course. However, due to the Covid-19 issues, he suggested planning this for next spring. Council concurred with this suggestion.

PURCHASE ORDERS

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

4024	Duchesne County Water Conservancy Dist.	\$ 35,090.80
4389	Stotz Equipment	43,644.07
4383	Farnsworth Excavation, LLC	33,147.10
4376	Staker & Parson Co.	59,962.13
4378	J-U-B Engineers, Inc.	52,308.02
	K & K Sanitation	77,562.23
	Moon Lake Electric	23,000.00
	PEHP	50,300.00
	Rhino Pumps	<u>20,000.00</u>

TOTAL \$395,014.35

STANDING COMMITTEE REPORTS

Don Busenbark reported on attending an Arts, Park and Recreation Committee meeting. Don also stated the Children’s Theater by Mindy Palmer was held last week. Cody Aland reported that frisbee golf was a great success. Mayor Bird reported on the gun range project. Dustin White reported on attending the ULCT board meeting.

CITY MANAGER REPORT

Acting City Manager Ryan Clayburn reported that the airport project is pretty much finalized and suggested Council tour the facility. The 500 East project has been reviewed and a punch list has been prepared. Oilfield water purchase agreements are being prepared and reviewed.

COVID-19 GRANT REPORT

Finance Director/City Recorder Kurt Mower reported that Duchesne County, Duchesne City, Roosevelt City, and Myton City have joined forces to combine funding provided by the federal government to be available to businesses affected financially by the pandemic. Businesses are being encouraged to make application for funding that is available in amounts of \$1,000 to \$10,000 per business. The application deadline is August 31, 2020.

CITY MANAGER HIRING UPDATE

The candidates have been narrowed down to four and next week, final interviews will be conducted by department heads and council members. It was stated that all candidates are highly qualified, so everyone was encouraged to look for someone that will work well with our community.

CLOSED SESSION

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

MARK DENNIS PROPERTY DISCUSSION

After discussion, a motion was made by Councilman David Baird to authorize Mayor JR Bird to enter into negotiations to acquire property owned by Mark Dennis that would connect Constitution Park property with the animal shelter property, then bring the results to Council for final approval. Motion seconded by Councilman John Aland. Those voting Aye were Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

ANIMAL SHELTER MEDIA CONCERNS

Concern was expressed that issues people may have with the animal shelter should be addressed through proper avenues and not through social media. Also, concern has been expressed about shelter hours and misrepresentation on it being a kill shelter. The city has received criticism that the shelter budget was drastically reduced this year, but it was explained that budget cuts for the

shelter were proportionately less than other departments. A personnel manual will be created for the shelter, along with scheduling of monthly meetings. It is hoped that these measures will reduce misunderstandings.

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

Meeting adjourned at 7:30 p.m.

Roddy I. Bird Jr., Mayor

ATTEST:

Kurt Mower, Recorder

COUNCIL APPOINTMENT/DISCUSSION FORM

Placement on Council agenda requires completed form

NAME: <u>Kylee Eldredge</u>		DATE: <u>8-13-2020</u>
PHONE #: <u>435-401-5037</u>	EMAIL: <u>EldredgeKy@gmail.com</u>	
NAME OF INDIVIDUAL(S) OR GROUP TO APPEAR BEFORE COUNCIL: <u>Roosevelt City Animal Shelter Employees & affiliates</u>		
NATURE OF REQUEST: <i>(Include applicable details such as location, current use, desired use, timetable, including sufficient detail for council to make informed decision.)</i> <u>We would like to discuss the changes being made to the city shelters budget and codes. We do not have enough hours to do our jobs, and the animals are the victims here. We as employees of Roosevelt City feel our voices are not being heard!</u>		
<input checked="" type="checkbox"/> Will this involve city funding? Please estimate amount \$ <u>I am not entirely sure</u>		
<input type="checkbox"/> Public hearing required		
<input type="checkbox"/> Approved by Planning and Zoning (if required)		
List any city personnel who reviewed your request and explain outcome or attach a separate sheet: <i>(i.e. City Manager, Finance Director, City Recorder, Public Works Director, Aquatics Center Manager, Park Manager, Recreation Manager, Cemetery Sexton, Golf Course Manager)</i>		
CITY PERSONNEL COMMENTS (if any):		
Signature: _____		



ROOSEVELT CITY CORPORATION
 255 South State Street
 Roosevelt, UT 84066
 (435) 722-5001
 FAX: 435-722-5000

**All applications must be submitted 10 days prior to a Planning & Zoning meeting
 Plans and plats must be approved no later than Friday prior to the scheduled meeting**

PLANNING AND ZONING APPLICATION

TYPE OF REQUEST AND FEES: (Check one)

- Lot line adjustment/Property boundary adjustment – 75.00
 - Master site plan – 150.00 Over 1 acre 75.00 per acre
 - Conditional Use Permit Fee: 200.00 **Is required before Home Occupation Permit can be applied for and approved**
 - Zoning map amendment (rezone) – 250.00
 - Application for reimbursement of public Improvements - 100.00
 - Hearing office appeal - 150.00
 - Hearing Officer Variance request – 150.00
 - Infrastructure reimbursement agreement – 100.00
 - Manufactured home park – 250.00 plus per home pad – 10.00
 - Ordinance/general plan amendment - 200.00
 - Planned Residential Unit Development (PRUD) – 250.00 Plus per dwelling unit – 10.00
 - Subdivision preliminary plat – 250.00
 - Subdivision, minor – 250.00
 - Subdivision vacation/amendment – 200.00
 - Time Extension – 100.00
 - Subdivision final plat – 150.00 Plus per lot – 25.00
- Signed plat must be sent electronically to the Building & Zoning Director, djohnson@rooseveltcity.com no later than Friday prior to the meeting
- Petition to Vacate Public Right of Way – 200.00

DETAILS OF REQUEST (include how property is affected and attach maps and drawings) Attach additional pages as needed.

Subdivide 2 lots (L#3, + #4) of Roosevelt Meadows Phase 2

INFORMATION:

Date application submitted: August 20, 2020 Contact #: 803-7403
 Owner or Representatives Name: Gordon Snow Email: sandy60snow@ubta.net.com
 Mailing Address: 1046 West 290 South 511-5 City: Roosevelt State: Utah Zip: 84066
 Project Name: Roosevelt Meadows Phase 2
 Tax I.D. Number on property: R-0913-0003 Zoning of Subject Property: Commercial
 Property Location: Corner of 8th South + Rodeo Drive
 Nature of Request: Plat lots 3 + 4 to be built on.
 Current Land Use: Vacant Residential Commercial Professional

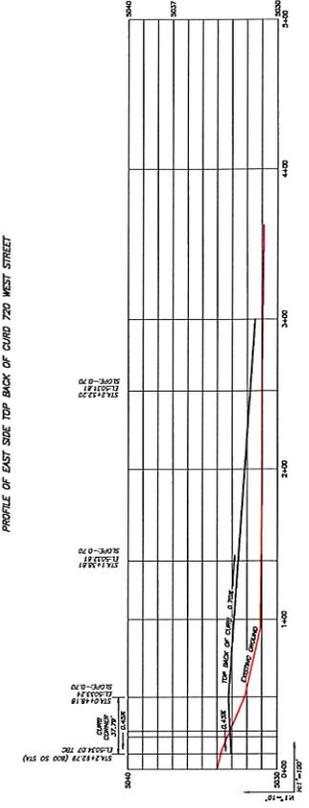
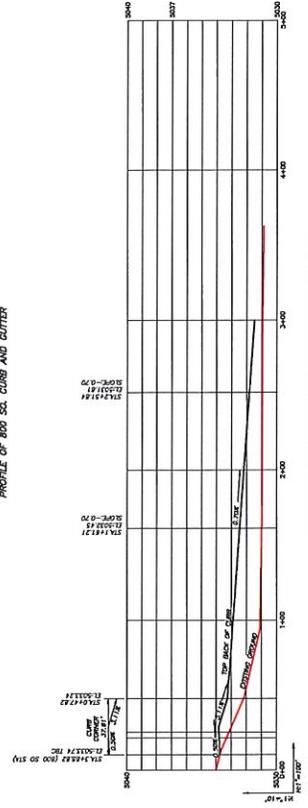
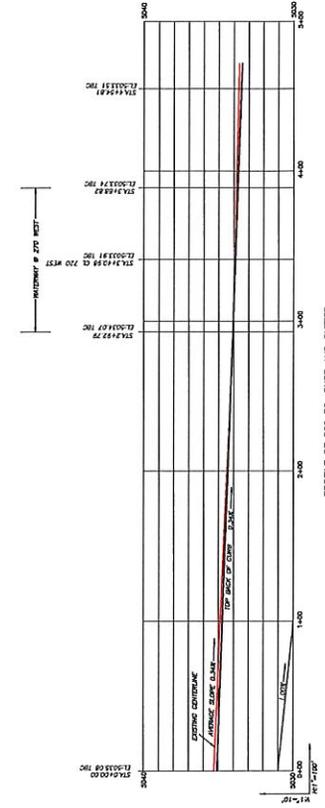
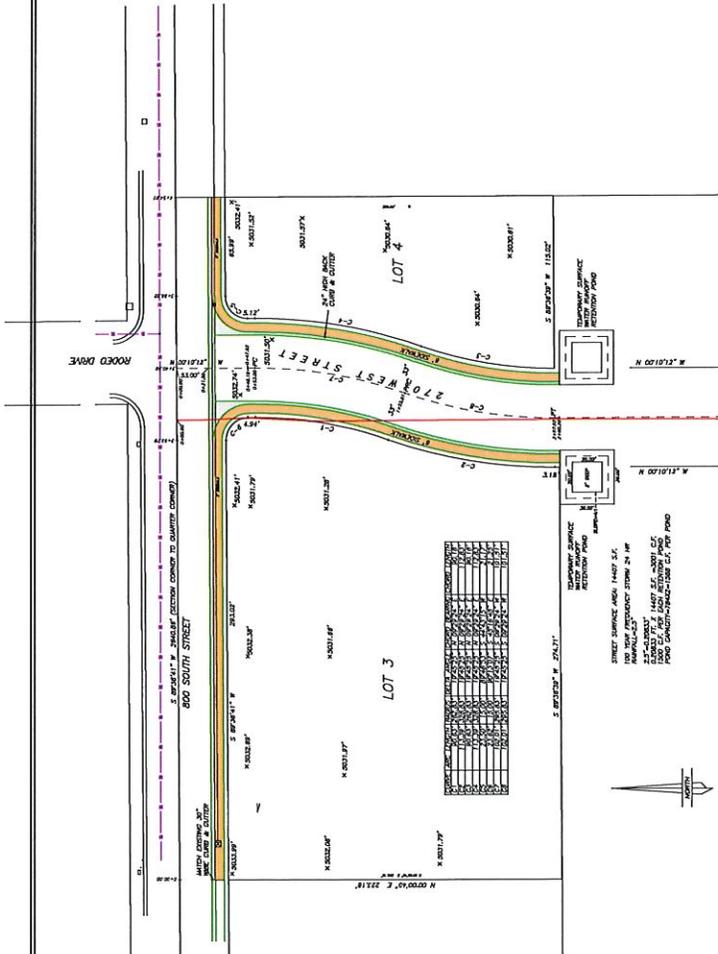
PROPERTY OWNER(S) NAME: Gordon + Sarah Snow Trust
 (If not the same as applicant) (Current Title Holder as shown on County Records)
 Mailing Address: 1046 West 290 S. 511-5 City: Roosevelt State: Ut Zip: 84066
 Contact #: _____ Email: sandy60snow@ubta.net.com
 SIGNATURE: Gordon E. Snow Dated: 8/20/2020

OFFICE USE ONLY
 Zoning Director: Dean E. Johnson Planning Director: Dean E. Johnson Fee Paid: 1500 Date Paid: 8-20-2020
 Dated: 8/24/2020 Hearing Date: _____

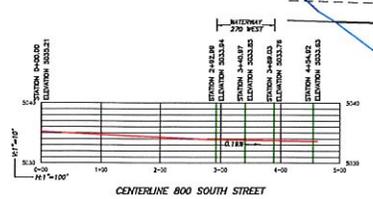
Comments: _____

PLAN AND PROFILE OF PROPOSED CURB & GUTTER
AND SIDEWALK FOR
ROOSEVELT MEADOWS
PHASE 2

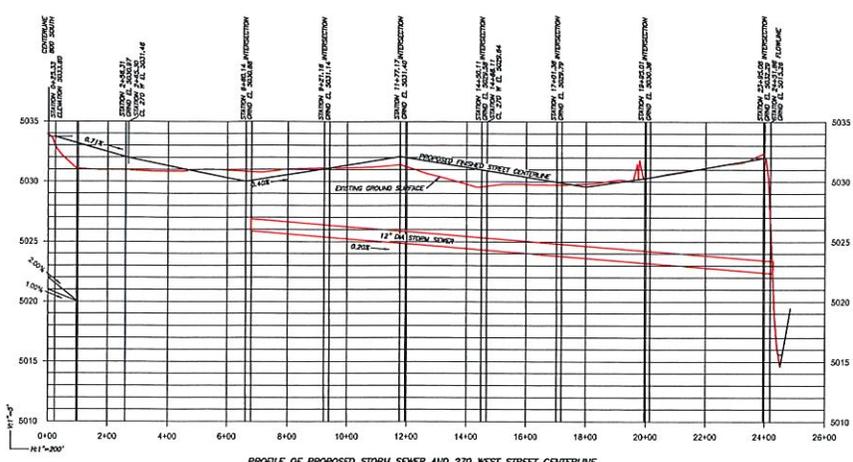
SECTION 28, TOWNSHIP 2 SOUTH, RANGE 1 WEST
UTAH SPECIAL BASE AND MERIDIAN



12 AUG 2020 20-106-074 PP



PLAN AND PROFILE OF PROPOSED FUTURE
 STORM SEWER FOR
**ROOSEVELT MEADOWS
 PHASE 2**
 SECTION 28, TOWNSHIP 2 SOUTH, RANGE 1 WEST
 UTAH SPECIAL BASE AND MERIDIAN

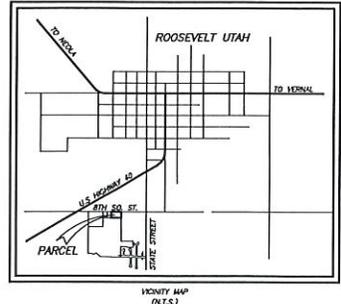
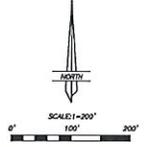
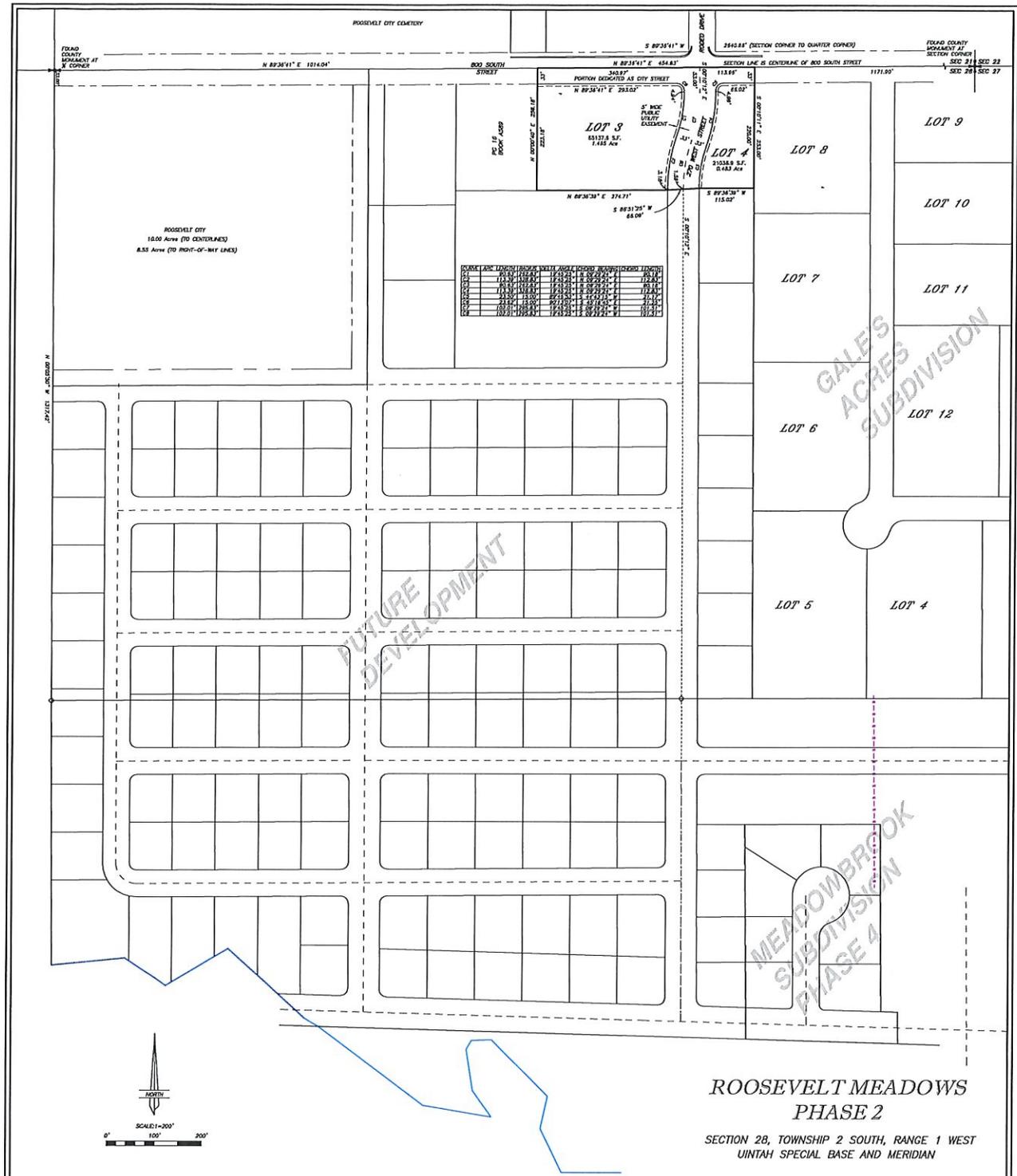


GALE'S ACRES
 SUBDIVISION

MEADOWBROOK
 SUBDIVISION
 PHASE 4



Jerry D. Allred, Professional Land Surveyor,
 Certificate No. 148851, (Utah)



ROOSEVELT MEADOWS PHASE 2

SECTION 28, TOWNSHIP 2 SOUTH, RANGE 1 WEST
UINTAH SPECIAL BASE AND MERIDIAN

BOUNDARY DESCRIPTION

Commencing at the North Quarter Corner of Section 28, Township 2 South, Range 1 West of the Uintah Special Base and Meridian:

Thence North 89°34'11" East 1014.04 feet along the North line of said Section 28 to the TRUE POINT OF BEGINNING;

Thence North 89°34'11" East 454.83 feet along said North Section line to the Northwest Corner of GALE'S ACRES SUBDIVISION;

Thence South 07°17'11" East 253.00 feet along the West line of said Subdivision;

Thence South 89°34'11" East 1115.02 feet;

Thence South 89°34'11" East 1115.02 feet;

Thence South 89°34'11" East 1115.02 feet to the Southeast Corner of that parcel described as Parcel 18, Block 4088 of Davis in the County Records; where:

Thence North 07°50'42" East 358.18 feet along the East line of said parcel to the TRUE POINT OF BEGINNING, containing 2.617 acres.

OWNER'S DECLARATION

KNOW ALL MEN BY THESE PRESENTS THAT WE THE UNDERSIGNED OWNERS OF THE PARCELS SHOWN AND DESCRIBED HEREIN, HAVING CAUSED THE SAME TO BE SURVEYED AND LOTS, STREETS, AND EASEMENTS TO HEREBY DESIGNATED AND SET APART THE SAME AS A SUBDIVISION AND GRANT TO THE PERPETUAL USE OF THE PUBLIC ALL PARCELS OF LAND DESCRIBED OR SHOWN AS STREETS AND EASEMENTS ON SAID PLAN.

ACKNOWLEDGMENT

STATE OF UTAH } ss
 COUNTY OF CACHES } ss

ON THIS ____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME THE SIGNER OF THE ABOVE DECLARATION WHO DULY ACKNOWLEDGED TO ME THAT THEY DO EXECUTE SAID DECLARATION BY OR THROUGH EXPRESS _____ NOTARY PUBLIC

SURVEYOR'S CERTIFICATE

I, Jerry D. Allred, do hereby certify that I am a Professional Land Surveyor, and that I hold certificate No. 148951 as provided by the laws of the State of Utah. I further certify that this plan and the accompanying map prepared from this data have no electronic data control lines or no digital survey made by me, or under my personal supervision, of the parcels of land shown herein, and that the measurements indicated were found or not found as set forth, and that this plan accurately represents said survey to the best of my knowledge.



CITY PLANNING COMMISSION APPROVAL

APPROVED THIS ____ DAY OF _____, 20____, BY THE ROOSEVELT CITY PLANNING COMMISSION.

CHIEF OFFICER _____

CITY COUNCIL APPROVAL AND ACCEPTANCE

APPROVED AND ACCEPTED THIS ____ DAY OF _____, 20____, BY THE ROOSEVELT CITY COUNCIL.

ATTEST: CLERK _____ MAYOR _____

COUNTY RECORDER'S CERTIFICATE

STATE OF UTAH } ss
 COUNTY OF CACHES } ss

THIS IS TO CERTIFY THAT THIS PLAN WAS FILED FOR RECORD IN THE COUNTY RECORDER'S OFFICE ON THE ____ DAY OF _____, 20____, AT _____ O'CLOCK ____ M., AND IS DULY RECORDED.

FILED NO. _____ COUNTY RECORDER _____

