

Richmond City Council Meeting Minutes, June 17, 2025

RICHMOND CITY COUNCIL

JUNE 17, 2025

The regular meeting of the Richmond City Council was held at the Park Community Center located at 90 South 100 West, Richmond, Utah on Tuesday, June 17, 2025. The meeting began at 6:30 P.M.; Mayor Pro Tempore Amber Ervin was in the chair. The opening remarks were made by Bryce Wood.

The following Council Members were in attendance: Lyle Bair, Amber Ervin, Joel Draxler, Bryce Wood and Daryl Black.

Mayor Paul Erickson was excused.

City Administrator HollyJo Karren, City Engineer Weston Bellon, Melissa Titensor, Karyn Tejan and City Recorder Justin Lewis were also in attendance.

VISITORS: Chase Westwood, Terrie Wierenga, Jay Bair

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM MAY 15, 2025.

A motion to approve the May 15, 2025 city council meeting minutes was made by Bryce, seconded by Joel and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

DISCUSSION AND POSSIBLE APPROVAL OF CAMILLE GILBERT, SHARI BAIR AND DAVID STULL AS MEMBERS OF THE RICHMOND CITY LIBRARY BOARD.

JUSTIN: Library Director Lora Smith asked me to pass along she has met with the three applicants and they are all willing to volunteer to serve on the board. Each one of them would have a different assignment. This would make nine board members if they are approved.

AMBER: The board has been doing well and I am happy to see people willing to serve.

A motion to appoint Camille Gilbert, Shari Bair and David Stull as members of the Richmond City Library Board was made by Bryce, seconded by Lyle and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 2024-12, AN ORDINANCE AMENDING THE RICHMOND CITY MUNICIPAL CODE, TITLE 12-000 "LAND USE, DEVELOPMENT AND MANAGEMENT (LUDMO)", CHAPTER 12-900 "ZONES" ADDING IN ITS ENTIRETY PART 12-911 "RESIDENTIAL MULTIPLE-FAMILY ZONE "RMF"", SECTIONS 12-911-1 "PURPOSE", 12-911-2 "WIDTH, DENSITY AND YARD REGULATIONS", 12-911-3 "HEIGHT REGULATIONS", 12-911-4 "MODIFYING REGULATIONS", 12-911-5 "GROUP DWELLING STANDARDS", 12-911-6 "PARKING, LOADING AND ACCESS", 12-911-7 "LANDSCAPING", 12-911-8 "TRASH/GARBAGE", 12-911-9 "DEVELOPMENT IN PHASES", 12-911-10 "ALLOWED USES" AND 12-911-11 "DENSITY BONUS AND INCENTIVES".

JUSTIN: This Ordinance would create the new Residential Multiple-Family (RMF) zone. The planning commission worked on this for about a year. The city council reviewed it a couple of months ago and made some changes. The council wanted to wait and adopt the Ordinance at the same time the PUD Overlay and Multi-Family Overlay were removed from the municipal code. The Ordinance to remove those zones is the next item on the agenda. The changes the council requested such as reducing the maximum building height to 35 feet and proximity to a school have been added.

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DARYL: In the purpose it talks about the PIC (Planned Industrial Commercial Overlay Zone). Where does this apply to?

JUSTIN: Right now, we have a couple of parcels zoned PIC west of North Cache Middle School on the highway.

JOEL: A lot of work has been included in this Ordinance. We will find out what we missed, in due time. A lot of time and effort has been spent to make this how we want it for the community. This type of development will happen. I am okay with it happening. This Ordinance allows us to control where and how it happens and that is the most important thing. It also keeps the state from telling us where they want it. It mirrors what some other communities have done in some regards. Some other communities seem to approve all of these types of requests. I am glad we will get to review each one individually.

AMBER: Thanks to the planning commission for all of their work. Other communities we have talked with have told us what they would do differently. We know we will have to make some amendments to the code as time goes on.

LYLE: The addition of within 500 feet of a school is concerning to me. This would allow these types of units almost a block away from a school. I didn't think we wanted this zone spread out that far.

JOEL: That was a number we included in the terminology. We said next to a school it didn't need to abut the property line. The 500 feet allows us to consider a request in close proximity.

JUSTIN: The example which was used was White Pine Elementary. There is a row of homes on the south side of the school. The discussion was what if someone owned vacant land south of those homes and it was close to a school. The council wanted the ability to consider a request by a school even if there was a buffer of houses in between the boundary lines.

LYLE: If the parcel is big enough these units could be spread to the far end of the parcel and more than 1,000 feet away from a school.

JOEL: We can amend that section to state this zone is not allowed by a residential low-density parcel.

AMBER: Is a change in this regard even necessary?

JOEL: Today, no. Long term, yes. There is not a threat today but there could be long term.

LYLE: We could deny a request but a future city council could approve it.

JOEL: We could add it cannot abut an RLD (Residential Low Density) zoned parcel.

BRYCE: I like that as well.

AMBER: I am fine either way.

DARYL: I don't think it is an issue. Remind me how the 1,500 linear foot rule would apply?

JOEL: It would be removed in Ordinance 2025-06.

DARYL: As written, this will stop these types of developments from many other areas of town.

JOEL: Yes, it will basically keep these types of requests along the highway by making them abut certain zones.

DARYL: We can also modify this section long term if needed.

JOEL: I worry about several projects having the ability to abut each other.

AMBER: Each parcel owner would have to file a rezone request.

LYLE: Maybe we could require something like a two-lot single family home buffer.

JOEL: Do we want to add a transition area and if so, how would we handle it or can we handle it with individual rezone requests?

JAY BAIR: The planning commission discussed it would be handled by reviewing and approving or denying the rezone request. Some other cities have a buffer. We chose to review it parcel by parcel as requests are submitted.

DARYL: I have a problem with Part 12-911-9 "Development in Phases". I am aware of a previous developer that came in and got an approved project and never installed the amenities. We had no way to force them to install the amenities. I have seen this happen. We need to make a developer follow through on the amenities. People purchasing these units want the amenities in place when they move in. It is not our problem the developer cannot complete the project. I know the amenities can be expensive.

JOEL: What is the bond we receive good for?

WESTON: The bond is for public infrastructure such as streets, water, sewer, natural gas and communication lines. The amenities are a private resource not a public resource. I don't know of any recourse the city would have for a private resource such as an amenity.

DARYL: The homeowner's association oversees the area long term. If the homeowner's association falters whose problem, is it?

WESTON: The homeowner's association is not involved with the city so that would be a private property dispute. Public infrastructure versus private infrastructure are two different things.

JOEL: I know we recently amended our code in regard to road issues we had in the past in these types of developments.

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DARYL: I hate being sold on something and it doesn't happen.

JOEL: I agree. I also think that is why we put 65% of the amenities must be included as a mandatory requirement in the phasing of the project.

AMBER: The bonus density section could be changed to state the only way the bonus density is approved is if the amenities are done by a certain time.

DARYL: This is certainly something we could consider.

AMBER: We could require the developer to include the amenities in Phase 1.

JOEL: It is difficult for the developer to have to pay that cost so early on in a development. It might actually make the project not feasible. More phases mean more money. Usually Phase 1 is the lowest profit phase of the project because of all of the upfront costs. The last lots are typically the ones where the most money is made.

AMBER: We are here for the community not the developer. The community pays the price in the end when something doesn't happen.

DARYL: Bikes and walking paths have minimal cost. I think in order to receive the bonus density the amenities need to be installed in Phase 1.

LYLE: If the amenities are included in the last phase of a project, it could be a very long time before any of them are installed.

AMBER: If the developer is advertising amenities they need to be installed.

BRYCE: Could the percentage requirement be changed?

LYLE: If a pool is not part of the current phase they are not required to build it until the phase it is included in so the percentage wouldn't matter.

DARYL: Who pays for the Cherry Creek Heights Park?

JUSTIN: Their homeowner's association. They pay for the maintenance and upkeep. They have a city utility account for the water for the park. The park is private property. Even if the homeowner's association were to fail the land cannot be sold per our municipal code.

JOEL: I have seen homes and projects partially started and abandoned.

AMBER: So, it sounds like we will leave the bonus density section as proposed at this time since we don't have any proposed alternatives. What about changes to the purpose section?

JOEL: I don't think changes are needed today but they will be long term. Future councils can make changes if they want.

AMBER: I agree. It is what we want for the future of the community.

LYLE: We could require two residential building lots in between these types of buildings.

JOEL: I think it is easier to include verbiage about abutting Residential Low Density (RLD).

BRYCE: Agreed.

A motion to adopt Ordinance 2024-12, an Ordinance amending the Richmond City Municipal Code, Title 12-000 "Land Use, Development and Management (LUDMO)", Chapter 12-900 "Zones" adding in its entirety Part 12-911 "Residential Multiple-Family Zone "RMF"", Sections 12-911-1 "Purpose", 12-911-2 "Width, Density and Yard Regulations", 12-911-3 "Height Regulations", 12-911-4 "Modifying Regulations", 12-911-5 "Group Dwelling Standards", 12-911-6 "Parking, Loading and Access", 12-911-7 "Landscaping", 12-911-8 "Trash/Garbage", 12-911-9 "Development in Phases", 12-911-10 "Allowed Uses" and 12-911-11 "Density Bonus And Incentives" amending Part 12-911-1 "Purpose" to "In order for a parcel(s) to be able to qualify for rezoning consideration next to a public school the closest boundary line of the parcel(s) being considered for rezoning must be within 500 feet of the closest school boundary line. The parcel(s) are not required to abut the school property line. The parcel(s) being considered for rezoning by a school also cannot abut any parcel(s) currently zoned RLD (Residential Low Density)" was made by Bryce, seconded by Lyle and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 2025-06, AN ORDINANCE AMENDING RICHMOND CITY MUNICIPAL CODE, TITLE 10-000 “FIRE, HEALTH, SAFETY AND WELFARE”, CHAPTER 10-700 “TELECOMMUNICATIONS TOWER FACILITIES”, PART 10-701 “PURPOSE OF CHAPTER”, TITLE 12-000 “LAND USE, DEVELOPMENT AND MANAGEMENT (LUDMO)”, CHAPTER 12-200 “SUMMARY OF CONTENTS”, CHAPTER 12-300 “DEFINITIONS”, CHAPTER 12-400 “ESTABLISHMENT AND PROCEDURAL MATTERS”, PART 12-404 “DUTIES AND POWERS”, CHAPTER 12-800 “ZONING ESTABLISHMENT”, PART 12-805-20 “ACCESSORY DWELLING UNIT”, CHAPTER 12-900 “ZONES”, PART 12-903-3 “CONDITIONAL USES”, PART 12-904-3 “CONDITIONAL USES”, PART 12-905-3 “CONDITIONAL USES”, PART 12-901 “ESTABLISHMENT OF ZONES”, CHAPTER 12-1000 “OVERLAYS”, PARTS 12-1010 “PLANNED UNIT DEVELOPMENT OVERLAY ZONE “PUD”, 12-1010-1 “PURPOSE”, 12-1010-2 “CONDITIONAL USES”, 12-1010-3 “HEIGHT, AREA, WIDTH AND YARD REGULATIONS”, 12-1010-4 “GENERAL REQUIREMENTS”, 12-1010-5 “ADMINISTRATION”, 12-1010-6 “SITE PLAN”, 12-1010-7 “OPEN SPACE, 12-1010-8 “DEVELOPMENT IN PHASES AND TIME OF APPROVAL”, 12-1010-9 “LOST DEVELOPMENT ALTERATIONS”, 12-1010-10 FEES AND PART 12-1030 “MULTIPLE-FAMILY DWELLING UNIT OVERLAY “MF””, 12-1030-1 “PURPOSE”, 12-1030-2 “PERMITTED USES”, 12-1030-3 “CONDITIONAL USES”, 12-1030-4 “REGULATIONS”, 12-1030-5 “HEIGHT REGULATIONS”, 12-1030-6 “AREA, WIDTH, AND YARD REGULATIONS” AND 12-1030-7 “ACCESSORY DWELLING UNIT”.

JUSTIN: The proposed Ordinance would remove the PUD Overlay and Multiple-Family Dwelling Unit Overlay zones in their entirety. This Ordinance was proposed to have these zones removed when the new RMF (Residential Multiple-Family) zone was created and adopted. The planning commission has reviewed and recommended approval. There is one item we would like you to amend and not include if you choose to adopt this Ordinance. A concern was brought to our attention, during the public hearing, by a resident in Part 12-300 “Definitions” about the definition of Water-Wise Landscaping. The commissioners had concern as well. After review, this definition was used in the PUD Overlay section and could be removed at this time and a new definition created. There was some concern about how the definition was stated. Normally, when the code is amended the verbiage is removed from the code. In this case, we still have a project being built as a PUD, if this Ordinance is adopted the current code will be stricken through and the following sentence added: “***This Part was repealed in its entirety by Ordinance 2025-06 dated June 17, 2025.***” The reason this is being added is so that section of the code can be referenced if needed for the current project. Accessory Dwelling Units were also included in this area of the code for some reason. They are allowed and in this case the section of code would be renumbered from 12-1030-7 to 12-805-220.

A motion to adopt Ordinance 2025-06, an Ordinance amending Richmond City Municipal Code, Title 10-000 “Fire, Health, Safety and Welfare”, Chapter 10-700 “Telecommunications Tower Facilities”, Part 10-701 “Purpose of Chapter”, Title 12-000 “Land Use, Development And Management (LUDMO)”, Chapter 12-200 “Summary of Contents”, Chapter 12-300 “Definitions”, Chapter 12-400 “Establishment and Procedural Matters”, Part 12-404 “Duties and Powers”, Chapter 12-800 “Zoning Establishment”, Part 12-805-20 “Accessory Dwelling Unit”, Chapter 12-900 “Zones”, Part 12-903-3 “Conditional Uses”, Part 12-904-3 “Conditional Uses”, Part 12-905-3 “Conditional Uses”, Part 12-901 “Establishment of Zones”, Chapter 12-1000 “Overlays”, Parts 12-1010 “Planned Unit Development Overlay Zone “PUD”, 12-1010-1 “Purpose”, 12-1010-2 “Conditional Uses”, 12-1010-3 “Height, Area, Width and Yard Regulations”, 12-1010-4 “General Requirements”, 12-1010-5 “Administration”, 12-1010-6 “Site Plan”, 12-1010-7 “Open Space, 12-1010-8 “Development in Phases and Time of Approval”, 12-1010-9 “Lost Development Alterations”, 12-1010-10 Fees and Part 12-1030 “Multiple-Family Dwelling Unit Overlay “MF””, 12-1030-1 “Purpose”, 12-1030-2 “Permitted Uses”, 12-1030-3 “Conditional Uses”, 12-1030-4 “Regulations”, 12-1030-5 “Height Regulations”, 12-1030-6 “Area, Width, and Yard Regulations” and 12-1030-7 “Accessory Dwelling Unit” amending Chapter 12-300 “Definitions” to remove the definition of “Water-Wise Landscaping (Xeriscaping or Localscaping) was made by Joel, seconded by Bryce and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black
No Vote: None

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 2025-04, A RESOLUTION AMENDING THE PREVAILING FEE SCHEDULE OF THE CITY.

JUSTIN: Last month the council discussed amending the prevailing fee schedule in how the city works with the Richmond Irrigation & Power Company on the repairs they make in the city right-of-way. The verbiage proposed in the Resolution is as follows: “The Richmond Irrigation and Power Company shall pay a \$5,000.00 Road Cut Escrow fee before the start of the irrigation season each spring. At the completion of the irrigation season, in the fall of each year, Richmond City shall refund any escrow amount owed. The \$1,000 road cut fee will be deducted from the escrow each time a road is cut, if the road could not be bored, or if there is damage to the roadway as part of the irrigation line repair.”

AMBER: Were we aware of the repair at about 300 North State?

HOLLY: No, we were not aware until after the fact. They cannot pay or fill out the paperwork if they have an emergency repair at night or on the weekend. We are wanting to work with them as best as we can.

DARYL: I think this is a better option than what we are currently doing.

HOLLY: It still requires them to get permits and inspections when applicable.

AMBER: I think this is a good idea.

LYLE: Is \$5,000 enough?

JUSTIN: I don’t recall them ever paying for five or more road cuts in a single year. If they were to spend all of the \$5,000, we would contact them and let them know they needed to pay an additional \$5,000.

A motion to adopt Resolution 2025-04, a Resolution amending the Richmond City Prevailing Fee Schedule was made by Daryl, seconded by Bryce and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING ORDINANCE 2025-05, AN ORDINANCE ESTABLISHING COMPENSATION INCREASES FOR CITY COUNCIL MEMBERS, MAYOR AND APPOINTED OFFICIALS.

JUSTIN: Senate Bill 91 from the 2024 legislative session requires a public hearing be held for wage increases for elected officials, appointed officials and department heads. In Richmond this would be for the mayor, city council, city administrator, city recorder and library director. The proposal is a 4.00% cost of living increase effective for the Fiscal Year 2026 budget.

A motion to close the regular council meeting and open the public hearing was made by Bryce, seconded by Lyle and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

The public hearing opened at 7:18 P.M.

TERRIE WIERENGA: On the breakdown it doesn’t include a public works director. Does the city have a public works director?

HOLLY: No, not at this time.

TERRIE: Does this increase match what is being done for the other city employees?

JOEL: Yes. This year we have looked at a 4.00% cost of living adjustment for all employees.

TERRIE: So, the council could authorize, for example, a 20% increase for themselves if they wanted to?

JOEL: Yes, but it would require a public hearing and vote of the city council.

A motion to close the public hearing and reopen the regular council meeting was made by Joel, seconded by Lyle and the vote was unanimous.

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Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

The public hearing closed at 7:20 P.M.

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 2025-05.

JOEL: I don't think the mayor and city council need a raise. It is not a big increase but I think those funds could be allocated elsewhere. I thought about it last year and wish I would have proposed it then.

AMBER: I agree. If a person gets into public office for the pay, they don't understand what is going on. I give my earnings to a local program. Each of us chooses differently where we spend our money. I am not here for the money.

LYLE: I don't do it for the money. I have been attending engineering meetings and they last around 60-90 minutes. Those meetings take time away from my full-time job. I have been on the council for almost ten years and we used to be paid a \$200 a month stipend. Right now, the wage is just over \$200 per month. It doesn't cover our costs if we have to meet during the day. I did some research and the Smithfield City council members are paid around \$6,000 a year. We are more than 50% less than they are paid. I think we should be more on par with what other cities are paying. If I wasn't attending anything but a council meeting, I would be okay with it. I think the council should be paid around \$300 per month. The council needs to be fairly compensated more moving forward.

DARYL: I appreciate all of your comments. I think it is better to do 4.00% increase than a big increase later on.

BRYCE: I agree with Lyle's comments. Daryl and Lyle are attending engineering meetings on a regular basis. Time and wages are a source of concern for me. My involvement in Black & White Days cost me thousands in lost personal wages. We know the wage that is paid when we elected to serve but I think there is a high cost to those of us who are business owners.

AMBER: It is something we can certainly consider changing long term.

A motion to adopt Ordinance 2025-05, an Ordinance establishing compensation increases for city council members, mayor and appointed officials was made by Daryl, seconded by Lyle and the motion passed by a vote of 4-1.

Yes Vote: Bair, Ervin, Wood, Black

No Vote: Draxler

PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING AMENDMENTS TO THE FISCAL YEAR 2025 BUDGET WHICH IS THE PERIOD OF JULY 1, 2024 THROUGH JUNE 30, 2025 AND THE FISCAL YEAR 2026 BUDGET WHICH IS THE PERIOD OF JULY 1, 2025 THROUGH JUNE 30, 2026.

JUSTIN: We amended the current budget last month and this would be final amendment for the current fiscal year. I will mention the larger increases but happy to go line by line if needed. General Fund revenue increases are for sales tax, franchise tax, mass transit tax, Class "C" Road funds, interest, Black & White Days activities, planning fees, central dispatch fees, and Black & White Days sponsorships and donations. The main expense increases are for the Lee's Marketplace sales tax rebate, The Park Bench expenses, Black & White Days building remodel, central dispatch fee paid to Logan City, Class "C" Road funds, local road tax, mass transit tax, tree pruning, Black & White Days celebration, parks department wages, library building remodel project and the attorney fee for reviewing land-use related projects. Water Enterprise revenue increases for interest, impact fees, water meter installations, and the monthly utility fee. Expense increases for wages, utilities, insurance and engineering. Sewer Enterprise Fund revenue increases for interest and impact fees. Expense increases for engineering, sampling and supplies. Capital Projects Fund revenue increases for interest and a transfer-in from the General Fund. Some of the changes to the proposed new budget include Property Tax revenue in the amount of \$369,394, addition of the RAPZ Tax approved project in the amount of \$135,000 which is the renovation of the Community Building. There are not any new trucks included in the new budget. We are still evaluating the fleet and the truck type we would like to purchase as a future snowplow truck. Changes to credit/debit card charges, office expense, building maintenance, an increase for sidewalk projects from \$30,000 to \$35,000, and an increase to Parks – Utilities. One change which was requested was consolidating large equipment purchases into one line item. The proposed lawnmower purchase has been moved from the Parks Department to "Capital Projects Fund – Equipment". Equipment purchases in the General Fund over \$5,000 will be in this line item moving forward. We are also proposing to install a sprinkler system at the Black &

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White Days building in the amount of \$8,800. This would be under “Capital Projects Fund – Projects”. There is no type of sprinkler system in this area at this time. We do not budget for impact fees or grants until actually received or approved. The cost-of-living wage adjustment is proposed at 4.00% with some other recommended changes to a couple of employees’ wages.

A motion to close the regular council meeting and open the public hearing was made by Lyle, seconded by Bryce and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black
No Vote: None

The public hearing opened at 7:37 P.M.

TERRIE WIERENGA: I have several questions regarding the new budget. Is holding the property tax rate the same as last year being proposed? In the General Fund what is the difference between Rent -City Buildings (Private) and Rent City Buildings – (City)? What is the Streets – Trans Plan Grant expense? I don’t see any associated revenue. Why are the Water Fund and Sewer Fund both showing expenses exceeding revenue? Why don’t they match?

A motion to close the public hearing and reopen the regular council meeting was made by Bryce, seconded by Joel and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black
No Vote: None

The public hearing closed at 7:39 P.M.

DISCUSSION AND POSSIBLE VOTE ON AMENDMENTS TO THE FISCAL YEAR 2025 BUDGET.

A motion to adopt amendments to the Fiscal Year 2025 Budget was made by Bryce, seconded by Lyle and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black
No Vote: None

FISCAL YEAR 2025 BUDGET AMENDMENTS

GENERAL FUND

Revenue \$159,032

Expenses

Administration	\$6,000
Building	6,000
Public safety	1,000
Streets	30,000
Parks	26,700
Fire dept	0
Library	3,052
Planning	3,000
To Capital Projects Fund	83,280
To Cub River Sports	0
Total Expenses	\$159,032

WATER ENTERPRISE FUND

Revenue	\$226,209
Expense	\$53,000

SEWER ENTERPRISE FUND

Revenue	\$108,142
Expense	\$42,000

CUB RIVER SPECIAL REVENUE FUND

Revenue	\$5,000
Expense	\$5,000

CAPITAL PROJECTS FUND

Revenue	\$86,280
Expense	\$0

SOLID WASTE ENTERPRISE FUND

Revenue	\$0
Expense	\$0

DISCUSSION AND POSSIBLE APPROVAL OF THE FISCAL YEAR 2026 BUDGET.

JUSTIN: In response to Terrie’s questions. The Water, Sewer and Solid Waste Enterprise Funds are business funds and do not have to balance. As proposed, the Solid Waste Fund does balance. The Water and Sewer Fund both show expenses exceeding revenue to start the fiscal year. Almost every year the Water and Sewer Funds start the fiscal year showing this because of Depreciation Expense. Depreciation is a non-cash item but must be included in the enterprise funds. This council and previous councils have chosen not to fully fund Depreciation Expense. The only way to get these funds to balance to start the fiscal year is to increase the monthly utility rate in each fund and it would not be a small increase. Line Item 4493 “Streets – Trans Plan Grant” is for the new transportation master plan grant which started in this fiscal year and will be completed in the new fiscal year. We received \$37,800 in funding for the new transportation plan and it shows up on Line Item 3349 “Income – Trans Plan Grant” in the current fiscal year. Expenses for the project are included in the current and future fiscal years. The rental amounts for what we list as “private” are from Spartan, Head Start in the past, those who rent the gym and other city facilities. The rental amount we show for “city” is for the Water and Sewer Funds each paying a portion of the cost of the city facilities. In regard to property tax revenue. The proposed budget includes revenue of \$369,394. This does not include holding the same rate as last year. The council will have to decide if that is something they want to do this evening. If the same rate is held in place this would result in an increase of 13.52% or an increase to the average home in the city of \$34.46 per year. A public hearing and vote of the council would occur in August on this request.

The council took a short recess at 7:47 P.M.

The council meeting was reconvened at 7:52 P.M.

DARYL: How much property tax would we receive?

JUSTIN: If the council doesn’t make any changes property tax revenue will be \$369,394. Last year the budgeted amount was \$349,256. The increase due to growth would be \$20,138. If the council chooses to keep the previous year rate the same then the amount of revenue would increase.

DARYL: Nobody wants to pay more in taxes but I would rather pay \$34 now than \$100 next year.

JOEL: Holding the rate the same does not increase the tax amount if the property value is the same.

JUSTIN: That is correct. If the property valuation amount stays the same and the rate stays the same then the property owner pays the same amount as before.

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JOEL: We are going to need millions of dollars for upcoming sewer and water projects. We have been savings in all of our funds for future projects. We want to pay cash for all of these projects if possible. One large item we have not addressed is the infrastructure in Hill Haven which includes new water service lines and road repairs. It will be a very costly project if all of the needed work is done. I am okay with some type of increase as we need to continue to set aside funds for future projects. I also don't want to burden the residents anymore than is needed. I think it is much harder with large increases.

LYLE: We did a big increase in 2018. It was a very hard decision to make such a large increase. I think we hold the public hearing and hear from the residents. We can always reduce the amount from \$34.46 per year.

JUSTIN: That is correct. You can reduce the amount but you cannot increase the amount above what is proposed. Since the council wants to proceed with the public hearing on the request. The public hearing and vote of the council on the property tax rate will be on Thursday, August 21st.

BRYCE: I prefer smaller increases over larger increases.

AMBER: I think our proposed budget is good. I am okay if we don't make changes this year but by doing nothing this year will result in a larger increase long term.

JUSTIN: We will move forward with the public hearing on the property tax rate and revenue amount in August.

JOEL: What is the thought process of not including a new snowplow truck right now in the beginning budget?

JUSTIN: We wanted to wait and see how this fiscal year ends and where the final numbers come in. We want to know for sure if we can order the truck, sander and snowplow now or if just the truck only. We thought by delaying this decision for a couple of months it would allow us to have more information and make a better decision. We will bring this information back to you on this item at a future council meeting.

A motion to adopt the Fiscal Year 2026 Budget was made by Bryce, seconded by Lyle and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

FISCAL YEAR 2026 BUDGET

GENERAL FUND

Revenue	\$2,061,044
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Expenses

Administration	\$197,749
Building	347,662
Public safety	167,926
Streets	743,630
Parks	242,477
Fire dept	114,919
Library	116,498
Planning	103,968
To Capital Projects Fund	1,215
To Cub River Sports	25,000
Total Expenses	\$2,061,044

WATER ENTERPRISE FUND

Revenue	\$902,252
Expense	\$971,861

SEWER ENTERPRISE FUND

Revenue	\$995,648
Expense	\$1,079,511

CUB RIVER SPECIAL REVENUE FUND

Revenue	\$50,000
Expense	\$50,000

CAPITAL PROJECTS FUND

Revenue	\$91,215
Expense	\$25,114

SOLID WASTE ENTERPRISE FUND

Revenue	\$290,025
Expense	\$290,025

**STAFF REPORTS AND MONTHLY FINANCIAL REVIEW.
RELIEF SOCIETY EXTERIOR IMPROVEMENT BIDS
MUNICIPAL ELECTION UPDATE**

HOLLY: There are several new zoning clearances. They are in the Richmond Village, Knolls Subdivision, Johnson View Subdivision and by the Larry Dunkley residence.

DARYL: How many of the units are built in the Richmond Village?

HOLLY: About 90% of the units are complete or being worked on. They told us their initial intention was to build the clubhouse next year.

DARYL: Will all of the amenities be installed next year?

HOLLY: They have been working on some of the landscaping but none of the amenities are installed yet.

MELISSA TITENSOR: They only have one more building they need a zoning clearance for as well as the clubhouse. They originally proposed to build the clubhouse in 2026 but are wanting to finish up the project this year so they are hoping to complete it in 2025.

HOLLY: Bryan will take his next Level III sewer certification test on July 3rd. We are working on getting some bids for the Hill Haven project. We are constantly up there doing repairs. Even if we do the project in phases it needs to be completed before we have a major issue. The decorative light poles on the west side of the highway have been primed and will be painted. The light poles on the east side of the highway were completed before Black & White Days. After the west side is complete the staff will move to Main Street. A soda pop shop is looking at renting space from the city at 200 West Main. This would be the first time we have had two vendors in that same area at the same time.

AMBER: Are they going to offer a drive-through?

HOLLY: Possibly with a barrier. The new vendor is aware of the challenges. We have also talked to the sheriff's office about possible traffic flow concerns. If the drive up won't work it will be foot traffic only. The 400 West road project is now complete. We are just working to finalize the paperwork. The 500 North road project is going better than expected. They are hoping to lay asphalt around July 3rd.

JOEL: Why did they asphalt the lower portion, west end, of the project now?

HOLLY: They are building up the asphalt in that area. They are currently ahead of schedule.

AMBER: Do we have a final completion date?

HOLLY: They are hoping for the end of July. Right now, they are about four weeks ahead of schedule. I would like to review the bids we obtained for the Relief Society building. One bid is for \$8,800. It includes scraping off the old paint, washing the surface, priming and putting on one coat of paint. They did not want to bid anything else on the project. Cover Up Construction provided two bids. One for \$18,100 and the other for \$26,313. It would be to install lap siding. The intent is to keep the same look. Our biggest concern is once the project starts and they start tearing things apart, it could be worse than anticipated.

AMBER: Is this a pressing need?

HOLLY: The mayor asked that I obtain some bids for the council to review and consider.

AMBER: I am okay reviewing things like this. Right now, we have the Community Building remodel which is mainly being done with RAPZ Tax funding. There is a chance more funding will be required for the project. If the DUP (Daughters of Utah Pioneers) wants to raise some funds for this project and bring us a proposal we can consider it.

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DARYL: I am worried there is no good base wood for the siding to attach too.

AMBER: We appreciate the bids and information.

HOLLY: I am glad we got the roof redone to stop the leaking.

JOEL: I hate to see funds spent on projects when the rest of the building continues to deteriorate. Old buildings cost a lot of money to renovate.

HOLLY: Contractors have been very hesitant to supply bids for the project because of the condition of the building.

JUSTIN: We are still applying for grants where we can for this project.

JOEL: We need to spend our available funds on the projects which are best for the community.

JUSTIN: The election signup period has closed. Those running for the seat of mayor are Amber Ervin and Jeff Young. Those running for the four-year council seats are Lyle R. Bair, Daryl Black, Sharik L. Peck II and Craig Harris. Two will be elected. Those running for the two-year council seat are Kayleen Bell, Chase Westwood and Fran Schumann. A primary election will be held on Tuesday, August 12th to narrow the number of applicants for the two-year council seat down from three to two. There is not a primary election for the four-year council seats or the mayor. The general election will be held on Tuesday, November 4th. The election, per state code, is by mail. We had a great sales tax month in May with revenue received of \$80,900. The previous two months had not been great. We also collected \$36,314 on a Class "C" Roads fund allocation. Through the end of May, revenue from Black & White Days activities was \$22,206 and sponsorships/donations totaled \$21,825. Black & White Days expenses paid so far total \$41,321. There are still some outstanding invoices to be paid. The windows at the Cub River Sports Complex were paid for and appear in the maintenance line item, 5325, in the sports complex fund. Through the end of May we have collected \$642,234 in water impact fees and \$404,430 in sewer impact fees. It has been a big, big year in regard to impact fees collected.

COUNCIL MEMBER AND MAYOR REPORTS

DARYL: I have talked with the irrigation company and we need to return the remaining \$1,000 escrow owed to Bracken Christensen. The work has been completed and the remaining escrow can be returned to him.

BRYCE: The youth council did really well with Black & White Days and especially at the Hamburger Stand. I need to offer special thanks to Lyndsey, Shari and Kassy. They deserve all the praise. There is going to be a Youth Opportunity Fair held on July 15th and we will start advertising for it soon.

JOEL: I thought the two races for Black & White Days turned out really well. I was not able to attend the planning commission meeting this month so Lyle attended in my behalf and I want to thank him for that.

LYLE: I know Kassy is out with back surgery. Did we send her flowers to wish her well?

HOLLY: Yes.

LYLE: I attended the planning commission meeting this month. The commissioners discussed Ordinance 2025-07 which is in regard to a change to the construction standards. One commissioner was very opposed to the Ordinance and after his comments they voted unanimously to recommend denial of the Ordinance. The Ordinance will come before the city council most likely in July. The code section currently reads as follows: "Knuckles, eyebrows, cul-de-sacs or similar features are not permitted in Richmond City". The proposed Ordinance reads as follows "Knuckles, eyebrows, corner cul-de-sacs or similar features are not permitted in Richmond City, unless authorized by the City Council on a case-by-case basis". There were not any comments from the residents during the public hearing. The commissioners are worried about precedent. If the council approves a request for one developer, how does the city council deny it for another was one concern. There was also a concern about the financial impact to the city long term.

AMBER: Weston can provide us with information from an engineering perspective. I am always worried about precedent concerns as well.

AMBER: The food pantry distributed 1,547 food items last month. There were 251 visitors to the food pantry. Karrie Ann and the volunteers have been very busy. There were 88 volunteer hours for The Park Bench and 138 lunches served last month. Many of The Park Bench members volunteered their time at the Hamburger Stand, Arts Show and other places during Black & White Days. We would like to thank Pepperidge Farms for their recent participation at The Park Bench. There is going to be a large activity in September and we are inviting other communities to attend. The Halloween carnival will be held in October and the three-year anniversary of The Park

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Bench will be in November. I was asked by a resident. What are we doing for the youth of the city? We have an amazing youth council and library programs. We could advertise these programs. I appreciate the service offered by Lyndsey, Shari and Kassy. Black & White Days was awesome. Everyone loved the activities they were involved in. I heard a lot of positive comments about the new 10k foot race route. People felt safe when 100 West was blocked off during the Saturday of the event. There was a lot of traffic through the Park Community Center during the celebration. Many people had never been in the building before. I want to thank our employees. They were very engaged during the entire event. They were always willing to help out. I know there were frustrations with some things. Let's take all of our notes and concerns and make recommendations on areas we can improve. This will be good to pass along to those who help with the event in the future. Please share your knowledge and notes.

JUSTIN: Just a reminder the July council meeting has been rescheduled from Thursday, July 17th to Tuesday, July 15th.

AMBER: I have a conflict in August and will not be able to attend the August council meeting.

A motion to adjourn was made by Bryce, seconded by Joel, and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

Adjournment at 8:38 P.M.

RICHMOND CITY CORPORATION

Paul J. Erickson, Mayor

ATTEST:

Justin B. Lewis, City Recorder