



ROOSEVELT CITY WORK SESSION MEETING

Date and Time

MAY 5TH, 2026
4:00PM



Location

CITY COUNCIL ROOM
255 S STATE STREET,
ROOSEVELT, UT 84066



Attendees:

Tommy Olsen	Audrey Goodrich	Cody Aland
Beau Hancock	Don Busenbark	Rowdy Cloward

Agenda	Duration	Discussion
Opening Ceremony <ul style="list-style-type: none"> Opening Prayer Pledge of Allegiance 	10 Minutes	
Approval of Business <ul style="list-style-type: none"> Previous Minutes Expenditures & Financial Review 	10 Minutes	
Discussion Items <ol style="list-style-type: none"> GOLF MANAGEMENT PROPOSAL- JEFF HARBERTSON BID AWARD FOR AIRPORT LOUNGE RENO- K. WOLFINJER 800 S FABIANO ROW- D. ESCHLER FEMA FLOOD MAP APPROVAL- D. ESCHLER K2 SECONDARY WATER DISCUSSION- MAYOR OLSEN GET HEALTHY UTAH- MAYOR OLSEN PAYCOM SOFTWARE CONTRACT APPROVAL- B. ARNOLD ROOSEVELT CITY GARBAGE COLLECTION DISCUSSION HOME FOR FIRE TRAINING APPROVAL-R.CLAYBURN PUBLIC DEFENDER CONTRACT APPROVAL- G. CHARLES CEDARVIEW-MONTWELL WATER CONTRACT APPROVAL (3) - J. BAKE 4-10 WORK SCHEDULE PROPOSAL- COUNCIL WORK SESSION TIME PROPOSAL- MAYOR OLSEN FRAUD RISK ASSESSMENT- Z. ATWOOD PROCUREMENT POLICY DRAFT- J. BAKE FY27 TENTATIVE BUDGET - J. BAKE PUBLIC HEARING DATE PROPOSAL FOR FY27 BUDGET 	40 Minutes	
Department Update <ul style="list-style-type: none"> Recreation Department Update 	20 Minutes	
City Manager Update <ul style="list-style-type: none"> City Manager will provide an update to the Council 	20 Minutes	
Committee Reports & Appointments <ul style="list-style-type: none"> Council members will provide a report from respected committees. Mayor will appoint any new members. 	30 Minutes	
Adjourn <ul style="list-style-type: none"> Motion to adjourn Seconded Vote: 		



ROOSEVELT CITY WORK SESSION MEETING MINUTES

Date and Time

APRIL 7TH, 2026
4:00PM



Location

CITY COUNCIL ROOM
255 S STATE STREET,
ROOSEVELT, UT 84066



Attendees:

- Tommy Olsen
- Audrey Goodrich
- Cody Aland
- Beau Hancock
- Don Busenbark
- Rowdy Cloward

"Council Member was present during meeting."

Agenda

Discussion

Opening Ceremony

- Opening Prayer- Given by Councilwoman A. Goodrich
- Pledge of Allegiance- Led by Chief M. Watkins

Mayor Olsen excused J. Bake and R. Cloward absence from the meeting.

Approval of Business

- Public Comment Period- N/A
- Previous Minutes
- Expenditures & Financial Review

Previous minutes approved by Councilman D. Busenbark; Seconded by Councilwoman A. Goodrich; Unanimous Approval of Expenditures by Councilman D. Busenbark; Seconded by C. Aland; Unanimous

Discussion Items

1. Public Hearing for FY26 Budget Reopen
2. FY26 Budget Reopen
3. National Fitness Campaign Grant
4. 100 E 200 E Agreement
5. East Elementary Traffic Study
6. CIB Priority List FY2027
7. Cedarview Montwell Discussion
8. K & K Agreement Discussion
9. Procurement Policy Discussion
10. Water Conservancy Discussion
11. 4-10's Discussion
12. OPMA Training

**See Attached

Department Update

- Police Department Update

Chief Watkins and Officer Marrant presented to Council their quarterly statistics. **Councilman D. Busenbark was excused from the remainder of the meeting.

City Manager Update

- City Manager will provide an update to the Council

Assistant City Manager R. Clayburn reminded Council of the upcoming ULCT training, Updated council on the use of golf carts on the course, state street project, and free dump week.

Committee Reports & Appointments

- Council members will provide a report from respected committees. Mayor will appoint any new members.

Councilwoman A. Goodrich reported on the success of Holy Week. Mayor asked Councilman B. Hancock about revitalizing the Golf Committee, he expressed interest in getting that started. Mayor also expressed the concern for wildfires and emergency management training. R. Clayburn informed him of the existing training group and advised coordination with them.

Adjourn

- Motion to adjourn
- Seconded
- Vote:

- Motion to adjourn by Councilwoman A. Goodrich
- Seconded by Councilman C. Aland
- Vote: Unanimous

Discussion Items

1. Public Hearing for FY26 Budget Reopen
 - a. Motion to enter public hearing by Councilman D. Busenbark
 - b. Seconded by Councilman C. Aland
 - c. Vote: Unanimous
 - i. Public Comment: N/A
 - d. Motion to leave public hearing by Councilman D. Busenbark
 - e. Seconded by Councilwoman A. Goodrich
 - f. Vote: Unanimous
2. FY26 Budget Reopen [Action Item]
 - a. Mr. R. Clayburn and LT Tucker presented to Council items from the FY26 Budget that needed to be adjusted. Items discussed were; Revenue collected from the Enchanted Forest, Capitol Project for Greens Equipment, Homeland Security Expense for Police, Liquor Control revenue collected from Police, Remodel on Animal Shelter, Revenue collected for APR (Arts, Parks, and Recreation Committee), Maintenance and Repairs on Golf Course, Uniform Allowance for Aquatic Center, Telephone bill for Admin, Golf Greens Equipment, Capitol Project for backup generator, and Capital Project for Exercise Pad.
 - i. Motion to approve FY26 Budget amendments except the Exercise Pad Grant Proposal by Councilman D. Busenbark
 - ii. Seconded by Councilman B. Hancock
 - iii. Vote: Unanimous
3. National Fitness Campaign Grant Acceptance
 - a. Council and Mayor denied the grant in the previous action.
4. 100 E 200 E Agreement
 - a. Drew Eschler was not present to present; tabled to next meeting.
5. East Elementary Traffic Study
 - a. LT. Tucker presented to Council the findings they had with East Elementary. There were a lot more projects and changes that the School District had suggested to be done. Lt. Tucker and Public Works Director K. Wolfinger. Councilman D. Busenbark expressed his ties to the School District and the option to split the cost of the traffic study. Lt. Tucker advised that the other elementary schools would probably have interest in doing the same study. Councilwoman A. Goodrich asked who would be responsible for paying for the changes after the study, Lt. Tucker said that would be the city's obligation, with that information Councilwoman A. Goodrich suggested the School District pay for the study where the city would be paying for the changes. Council agreed their recommendation to East Elementary is to have a traffic study completed and the city would support the findings.
6. CIB Priority List FY2027
 - a. Mayor Olsen tabled the CIB Priority List FY2027 for Council to review; R. Clayburn asked that the 1 year list be prioritized.
7. Cedarview Montwell Discussion
 - a. G. Charles expressed how he has been left out of discussion and uninvited by Cedarview Montwell and is unaware of where the agreement stands. He expressed there was one agreement he had received that he was confused by and another that J. Bake would get to him that he had not been involved in yet. Councilman D. Busenbark spoke of the last meeting and the desire from Cedarview to charge Roosevelt City although Roosevelt City is not charging them for the water running through our system. Mayor agreed that the water wheeling needs to be addressed as well. Council agreed that several things still need to be discussed before an agreement would be ready to be made.
8. K & K Agreement Discussion
 - a. Mayor referred to K & K sanitation to present. K & K acknowledged 2027 being 50 years of doing business with Roosevelt City. K & K proposed their interest to stay local and re-enter a new contract with Roosevelt City when the current contract expires June 2026. They expressed their desire to make changes to the contract for the new proposal. They stated they feel the current contract supports Roosevelt City and does not back K & K in the event that litigation was needed. Confirmed there is no litigation at this time. Both parties expressed need to readress the contract before the expiration of the current contract. Mayor advised they set a date to meet and discuss further.
9. Procurement Policy Discussion
 - a. Mayor tabled to a later date.
10. Water Conservancy Discussion
 - a. Sawyer Strate presented to Council the lack of rain and snow that we have received. Our source for secondary is currently only at 80%. He has been researching and contemplating ways to conserve and plan for lack of water. He suggested that Roosevelt City set the precedence for the water conservation by making sure the city and residents are being conscious of their watering. Councilman C. Aland asked if there were any incentives for residents to zero-scape or switch to smart systems. Golf Course repairs were discussed to see if they would make a difference in consumption.
11. 4-10's Discussion
 - a. Councilman D. Busenbark discussed several entities switching to a 4-10 schedule. His recommendation would be to try a trial of June-August. Research has shown it is good for both the citizens and employees. Mayor expressed he would like to see the numbers and his interest of wanting to be available on Fridays. Councilman B. Hancock expressed support in the trial, Councilman C. Aland spoke on his experience doing 4-10s with Moonlake and that he would like to hear from staff on their opinion. Discussion to continue.
12. OPMA Training
 - a. G. Charles suggested that the training be post-poned until a later date where full council was not present.