



ROOSEVELT *Utah*

CITY COUNCIL MINUTES

JULY 19, 2022

The agenda will be as follows:

1. Call to Order

At 5:30 PM Mayor Bird Called to the July 19, 2022, meeting of the Roosevelt City Council to order.

2. Roll Call

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

City staff in attendance included Joshua Bake, Rhonda Goodrich, Ryan Clayburn, Sunshine Bellon, Brent Fenn, Edwin Butterfield. Public attendance is documented on the attached sign-in sheet.

3. Opening Ceremony (*Prayer and Pledge of Allegiance*)

City Manager, Joshua Bake offered the opening prayer and Roosevelt Police Chaplin, Dee Cairoli led the Pledge of Allegiance.

4. Minutes

Seeing no corrections to the minutes as presented, Councilman Don Busenbark motioned to approve the June 21, 2022, City Council Meeting minutes and was seconded by Councilman Dustin White.

Those Voting Aye

☒ David Baird

☒ Don Busenbark

☒ Dustin White

☒ Rowdy Cloward

The motion passed unanimously, and the minutes were approved.

5. Public Comment Period

Steve Nelson addressed City Council with an inquiry about City golf sheds and easement to his property. Mr Nelson stated that when he purchased the lot that his house is on from the City, he believed that he also had an easement. According to Mr. Nelson, access has not previously been an issue, but it has become one lately. Mr. Nelson concluded by asking the Council what he needs to do in order to obtain documented/ guaranteed access.

Mayor Bird advised Mr. Nelson that a decision cannot be reached during this meeting, and that he needs to start by having an engineer draft a proposed easement, then take it before the Planning

and Zoning Commission. Mr. Nelson was also advised to work with City Staff Dean Johnson and Drew Eschler, to ensure the process goes as smoothly as possible.

Connie Elison addressed the council regarding her concerns about the house on 109 N Wendall Lane. Mrs. Elison stated that it has been four years since the house caught on fire and that the property is currently breaking six different City ordinances and is a nuisance in the neighborhood. Mrs. Elison requested that the City start assessing fines on the owner/lienholder and address the situation before the property does more damage to the neighborhood.

City Attorney, Grant Charles was present and provided insight on what the City has been doing so far. Mr. Charles explained that he has been sending letters to the lienholder of record (as of December 2021) and that he would follow up with the County Recorder's office to ensure his information was up to date. One more notice will be issued and if there is no response, Mr. Charles will be working with the PD to investigate citations.

Mayor JR Bird encouraged Mrs. Elison to follow up with the City attorney and provided his office hours.

6. Public Hearing

a. FY 22 Budget Reopen

Finance Director, Rhonda Goodrich addressed City Council with the request that they reopen the fiscal year 2022 budget and make the following adjustments: Actual revenues by the end of the year were much stronger than expected and need to be increased by \$17,000. Mrs. Goodrich also requested that an additional \$12,000 be allocated for "Free Dump Week" per the request for payment from the K&K Sanitation. Councilman Busenbark clarified that he would like unaware that the "Free Dump Week" service was previously donated and would like the City to remain open to that possibility, keeping that expense in future budgets with the understanding that it could be allocated to other areas if the Kettle's chose to donate their services in the future. At this time Council invited Mrs. Goodrich to present on the next Public Hearing item, the Fiscal Year 2023 Budget Reopen.

b. FY 23 Budget Reopen

Finance Director, Rhonda Goodrich requested the following adjustments to the Fiscal Year 2023 Budget: the addition of \$12,000 to the sanitation budget and an additional \$50,000 for Tyler Technologies software. Councilman Busenbark stated that he had talked with Mrs. Goodrich earlier about the adjustment for the software and believes City staff did a good job vetting and that the Council should trust their direction and give them what they need. Following this comment Councilman Busenbark motioned to enter a public hearing on the Fiscal Year 2022 and Fiscal Year 2023 budget reopens and was seconded by Councilman Baird. The motion passed unanimously, and the Council entered a public hearing. 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 Council returned to regular session where Councilman Busenbark motioned to approve the amended budgets for both Fiscal Year 2022 and 2023 and was seconded by Councilman Baird.

Those Voting Aye

- ☒ David Baird
- ☒ Don Busenbark
- ☒ Dustin White
- ☒ Rowdy Cloward

The motion passed unanimously and the amendments to the Fiscal Year 2022 and 2023 budgets were approved.

7. Items

a. Employee of the Month

City Treasurer, Taylor Ruff was awarded Employee of the Month for July 2022. Taylor was nominated by several of his coworkers and praised for his work ethic and willingness to assist his coworkers whenever possible.

b. Police Officer Swearing In

Police Chief, Mark J. Watkins, and City Recorder, Rhonda Goodrich swore the following officers into service with the Roosevelt Police Department: Sanona Morris, Chance Kirkham, Cody Barton, and David Lacy. Following the swearing in, Councilman Busenbark expressed his thanks to the Roosevelt Police Department stating that he went on a ride-along with officer Barton "I appreciated the way he worked with people and thought he did a great job."

c. Lawrence Best Re: Skate Park Vert Ramp

Community Member, Lawrence Best addressed Council requesting permission to complete the painting of a mural on the vertical ramp at the Roosevelt City Skate Park, which Mr. Best had already begun prior to being stopped by the Roosevelt Police Department. In addition to permission to complete his work, Mr. Best requested that he be able to use his time working on it as his community service hours that he received as a part of his citation. The Council thanked Mr. Best for taking the time to present his idea to them and expressed an interest in having art at the skate park however, they explained that it would not be something that they would be approving in this meeting and would take a lot of planning and collaborating with the Parks Department to make sure anything done was safe and maintainable. Mayor Bird also provided the feedback that the City would not be able to approve his community service request as that is something that has to be decided by the judge. I

d. Planning and Zoning

i. Lynn Snow

Planning and Zoning Division Manager, Drew Eschler presented the plat for Lynn Snow's minor subdivision. Mr. Eschler explained that everything is in compliance with City code and that the staff does not have any concerns with the subdivision. Councilman White motioned to approve the minor subdivision as presented and was seconded by Councilman Busenbark.

Those Voting Aye

☒ David Baird

☒ Don Busenbark

☒ Dustin White

☒ Rowdy Cloward

The motion passed unanimously, and the minor subdivision was approved.

ii. Ag Equipment

Jeff Baker presented the plat for the Ag. Equipment Minor Subdivision and demonstrated location of pivot and existing Ag. equipment building. Mr. Baker explained that this proposal would clean up several parcels. Mayor Bird was in favor saying, "I have an idea of what they are trying to do to expand their business and I think it's a good idea." Councilman Busenbark motioned to approve the Minor Subdivision and was seconded by Councilman Cloward.

Those Voting Aye

☒ David Baird

☒ Don Busenbark

☒ Dustin White

☒ Rowdy Cloward

The motion passed unanimously, and the minor subdivision was approved.

e. Committee Appointments

i. Golf Course Advisory Committee

Mayor Bird addressed the Council regarding the Roosevelt City Golf Course Committee: the received 18 applications to sit on the committee and was able to narrow it down to seven appointees and two alternates. Due to this response Mayor Bird requested that Council approve amending the resolution forming the committee to allow for this increased number of appointees. Grant Charles explained that language would also be added to allow for the removal of committee members and require a certain level of attendance. Mayor Bird presented the following appointees for Council's approval: Craig Labrum, Allen Mortensen, Brent Hales, Kevin Richens, Beau Hancock, Trent Bell, and Robert Russell, with Amos Burgess and Charlie Arnold to be appointed as alternates. Councilman Cloward motioned to approve the recommended appointees, as well as the revisions to the resolution forming the committee and was seconded by Councilman White.

Those Voting Aye

☒ David Baird

☒ Don Busenbark

☒ Dustin White

☒ Rowdy Cloward

The motion passed unanimously, and the committee appointments and proposed amendments to the resolution forming the Roosevelt City Golf Course Committee were approved.

f. Field Use Agreement – Brent/ Dustin

Parks Director, Brent Fenn and Parks and Recreation Supervisor, Dustin Glines present a Field Use Agreement between Roosevelt City and the Roosevelt Soccer Club to Council for approval. Mr. Fenn stated that he and Mr. Glines had reviewed the contract and were good with it, they are just concerned with making sure that the City can control the schedule. Mr. Glines asked if it would be smart to include specific provisions about dates for use. City Attorney, Grant Charles provided his feedback that the required flexibility and language granting the City sufficient power are already present in the contract, but that he would be willing to revise it if requested. As a part of this discussion Councilman Busenbark requested that the parks department track maintenance (painting the field) costs as well as potential costs of damage to grass after large events, to ensure that usage and rental policies help the department recoup their costs. Following this request Councilman Busenbark motioned to approve the signing of the field use agreement and was seconded by Councilman White.

Those Voting Aye

- ☒ David Baird
- ☒ Don Busenbark
- ☒ Dustin White
- ☒ Rowdy Cloward

The motion passed unanimously, and the signing of the field use agreement was approved.

g. Soccer Goal Agreement

Parks Director, Brent Fenn and Parks and Recreation Supervisor, Dustin Glines requested that the Council approve the signing of a Soccer Goal Agreement between Roosevelt City and AYSO. The agreement would enable AYSO to donate soccer goals to the city with the provision that AYSO remain responsible for their maintenance and storage. The benefit to the City would be that the parks would have soccer goals at no additional cost or maintenance that could be used by everyone. Councilman Baird motioned to approve signing the agreement and was seconded by Councilman Busenbark.

Those Voting Aye

- ☒ David Baird
- ☒ Don Busenbark
- ☒ Dustin White
- ☒ Rowdy Cloward

The motion passed unanimously, and the signing of the Soccer Goal Agreement was approved.

h. Aquatic Center HVAC Contract

Aquatic Center Supervisor, Edwin Butterfield requested that City Council approve the signing of an HVAC

maintenance contract for the Aquatic Center. Mr. Butterfield explained that the company with the proposed contract is the same on who installed the system and that he would be learning as much about the system maintenance as possible in an effort to limit service calls. City Finance Director, Rhonda Goodrich also confirmed that there is money in the budget for this service and added that it is better to do maintenance than have the HVAC go out. Councilman Busenbark motioned to approve the signing of the contract and was seconded by Councilman Cloward.

Those Voting Aye

- ☒ David Baird
- ☒ Don Busenbark
- ☒ Dustin White
- ☒ Rowdy Cloward

The motion passed unanimously, and the signing of the Aquatic Center HVAC Contract was approved

i. UORG 2022 Grant Contract

Assistant City Manager, Ryan Clayburn requested that Council approve the acceptance of \$150,000 dollars of UORG funding for the Nature Park and that they approve the signing of the contract with a termination date of May 2024. Councilman Busenbark motioned to approve acceptance of the funds and the signing of the contract and was seconded by Councilman Baird.

Those Voting Aye

- ☒ David Baird
- ☒ Don Busenbark
- ☒ Dustin White
- ☒ Rowdy Cloward

The motion passed unanimously, and the acceptance of funds and signing of UORG Contract was approved.

j. Closed Session

Councilman Busenbark motioned to enter a close session to discuss the sale/ purchase of real property, and then return to regular session upon completion of the discussion and was seconded by Councilman Baird.

Those Voting Aye

- ☒ David Baird
- ☒ Don Busenbark
- ☒ Dustin White
- ☒ Rowdy Cloward

The motion passed unanimously, and Council entered a Closed Session.

k. Golf Pro Contract

This item was stricken from the agenda pending further research.

l. Roosevelt Animal Shelter Fee Change Stats

Animal Shelter Supervisor, Rose Potts presented animal shelter statistics following the approval of previous fee schedule changes. Key points included:

- Strays had decreased, surrenders have increased
- Adoptions have increased, especially cat adoptions
- Overall claims have decreased; however, cat claims have increased.

Ms. Potts encouraged advocating and educating the community on spay/ neuter, microchip and tagging options for pets as a way to improve claim statistics. Mayor Bird thanked Ms. Potts saying, "it is amazing what you have been able to do, where we were at before vs where we're at now." Mayor Bird also requested that, to the extent that it's possible, we track where animals in the shelter are coming from. We are trying to help our neighbors understand what we are doing so that we can get more assistance.

8. Purchase Orders & Financial Review

There were no questions regarding the purchase orders or financials.

9. City Manager Report

a. Amata Tuleuova Intern Final Report

City Manager, Joshua Bake introduced City Intern, Amata Tuleuova for her final report. Amata was tasked with drafting a proposal for what could be done with a City-owned building on Main Street in Roosevelt. Miss Tuleuova presented a thorough proposal outlining the benefits of operating a "Dog Café" in the space. Ms. Potts provided her feedback that she thinks it's a great idea and other businesses could potentially be reached out to for additional support. The Mayor and Council thanked Miss Tuleuova for her hard work and research.

- b. Following the Intern Final Report, City Manager, Joshua Bake updated the Council on the final approval of the UB Railway and said that it has already led to an increased interest in our city. City staff are having lots of meetings and making plans to make sure we are prepared. Mr. Bake also took a moment to invite Council to the upcoming Employee Appreciation BBQ. Lastly Mr. Bake reminded everyone in attendance that this year is the 99th UBIC celebration and took a moment to publicly thank Chad Mortensen for everything that he has done in putting together this incredible event.

10. Committee Reports

Councilman Busenbark encouraged all other members of Council to participate in a ride-along with RPD. He also Acknowledged the recent "Back the Blue" event and voiced his appreciation for the speakers who attended.

Councilman Cloward updated Council on the most recent APRC meeting and discussions that were taking place with Chad Mortensen regarding UBIC and if it is something that the committee could take over. Mayor Bird added that part of the reason in forming the committee was in anticipation that this [taking over UBIC] could happen. It was suggested that someone with the City who could assist in overseeing and ensuring follow-through with event planning could be helpful.

Mayor Bird provided a brief update on the Gun Range project. Grant funding has once again been delayed and the City will have to make decisions about the scope of the project and what our other funding options might be.

Roosevelt Citizen and long-time City Council attendee, Hal Huff took this opportunity to share with the community that he was selected to go on a Veterans Flight out of Washington DC. Mr. Huff was congratulated by the Mayor and Council and thanked for his service.

11. Items for Future Discussion

No items for future discussion were set at this meeting.

12. Adjourn

At 7:42 Councilman Busenbark motioned to adjourn the meeting and was seconded by Councilman Baird.
Those Voting Aye

☒ David Baird

☒ Don Busenbark

☒ Dustin White

☒ Rowdy Cloward

The motion passed unanimously, and Council was adjourned.