

The regular meeting of the Richmond City Council was held at the Community Building on March 21, 2000. The meeting began at 7:00 p.m. Mayor Kip Panter was in the chair and the opening prayer was offered by Boyd Lewis.

The following council members were present: Cordell Johnson, L.D. Bowcutt, Leslie Erickson, Kim Christensen and Allen Lundgreen.

The minutes of the previous meeting were read and approved and the financial statement for February was read and approved.

A discussion was held regarding the Abbott-Webb PUD.

**Mayor:** Marlowe and I met with Brent Webb last week and they have agreed to splitting the cost of engineering for the sewer line extension but they would like an additional 10 lots in their PUD. I don't have a problem with this because they have to come in to the council to get their phases approved by the Council. Each phase goes through Planning and Zoning first and then to the Richmond City Council for approval. They would like it in the minutes that the Council o.k.'d the additional 10 homes in the Preliminary Design Phase. I met with the attorney concerning using impact fees for extension of sewer mains such as the one proposed on 3<sup>rd</sup> east from 3<sup>rd</sup> north to 5<sup>th</sup> north. In the state "Impact Fee Act" 11-36-102, definitions #11,b it says "wastewater collection and treatment facilities". According to Bruce Jorgensen the extension of the collection system up 3<sup>rd</sup> east qualifies under this definition and as long as the extension is oversized to meet the needs of other properties and the city along 3<sup>rd</sup> east and not just the PUD, and if its in the best interest of the city, then the criteria is met under the state law and the city may use impact fee monies to pay for it. Once the criteria is met, the decision as to how much the city cost shares with the developer is left to the city councils discretion.

Evan says that most progressive communities cost share with the developer unless they are trying to discourage growth. Sunrise is starting to look at impact fees.

**Brent Webb:** Our engineer went in and sized up everything for our PUD and some of the lots didn't fit like we wanted so we have changed it. Our multiple dwellings would go down from 44 to possibly 30 units.

**L.D.:** I feel good about our city engineers reviewing the sewer line extension and overseeing that project.

\*\*A motion that Richmond City and Cherry Creek Heights share the engineering costs 50/50 at 500 North 450 East with approximately \$3,600 our cost was made by Cordell, seconded by Kim and the vote was unanimous.

Brent Webb accepted the proposal in behalf of Cherry Creek Heights as stated above.

Wayne Winn from the Richmond Cemetery District came to talk to the Council.

**Wayne:** I would like to talk about the Richmond Cemetery. Our policy is we sell 2 or 4 lots to an individual. In the past we sold single burial plots but that area is filled up. In checking our records, we have 5 lots marked as unknown. We don't know who owns them. We need one lot marked as a single burial lot. We could advertise to see if someone claims these lots or as a second option we could make one or more of these lots available as single burial lots. If someone came in and had documentation that they owned any of these lots, we would give them a lot in another area. There are no headstones in that area. We don't think that there is anyone buried in those areas.

Public Hearing for CDBG Hearing.

This is the second public hearing on the CDBG Project. ADA upgrade of the City Building and court.

Mayor Kip Panter opened the second public hearing for the CDBG program at 8:00pm. Mayor Panter stated that this hearing is being called to allow all citizens to provide input concerning the project, which was applied for under the 2000-2001 Community Development Block Grant program. The City has amended its capital investment plan and decided to apply for funds on behalf of the Richmond City Building and Court. The Mayor is currently designated project manager for this project. The Mayor explained that the application was successful in the regional rating and ranking process for \$117,000.00. The Mayor explained the project to those in attendance. The Mayor then asked for any comments, questions and concerns from the audience.

Brent Webb commented that the project was important and he complemented the council on the project. The Mayor stated that copies of the capital investment plan are available if anyone would like a copy. There were no more comments and the hearing was adjourned at 8:15 p.m.

\*\*A motion to approve the action stated and proceed with completion and submission of the final application was made by Kim Christensen, seconded by Leslie and the vote was unanimous.

Those in attendance were Brent Webb, Wayne Winn, Kip Panter, Cordell Johnson, Marlowe Adkins, Craig Harris, Mike Harris, L.D. Bowcutt, Kim Christensen, Leslie Erickson, Boyd Lewis, Sarah Parker, Allen Lundgreen and Tim Harris.

Craig Harris came to discuss Black and White Days.

**Craig:** I talked to Terry Spackman about getting rid of the horse show and they don't have a problem with it. The B&W Committee doesn't have a problem with letting it go either.

**Mayor:** I talked to Lloyd Walker and my fear is that if we quit the horse show now, it will be hard to get it going again. Lloyd is willing to do it this year if we provide help. I would like us to give it a test this year and then go from there. We would like to see the show grow if possible. We are trying to work out details on the committees for Black and White.

**Cordell:** Is a ticket paid, good for the whole day? I really think it should be good for all day.

\*\* The Council o.k.'d a \$3.00 charge for B&W for each person and it would be good for all day events.

**Craig:** We have charged \$3 per person for entertainment. It is a real bargain.

**L.D.:** I think we will move up the horse pull 1 hour. What if we moved up the events by 1 hour on all events during the afternoon.

**Leslie:** I think this would be a good idea.

**Mayor:** This is all dependent on the weather. We could have a big show or a really small one. We will coordinate with Craig Harris on the cow portion of the show.

Craig, Mike and Tim Harris came to talk to the Council about sewer and water questions.

**Craig:** Gavin told me that there was a 1" water line on 400 West and 1<sup>st</sup> North going down to the old Drollinger home. I am trying to put up some of my property for my two sons to build new homes below Drollingers on the west side of the road. Gavin said that the 1" line couldn't feed our two new homes. To put a fire line in would require an 8" line and would be \$12 - \$14 per foot. I am concerned about the line from Garth Purser's corner down to what would be my son's home. There is a sewer line on Harris Lane, which is about 600 feet from Drollingers. I am told we need a manhole every 300 or 400 feet. We would like 2 lots. I am trying to figure out who pays what costs for water and sewer to get there.

**Mayor:** You would need a 200-ft frontage for each home for 1 acre lots there. They could possibly rezone the property to ½ acre lots which meets the design criteria in the Master Plan which would be RE-22.

**Cordell:** If the water main and sewer main is in the front of the home, then the connection fee pays for it. The City doesn't provide for extension of service.

**Craig:** It could be between \$6,000 to \$7,000 per home to pay the costs which is a lot for each kid to have to pay for.

**Mayor:** Let's get some questions together about possibly what is needed about rezoning, etc.

Doug White, 21<sup>st</sup> Century Community Program came to talk to the Council.

**Doug:** I am Chairman of the 21<sup>st</sup> Century Community Committee. I would like to tell you a little about the program.

### **Richmond City and the 21st Century Communities Program and Committee**

The role of the 21st Century Committee is to assist the City leadership in developing a focused plan to more effectively deal with the changes the coming years will bring. There are assessment forms available to direct an analysis of a variety of areas that should be considered. These assessments review the priority and level of implementation of issues relevant to the area. They also refer to many helpful resources pertinent to each area. The committee will assist in the processing and evaluation of the assessments. Members will also research and review any resources deemed to be important and helpful and submit recommendations to the City leadership at their request and direction. Another important role will be making certain that all evaluation is made in the context of existing plans and priorities to eliminate the possibility of duplication or conflict with what has already been done. This will also open the opportunity to make any changes deemed appropriate to existing policy.

There are three assessments that should be undertaken immediately because of the aid they can give in current, high priority activity. They are: Community Planning Process, Housing, and Governance. It is suggested that a copy of these assessments be given to each person in City government who is involved in each of these areas. For example, Planning and Housing should

go to the Mayor and Council, members of Planning and Zoning and the Board of Adjustments, as a minimum. All elected and appointed officials should complete governance. The 21st Century Committee will then compile this feedback in order to better unite and organize our efforts.

It will also be very helpful to assign a priority to the remaining nine assessments for their completion. The Mayor and Council should each give their input in this matter, and any others that they would invite who may make a worthwhile contribution. It will then be determined who could best direct the completion of each assessment. The input from the assessments will culminate in the development and implementation of a 21st Century Community Workplan.

Another significant function of the 21st Century Committee is to assist in the development and completion of a 21<sup>st</sup> Century Project. This can be a community enhancement project (such as sidewalks) or a planning project (such as zoning ordinances) selected to meet our desires and capabilities. The idea is to have something visible to serve as a focal point of our community effort of participation in the 21st Century Program. Suggestions for this project are welcome from anyone involved.

The 21st Century Communities Program is well supported by outside government resources and is completely flexible to our adaptation so as to maximize its benefit to our community. Full completion of the assessments and project will reasonably take at least one year. More information can be found on the Internet at <http://utahreach.usu.edu/comni2> 1.

Questions can be directed to Doug White, committee chairman.  
Home: 258-5026; Work: 258-2174; e-mail: doug(@)cvct.com

Name

Thank you for your help and direction with the 21st Century Program.

Please prioritize each of these areas according to the order in which you think they should be reviewed and implemented. Next to the one you think should be done first, place a 1. Next to the second one you think should be addressed, place a 2. Continue until all numbers 1 through 9 have been used.

Environmental Quality

Culture and Heritage

Economic Development

Health Care

Human Services

Life Span Learning

Recreation

Telecommunications

Tourism

In the area below, please make any suggestions for the 21st Century Project.

**The 21st Century Communities  
Governance Assessment**

The questions included in this assessment are designed to help you look more closely at issues regarding how you govern your community as you enter the 21st Century. We encourage you to visit Project Rosie where you can access additional information regarding community governance.

We express our appreciation to Sydney Foncesbeck from the Utah League of Cities and Towns for serving as our team leader in developing the Governance Assessment. If you have questions about governance which are not answered here or recommendations for this assessment, feel free to contact her by email at [sfonnesbeck@uict.org](mailto:sfonnesbeck@uict.org).

**Name of Community**

**Local Contact Person**

**FAX Number**

**Located In**

**Telephone Number**

**E-Mail Address**

**Association of Governments**

**Part 1: A 21st Century Community understands how to represent citizens and hold public meetings**

<b>Question</b>	<b>Performance Rate Yourself 1-5 (low to high)</b>	<b>Importance Rate Yourself 1-5 (low to high)</b>	<b>Ck to Include In 21<sup>st</sup> Plan</b>
Do your local elected officials understand the Principles of due process and legal rules of Procedure?			
Do your local elected officials understand the Requirements and legal implications of the Open and Public Meetings Act?			

Do your local elected officials understand the Requirements and legal implications of the Open and Pubic Meetings Act?			
Requirements and legal implications of Maintaining public records of meetings as Required in the Government Records Access and Management Act?			
Does your local elected body understand how to develop & pass ordinances & resolutions?			
Do your local elected officials understand how to deal with conflicts of interest? Deal with conflicts of interest?			
Have your elected officials received training in Group dynamics such as meeting management, Time management, conducting legal and effective public hearings, team building & Crisis management?			

Does your local elected body understand how to develop and pass ordinances and resolutions?  
Do your local elected officials understand how to deal with conflicts of interest? Have your elected officials received training in group dynamics such as meeting management, time management, conducting legal and effective public hearings, team building and crisis management?

Part 2: 21st Century Community implements sound operating procedures.

<b>Question</b>	<b>Performance Rate Yourself 1-5 (low to high)</b>	<b>Importance Rate Yourself 1-5 (low to high)</b>	<b>Ck to Include In 21<sup>st</sup> Plan</b>
Do your local elected officials understand Requirements for conducting local elections ?			
Do your local elected officials understand issues Relative to immunity, liability and indemnification?			
Do your local elected and appointed officials Understand the requirements of the Government Records Access and Management Act as it Relates to ALL municipal records?			
Does your local government have an effective Purchasing policy?			L-11

Part 3: A 21st Century Community is lead by local elected and appointed officials who understand their responsibilities to the community and their employees.

Question	Performance Rate Yourself 1-5 (low to high)	Importance Rate Yourself 1-5 (low to high)	Ck to Include In 21 <sup>st</sup> Plan
Do your local elected officials thoroughly Understand their powers and authority?			
Do your local appointed officials understand their duties?			
Do your local elected officials understand the Duties of their appointed officials?			
Do your local elected officials understand how to Use their local attorney effectively?			
Do your local elected officials understand how to Use their local attorney effectively?			
Do all local elected and appointed officials Understand provisions of the Municipal Officers And Employees Ethic Act?			
Does your local government have a personnel Policy which has been reviewed within the last Five.years and addresses key issues such as Hiring and termination, nepotism, non-Discrimination, sexual harassmnet, affirmative Action, the Fair Labor and Standards Act, the Americans with Disabilities Act, the Family and Medical Leave Act, and the Drug Free Work Place Act to name a few?			
Do your local elected officials understand the Provisions of their community's personnel policy			

Part 4: A 21st Century Community is fiscally responsible.

Question	Performance: Rate Yourself 1-5	Importance: Rate Yourself 1-5	Ck to Include in 21 <sup>st</sup>

	(low to high)	(low to high)	Plan
Do your elected and appointed officials Thoroughly understand the state laws governing Fiscal procedures for their town, city or county?			
Do your local elected officials understand how to Develop an effective budget which meets legal Requirements?			
Do your local elected officials know how to Monitor their local budget during the year? Do They know how to read municipal financial Statements? Do they need training in this area?			
Are your local elected officials aware of the legal Restrictions on mixing the <b>General</b> Fund and Enterprise Funds such as municipal utilities?			
Do your local elected officials understand how to Use bonded indebtedness to address long term Needs of the community?			
Do your local elected officials understand the Importance of a sound risk management plan?			
Do your local elected officials understand the Importance of a long term capital improvement Plan?			
Do your local elected officials understand the Opportunities and issues surrounding the use of Development impact fees?			

Part 5: A 21<sup>st</sup> Century Community engages volunteers in meeting the needs of the community.

Question	Performance: Rate Yourself 1-5 (low to high)	Importance: Rate Yourself 1-5 (low to high)	Ck to Include in 2111 Plan
Are your local officials aware of the Utah Commission on Volunteers?			

Part 6: A 21<sup>st</sup> Century Community is governed by ordinances **which are responsive to the current and future needs of the community.**

Question	Performance: Rate Yourself	Importance: Rate Yourself	Ck. To Include

	1-5 (low to high)	1-5 (low to high)	in 21* t an
Do your elected officials periodically review their local ordinances to determine whether they are outdated and still respond to the needs of the Community?			
Are your elected officials aware that copies of municipal ordinances from many Utah Communities are available on the internet?			

Part 7: A 21<sup>st</sup> Century Community's elected officials exchange information with their citizens.

Question	Performance: Rate Yourself 1-5 (low to high)	Importance: Rate Yourself 1-5 (low to high)	Ck. To Include in 21 <sup>st</sup> Plan
Do your elected officials have a strategy for working with the media to boost media coverage and encourage accurate reporting of local events?			
Do your elected officials deal effectively with the media in times of crisis?			
Do your local elected officials explore innovative strategies to exchange information with their citizens?			
Do your elected officials understand how to effectively use surveys to measure the public pulse?			

Part 8: A 21<sup>st</sup> Century Community's elected officials coordinate closely with key elected and appointed bodies to address the needs of their citizens.

Question	Performance: Rate Yourself 1-5 (low to high)	Importance: Rate Yourself 1-5 (low to high)	Ck to Include in 21 <sup>st</sup> Plan
Do your local elected officials participate in a Countywide council of governments?			
Do your local elected officials participate in their regional association of governments?			
Are your local elected officials actively involved with the Utah League of Cities and Towns or the			

Utah Association of Counties?			
Do your local elected officials coordinate closely with the local planning commission & Avoid sidestepping them on planning-related issues?			
Do your local elected officials know how to use the internet to monitor legislation at the Utah State Legislature? Do they understand the Appropriate protocol for communicating with a Legislator during session?			

Part 9: A 21st Century Community inspires a new generation of leaders.

Question	Performance: Rate Yourself 1-5 (low to high)	Importance: Rate Yourself 1-5 (low to high)	Ck. to Include in 21 <sup>st</sup> Plan
Does your city sponsor a Youth City Council or some other program to engage youth in local Governance?			
Do your elected officials invite youth groups to attend meetings and participate in advisory Committees ?.			
Do your elected officials volunteer to speak to school classes and youth groups about public service?			

Does your community have one or more youth Entrepreneurism initiatives such as Future Business Leaders of America to train a new Generation of business leaders?			
Does your city encourage youth of voting age to vote &/or run for local elected public offices?			
Do you have a Youth Court for juveniles that Supplements the Juvenile Court System for minor offenses to keep criminal offenses off a Youths record.			
Does your community participate in Red/Purple Ribbon week? (Red ribbons are a symbol to Discourage drug and alcohol abuse and purple Ribbons discourage violence.)			
Does your city participate with AmeriCorp or other national youth service organizations?			

## DELINQUENCY MATTERS

**Marlowe:** Mark Daines came in and said that Park School is going to upgrade their outside play equipment. The School District is providing \$30,000 but would like the City to chip in \$7,000.

**Cordell:** I would tell them no on this. I think they painted us into a corner on the new middle school on the north side of town.

**L.D.:** I don't have any money in my department for this. I have other projects that are more valuable.

**Mayor:** Let them know we don't have any money available in our budget.

### Council Reports:

**Kim:** I had a concerned citizen talk to me about the parking of semis down on State Street by the apartments. They leave the big trucks right on the side of the road, which could cause an accident.

**Mayor:** There is also another problem where they park semis on the west side of the road north of Maverick. You can't see the upcoming traffic.

**Kim:** We will start looking at the roadwork after the snow leaves.

**Leslie:** I think we should decide what time we are doing the parade and horse pulls? The Parade is at 5:00 and the Horse Pulls at 7:00 p.m. April 9th – April 15th is National Volunteer Week. Since it is Volunteer Week, I wondered about going up by the cemetery and cleaning out the debris on both sides of the road. In preparation for Black and White, I wanted to put in a History Quiz on Richmond City for Black and White. Anyone returning the paper would be recognized. The Dairy Princess judges get a meal at L.D.'s. Carleen Thurgood called about the Black and White Royalty and filled me in on what happens there.

**Allen:** I need a person to be at the Board of Adjustments to take the minutes at their meetings. The Board of Adjustments is one we really need good minutes on. We could recoup the cost by what we charge for someone to come to the meeting.

**Cordell:** I feel \$40 for this is fair.

**Mayor:** We could put it on the agenda to discuss.

**Allen:** We have 6 people who count as members of the Board of Adjustments. Shouldn't we have an odd number?

**Mayor:** I don't see it being a problem except for a tie vote.

**Mayor:** Dean Hansen would like an Eagle project. They wondered about repainting the horse arena pipe above town and the sign there.

**Mayor:** We need to keep track of the radar gun the City owns. When Lt. Swanger retired, I don't know where it is.

The following bills were presented for payment:

Peterson Allred	850.00
Moore Medical Corp	67.21
Martin Neel	14.86

Mountain Magic	70.94
Wilkinson Office	1095.90
Kelly's of Lewiston	7.50
Municipal Treasurer's Assoc.	105.00
Herald Journal	24.53
Olson & Hoggan	262.50
Beazer Lock & Key	21.00
Radio Shack	7.43
Cache Valley Insurance	138.00
JoAnn Fabrics	70.08
Division of Water Quality	762.08
Sunrise Engineering	156.00
Bridge Plumbing	48.00
Anderson Lumber	33.89
World Book, Inc.	749.00
Demco	107.93
Greg Stewart	20.00
Model Linen	10.00
Jack B. Parson	90.00
Allen Gravel	19.60
Cantwell Brothers	16.58
Therurers	17.11
Utah Power	1,941.23
Texaco	537.91

A motion to pay the bills was made by L.D., seconded by Kim and the vote was unanimous.  
A motion to adjourn was made by Allen seconded by Leslie and the vote was unanimous.

Adjournment at 11:00 p.m.

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Mayor Kip Panter

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Boyd Lewis, City Recorder