



**RICHMOND CITY CORPORATION  
90 SOUTH 100 WEST  
RICHMOND, UTAH 84333**

**AGENDA**

Public Notice is given that the Richmond City Council will meet in a regularly scheduled meeting at 90 South 100 West, Richmond, Utah, on **Thursday, November 21, 2024**. The meeting will begin at 6:30 PM.

Welcome and Opening Ceremonies by Bryce Wood.

1. Approval of the city council meeting minutes from October 17, 2024.
2. Library Report
3. Discussion on funding options for a new roof on the city owned “Relief Society” building located at approximately 30 East Main.
4. Discussion and possible vote on Ordinance 2024-14, an Ordinance amending the Richmond City Manual of Design & Construction Standards, Chapter 4.0 “Site Design”, Section 4.02 “Subdivisions”.
5. Staff reports and monthly financial review
6. Council Member and Mayor Reports
7. Closed Meeting to hold a strategy session to discuss the purchase, exchange, or lease of real property. Utah Code Annotated 52-4-205 (1) (d).

Adjournment

**\*\*\*Items on the agenda may be considered earlier than shown on the agenda.\*\*\***

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Office at (435) 258-2092, at least 3 days before the date of the meeting.

**RICHMOND CITY COUNCIL**

**OCTOBER 17, 2024**

The regular meeting of the Richmond City Council was held at the Park Community Center located at 90 South 100 West, Richmond, Utah on Thursday, October 17, 2024. The meeting began at 6:30 P.M.; Mayor Paul Erickson was in the chair. The opening remarks were made by Daryl Black.

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

Council Member Lyle Bair attended the meeting virtually.

Council Member Bryce Wood was excused.

City Administrator HollyJo Karren, Karyn Tejan, Kassy Greer and City Recorder Justin Lewis were also in attendance.

VISITORS: Paul Hammond, Todd Smith, Allen Livingston, Cindy Smith, Dave Cavanaugh, Jack Patton, Diana Cannell, Alyna Ohling, Brent Wallis

**APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM SEPTEMBER 26, 2024.**

\*\*\*A motion to approve the September 26, 2024 city council meeting minutes was made by Daryl, seconded by Amber and the vote was unanimous.\*\*\*

Yes Vote: Bair, Ervin, Draxler, Black

No Vote: None

Absent: Wood

**RECOGNITION OF ROBERT BAIR FOR OVER 34 YEARS OF SERVICE TO THE COMMUNITY.**

**HOLLY:** Rob is not able to attend this evening. He worked for the city for over 34 years. He was a huge asset and a gentle giant. He did a lot to keep the equipment we have running. I am hopeful he will help us from time to time down the road. If you see him thank him for his service and dedication.

**MAYOR:** We are roughly the same age. Outside of his friendship the thing we will miss the most is his knowledge of the city. It is not replaceable. Rob was part of several significant upgrades to the city infrastructure from the 1990's through current. He is a community member. There is the possibility he could work for us on a part-time basis down the road. He is a huge loss for a city of our size. We wish him the best in his retirement.

**AUDIT PRESENTATION FOR FISCAL YEAR 2024, WHICH IS THE PERIOD OF JULY 1, 2023 THROUGH JUNE 30, 2024, BY REPRESENTATIVES OF ALLRED JACKSON.**

**DIANA CANNELL:** You had a great year. Last year there were two findings. This year there are zero findings. Your staff is incredible. We scour through and look at many different things. Your finances are always in good shape. State compliance can be tricky. It can be hard when you adjust your budget at year end to make sure it includes everything through the end of the year. Sometimes you won't receive invoices until August but if the service or item was used or received before June 30<sup>th</sup> then it needs to go in that fiscal year. We test the open and public meetings act, budget and many other things. Your fund balance is now in a good spot. I am going to hit some highlights of the year. I am happy to answer any questions now or if you have some later. Page 17 lists all of your assets. Assets increased approximately two million dollars over last year or about ten percent. This was mainly due to an increase in cash which we will discuss. Page 22 shows the General Fund, Capital Projects Fund and Cub River Sports Complex Special Revenue Fund. Revenue was up approximately \$500,000 over last year. Net income was up about \$360,000 over last year. There was a big transfer from the General Fund to the Capital Projects Fund to come into compliance with fund balance requirement. Page 26 shows the Enterprise Funds which are Water, Sewer and Solid Waste. You collected approximately \$1,200,000 in impact fees where the previous year it was about \$286,000. Things are growing. Contributed Capital was about \$1,300,000 last year and \$141,000 this year. Contributed Capital is when the city takes ownership of items in a subdivision like a road, sidewalk, waterlines and sewer lines. They are

not an expense to the city. No cash was spent by the city on these projects. It is the value of the asset when you took ownership of it. Impact fees are cash and there was a big change in the amount received this year. You utilized some ARPA (American Rescue Plan Act) funding which is not normal operating revenue but is cash. Impact fees help pay for new growth. They do not pay for repair and maintenance. You also cannot co-mingle your enterprise fund funds which are water, sewer and solid waste. They need to be kept in their own fund and spent for items only pertaining to that fund. You must spend the impact fees you collect within seven years. They are a restricted fund and earn interest if you have any funds on hand. An increase in capacity of a line or a new well are growth types items that impact fees can be used for. Depreciation Expense is not cash. It must be budgeted for and accounted for. It is how you capitalize an asset. The value of an asset is depreciated over time or the life of the asset. It is a non-cash expense but must be in your budget. Change in Net Position showed a decrease of about \$284,000 over last year. The Enterprise Funds must be self-sustaining so you must charge enough to cover your expenses.

**MAYOR:** On the items which are capitalized how is that determined?

**DIANA:** The best method is to use the amount the contractor paid. If you don't know then you use the fair market value when they turned the item over to the city.

**MAYOR:** Do you have any recommendations? Do any controls need to be changed?

**DIANA:** Your controls are good. You are a small entity with few employees. The best controls you can have is to have the council involved. Review the expenses and the budget. Asking questions is always a good control.

**MAYOR:** Thank you for your presentation. How come some entities are fiscal year and others are calendar year?

**DIANA:** Counties are calendar year and cities are fiscal year in the State of Utah. All cities in Utah have a June 30<sup>th</sup> closing date. Other states are not this way. I would expect in Utah they do it this way so not every entity in the state has the same due date for reporting purposes.

**DISCUSSION WITH REPRESENTATIVES OF CAPSA REGARDING OCTOBER BEING DOMESTIC VIOLENCE AWARENESS MONTH (DVAM).**

**ALYNA OHLING:** October is domestic violence awareness month. All people who experience this have barriers to overcome.

*Alyna read a story on Page 8 of the Impact Report for Fiscal Year 2024.*

**ALYNA:** We receive a lot of anonymous phone calls. We respect people and the decisions they make when using our services. Our shelter has 36 beds. We try and not turn anyone away. Domestic violence is the leading cause of homelessness. One question we are always asked: "How do you work with local law enforcement?" CAPSA is confidential but we have a great relationship with law enforcement. They explain the process to the person seeking our services. The client makes the decision on their own if they want to move forward with anything. Legal status effects peoples ability to find housing. People need shelter so they can exist. We have homes we own. We receive a lot of donated funds to fund our programs. We want to help people to feel empowered so they can make decisions on their own. Some cases take weeks to resolve and others take years. Some people use a couple of our services and others use all of our services. Last year 2,429 individuals were served. There were 8,612 crisis calls. From Richmond, 29 people were served. There were 185 crisis calls. There were three assessment calls which involved law enforcement. There is an eleven-question questionnaire they go through with the person. There were eight requests for emergency shelter. Sixty therapy sessions were held. We have two hospital response teams; one for each hospital. They do strangulation and sexual assault exams. Each call is different. Strangulation is increasing. It is becoming a trend. It is something we are being mindful of how to support. If you want to help us, please do so by letting your residents know the community leaders believe and support them. I hope you are willing to sign this pledge of support and share on social media. It shows you are committed to the community.

**AMBER:** Assault shows no prejudice as it effects all ages. It is shocking to see the numbers. You see and deal with hard things.

**ALYNA:** Sometimes it is hard to spot. People can cover it up. It is not obvious in some cases. Watch for a change in a person's behavior.

**JOEL:** I attended your presentation last year. What trends are you seeing?

**ALYNA:** About 2/3 of cases go unreported. As the population increases so will the number of cases. People are more willing to reach out to us than in the past.

**AMBER:** We are pretty consistent in the city from year to year. Last year you reported 30 crisis calls and this year 29.

**ALYNA:** There is a chance it is the same people as well.

**MAYOR:** How do you deal with so many sad people?

**ALYNA:** I work with survivors but don't know them personally. Some cases are really hard. Some cases are so bad they are not believable. We have support options in place for our staff when needed.

**MAYOR:** I am glad to see there are a lot of donors.

**DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 2024-13, AN ORDINANCE AMENDING THE RICHMOND CITY MUNICIPAL CODE, TITLE 12-000 "LAND USE, DEVELOPMENT AND MANAGEMENT (LUDMO)", CHAPTER 12-2000 "SUBDIVISION REGULATIONS", PART 12-2003-4 "FINAL PLAT PREPARATION AND REQUIRED INFORMATION".**

**JUSTIN:** In the first quarter of this year due to legislative changes we had to revamp our subdivision approval process which now goes through the Administrative Land-Use Authority. By mistake, we removed the paragraph regarding the "financial guarantee". This should not have happened. The proposed Ordinance would put back in the code a paragraph which was previously there earlier this year and removed by mistake. The planning commission held a public hearing on the request and recommends approval.

\*\*\*A motion to adopt Ordinance 2024-13, an Ordinance amending the Richmond City Municipal Code, Title 12-000 "Land Use, Development and Management (LUDMO)", Chapter 12-2000 "Subdivision Regulations", Part 12-2003-4 "Final Plat Preparation and Required Information" was made by Joel, seconded by Amber and the vote was unanimous.\*\*\*

Yes Vote: Bair, Ervin, Draxler, Black

No Vote: None

Absent: Wood

**INITIAL DISCUSSION 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" AND 12-911-10 "ALLOWED USES".**

**MAYOR:** Brent Wallis is the Chairman of the Planning Commission. He is here this evening to report on an Ordinance they have drafted.

**BRENT WALLIS:** We have been working on this for several months. It is brand new code. It is a new zone in its entirety. I attended a meeting a couple of years ago where Governor Spencer Cox talked about housing problems. The state is taking this very seriously. Cities need to have affordable housing. The state will step in and do things if the cities don't. The state has not yet done this but will consider doing so if we don't do anything. They could control our zoning. There is a state highway through the city. The state could control what goes in along the highway. We could lose control of the zoning. We are trying to get ahead of this and show the city is trying to do something in regard to affordable housing. It is a statewide problem. We still want to preserve the rural feel of the community. We tried to uphold the residents desires listed in the General Plan but also create a plan that is economically feasible for a developer to want to use. We want to create something showing what we want to see but a developer needs to be able to utilize as well. Tonight is the draft version for you to review. We did not want to submit something that will simply be denied and we get told to start over. I will list some of the requirements we have included and look for recommendations from you. Please give me some feedback I can take back to the commissioners as we look to finalize this next month. Part 12-911-2 includes frontage and setbacks. We looked at what other communities were doing and used what we liked and didn't use what we didn't like. The frontage requirement would be 80 feet. Setbacks in the front would be 30 feet, side yard would be 20 feet and rear yard would be 20 feet. Part 12-911-3 talks about building height which could be controversial. The General Plan recommends not going over 40 feet. We looked at plans and products and felt it was prudent to raise that restriction. The proposed height is 45 feet. We understand this is different than recommended in the General Plan. If we don't allow height then we will get sprawl because the buildings will need to be wider to get the same amount of square

footage. Open space is listed at 40% of the gross area. This is more than most other local communities. Open space can be landscaping, recreational areas and natural areas. Parking lots are not included in the open space calculation. At least 50% of the open space shall be a common area for the entire project. These areas can also be where snow is stacked. The storm water retention pond can be included in the open space calculation. A building orientation clause is included. We don't want the front of some buildings facing the rear of other buildings. We want front to front. There is a requirement for at least 20 feet between buildings as well. This is in case there are window wells or other items so that people can still get through there safely. It is also a good fire barrier. The maximum number of units per building is proposed at six. We are trying to accomplish a townhome feel. Maximum density was a big topic as well. We are proposing a maximum of ten units per acre. We think ten per acre is financially feasible for a developer. The number of parking spaces per building was a big topic. We settled on at least three per unit. A two-car garage would be considered two parking spaces and the driveway would be two more so that would be at least four for those units. A single car garage would need to have at least one additional parking stall other than the single car garage and single wide driveway. We are not yet a walkable community. We are a commuter community. We know there will be at least two cars per house. This would allow three cars per unit plus one for a visitor. The landscaping code pretty much follows the existing landscaping scope.

**MAYOR:** Is Section H in the landscaping requirements new?

**BRENT:** Yes. We had a debate on fencing. We felt a fence was a good barrier between multi-family housing and single-family housing. Currently, there must be 2,000 linear feet between multi-family housing projects. If we get a big multi-family housing project of say 25-30 acres there needs to be some type of separation between the project and the neighboring single-family homes. The trash/garbage section talks about the requirement for the dumpsters to be screened. We would allow the development to be done in phases. A large project will take several years to build out. We want the developer to still be able to farm the land not being developed while smaller areas are built out. We also need to add verbiage about when amenities will be put in. We should allow developers to put in a little bit at a time. The "Allowed Uses" section is blank because it is something we are still working on. We are actually going to propose a Use Matrix Table for all zones and not have an allowed uses section in every section of the code for each zone. We want to make one big table because it will be cleaner and easier to understand. The idea is the table will show permitted uses, conditional-uses and non-allowed uses in each zone. The long-term intent is to adopt new code in regard to allowed uses. A big debate was the height allowance and also where this zone should be allowed. Long term the goal is to remove the current overlay zone from the code. We looked at reducing the current 2,000 linear foot limitation down to 1,500 feet. We are suggesting 1,500 feet but exempting it in the case where a parcel abuts a parcel which is zoned Highway Commercial, Manufacturing/Light Industrial, Planned Industrial Commercial or next to a public school. We want the multi-family zone to be a buffer from commercial to single-family. The code can be amended as needed. Our goal is to put something in place which a new planning commission will not come in and think they need to immediately change because it is bad.

**MAYOR:** Justin and Holly what are your thoughts?

**JUSTIN:** I would like to thank Brent and the planning commission for the amount of time and thought that has gone into this. This is not an easy topic. To be clear nothing is being voted on tonight. It is an initial discussion only. It is still in draft form. Residents have asked when can I be heard? Eventually, there will be a public hearing at the planning commission on the final draft. The planning commission will vote on it and eventually it will come to the city council. The current plan is to discuss it again in November and then hold the public hearing and vote in December. The planning commission is also working on some bonus density information. They are working on a use matrix for all zones. This Ordinance is the first of many proposed changes as we continue to review and update our code. Where this is a brand-new zone built from scratch, I have no doubt there will be changes made after it is adopted as well. It is very nice that things can be changed at any time; if needed.

**HOLLY:** It is very important to me that we include when the amenities must be installed in the phasing portion of the project. The amenities need to be installed sooner than later. We already have people asking in the Richmond Village when they will be installed and they are residing in the first couple of buildings which were built. This is very important to me.

**DARYL:** We got shafted on the amenities in the past. I am not against phases but a certain amount of amenities must be done early on in the project.

**JOEL:** Brent and the commissioners have spent a lot of time on this. It has been enjoyable to sit back and watch this come together. I have been waiting for them to get it drafted before I offered my opinion. I wanted the 1,500 linear foot limitation gone initially but I can see value in it as it is written. The goal is to keep parts of the city more rural. We don't know where development will occur. We know where some development will go but not all of it. I would like to do away with the 1,500 linear foot rule if possible but think it is okay as written. In regard to density, we only have one big multi-family project in the city right now and that is the Richmond Village. I have visited there. I am

concerned about them not being sold and rented. We need ownership opportunities, not rental units. We can look at putting deed restrictions in place and other things. We could state only a certain percentage of the total units can be kept by the developer and that the majority of the units must be owner occupied. I want to see something like that in place. I think a bonus density allowance would be okay. We could allow a higher density so the developer could keep more units because he would have more to be able to sell. I have seen a lot of developers keep units rather than take the profit out of a project. We need to see more sold than rented.

**AMBER:** I attended one of the planning commission meetings when this was being discussed. It is hard to take something that is nothing and create it from scratch. They did a great job taking all of that information and bringing it together. They did their research. Everyone has a concern about multi-family housing and it can be scary. We need to maintain a balance between owners and renters but how do we do it? Developers want the red carpet laid out for them. These types of projects have a big impact on the community. I am okay with tight restrictions. The developer comes in and does the project and leaves. I am pleased with it as written. I hope that three parking stalls per unit is enough. I think we need to consider four. I like the fencing requirement. The fencing which was put around the storm water pond in the Richmond Village is nice. We need to create the rules which are best for us.

**LYLE:** On the section where it talks about a parcel that abuts Highway Commercial, etc. how far back can this go from that boundary? A block? Two blocks? What is the limit?

**BRENT:** It would have to adjoin or abut it cannot jump over a parcel.

**LYLE:** Would we allow it to extend for let's say three blocks just because it abuts an existing parcel?

**BRENT:** As written as long as it is contiguous it could be rezoned.

**LYLE:** We might want to change that. I think it should be a discussion item. I wonder with the 1,500-foot rule and ten units per acre if maybe we should have two separate zones to deal with these. We could limit the height and number of units per acre in some areas and allow more in other areas. We could also consider bonus density in certain areas.

**MAYOR:** Was there a discussion about a homeowner's association (HOA) requirement?

**JUSTIN:** It is mandatory because they have to deal with, at a minimum, the maintenance and upkeep of the storm water retention pond.

**MAYOR:** Common area upkeep makes an HOA mandatory as well. The code needs to clearly state what the HOA is responsible for and what they will do. Such as is snow removal up to the city or the HOA. Maintenance of the grass in the common area is up to the HOA, etc.

**HOLLY:** The storm water retention pond is the biggest item.

**MAYOR:** We can look at others and see what they are doing that is working or not working.

**AMBER:** I think all roads need to meet our city standards whether city owned or privately owned.

**MAYOR:** I think allowing for bonus density is reasonable. I think this Ordinance as drafted is a good start. We could possibly have a separate Ordinance dealing with bonus density. Smithfield City has well defined in their code what bonus density is allowed and how to obtain it. We need to make sure there are amenities in these types of projects. The development needs to benefit more than the developer. If we are allowing the developer more height they need to add more amenities. I think allowing more density for more amenities is appropriate. I think having an ownership requirement is appropriate as well.

**AMBER:** A height allowance of 45 feet is scary and a concern from those I have talked too. There is a concern about having farmland and we want to see it maintained. There is also the consideration for building in and up rather than out and flat. In and up saves land.

**BRENT:** We are not sure how to handle the height allowance. Forty-five feet is different at street level than in the middle of the project. We did not look at having different areas of the project being different heights.

**AMBER:** What about allowing for a 50-foot height if there are office buildings at the bottom of the unit? Would we allow it? That type of building makes a walkable community. We have discussed different heights around Lee's Marketplace and areas similar to that. We have somewhat discussed mixed-use. We should look at this now even though it might be years before we see this type of development.

**JOEL:** Forty-five feet would accomplish the mixed-use type of development as it would allow for three levels. I think forty-five feet is adequate. This zone is only allowed if a rezone request is made. We are not required to approve all rezone requests. The developer will always want to maximize the number of allowed units per acre. We need to work with the developer and still keep a community feel. I think the goal is to transition from ½ acre residential lots to smaller residential lots and then to townhomes.

**AMBER:** The age demographic in the Richmond Village is people of all ages. We need senior living. We have an older population who wants to stay here.

**DARYL:** I know several contractors. Building custom homes is a dying art. Multi-family projects is where the profit is at. My concern with this Ordinance is someone could buy 100 acres and put 1,000 units on that land. We need to

stop sprawl. I'm aware of a situation in Farr West where 800 acres was bought by a developer and the county and city both denied the development requests and the state pushed the project through.

**JUSTIN:** Not all rezone requests have to be approved.

**JOEL:** Maybe we only allow this zone within "X" amount of feet of a main road.

**BRENT:** Developers will pay for the infrastructure for any project they do.

**DARYL:** Hyde Park City has an issue in regard to multi-family. They reject almost all of these proposals.

**AMBER:** The community is engaged on this. I have had three conversations so far this week on this topic. We need to have a conversation with the residents as well.

**BRENT:** Residents will be able to attend and voice their concern at the public hearing.

**AMBER:** There is a lot of pressure on landowners to sell their land so it can be developed.

**MAYOR:** I like a limit on the ownership scale.

**LYLE:** More density means less roads and less infrastructure for us to have to deal with. We need to find the right balance.

#### STAFF REPORTS AND MONTHLY FINANCIAL REVIEW.

**HOLLY:** The Traveller Lane retention pond project is now complete. The two new culverts and approaches are now complete on the east of Traveller Lane. We are going to put down weed barrier and rock on the south entrance. Once done with that we will do the same on the north end. The culvert in front of the Stuart Smith home has been installed on 250 East. The culvert in front of Robert Heywood's home on 250 East will be installed on Monday. Brent Webb Excavation is doing this project. The asphalt is complete for the 400 West road project. They are now preparing for sidewalk. We are working with the homeowners on their driveways as well. Two new zoning clearances have been approved for the City Creek Subdivision as well as The Knolls Subdivision. They want to start these projects so they can work on the homes over the winter months.

**MAYOR:** I see one hole has been dug in Johnson View.

**HOLLY:** One permit has been issued. They are working on three more. They want to work on four homes up there over the winter.

**MAYOR:** Has Weston signed off on the road and infrastructure?

**HOLLY:** Yes. The water meter and vault project by the park restroom on 100 South is now complete. The asphalt patch was completed yesterday. We are doing some patching on 500 North to get us through the winter until the road is replaced next year. We have ordered 900 more cassettes for the MBR Plant. We are always working on maintenance down there. We will be working on the one remaining park strip project at 100 West Main next week. We have been working on blowing out sprinklers and winterizing bathrooms. The park bathrooms are now closed for the season. We are hosting our first annual holiday festival this year.

**MAYOR:** The generator has been placed at the Cherry Creek well.

**HOLLY:** TEC Electric is working to finish up the electrical work to get it running. They should be done sometime next week. We are working with Toys for Tots. They might utilize some of the space in this building for the holiday season.

**JUSTIN:** It is nice to have the audit completed as it takes a lot of time and effort. The Ron Anderson West State Street Subdivision has now been recorded. We have been working on this for over a year. The title company will now prepare the deeds and we can complete the agreement. We collected \$53,513 in sales tax revenue last month. The insulation project in the Park Community Center has been completed and came in under budget at \$49,350. We paid the county for the chip seal and fog seal at a cost of \$95,150. Our goal was to keep it under \$100,000. In the first quarter of this fiscal year we collected \$282,468 in water impact fees and \$164,314 in sewer impact fees. We paid Kubota \$97,320 for the first order of cassettes we received. We have been saving for a couple of years to buy these and then it usually takes several months to receive them. They have been received and paid for. There is one other item. We are working on a case that involves a nuisance inspector as listed in our municipal code. We need to follow the code to cover the city as well as the property owner who could be impacted. My understanding is that I am the acting nuisance inspector but I need verification of that by the council in case we have to pursue this current case further.

\*\*\*The consensus of the Richmond City Council is Justin Lewis is appointed as the Nuisance Inspector for the City as listed in Municipal Code Section Part 10-340 "Dangerous Buildings".\*\*\*

**MAYOR:** This is part of the due process by the city as well as the property owner. It gives us a way to deal with issues. Legal counsel has given us a specific path to deal with this issue per our code. It is all about due process for all involved. We are just trying to resolve some problems on a specific parcel.

#### COUNCIL MEMBER AND MAYOR REPORTS

**LYLE:** I don't have any additional items this evening.

**AMBER:** I will be filling in some of Bryce's comments tonight where he is out of town. Jack Patton is the Richmond City Youth Council Mayor this year. He is in attendance this evening. It is nice to have generational support at city events from young adults like Jack to our seniors. The youth council, Park Bench, Lions Club and others made the Halloween Carnival excellent. We have an awesome community but I would love to see more people involved. On Saturday night after the carnival I received 11 text messages between 11:00 P.M. and 7:00 A.M. This was the second year for the carnival and a date has already been set for next year. We have sent thank you notes to the sponsors. The members of the DUP (Daughters of Utah Pioneers) met with a representative of the state about preserving artifacts. They are still looking on ways to obtain funding for a new roof on the relief society building. It was fund having a bunch of young kids at The Park Bench today where it is fall break. Over 102 lunches were served last month. The food pantry gave out over 1,000 items to 142 visitors. We are helping those with financial burdens. Karrie Ann is doing a great job with the food pantry. We had 45 ½ volunteer hours last month. Our next stakeholder meeting is next Thursday. I wish more of our seniors would attend this meeting. The senior prom will be held on November 2<sup>nd</sup>. This is the second anniversary of the opening of The Park Bench.

**JOEL:** I am not a big fan of Halloween but the carnival was amazing. I am surprised how many people read our council meeting minutes. I have been contacted by a few people who read them. One thing I want to tell people is to get out and vote. The minimum we can do as citizens is vote. The first thing I always ask people who want to complain is if they voted. A person is not doing the bare minimum if they don't vote. Some people don't feel their vote matters but it does matter locally.

**DARYL:** I attended the irrigation board meeting. They have some real challenges to deal with over the next few years. The system was mostly installed in the 1970's.

**MAYOR:** I think some of it was installed in the 1960's.

**DARYL:** Right now the system services over 600 people. It cannot sustain this long term. From a water flow perspective they had a good year. I am happy with how the 150 North road turned out. It is nice to see it complete.

**MAYOR:** Should we have a ribbon cutting?

**HOLLY:** We can if the council wants.

**MAYOR:** I received a call from a community member and his kids thanking us for improving that road.

**HOLLY:** The residents of that area have been really patient during this project. It has not been convenient for them. They have been good to work with overall. I appreciate them as well as the contractor and subcontractors on this project.

**MAYOR:** In the next few months we are going to hear reports from engineers and others on our sewer system. I suggest to those in attendance and those who are following what we do to be involved. A lot of time and effort is being spent. Our new agenda and meeting software, CivicClerk, is up and running. You can see the same documents we see if you go to the website, [www.richmondutah.org](http://www.richmondutah.org), and click on the "Agendas & Minutes" button. Dell Keck's company is working on painting and improving the bases on our streetlights along the highway. The new base rings cost \$400 each. The poles are being painted as well. We have about 15 left to finish. The goal is to have all of them painted before Black & White Days next year.

**AMBER:** It is nice to see the remodel of the Black & White Days building. I took a tour of it to see the improvements which are being done.

**MAYOR:** The last significant remodel was about 25 years ago.

\*\*\*A motion to adjourn was made by Amber, seconded by Joel, and the vote was unanimous.\*\*\*

Yes Vote: Bair, Ervin, Draxler, Black

No Vote: None

Absent: Wood

Richmond City Council Meeting Minutes, October 17, 2024

Adjournment at 8:33 P.M.

**RICHMOND CITY CORPORATION**

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Paul J. Erickson, Mayor

**ATTEST:**

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Justin B. Lewis, City Recorder

**RICHMOND CITY CORPORATION  
ORDINANCE 2024-14**

WHEREAS, the City Council of Richmond has the responsibility for the general welfare of the City; and

WHEREAS, such responsibility includes but is not limited to, establishment of best management practices; and

WHEREAS, management practices may evolve over the passage of time:

NOW THEREFORE, the City Council of Richmond City, County of Cache, State of Utah, hereby adopts, passes and publishes the following:

**AN ORDINANCE AMENDING THE RICHMOND CITY MANUAL OF DESIGN  
& CONSTRUCTION STANDARDS, CHAPTER 4.0 “SITE DESIGN”, SECTION  
4.02 “SUBDIVISIONS”.**

BE IT ORDAINED BY THE CITY COUNCIL OF RICHMOND CITY, CACHE COUNTY, UTAH AS FOLLOWS:

1. Sections shall be amended such that the **highlighted** areas below shall be added and the ~~strikeout~~ areas shall be deleted.

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| <b>4.02 SUBDIVISIONS</b> |
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**B. Lot Design and Location:**

~~5. — Each lot shall have frontage on a public street dedicated by the development plan or an existing publicly dedicated street, or on a street which has become public by right of use.~~

5. Each lot shall have frontage on a public street dedicated by the development plan or an existing publicly dedicated street, or on a street which has become public by right of use.

Notwithstanding the foregoing, the city council may approve lots that have frontage on a privately owned street so long as the following conditions are met:

a. There are covenants recorded on title to the properties with frontage along the private street that place financial responsibility on the property owners to maintain the private street at the minimum standards that would apply to a public street and that cannot be amended or altered without the approval and signature of the City; and

b. An easement and right-of-way over the private street is dedicated to the City for the purpose of ingress and egress of emergency vehicles, and if applicable, public utilities.

2. Should any section, clause, or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, in whole or in part, the same shall not affect the validity of the Ordinance as whole, or any other part thereof.

3. All ordinances, and the chapter, clauses, sections, or parts thereof in conflict with provisions of this ordinance are hereby repealed, but only insofar as is specifically provided for herein.
4. This ordinance shall become effective after the required public hearing and upon its posting as required by law.

THIS ORDINANCE shall be attached as an amendment to the Richmond City Municipal Code above referred to.

ADOPTED AND PASSED by the Richmond City Council on this 21st day of November, 2024.

**RICHMOND CITY CORPORATION**

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Paul J. Erickson, Mayor

**ATTEST:**

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Justin B. Lewis, City Recorder