



RICHMOND CITY COUNCIL MEETING May 19, 2026

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, May 19, 2026. The meeting began at 6:30 p.m. Mayor Jeff Young was in the chair.

Welcome and Opening Remarks by Daryl Black

Council Members Present: Daryl Black, Joel Draxler, Bryce Wood

Council Members Excused: Lyle Bair, Fran Schumman

Staff Present: Justin Lewis (City Recorder), HollyJo Karren (City Administrator), Weston Bellon (City Engineer), Austin Hinckley, John Harris, Melissa Titensor (City Treasurer)

Others Present: Jennifer Erickson, Coleen Fenton, Todd Smith, Cindy Allen, Lisa Aedo, Debbie Zilles, Adrienne Wall

Approval of the April 21, 2026 City Council meeting minutes

*****Councilmember Wood moved to approve the April 21, 2026, City Council meeting minutes as submitted. Councilmember Black seconded the motion. The motion was approved 3-0. *****

Yes Vote: Black, Draxler, Wood

No Vote: None

Absent: Bair, Schumann

Discussion and possible vote on the special event application request by Jennifer Erickson to host a “Richmond Kids Bazaar” at the city park on Friday, June 19, 2026.

Mrs. Erickson submitted an application to host a children’s market event at 176 West 100 South on June 19, 2026, from 9:00 a.m. to 1:00 p.m. The event is designed for and operated by children, who are responsible for product sales and related business decisions, to teach the value of hard work and entrepreneurship. Mrs. Erickson noted this will be the third year for the event, which will again be held in the city park.

Mrs. Erickson confirmed to Councilmember Wood and Councilmember Black that there were no changes from last year and that no issues occurred previously.

Mayor Young expressed support for entrepreneurial opportunities for youth and stated that a reduced event fee or an appropriate in-kind contribution would be reasonable. He commented that the event helps children learn valuable lessons about time, money, and work.

Mrs. Erickson stated that community involvement has been limited and that most sales occur between booth participants. She indicated that if an event fee is required, the event

may need to be canceled. Mayor Young stated that waiving the fee would be sensible under the circumstances and noted that the discussion could be revisited if the event grows.

Councilmember Wood asked how the event was being promoted and suggested that the promotion may be contributing to lower attendance. Mrs. Erickson responded that she purchased a banner, placed small yard signs, and promoted the event on social media. She noted that the first year was more successful, with approximately 40 booths, whereas last year had 22. She has also attempted to encourage food truck participation, but vendors are generally reluctant to attend because of smaller crowds.

*****Councilmember Black moved to approve the special event application request by Jennifer Erickson to host a “Richmond Kids Bazaar” at the city park on Friday, June 19, 2026, including waiving the registration fee. Councilmember Wood seconded the motion. The motion was approved 3-0.*****

Yes Vote: Black, Draxler, Wood

No Vote: None

Absent: Bair, Schumann

Discussion and possible approval of Hazel Maxfield as a member of the Richmond City Library Board.

Mr. Lewis said Library Director Lora Smith has submitted Hazel to serve on the board as the youth representative; this request requires Council approval.

*****Councilmember Draxler moved to approve Hazel Maxfield as a member of the Richmond City Library Board. Councilmember Wood seconded the motion. The motion was approved 3-0.*****

Yes Vote: Black, Draxler, Wood

No Vote: None

Absent: Bair, Schumann

Discussion on culinary water capital improvement projects.

Mayor Young reviewed prior discussions regarding a potential culinary water well at the park adjacent to the Park Community Center building. He stated that data collected from locations throughout the City indicated the site was a logical location for further exploration. The aquifer in the area feeds the WDCI well, the largest-producing well on the west side of the city.

Councilmember Draxler stated the item had been discussed during a previous meeting and referenced the aquifer area outlined on the topographic map presented to the Council. He explained that the proposal was to conduct a test well on City-owned property where electrical service is already available. The purpose of the test well would be to

determine the feasibility, quantity, and quality of water available at the site. The project could improve the City's pressurized water system and provide needed support to the southeast section of the City, where water pressure concerns currently exist. He also noted that future discussions regarding limiting additional development in that area may be necessary due to current pressure limitations.

A discussion was held regarding project funding. It was noted that the test well could be funded through the Water Enterprise Fund. Long-term impact and dedication fees may be available to cover future project costs; however, current impact fees cannot be used on the test well because the project does not qualify as adding system capacity.

Weston Bellon, City Engineer, explained that the test well would consist of a 6-inch well with casing and a pump installed. He stated that testing would be conducted to determine water levels, pumping capacity, and potential impacts to the water table. Information gathered from testing would help determine the appropriate size for a future production well. The test well would remain in place following testing, similar to the existing well Lewiston City utilizes by the Cub River Sports Complex, while a separate production well and associated infrastructure would eventually be constructed nearby. He further stated that the hydrologist did not believe the project would negatively impact the WDCI well.

Austin Hinckley reported that water levels at the WDCI well have remained stable, even during dry years, and that the well has consistently performed since approximately 1932. He noted that while the quality of the water is hard, there have been no issues with sand or silt.

Councilmember Black inquired about potential noise associated with the project. Mr. Bellon stated that noise should not present a significant issue. Mr. Hinckley added that minimal noise is heard outside the existing well houses.

Mayor Young stated that continued growth in the northern portion of the City necessitates additional water system upgrades and improvements to existing storage tanks. He reiterated the benefits of the proposed location.

In response to a question from Councilmember Wood, Mr. Bellon estimated that the test well process would take approximately 12 to 18 months, with full project completion estimated within three to five years.

Mayor Young asked about the anticipated project footprint. Mr. Bellon stated that the permanent footprint would be relatively small with an approximate 100-foot radius. Construction activities will be noticeable. If successful, the Council would determine the final drilling location within the park based on the drilling specialist's recommendations.

Councilmember Black suggested using the existing shed/bathroom at the site, and Mayor Young agreed.

Mr. Hinckley stated that if the water remains untreated, the test well could be used for park irrigation, similar to the existing use of the test well at the Cub River Sports Complex.

Following the discussion, the Council expressed consensus to proceed with the test well project. Mr. Lewis stated that the project would be included in the new upcoming fiscal year budget, with work anticipated to begin in the next fiscal year.

Discussion and possible vote on Ordinance 2026-03, an Ordinance amending the Richmond City Municipal Code, Title 12-000 “Land Use, Development and Management (LUDMO)”, Chapter 12-3000 “Permitted Use Matrix”.

Mr. Lewis explained that the proposal is to add in Section 12-3000 Permitted Use Matrix the words “*Mortuary, Crematorium*” in the Death Care Services section, and add a new line item of “*Taxidermy Studio/Shop*”. For taxidermy studio/shop the matrix would be as follows:

Permitted: A-10, A-5, CBD, HC, MLI
Conditional-Use Permit: RE-1, RE-2
Not Allowed: RLD, RMD, RMF, NC

The allowed use zones for Death Care Services are not changing; the words Mortuary and Crematorium would be added for ease of searching and clarification.

The Planning Commission reviewed the Ordinance and has recommended approval.

*****Councilmember Black moved to adopt Ordinance 2026-03, an Ordinance amending the Richmond City Municipal Code, Title 12-000 “Land Use, Development and Management (LUDMO)”, Chapter 12-3000 “Permitted Use Matrix”. Councilmember Wood seconded the motion. The motion was approved 3-0.*****

Yes Vote: Black, Draxler, Wood

No Vote: None

Absent: Bair, Schumann

Public Hearing for the purpose of discussing Resolution 2026-03, a Resolution amending the Fiscal Year 2026 Budget which is the period of July 1, 2025 through June 30, 2026.

Mr. Lewis highlighted some of the larger proposed increases to the Fiscal Year 2026 budget.

General Fund Revenue:

\$495,616 revenue increase

- \$15,000 increase in property tax
- \$106,000 Local sales tax including an increase on the expense side for the Lee’s Marketplace Sales Tax Rebate

- \$40,000 Franchise Tax which is Enbridge Gas, Rocky Mountain Power and Comcast
- \$22,000 Mass Transit Tax which also increases expenses because it is a pass-through tax
- \$32,675 Transportation Planning Grant
- \$8,000 Local Road Tax, also an increase in expenses
- \$20,000 Class “C” Road Funds, also increase on expenses
- \$10,200 donation for the Library of which \$10,000 was a Carnegie donation
- \$14,600 sponsorships for Black & White Days

General Fund Expenses:

\$495,616 expense increase

- \$15,000 increase to Sales Tax Rebate
- \$3,400 increase to the Central Dispatch/911 fee
- \$15,000 increase to prosecutor/attorney
- \$20,000 increase to Class “C” Road Funds
- \$8,000 increase to Local Road Funds
- \$22,000 increase to Mass Transit Tax
- \$5,746 increase to RTIF Tax
- \$22,000 increase to wages in the Streets Department
- \$20,000 increase to benefits in the Streets Department
- \$19,137 increase to Black & White Days celebration
- \$11,000 increase to Library Maintenance which is utilizing the funds from the Carnegie Donation
- \$4,066 increase for a Library CLEF Grant
- \$7,000 increase for Library wages
- \$2,000 increase for Library benefits
- \$288,762 transfer from the General Fund to Capital Projects Fund in order to help keep within the state requirement for the Unreserved Fund Balance. This is not an expense; it is a transfer of funds from one fund to another. The Capital Projects Fund pays for large ticket items such as large building projects and major equipment.

Water Enterprise Fund

Revenue

- \$34,700 Bureau of Reclamation Grant
- \$11,000 Interest Earnings

- \$56,690 Impact Fees
- \$2,325 Water Meter Installs
- \$10,000 Water Dedication Payments
- \$130,000 Water Utility Charge

Expenses

- \$8,000 Wages
- \$10,000 Benefits

Sewer Enterprise Fund

Revenue

- \$100,000 Sewer Utility Charge
- \$25,335 Impact Fees
- \$50,000 Community Impact Board Grant
- \$5,000 Interest Earnings

Expenses

- \$3,500 Benefits
- \$10,000 Maintenance & Repair
- \$20,000 Engineering
- \$7,000 Sampling

Capital Projects Fund

Revenue

- \$288,762 Transfer from General Fund
- \$15,000 Interest Earnings

Solid Waste Enterprise Fund

Revenue

\$4,000 Solid Waste Utility Charge

Expenses

\$5,000 IT Equipment/Service

Mr. Lewis noted that this will be reviewed again next month as Fiscal Year 2026 comes to a close on June 30th.

Mr. Lewis explained that the City is in the process of reviewing and evaluating IT needs, which will be discussed further next month to determine how to include some of the projects in the budget.

Councilmember Wood briefly reviewed the discussion held during the previous month regarding AllTech and the cybersecurity concerns and system needs currently being addressed to help ensure the City's network and data remain secure and safe.

Mayor Young stated that another entity had recently experienced a significant cybersecurity breach, resulting in catastrophic service disruptions until repairs were completed. He noted that Richmond City is taking a proactive approach to help prevent similar issues and strengthen system security.

7:13 p.m. Public Hearing Opened

There were not any comments or questions.

7:14 p.m. Public Hearing Closed

Discussion and possible vote on Resolution 2026-03

*****Councilmember Black moved to adopt Resolution 2026-03, a Resolution amending the Fiscal Year 2026 Budget, which is the period of July 1, 2025, through June 30, 2026. Councilmember Draxler seconded the motion. The motion was approved 3-0.*****

Yes Vote: Black, Draxler, Wood

No Vote: None

Absent: Bair, Schumann

Staff Reports and Monthly Financial Review

Mrs. Karren thanked all the staff and volunteer groups for all their hard work during Black & White Days. It was a very successful event. There will be a post-event meeting next week to discuss how it went and what things can be improved or changed moving forward.

Two zoning clearances were issued last month; one on 500 East and the last lot in the Johnson View Subdivision on 300 East.

The tree that fell during the windstorm was quickly cleared, and no one was injured. She thanked the staff for their work in cleaning off the debris from the area where the large pine tree broke off halfway up and had to be removed in its entirety.

She provided an update on the Community Building remodel/update project. The gym floor is complete and cured, security cameras and key fobs will be installed at the end of the week. The stainless-steel backsplash will be installed this Friday. All appliances should be in by next Wednesday. She is working with Mayor Young on a possible ribbon-cutting celebration.

Mr. Lewis highlighted the following in the current budget.

Income Statement for the ten months ending 4/30/26:

- (3130) Local Sales Tax was \$59,172 for the month and \$499,292 for the fiscal year.
- (4194) Sales Tax Rebate \$54,686 so far for the fiscal year as part of the agreement with Lee's Marketplace.
- (3356) Income-Class C Road Funds - \$31,002 allocation received.
- (3677) Income –Celebrations includes the Halloween Carnival, Holiday Festival, and Black & White Days activities totals \$8,545 so far for the fiscal year.
- (3837) Donation Black & White Days totals \$3,350 in sponsorship fees received through the end of April.
- The water impact fee study can now be finalized where the council has decided to include the new well in the study. There will be a public hearing and a vote by the Council at a future council meeting after the study is completed.
- (4280) Bldg – Community Building remodel has expenditures of \$107,444 through the end of April. A RAPZ tax reimbursement request will be submitted when the project is completed.
- (4825) Library Maintenance and Repair is where the Carnegie donation is being spent.
- (3715) Revenue – Water Dedication Payments are \$15,000
- (5295) Sewer Line Cleaning & Inspection totals \$21,822 through the end of April.

NEW Budget – Fiscal Year 2027

- There will be a public hearing and vote to adopt in June, and the following items were highlighted:
- Have preliminary approval for RAPZ Tax funding for the pickleball courts. The amount will be added to the budget once the funds are officially awarded.
- Utility Fees, beginning in July: increase of \$1.00 per month for water, \$1.00 per month for sewer, and \$2.00 per month for garbage. The garbage rate has not been changed since 2023.

- (4000) Capital Projects Fund Projects include the Quonset building remodel for \$57,034 which includes electrical (\$8,325), a new insulated door (\$10,788), cement entryway (\$16,650), insulation (\$15,271) and heating (\$6,000).
- (4001) Capital Projects Fund Equipment of \$82,992 is for the John Deere Gator utility vehicle (\$17,992) and the new Ford F600 truck (\$65,000).
- A Property Tax increase will not be considered this year where there increases to the three utility rates.

Mayor Young provided a brief history of the garbage issue. Years ago, several northern county cities decided to move away from Logan City's service to Econo Waste. This turned out to be a great decision. Garbage fees have not changed since 2023. He also noted that there are no extra charges such as delivery, replacement of cans, overflow, etc. added to the residents' bills. The increase is needed; however, he is grateful that it is relatively small.

Mayor Young also pointed out that the Quonset building improvements will help centralize services for the city employees and work in the area at the parks and city buildings.

The Mayor and Council are working hard to ensure that the budget process is transparent. He encouraged anyone with questions or concerns to reach out. The staff has worked very hard putting this together.

Council Member and Mayor Reports

Councilmember Black

- ✓ The Black & White Days breakfast attendance was down this year. Approximately 450 people were served. Part of it may have been difficulty with parking as the Stampede Bike Race started at the same location. He noted that it took 900 eggs and 32 gallons of milk for the breakfast.
- ✓ The Library Building needs improvement to the exterior brick; there are areas where it is falling off. Bids will be obtained for the council to consider.

Councilmember Wood

- ✓ Thanked everyone who helped with Black & White Days especially with the Hamburger Stand, including Lee's Marketplace.

Councilmember Draxler

- ✓ The proposed increase to sewer fees is necessary due to the anticipated renovation of the MBR (Membrane Bioreactor) wastewater treatment plant in the coming years, with estimated costs of approximately nine million dollars. Mr. Lewis reported that he has explored a loan forgiveness program to assist with project funding. It was noted that a new bond payment would not be required until the current bond is paid off, which is expected in three years. After review, it was determined that completing the project in phases would result in higher overall costs over time. The Council agreed to let Mr. Lewis proceed with gathering more detailed and specific project information. Any

formal action would return to the Council for a vote at the appropriate time. Mayor Young expressed agreement with the approach and expressed appreciation for implementing small, incremental increases over time and for the progress since his first term on the Council.

- ✓ There has been discussion about upsizing the sewer line from the diversion box to the lagoons. There is another local city where some bids on projects have come in lower than expected recently. Now might be a good time to move forward. Councilmember Black asked if this improvement is still needed with the potential upgrade to the MBR plant. Councilmember Draxler, this would be a benefit to that project, helping divert water as needed during times when the plant has to be shut down. A screening box will be put in as well. Mr. Lewis pointed out that, based on the engineering estimates, the City would be able to pay cash for the upsize project. Mr. Bellon clarified that this would be a standalone project, separate from the plant upgrade. The Council gave consent for Mr. Lewis and Mr. Bellon to proceed with further research and bring back more information.

Mayor Young

- ✓ There will be a post-event meeting and wrap up for Black & White Days.
- ✓ Staff reported the canvas of the circus tent that was damaged can be salvaged, but the posts are beyond repair.

Secondary Water Discussion

Mayor Young explained there are ongoing concerns regarding the City's secondary water system Ordinance for new subdivisions. He stated that many private laterals are not maintained and that connecting the City to those systems would be expensive due to infrastructure, maintenance, and repair costs. He questioned whether requiring a secondary system by Ordinance is necessary, noting that most new subdivisions are not currently connected to one. Elk Meadows subdivision is expected to tie into the system which would be the first newer subdivision to be connected since the Ordinance was adopted.

Mayor Young expressed interest in further discussion regarding how the City's water system is structured, how water dedication payment's function, and how water shares and beneficial use requirements apply.

Mr. Bellon explained that municipalities are generally not at risk of losing beneficial use of water shares unless there is an adjudication process through the State Engineer's Office. He stated that privately owned shares not used within seven years could lose their rights. The City updates its 40-year Water Master Plan every three to five years to outline water use projections and planning.

Mayor Young confirmed that the City owns 98 irrigation water shares. Mr. Bellon clarified that the City's water rights differ from those of individual shareholders.

Councilmember Black noted that City Creek water eventually flows to the Bear River and ultimately the Great Salt Lake if unused. He questioned why the City pays to pump water and whether water allocations could be used more efficiently by storing additional water in

tanks. Mr. Hinckley explained that the water in the tanks must be mixed for corrosion control. Mr. Bellon added that the spring has a separate culinary water right. At the same time, the irrigation rights owned by the City cannot legally be used for drinking water and therefore cannot be diverted into culinary storage tanks.

Mayor Young stated there is concern regarding insufficient water storage capacity in the city.

Mr. Bellon encouraged the Council to consider the long-term vision for the irrigation system. Mayor Young noted that many cities without secondary systems eventually submit change applications to convert irrigation water rights to municipal use. He referenced Nibley as an example and stated that as agricultural land transitions to residential development, it seems logical for water use to transition as well.

Councilmember Black stated the discussion appeared to be centered on whether to continue requiring secondary systems in new developments. He said he could see merit in both perspectives and described the issue as “not a problem until it is a problem.” He also acknowledged the purpose and mission behind the Cache Water District’s establishment.

Mayor Young agreed that Councilmember Black raised an important point regarding water rights, water shares, and the need to demonstrate beneficial water use adequately.

Mr. Bellon explained that the City’s water rights are cataloged and that submitting a change application would allow water to be diverted where needed. He noted that the rights are currently tied to a specific well.

Mr. Draxler questioned the lifespan of buried, unused pipes. He expressed concern that not requiring a secondary system could become problematic as water becomes more valuable and the City continues to grow.

Mr. Bellon responded that while he did not know the exact lifespan of buried pipe, underground infrastructure does avoid UV damage. He said another important consideration is the expense of operating and maintaining both culinary and irrigation systems simultaneously, including installing connections and ensuring the systems function effectively and conveniently.

Mr. Hinckley stated that irrigation water meters cost more than culinary water meters.

Mr. Bellon explained that the typical advantage of a secondary system is lower cost because the water does not require treatment; however, he stated that in Richmond, the cost of maintaining two separate systems may outweigh those benefits. He added that treatment costs are relatively manageable in Richmond’s case and that all City water rights can be used for both irrigation and culinary purposes. Based on the Water Master Water Plan, he stated his opinion is that a secondary system may not provide substantial benefit to Richmond in certain cases.

Mayor Young stated the City must determine the appropriate path forward. He reiterated that connecting to and maintaining a secondary system would be expensive, particularly if the City assumes responsibility for repairing and maintaining private laterals. He also

noted that capped laterals limit the City's flexibility in balancing water shares between systems; however, he acknowledged that the system could become beneficial over time.

Councilmember Draxler stated that using culinary water to irrigate residential landscaping significantly increases residents' costs. He expressed concern about future growth relying on drinking water for outdoor watering purposes.

Mayor Young stated that the City would likely eventually become the primary owner of all laterals. He said he understood the Cache Water District's original concerns about balancing water shares with development needs, such as allocating sufficient shares for a 50-home development.

Councilmember Black noted that legislation passed approximately four years ago requiring all secondary systems to have meters installed; however, there is currently no reporting entity collecting the data. He also said that all users connected to a lateral should share responsibility if a lateral breaks.

Mayor Young asked how many water shares had been brought to the table over the past five years. Mr. Lewis responded that 86 units have been paid for and 12 water shares received. He added that the 86 units were paid as water dedication fees.

Councilmember Black suggested that, rather than eliminating the option for secondary water systems, the City could modify the requirement so that if an existing secondary system is present on a property, access to that line should be provided.

Mr. Hinckley stated that if that approach is recommended, developers could install only the secondary line and valves rather than extending the main line all the way to each meter. He explained that this would eliminate the need for irrigation boxes at every home, which are often unnecessary and susceptible to damage.

Councilmember Draxler stated that under that approach, property owners who want irrigation service would need to install the line during home construction, similar to how water service lines are installed. Mayor Young agreed that the proposal made sense. Mayor Young stated that if water shares are traded, access to the system must remain available. He added that shares should be equitably distributed within a development; however, he noted that if shares are not actively used, the City still needs to use those water resources.

Mayor Young requested that the item be placed on next month's agenda for further discussion. Mr. Lewis stated that a new Ordinance would be drafted for Council review based on the discussion held during the meeting.

The meeting adjourned at 8:27 p.m.

Next scheduled meeting: June 16, 2026

RICHMOND CITY CORPORATION

Jeffrey D. Young, Mayor

ATTEST:

Justin B. Lewis, City Recorder