



MILFORD CITY COUNCIL NOTICE AND AGENDA

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Milford, Utah will hold a regular meeting at **4:00 PM** at the **Milford City Administrative Office, Council Chambers, 26 South 100 West, Milford, Utah** for the purposes described below on **Tuesday, July 15, 2025**.

- 1. MAYOR'S WELCOME & CALL TO ORDER:** Roll Call & Pledge of Allegiance
- 2. PUBLIC HEARINGS (noticed separately)**
 - a. Consideration of changing the traffic pattern on 300 North (from a one-way to two-way)
 - b. Concerning petition to vacate a portion of an alley through block 5, Lewis Addition
- 3. VISITORS**
 - a. Christopher Katis – Provide Utah FORGE site update
 - b. Rick Rose – Discuss gate options/plan for 700 West to assist with school pickup at MES
 - c. Cari Netto – Discuss alley-way establishment and clear pathway set for accessibility
- 4. CONSENT ISSUES**

Presentation of Financial report June 2025, approval of bills and payroll, and approval of minutes for June 17, 2025 Public Hearings and Council Meeting, June 26, 2025 Special Meeting, and July 8, 2025 Special Meeting
- 5. NEW BUSINESS**
 - a. Consideration and Approval of Joint Lease Agreement between Milford City and BCFD#3 (old fire station)
 - b. Approval of changing 300 North traffic pattern
 - c. Approval of Golf Course Operator Contract with Milford Men's Golf Association
 - d. Discuss the American 250 Celebration
 - e. Approval of hiring of Airport Operator
 - f. Discuss merit raises for two employees
 - g. Approval of Work Release 2025-1 planning services for zoning code updates
 - h. Presentation and consideration of spot award
 - i. Presentation and consideration of bids for the Milford Public Library Remodel
- 6. OLD BUSINESS**
 - a. Discuss the condition of Main Street Property Parcel 05-0009-0003
- 7. ORDINANCE AND RESOLUTIONS**
 - a. Ordinance 03-2025 "Development Standards"
 - b. Ordinance 04-2025 "Vacating Alley"
- 8. STAFF REPORTS AND COMMENTS**
 - Leo Kanell, City Attorney
 - Benjamin Stewart, City Foreman
 - Makayla Bealer, City Administrator
 - Lisa Thompson, Zoning Administrator
 - Monica Seifers, City Recorder
- 9. COUNCIL REPORTS AND COMMENTS**
 - Nolan Davis, Mayor - *Waste Management, Economic Development, Five County Steering, Public Safety*
 - Terry Wiseman - *Water, Streets, Beautification*
 - Ian "Jeep" Spaulding - *Recreation, Swimming Pool and Golf Course, City Parks*
 - Russell Smith - *Cemetery, Sewer, Airport*
 - Les Whitney - *Planning and Zoning Chair, Buildings and Equipment, LIC Committee, Children's Justice Center*
 - Scott Symond - *Library Board, County BofA, Beautification, Hospital Board, County Travel Council/Tourism*
- 10. ADJOURNMENT**

Notice: The City Council may adjourn to Executive Session pursuant to the provisions of §52-4-204 and §52-4-205, Utah Code Annotated (1953), as amended.



NOTICE OF PUBLIC HEARING

PUBLIC NOTICE is hereby given that Milford City Council will be holding a public hearing as part of a regular Council Meeting at the Council Chambers, Milford City Office, 26 South 100 West, Milford City, Utah 84751 at 4:00 p.m. on Tuesday, July 15, 2025.

The purpose of the hearing is to hear public comment regarding Milford City's consideration of changing the traffic pattern on 300 North (from a one-way street to a two-way pattern).

Dated this 26th day of June, 2025.

CERTIFICATE OF DELIVERY & POSTING

The undersigned, duly appointed and acting City Recorder does hereby certify that the above Notice of Public Hearing was posted in three public places within the Milford City Limits on this 26th day of June 2025. These public places being 1) Milford City Office; 2) U.S. Post Office; and 3) Milford Public Library. The foregoing Notice and Agenda was also delivered to each member of the governing body and posted at utah.gov.pmn, on the city Facebook page linked to www.milfordcityutah.com.


MONICA D. SEIFERS
MILFORD CITY RECORDER

In compliance with the Americans with Disabilities Act, the City of Milford will make efforts to provide reasonable accommodations to disabled members of the public in accessing City programs. Request for assistance can be made by contacting the City Recorder at 435.387.2711 at least 24 hours in advance of the meeting to be held.



City of Milford
P.O. Box 69
Milford, Utah 84751
435 387-2711

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June 26, 2025

NOTICE OF PUBLIC HEARING

Proposed Traffic Pattern Change on 300 North

Milford City has received inquiries from residents regarding the current one-way designation of **300 North, between 500 West and 300 West**. Concerns have been raised about the lack of enforcement and the fact that the road is not being utilized correctly approximately 90% of the time.

In response, the City has reviewed historical traffic studies and City Council minutes from the mid-1990s, when the one-way designation was implemented. These records do not provide a clear reason or justification for the change. The traffic study conducted at the time did not recommend a one-way configuration, nor do the meeting minutes reflect strong support from residents for such a change.

Based on this information and current feedback, Milford City is considering returning this portion of 300 North to a two-way street. Before making any decisions, we are seeking public input on the matter.

A public hearing will be held on:

Date: Tuesday, July 15, 2025

Time: 4:00 PM

Location: Milford City Administration Building, 26 South 100 West, Milford, Utah

Property owners and residents within 300 feet of the affected area have been mailed a notice of this hearing. We encourage all interested community members to attend and share their thoughts.

Your feedback is valuable and will help guide the City's decision.

Kind regards,

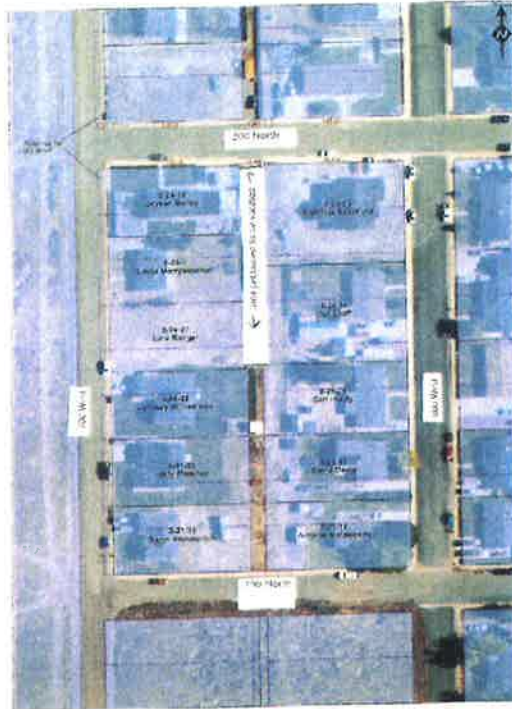
Mayor Nolan Davis



NOTICE OF PUBLIC HEARING

PUBLIC NOTICE is hereby given that Milford City Council will be holding a public hearing as part of a regular Council Meeting at the Council Chambers, Milford City Office, 26 South 100 West, Milford City, Utah 84751 at 4:00 p.m. on Tuesday, July 15, 2025.

The purpose of the hearing is to hear public comments concerning petition to vacate a portion of an alley as shown on the Milford Town Plat running north and south through Block 5, Lewis Addition. Map Below.



Dated this 30th day of June, 2025.

CERTIFICATE OF DELIVERY & POSTING

The undersigned, duly appointed and acting City Recorder does hereby certify that the above Notice of Public Hearing was posted in three public places within the Milford City Limits on this 30th day of June 2025. These public places being 1) Milford City Office; 2) U.S. Post Office; and 3) Milford Public Library. The foregoing Notice and Agenda was also delivered to each member of the governing body and posted at utah.gov.pmn, on the city Facebook page linked to www.milfordcityutah.com.


MONICA D. SEIFERS
MILFORD CITY RECORDER

In compliance with the Americans with Disabilities Act, the City of Milford will make efforts to provide reasonable accommodations to disabled members of the public in accessing City programs. Request for assistance can be made by contacting the City Recorder at 435.387.2711 at least 24 hours in advance of the meeting to be held.



City of Milford
P.O. Box 69
Milford, Utah 84751
435 387-2711

PETITION TO CHANGE A SUB-DIVISION PLAT

Vacate --Cost: \$100.00

Date: 10-24-25

Petitioners Name Jaysen & Mallory Bailey
Please print

Address: 1051 W 200 N

- ✓ Name of the Sub-Division Lewis Addition
- ✓ Block/s and Lot/s Numbers Jaysen Bailey, Linda Memmyweather, Nicholas Schofield, Christian Lara, & Cam Cluff
- ✓ Reason Abandon the alley way on the north end only of the Lewis Addition subdivision.
- ✓ Name & Address of all owners of record of the land that is adjacent to or abuts any alley proposed to be vacated.
- ✓ Signature/s of each of the consenting owners.

The City Council must hold a public hearing within 45 days of the receipt of the petition to vacate a public alley, but only after the Planning & Zoning Commission has given its recommendation for vacating the alley. Ref. Utah Code 10-9a-609

Petitioner/s will bear any and all notification and advertising costs.

Petitioner Signature: Mallory Bailey 10-24-25 Jaysen Bailey 10-24-25

Petitioner: Please use any other pages necessary to complete this petition and attach them to this sheet.

6/24/25

To whom it may concern:

We are submitting this petition to abandon the alley way on the NORTH END ONLY of the Lewis Addition Subdivision. We are petitioning to have the alleyway split between the property owners who are adjacent to the NORTH END alleyway; this includes plot numbers; 5-24-26, 5-24-1, 5-24-27, 5-24-24, and 5-24-25.

We have included ALL the abutting property owners signatures in approval of abandoning the north end alley way of the Lewis Addition Subdivision, please see attached signature page of consenting owners signatures.

Holly Fletcher sent an email as electronic approval. Please see the attached email in this submission.

Plot 5-21-16 was signed by the owner, Shane Esplin. Shane stated that he owns the property, it is financed by the seller and the County Records show him as the owner. Shane stated that he can provide documentation if needed.

Please note that Nicholas Schofield, 5-24-25, is allowing all of the alleyway between him and Jayson Bailey at 5-24-26 to be Jayson's. If the petition is approved, please deed as such.

Jayson Bailey 6-24-25

Mallory Bailey 6-24-25

Mike Schofield

6-24-25

4:00

52



Re: Petition to vacate alleyway



Holly Fletcher

Jun 18



To: Me ▾

I give my electronic consent to vacate the alleyway on the north end of the Lewis Addition Subdivision which is adjacent to the following properties: Schofield, Bailey, Cluff, Merryweather, Lara.
Holly Ellen Fletcher
130 N 700 W
Milford, Utah 84751
[435-406-5407](tel:435-406-5407)

Holly Fletcher. Construction

Got it.

Got it, thanks!

Write your own reply...



Delete



Reply



Forward



Move



More

Subject Re: Petition to vacate alleyway

From Holly Fletcher

<Holly.Fletcher@mortenson.com>

To: Crystal Schofield

<cd_schofield@yahoo.com>

Date Today at 2:15 PM

I give my electronic consent to vacate the alleyway on the north end of the Lewis Addition

Subdivision which is adjacent to the following properties: Schofield, Bailey, Cluff, Merryweather, Lara.

Holly Ellen Fletcher

130 N 700 W

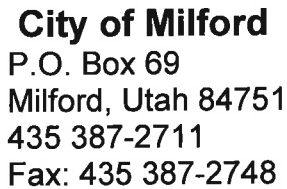
Midford, Utah 84751

[435-406-5407](tel:435-406-5407)

**Holly Fletcher, Construction
Coordinator II
Solar Energy Group**

Consenting Owners

Property Owner	Parcel	Address	Date	Signature of Consent
Jayson Bailey	5-24-26	657 W 200 N	6-6-25	<i>Jayson Bailey</i>
Linda Merryweather	5-24-1	168 N 700 W	—	Sig. not required deceased
Christian Rangel Lara	5-24-27		6-7-25	<i>jean M. Rangel P.</i>
Lindsay Williamson	5-24-22	144 N 700 W	6-8-25	<i>Lindsay</i>
Holly Fletcher	5-21-22	130 N 700 W		See attached email.
Sandi Wunderlich	5-21-15	120 N 700 W	6-7-25	<i>Sandi Wunderlich</i>
Antonio Maldonado	5-21-16	610 W 100 N	6/6/25	<i>R. D. Maldonado</i>
David Davis	5-21-17	129 N 600 W	6-6-25	<i>David Davis</i>
Cari Hardy	5-24-20	145 N 600 w	6-6-25	North Side only <i>Cari Netto</i>
Carl Cluff	5-24-24	157 N 600 W	6-6-25	<i>Carl Cluff</i>
Nicholas Schofield	5-24-25	183 N 600 W	6-6-25	<i>Nick Schofield</i>





City of Milford
P.O. Box 69
Milford, Utah 84751
435 387-2711

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July 1, 2025

Enbridge Gas
PO Box 45360
Salt Lake City, UT 84145-0360

RE: Notice of Public Hearing – Petition to Vacate Alleyway

To Whom It May Concern:

City of Milford has received a petition to vacate the north portion of an alley as shown on Milford Town Plat running north and south through Block 5, Lewis Addition. A copy of the map is enclosed for your review. This letter is being sent to you, because Enbridge may have public utilities located in the alley to be vacated.

The Milford City Council will hold a Public Hearing to hear comments regarding the vacating of this alley; if you have any questions or concerns, you may want to have a representative attend the hearing.

A Public Hearing will be held to discuss this petition as follows:

Date: Tuesday, July 15th
Time: 4:00 PM
Location: Milford City Offices
26 South 100 West, Milford, Utah

Should you have questions or concerns regarding this matter, please do not hesitate to contact our offices at 435-387-2711X0 between the hours of 8 AM and 4 PM.

Sincerely,

Lisa Thompson
Zoning Administrator





City of Milford

P.O. Box 69
Milford, Utah 84751
435 387-2711

.....

July 1, 2025

Rocky Mountain Power
1407 W North Temple
Salt Lake City, UT 84116

RE: Notice of Public Hearing – Petition to Vacate Alleyway

To Whom It May Concern:

City of Milford has received a petition to vacate the north portion of an alley as shown on Milford Town Plat running north and south through Block 5, Lewis Addition. A copy of the map is enclosed for your review. This letter is being sent to you, because Rocky Mountain Power may have public utilities located in the alley to be vacated.

The Milford City Council will hold a Public Hearing to hear comments regarding the vacating of this alley; if you have any questions or concerns, you may want to have a representative attend the hearing.

A Public Hearing will be held to discuss this petition as follows:

Date: Tuesday, July 15th

Time: 4:00 PM

Location: Milford City Offices

26 South 100 West, Milford, Utah

Should you have questions or concerns regarding this matter, please do not hesitate to contact our offices at 435-387-2711 X 0 between the hours of 8 AM and 4 PM.

Sincerely,

Lisa Thompson

Lisa Thompson
Zoning Administrator





City of Milford

P.O. Box 69
Milford, Utah 84751
435 387-2711

.....

July 1, 2025

South Central Communications
PO Box 555
Escalante, UT 84726

RE: Notice of Public Hearing – Petition to Vacate Alleyway

To Whom It May Concern:

City of Milford has received a petition to vacate the north portion of an alley as shown on Milford Town Plat running north and south through Block 5, Lewis Addition. A copy of the map is enclosed for your review. This letter is being sent to you, because South Central Communications may have public utilities located in the alley to be vacated.

The Milford City Council will hold a Public Hearing to hear comments regarding the vacating of this alley; if you have any questions or concerns, you may want to have a representative attend the hearing.

A Public Hearing will be held to discuss this petition as follows:

Date: Tuesday, July 15th

Time: 4:00 PM

Location: Milford City Offices

26 South 100 West, Milford, Utah

Should you have questions or concerns regarding this matter, please do not hesitate to contact our offices at 435-387-2711X0 between the hours of 8 AM and 4 PM.

Sincerely,

Lisa Thompson

Lisa Thompson
Zoning Administrator



MILFORD CITY, A Municipal Corporation

ORDINANCE NO. 04-2025

AN ORDINANCE VACATING CERTAIN ALLEY.

WHEREAS, the governing body of Milford City has determined that the best interests of the City of Milford will be served by vacating a portion of the alley described in Section 1 of this ordinance; and,

WHEREAS, pursuant to the provisions of Section 10-9a-609.5 Utah Code Annotated, as amended, 1953, a petition containing a request to vacate an alley was filed by Jayson and Mallory Bailey.

WHEREAS, notice was given pursuant to the provisions of Section 10-9a-208 Utah Code Annotated; and,

WHEREAS, the governing body of the City of Milford has determined that there is good cause for such vacating, and that neither the public interest nor any person will be materially injured by the vacation.

NOW THEREFORE, IT IS HEREBY ORDAINED by the City Council of Milford City as follows:

Section 1. ALLEY VACATED. A portion of the following alley as such alley appears on the official plats and records of the City of Milford, is hereby closed and vacated to the use of the public: This portion of the alley is located In Milford City, Beaver County, State of Utah, and is particularly described as:

Commencing at the Northeast Corner of Block 5, Lot 10, LEWIS ADDITION SUBDIVISION, thence south along east side of lots 10, 11, 12, 13, and north half of lot 14 thence east 14.85' starting at the point of 21FT South of the NW corner of Block 5, Lot 5 LEWIS ADDITION SUBDIVISION, thence north along the west side of lots 6, 7, 8, 9, thence west to the point of beginning.

SEE ATTACHED MAP

Section 2. EFFECTIVE DATE. This Ordinance shall take effect immediately upon publication of this Ordinance.

Passed by the City Council of Milford, Utah, this _____ day of July, 2025 by the following vote:

AYES: _____

Nays: _____

Absent: _____

MILFORD CITY

Attest:

Nolan Davis, Mayor

MONICA D. SEIFERS
City Recorder





Milford City Council Agenda Request Form

This form must be submitted by Noon the Wednesday prior to the Council Meeting

REQUESTOR'S NAME (Print legibly) : Christopher Katis for Dr. Joseph Moore

ORGANIZATION (if applicable): Utah FORGE

ADDRESS: 423 Wakara Way, Ste. 300, SLC, UT 8410

PHONE : 801-718-8551 CELL PHONE: 801-718-8551

E-MAIL ADDRESS: ckatis@egi.utah.edu

To be used if additional information is required and to provide you a copy of agenda. Agenda will also be posted on www.utah.gov/pmn. You may Subscribe to Milford City Council notices using this website. By subscribing, you will be notified of all postings made by Milford City Council to the website, in compliance with Utah State Law.

Date Requesting to Attend July 15, 2025. Amount of Time Requested 20 mins

TOPIC TO BE ADDRESSED (Your description must identify the subject matter of your appearance in sufficient detail to alert the public what topic you will discuss and what **action** you are requesting of the Council) :

Provide an update about activities at the Utah FORGE site.

IS YOUR PRESENTATION REQUIRING ACTION OF THE COUNCIL OR IS IT ONLY PROVIDING INFORMATION? (check one): REQUIRES ACTION ☐ INFO ONLY ☒

PLEASE DESCRIBE DESIRED OUTCOME: Provide an update about upcoming activities at the Utah FORGE site

ARE WRITTEN MATERIALS TO BE PROVIDED TO COUNCIL (check one): YES NOX

IF YES, I HAVE PROVIDED **11 COPIES** AND EMAILED AN ORIGINAL TO THE CITY

RECORDER Initial here _____

*****CONTINUED ON REVERSE*****

IS FUNDING FROM THE CITY BEING REQUESTED? (check one) YES ☐ NO ☒

IF YES, WHAT IS THE ESTIMATED COST TO THE CITY: _____

PLEASE PROVIDE DOCUMENTATION SUPPORTING YOUR ESTIMATE

Note: Separate requests must be completed for each topic presented.

INSTRUCTIONS – PLEASE READ CAREFULLY

This request must be submitted to the City Recorder no later than 3 pm the Wednesday prior to the City Council Meeting. Meetings are held the 3rd Tuesday each month. Applications submitted after the deadline, if complete, will be placed on the following City Council Meeting agenda.

Return completed form and 12 printed copies of handouts to:

City Recorder
PO Box 69, 26 South 100 West
Milford, UT 84751

Handouts may be e-mailed prior to deadline for agenda. E-mail to:
mseifers@milford.utah.gov **by Noon the Wednesday prior to meeting.**

Christopher Kattis

June.9, 2025

SIGNATURE

DATE

OFFICE USE ONLY

Date Rec'd by City Recorder: _____

Info Complete : YES ☐ NO ☐

If no, what info is required: _____

Approved for Agenda : YES ☐ NO ☐

If no, reason for denial:



Milford City Council Agenda Request Form

This form must be submitted by Noon the Wednesday prior to the Council Meeting

REQUESTOR'S NAME (Print legibly):

Rich Rose

ORGANIZATION (if applicable):

MES

ADDRESS:

450 S 700 W

PHONE:

435 387-7841

CELL PHONE:

435 691 0540

E-MAIL ADDRESS:

richard.rose@mead.k12.ut.us

To be used if additional information is required and to provide you a copy of agenda. Agenda will also be posted on www.milfordcity.org. You may Subscribe to Milford City Council notices using this website. By subscribing, you will be notified of all postings made by Milford City Council to the website, in compliance with Utah State Law.

Date Requesting to Attend

7/15

Amount of Time Requested

15 min max

TOPIC TO BE ADDRESSED (Your description must identify the subject matter of your appearance in sufficient detail to alert the public what topic you will discuss and what action you are requesting of the Council):

Adding Swinging gates to roads to address
Current Policy on busy streets during school
pickup.

IS YOUR PRESENTATION REQUIRING ACTION OF THE COUNCIL OR IS IT ONLY PROVIDING INFORMATION? (check one): REQUIRES ACTION ☐ INFO ONLY ☒

PLEASE DESCRIBE DESIRED OUTCOME:

Approval to move forward
with gates to protect our children

ARE WRITTEN MATERIALS TO BE PROVIDED TO COUNCIL (check one): YES ☐ NO ☒

IF YES, I HAVE PROVIDED 11 COPIES AND EMAILED AN ORIGINAL TO THE CITY

RECORDER Initial here _____

CONTINUED ON REVERSE

IS FUNDING FROM THE CITY BEING REQUESTED? (check one) YES ☐ NO ☒

IF YES, WHAT IS THE ESTIMATED COST TO THE CITY: _____

PLEASE PROVIDE DOCUMENTATION SUPPORTING YOUR ESTIMATE

Note: Separate requests must be completed for each topic presented.

INSTRUCTIONS – PLEASE READ CAREFULLY

This request must be submitted to the City Recorder no later than 3 pm the Wednesday prior to the City Council Meeting. Meetings are held the 3rd Tuesday each month. Applications submitted after the deadline, if complete, will be placed on the following City Council Meeting agenda.

Return completed form and 12 printed copies of handouts to:

City Recorder
PO Box 69, 26 South 100 West
Milford, UT 84751

Handouts may be e-mailed prior to deadline for agenda. E-mail to:
mseifers@milford.utah.gov by Noon the Wednesday prior to meeting.


SIGNATURE

7/10/25
DATE

.....
OFFICE USE ONLY

Date Rec'd by City Recorder: _____

Info Complete: YES ☐ NO ☐

If no, what info is required: _____

Approved for Agenda: YES ☐ NO ☐

If no, reason for denial: _____



Makayla Bealer <mbealer@milford.utah.gov>

Sidewalk ADA Requirements

1 message

Thu, Jun 5, 2025 at 2:41 PM

Makayla Bealer <mbealer@milford.utah.gov>
To: Richard Rose <richard.rose@beaver.k12.ut.us>
Cc: Lisa Thompson <lthompson@milford.utah.gov>

Hi Rick,

I looked into state and federal code. Here is what I found.

ADA Requirements

According to the Americans with Disabilities Act (ADA), the minimum clear width for an accessible route, such as a sidewalk, is **36 inches**.

While the ADA sets the minimum standards, local jurisdictions such as Milford City can set standards. We currently don't have code that addresses this; therefore, you'd need to have at least 36 inches. I have measured on our mapping system, and it appears that the sidewalk by 700 West 300 South is 4 feet wide, and the one on 700 West and 500 South is 8 feet wide.

Please let me know if you still want to be on the council's agenda for June 17, 2025. We would need your plan by June 11. If you need to wait until July, the meeting will be on July 15th.

Kind regards,

Makayla Bealer
City Administrator/Treasurer

Every accomplishment starts with the decision to try. Make today GREAT!



PO Box 69 | 26 South 100 West | Milford, UT 84751

☎: Direct Line: (435) 387-2717 | Office (435) 387-2711 ex. 0 ✉: mbealer@milford.utah.gov |

Website: milfordcityutah.com

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute, or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the



Milford City Council Agenda Request Form

This form must be submitted by Noon the Wednesday prior to the Council Meeting

REQUESTOR'S NAME (Print legibly): Cari Netto

ORGANIZATION (if applicable): _____

ADDRESS: 145 N 600 W POBox 2166 Milford, UT 84751

PHONE: _____ CELL PHONE: 435-260-8790

E-MAIL ADDRESS: Cari-hardy@yahoo.com

To be used if additional information is required and to provide you a copy of agenda. Agenda will also be posted on www.utah.gov/pmn. You may Subscribe to Milford City Council notices using this website. By subscribing, you will be notified of all postings made by Milford City Council to the website, in compliance with Utah State Law.

Date Requesting to Attend July 15, 2025 Amount of Time Requested
10-15 minutes

TOPIC TO BE ADDRESSED (Your description must identify the subject matter of your appearance in sufficient detail to alert the public what topic you will discuss and what **action** you are requesting of the Council) :

Grading and establishing the right-of-way behind my home (alley-way). Because the alley-way has not been established, issues with the right-of-way have come up such as sheds being built in the right-of-way fences blocking the right-of-way, and utilities being placed on Properties instead of right-of-way.

IS YOUR PRESENTATION REQUIRING ACTION OF THE COUNCIL OR IS IT ONLY PROVIDING INFORMATION? (check one): REQUIRES ACTION ☒ INFO ONLY ☐

PLEASE DESCRIBE DESIRED OUTCOME: Alley-way being established and a clear pathway set for accessibility.

ARE WRITTEN MATERIALS TO BE PROVIDED TO COUNCIL (check one): YES ☐ NO ☒

IF YES, I HAVE PROVIDED 11 COPIES AND EMAILED AN ORIGINAL TO THE CITY RECORDER Initial here _____

CONTINUED ON REVERSE

IS FUNDING FROM THE CITY BEING REQUESTED? (check one) YES ☐ NO ☒

IF YES, WHAT IS THE ESTIMATED COST TO THE CITY: _____

PLEASE PROVIDE DOCUMENTATION SUPPORTING YOUR ESTIMATE

Note: Separate requests must be completed for each topic presented.

INSTRUCTIONS – PLEASE READ CAREFULLY

This request must be submitted to the City Recorder no later than 3 pm the Wednesday prior to the City Council Meeting. Meetings are held the 3rd Tuesday each month. Applications submitted after the deadline, if complete, will be placed on the following City Council Meeting agenda.

Return completed form and 12 printed copies of handouts to:

City Recorder
PO Box 69, 26 South 100 West
Milford, UT 84751

Handouts may be e-mailed prior to deadline for agenda. E-mail to:
mseifers@milford.utah.gov by Noon the Wednesday prior to meeting.

Cari Netto
SIGNATURE

7/8/2025
DATE

.....
OFFICE USE ONLY

Date Rec'd by City Recorder: _____

Info Complete : YES ☐ NO ☐

If no, what info is required: _____

Approved for Agenda : YES ☐ NO ☐

If no, reason for denial: _____



CITY COUNCIL TRANSMITTAL

TO: Milford City Council

DATE: 07/10/25

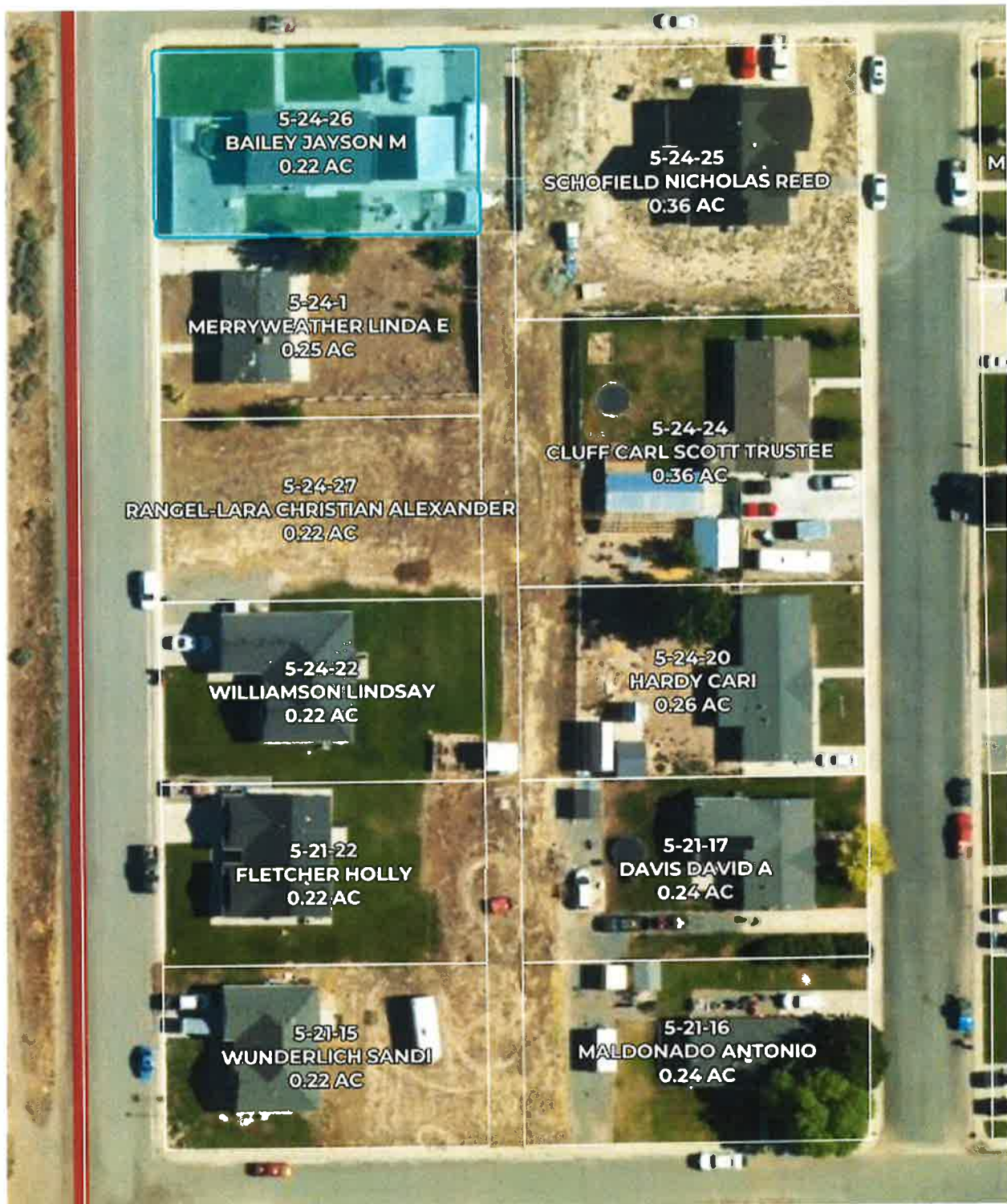
FROM: Lisa Thompson, Zoning Administrator

SUBJECT: Request to establish alleyway-Cari Hardy

Summary: Cari Hardy is requesting that the city establish the alleyway behind her home. The only access she has to her back yard with a vehicle is through the alleyway. If the petition to vacate the north end of this alleyway is granted, she will only have access from the south end; however, the alleyway location is not clear. There is currently a shed in the alleyway that will need to be relocated onto private property.

In the picture below you can see where the alleyway should be. The property owners on the west side of this alleyway are higher than the property owners on the east side.





5-24-26
BAILEY JAYSON M
0.22 AC

5-24-25
SCHOFIELD NICHOLAS REED
0.36 AC

5-24-1
MERRYWEATHER LINDA E
0.25 AC

5-24-24
CLUFF CARL SCOTT TRUSTEE
0.36 AC

5-24-27
RANGEL-LARA CHRISTIAN ALEXANDER
0.22 AC

5-24-22
WILLIAMSON LINDSAY
0.22 AC

5-24-20
HARDY CARI
0.26 AC

5-21-22
FLETCHER HOLLY
0.22 AC

5-21-17
DAVIS DAVID A
0.24 AC

5-21-15
WUNDERLICH SANDI
0.22 AC

5-21-16
MALDONADO ANTONIO
0.24 AC

CITY OF MILFORD
COMBINED CASH INVESTMENT
JUNE 30, 2025

COMBINED CASH ACCOUNTS

01-11110	CASH IN CHECKING - WELLS FARGO	318,458.94
01-11120	CASH IN CHECKING - UIB	138,113.96
01-11130	CASH IN CHECKING - VENMO-UIB	14,500.59
01-11310	PETTY CASH	300.00
01-11400	RETURNED CHECKS - CLEARING	251.98
01-11610	CASH-STATE TREASURER-COMBINED	3,609,195.74
01-11700	CASH - A/R CLEARING	7,348.14
01-11750	UTILITY CASH - A/R CLEARING	3,499.08

	TOTAL COMBINED CASH	4,091,668.43
01-11810	ST TREAS-DESIGNATED-WATER	(762,362.14)
01-11815	ST TREAS-DESIGNATED-SEWER	(803,004.60)
01-11816	ST TREAS-DESIGNATED-GEN FUND	(557,812.97)
01-11817	ST TREAS-DESIGNATED-LIBRARY	342.48
01-11819	ST TREAS- RECREATION COMPLEX	(22,001.39)
01-11860	ST TREAS-RESTRICTED-BOND 3SO24	(135,715.91)
01-11865	ST TREAS-RESTRICTED-MAIN S3024	(90,044.14)
01-11880	STATE TREAS-RESTRICTED-LIBRARY	(52,679.46)
01-11895	STATE TREAS-RESTRICTED-ADMIN B	(216,000.00)
01-11900	TOTAL ALLOCATION TO OTHER FUND	(1,452,390.30)

TOTAL UNALLOCATED CASH	.00
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CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	837,813.24
30	ALLOCATION TO DEBT SERVICE FUND	(74,657.45)
51	ALLOCATION TO WATER FUND	233,890.38
52	ALLOCATION TO SEWER FUND	455,344.13

TOTAL ALLOCATIONS TO OTHER FUNDS	1,452,390.30
ALLOCATION FROM COMBINED CASH FUND - 01-11900	(1,452,390.30)

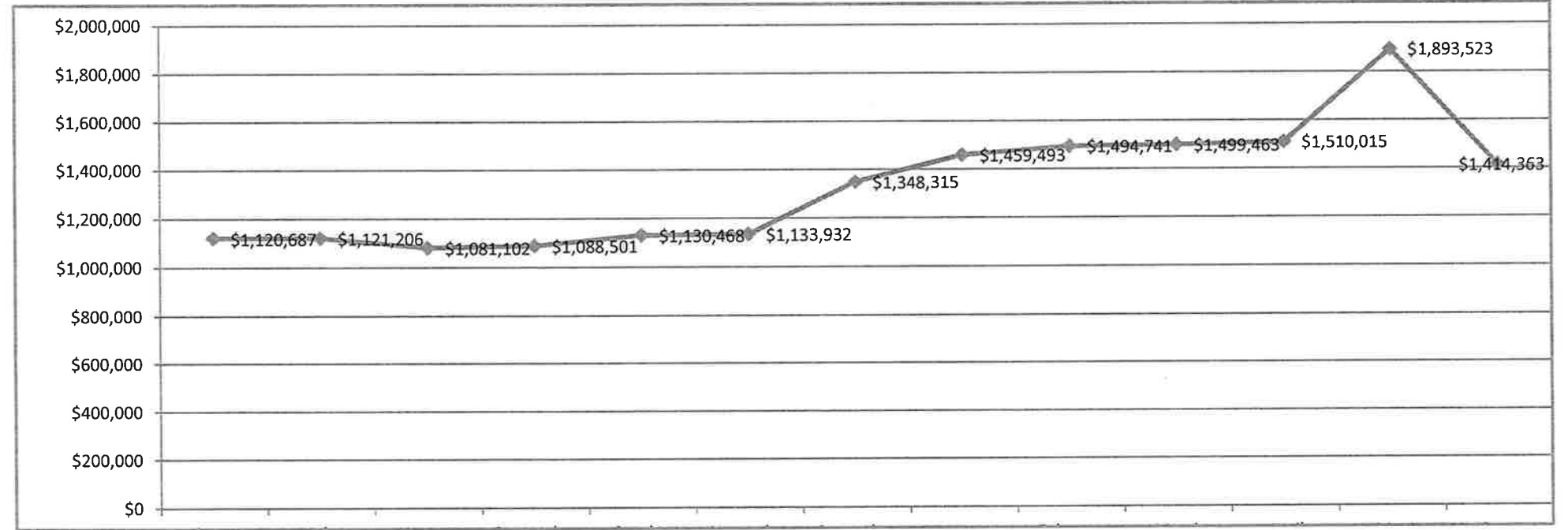
ZERO PROOF IF ALLOCATIONS BALANCE	.00
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Utah State Treasury Report 2024-2025

Department		Totals	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Totals
Designated Water 111810	W D	\$661,219.94	\$8,591.09	\$8,620.86	\$8,612.04	\$8,461.12	\$8,503.75	\$8,546.59	\$8,238.64	\$8,262.24	\$8,270.25	\$8,308.46	\$8,334.55	\$8,392.61	\$762,362.14
Designated Sewer 111815	W D	\$699,566.53	\$8,799.35	\$8,829.28	\$8,818.42	\$8,657.44	\$8,701.05	\$8,744.89	\$8,418.45	\$8,442.11	\$8,449.33	\$8,488.39	\$8,514.69	\$8,574.67	\$803,004.60
Designated General Fund 111816	W D	\$426,183.86	\$15,693.06	\$11,362.26	\$10,840.87	\$11,079.32	\$10,208.85	\$10,335.71	\$10,659.87	\$9,402.53	\$10,692.43	\$10,297.10	\$10,749.81	\$10,307.30	\$557,812.97
Designated Library	W D	\$3,874.13	\$94.44	\$73.62	\$82.52	\$73.58	\$84.90	\$64.23	\$19.76	\$186.32	\$58.43	\$224.20	\$55.63	\$5,256.25	\$-342.48
Designated City Recreation 111818	W D	\$70,213.24	\$29.78 \$7,270.38	\$1,173.69 \$5,495.32	\$2,295.50 \$700.43	\$1,345.47 \$2,566.16	\$1,927.92	\$5,422.58 \$1,336.04	\$816.68 \$1,005.16	\$747.23 \$1,901.50	\$371.93 \$2,753.49		\$3,043.06 \$7,385.64	\$3,058.00 \$1,383.63	\$91,361.28
Designated Recreation Complex	W D	\$20,758.53	\$112.74	\$112.83	\$111.72	\$106.27	\$106.81	\$107.35	\$97.34	\$97.37	\$96.94	\$97.41	\$97.52	\$98.56	\$22,001.39
Restricted Cash - Water Bond 3S024 111860	W D	\$135,715.91													\$135,715.91
Restricted Cash - Water Main 3S024 - 111865	W D	\$90,044.14													\$90,044.14
Restricted Cash-Library Bond	W D	\$42,671.46	\$834.00	\$834.00	\$834.00	\$834.00	\$834.00	\$834.00	\$834.00	\$834.00	\$834.00	\$834.00	\$834.00	\$834.00	\$52,679.46
Restricted Cash-Adm Building Bond	W D	\$144,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$216,000.00
Restricted Cash Impact Fees - Water	W D	\$15,415.53	\$83.72	\$83.79	\$82.97	\$78.92	\$79.32	\$79.72	\$72.29	\$72.31	\$71.99	\$72.33	\$72.42	\$73.19	\$16,338.50
Restricted Cash Impact Fees - Sewer	W D	\$24,372.15	\$132.37	\$132.47	\$131.17	\$124.77	\$125.40	\$126.03	\$114.28	\$114.32	\$113.81	\$114.36	\$114.49	\$115.71	\$25,831.33
Restricted Cash Impact Fees - Gen Fund	W D	\$21,500.78	\$116.77	\$116.86	\$115.72	\$110.07	\$110.63	\$111.19	\$100.82	\$100.85	\$100.40	\$100.89	\$101.00	\$102.08	\$22,788.06
Designated Cemetery	W D	\$39.87	\$0.22	\$0.22	\$0.21	\$0.20	\$0.21	\$0.21	\$0.19	\$0.19	\$0.19	\$0.19	\$0.19	\$0.19	\$42.28
Designated Streets	W D	\$5,731.60	\$31.12	\$31.15	\$30.85	\$29.34	\$29.49	\$29.64	\$26.88	\$26.88	\$26.77	\$26.89	\$26.92	\$27.21	\$6,074.74
Designated Kinney Kids Foundation	W D	\$500.00													\$500.00
Designated Perpetual Care	W D	\$7,647.52	\$421.53	\$143.62	\$1,950.00 \$343.73	\$33.28	\$233.45	\$34.62	\$31.40	\$131.41	\$1,100.00 \$231.72	\$1,248.00 \$27.83	\$296.85 \$22.28	\$321.18	\$5,028.72
Designated Dangerous Buildings	W D	\$3,329.85	\$18.06	\$18.09	\$17.92	\$17.05	\$17.13	\$17.20	\$15.61	\$15.62	\$15.53	\$15.62	\$15.64	\$15.81	\$3,529.15
Designated 4th of July Revenue	W D	\$62,254.51	\$6,964.82	\$11,474.28	\$189.54				\$652.34		\$5.95		\$1,415.69	\$210.18	\$64,710.63
Designated Christmas Light Parade	W D	\$6,518.13	\$818.00 \$35.40	\$31.01	\$30.69	\$29.23	\$1,328.91	\$507.15 \$36.05	\$1,329.20 \$30.37		\$24.35	\$54.93	\$24.53	\$24.56	\$5,538.62
Designated Christmas Light Project	W D	\$1,471.48	\$18.61		\$200.00										\$1,652.87
Designated Lions Club Tourney	W D	\$4,294.00													\$4,294.00
Designated Golf Association	W D	\$0.00													\$0.00
Designated MES Booster Club	W D	\$3,816.08	\$1,133.00			\$929.05		\$806.98		\$1,464.69	\$60.87		\$843.98		\$2,670.30
Designated Lighted M Project	W D	\$136.93			\$1,279.23		\$1,070.94		\$1,607.44			\$135.18			\$136.93
Designated 150th Birthday Celebration	W D	\$55,947.86	\$20.43	\$20.39				\$25.00	\$25.00		\$20.39	\$20.39	\$50.00		\$56,088.60
Designated Digitization of Newspapers	W D	\$2,371.98													\$2,371.98
Railroad Crossing Grant	W D	\$10,000.00									\$10,000.00				\$-10,000.00
Miscellaneous & Interest	W D	\$645,481.07				\$478.55		\$5,000.00							\$650,959.62
Months Totals			\$39,249.63	\$52,206.36	\$33,797.45	\$36,404.78	\$39,362.76	\$34,691.76	\$34,499.28	\$33,400.08	\$26,251.85	\$39,266.06	\$36,799.76	\$28,188.89	
State Treasury Bal		\$3,165,077.08	\$3,204,326.71	\$3,256,533.07	\$3,290,330.52	\$3,326,735.30	\$3,366,098.06	\$3,400,789.82	\$3,435,289.10	\$3,468,689.18	\$3,494,941.03	\$3,534,207.09	\$3,571,006.85	\$3,599,195.74	\$3,599,195.74

Historical Fund Balance
City of Milford
Unaudited
2024-2025

June	July	August	September	October	November	December	January	February	March	April	May	June
\$1,120,687	\$1,121,206	\$1,081,102	\$1,088,501	\$1,130,468	\$1,133,932	\$1,348,315	\$1,459,493	\$1,494,741	\$1,499,463	\$1,510,015	\$1,893,523	\$1,414,363



Retained Earnings

Low = 5% of General Fund Revenue

Actual Revenue YTD

\$2,186,066.66

Retained Earnings

\$109,303.33

High =35% of General Fund Budget

Budget Revenue 2024-2025

\$2,294,216.81

\$802,975.88

Current Month Retained Earnings

\$1,414,362.77

CITY OF MILFORD
BALANCE SHEET
JUNE 30, 2025

GENERAL FUND

ASSETS

10-11900	CASH - COMBINED FUND	837,813.24	
10-12100	ST TREAS-DESIGNATED-GEN FUND	557,812.97	
10-12110	ST TREAS-DESIGNATED-LIBRARY	(342.48)	
10-12140	ST TREAS-RECREATION COMPLEX	22,001.39	
10-13110	ACCOUNTS RECEIVABLE	10,461.90	
10-13113	AR/CREDIT CARD, AIRPORT	(1,548.69)	
10-13114	ACCOUNTS RECEIVABLE-MISC.	8,549.09	
10-13115	PROPERTY TAX RECEIVABLE	128,569.00	
10-15110	INVENTORY-AIRPORT FUEL	34,599.33	
10-15120	PREPAID INSURANCE	15,648.37	
TOTAL ASSETS			1,613,564.12

LIABILITIES AND EQUITY

LIABILITIES

10-21310	ACCOUNTS PAYABLE	(1,016.61)	
10-22210	FICA PAYABLE	(145.95)	
10-22230	STATE WITHHOLDING PAYABLE	1,092.55	
10-22240	EMPLOYMENT SECURITY	(456.88)	
10-22250	WORKER COMPENSATION PAYABLE	1,721.84	
10-22300	RETIREMENT PAYABLE	4,349.93	
10-22310	DISABILITY PAYABLE	(59.39)	
10-22500	HEALTH INSURANCE PAYABLE	12,821.12	
10-22510	LIFE INSURANCE PAYABLE	417.80	
10-22600	401 K PAYABLE	861.93	
10-22601	FLEX PLAN	774.98	
10-22700	MISC. PAYROLL DEDUCTIONS	985.43	
10-23000	DEFERRED REVENUES	49,285.60	
TOTAL LIABILITIES			70,632.35

FUND EQUITY

10-26100	DEFERRED INFLOW-PROPERTY TAXES	128,569.00	
UNAPPROPRIATED FUND BALANCE:			
10-29800	FUND BALANCE-UNRESERVED	1,143,188.25	
	REVENUE OVER EXPENDITURES - YTD	271,174.52	
BALANCE - CURRENT DATE		1,414,362.77	
TOTAL FUND EQUITY			1,542,931.77
TOTAL LIABILITIES AND EQUITY			1,613,564.12

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-100 PROPERTY TAXES-CURRENT	.00	125,302.12	128,569.00	3,266.88	97.5
10-31-200 PROPERTY TAXES-DELINQUENT	73.44	4,928.16	6,500.00	1,571.84	75.8
10-31-300 SALES AND USE TAX	40,209.80	505,464.68	465,000.00	(40,464.68)	108.7
10-31-400 CABLEVISION FRANCHISE TAX	.00	.00	100.00	100.00	.0
10-31-402 PACIFICORP FRANCHISE TAX	11,387.19	122,497.06	170,000.00	47,502.94	72.1
10-31-403 QUESTAR FRANCHISE TAX	4,549.15	31,056.72	45,000.00	13,943.28	69.0
10-31-408 TELECOMMUNICATIONS TAX REVENUE	1,752.87	20,228.27	15,000.00	(5,228.27)	134.9
10-31-700 FEE-IN-LIEU OF PERSONAL PROP.	1,761.50	38,148.87	30,000.00	(8,148.87)	127.2
TOTAL TAXES	59,733.95	847,625.88	860,169.00	12,543.12	98.5
<u>LICENSES AND PERMITS</u>					
10-32-100 BUSINESS LICENSE AND PERMITS	215.00	5,830.00	5,000.00	(830.00)	116.6
10-32-210 BUILDING PERMITS	.00	18,293.88	20,000.00	1,706.12	91.5
10-32-220 IMPACT FEES - GENERAL FUND	.00	.00	2,000.00	2,000.00	.0
10-32-230 OTHER DEVELOPMENT REVENUE	100.00	265.00	1,000.00	735.00	26.5
TOTAL LICENSES AND PERMITS	315.00	24,388.88	28,000.00	3,611.12	87.1
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-550 COUNTY ALLOTTMENT - LIBRARY	.00	91,883.33	91,883.33	.00	100.0
10-33-560 CLASS "C" ROAD FUNDS	.00	162,187.46	200,000.00	37,812.54	81.1
10-33-701 LIBRARY GRANT REVENUE	.00	4,844.00	4,713.00	(131.00)	102.8
10-33-702 LIBRARY SMALL GRANT REVENUE	.00	.00	3,000.00	3,000.00	.0
10-33-703 MUNICIPAL SMALL GRANT-REVENUE	.00	51,000.00	51,000.00	.00	100.0
10-33-709 RURAL COMMUNITY GRANT-IP ROAD	.00	405,000.00	450,000.00	45,000.00	90.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	714,914.79	800,596.33	85,681.54	89.3

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
10-34-600 CITY RECREATION-MENS SOFTBALL	.00	.00	1,200.00	1,200.00	.0
10-34-601 CITY RECREATION-COED SOFTBALL	.00	1,720.00	1,400.00	(320.00)	122.9
10-34-603 CITY RECREATION-SUMMER YOUTH	.00	1,445.00	1,500.00	55.00	96.3
10-34-604 CITY RECREATION-GIRLS SOFTBALL	11,759.50	27,949.50	17,000.00	(10,949.50)	164.4
10-34-605 CITY RECREATION - FLAG FOOTBAL	.00	810.00	850.00	40.00	95.3
10-34-606 CITY RECREATION- FULL FOOTBALL	500.00	6,322.83	7,500.00	1,177.17	84.3
10-34-607 CITY RECREATION-BABE RUTH	1,285.51	2,946.51	4,500.00	1,553.49	65.5
10-34-608 CITY RECREATION - VOLLEYBALL	.00	1,890.00	1,900.00	10.00	99.5
10-34-609 CITY RECREATION - WRESTLING	.00	1,890.00	2,000.00	110.00	94.5
10-34-610 CITY RECREATION-BOY BASKETBALL	.00	5,284.00	5,300.00	16.00	99.7
10-34-620 CITY RECREATION - SOCCER	630.00	710.00	3,000.00	2,290.00	23.7
10-34-630 CITY RECREATION - CAL RIPKEN	2,415.00	8,876.00	8,500.00	(376.00)	104.4
10-34-635 CITY RECREATION -MACHINE PITCH	80.00	725.00	500.00	(225.00)	145.0
10-34-640 CITY RECREATION-GIRL BASKETBAL	.00	2,255.00	3,000.00	745.00	75.2
10-34-650 CITY RECREATION - TRACK/FIELD	.00	1,650.00	2,000.00	350.00	82.5
10-34-660 LIONS CLUB TOURNAMENT REVENUE	.00	.00	2,500.00	2,500.00	.0
10-34-720 GOLF FEES	2,100.00	8,185.00	5,000.00	(3,185.00)	163.7
10-34-730 SWIM FEES	5,021.45	12,539.60	12,000.00	(539.60)	104.5
10-34-732 SWIM POOL - COUNTY M&O	.00	129,404.50	125,000.00	(4,404.50)	103.5
10-34-760 JULY 4TH REVENUE	1,081.00	15,514.65	28,000.00	12,485.35	55.4
10-34-770 CHRISTMAS LIGHT PROJECT	106.22	306.22	3,000.00	2,693.78	10.2
10-34-775 MES BOOSTER CLUB	.00	9,332.45	10,000.00	667.55	93.3
10-34-776 COMMUNITY EASTER EGG HUNT	.00	3,200.00	2,200.00	(1,000.00)	145.5
10-34-780 CHRISTMAS LIGHT PARADE	.00	2,971.36	4,500.00	1,528.64	66.0
10-34-810 SALE OF CEMETERY LOTS	.00	6,200.00	8,000.00	1,800.00	77.5
10-34-820 PERPETUAL CARE	.00	1,400.00	2,000.00	600.00	70.0
10-34-830 CEMETERY OPENING AND CLOSING	200.00	3,400.00	4,000.00	600.00	85.0
10-34-840 COLLECTION COSTS - GARBAGE	9,695.41	115,416.10	105,000.00	(10,416.10)	109.9
10-34-850 COLLECTION COSTS - COMM. DUMP	.45	8.96	.00	(8.96)	.0
10-34-900 AIRPORT COUNTY DONATION	.00	1,000.00	1,000.00	.00	100.0
10-34-910 AIRPORT FUEL SALES	11,059.06	76,226.12	80,500.00	4,273.88	94.7
10-34-920 HANGER AND TIE DOWN	595.00	7,920.00	7,900.00	(20.00)	100.3
10-34-950 AIRPORT CONCESSION REVENUE	.00	.00	100.00	100.00	.0
10-34-960 SALE OF ROTOMILL	.00	10.00	10.00	.00	100.0
TOTAL CHARGES FOR SERVICES	46,528.60	457,508.80	460,860.00	3,351.20	99.3
<u>MISCELLANEOUS REVENUE</u>					
10-36-100 SALE OF PROPERTY-GENERAL FUND	.00	27,000.00	27,000.00	.00	100.0
10-36-300 BUILDING RENTALS AND LEASES	375.00	8,054.05	12,500.00	4,445.95	64.4
10-36-301 AT&T LEASE REVENUE	620.81	4,966.48	4,966.48	.00	100.0
10-36-302 INFOWEST LEASE REVENUE	75.00	450.00	375.00	(75.00)	120.0
10-36-310 CONCESSION REVENUE	9,917.08	10,546.08	15,000.00	4,453.92	70.3
TOTAL MISCELLANEOUS REVENUE	10,987.89	51,016.61	59,841.48	8,824.87	85.3

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INTEREST/OTHER</u>					
10-38-100 INTEREST EARNINGS/GENERAL FUND	6,386.95	79,664.49	74,000.00	(5,664.49)	107.7
10-38-400 LIBRARY FINES AND FEES	83.45	854.63	1,000.00	145.37	85.5
10-38-410 KINNEY KIDS DONATIONS	.00	.00	500.00	500.00	.0
10-38-500 SUMMER READING DONATIONS	.00	.00	600.00	600.00	.0
10-38-800 150TH BIRTHDAY DONATIONS	.00	161.17	150.00	(11.17)	107.5
10-38-900 MISCELLANEOUS REVENUE	1,746.32	9,931.41	8,500.00	(1,431.41)	116.8
TOTAL INTEREST/OTHER	8,216.72	90,611.70	84,750.00	(5,861.70)	106.9
TOTAL FUND REVENUE	125,782.16	2,186,066.66	2,294,216.81	108,150.15	95.3

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEGISLATIVE</u>					
10-41-110 SALARIES - MAYOR AND COUNCIL	2,600.00	31,200.00	31,200.00	.00	100.0
10-41-130 BENEFITS - MAYOR AND COUNCIL	222.30	2,667.60	3,500.00	832.40	76.2
TOTAL LEGISLATIVE	2,822.30	33,867.60	34,700.00	832.40	97.6
<u>ADMINISTRATIVE</u>					
10-43-110 SALARIES & WAGES - ADMIN/TREAS	6,089.60	79,706.28	79,164.80	(541.48)	100.7
10-43-111 SALARIES & WAGES - ADMIN ASST	4,702.40	61,672.63	61,131.20	(541.43)	100.9
10-43-113 SALARIES & WAGES - RECORDER	1,303.60	17,082.20	16,946.80	(135.40)	100.8
10-43-130 BENEFITS - ADMINISTRATOR/TREAS	3,711.30	49,008.14	52,286.33	3,278.19	93.7
10-43-131 BENEFITS - ADMIN ASST	3,231.94	42,794.80	45,434.30	2,639.50	94.2
10-43-134 BENEFITS - RECORDER	733.15	9,694.65	10,568.49	873.84	91.7
10-43-210 DUES, SUBSCRIPTIONS & DONATION	.00	1,974.98	2,500.00	525.02	79.0
10-43-215 DOT DRUG PROGRAM	.00	282.00	500.00	218.00	56.4
10-43-220 NOTICES AND PUBLICATIONS	.00	.00	1,500.00	1,500.00	.0
10-43-230 TRAVEL AND CONFERENCES	.00	1,157.71	6,000.00	4,842.29	19.3
10-43-239 COMPUTER SERVICE CONTRACT	.00	500.00	500.00	.00	100.0
10-43-240 OFFICE SUPPLIES AND EXPENSE	62.34	17,151.24	18,000.00	848.76	95.3
10-43-241 PROGRAMING AND EQUIPMENT	1,739.49	24,253.60	27,370.00	3,116.40	88.6
10-43-242 PLANNING AND ZONING EXPENSE	.00	.00	10,000.00	10,000.00	.0
10-43-243 MAIN STREET BEAUTIFICATION	.00	317.93	1,000.00	682.07	31.8
10-43-244 ECONOMIC DEVELOPMENT	.00	10,000.00	10,000.00	.00	100.0
10-43-245 DIGITIZATION OF CITY RECORDS	.00	895.12	1,500.00	604.88	59.7
10-43-270 UTILITIES - OFFICE	313.49	4,280.32	4,500.00	219.68	95.1
10-43-272 UTILITIES - TELEVISION	.00	223.08	400.00	176.92	55.8
10-43-273 UTILITIES - FIRE ALARM	.00	1,454.52	1,500.00	45.48	97.0
10-43-280 TELEPHONE - OFFICE	322.03	3,949.70	4,000.00	50.30	98.7
10-43-281 EMPLOYEE CELL PHONES	.00	2,880.00	3,360.00	480.00	85.7
10-43-510 INSURANCE AND BONDS	.00	16,283.65	38,000.00	21,716.35	42.9
10-43-520 INMATE INCIDENTALS	.00	.00	1,000.00	1,000.00	.0
10-43-610 MISCELLANEOUS - GENERAL FUND	71.90	16,734.40	17,000.00	265.60	98.4
10-43-620 EMPLOYEES SPOT AWARDS	.00	100.00	1,000.00	900.00	10.0
10-43-632 ARPA EXPENSE	.00	52,534.90	67,346.90	14,812.00	78.0
10-43-633 GENERAL PLAN UPDATE	1,771.40	15,750.00	20,000.00	4,250.00	78.8
10-43-920 TRANSFER TO DEBT SERVICE FUND	6,834.00	82,008.00	82,008.00	.00	100.0
TOTAL ADMINISTRATIVE	30,886.64	512,689.85	584,516.82	71,826.97	87.7

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
10-50-310 AUDIT SERVICES	.00	14,307.50	20,000.00	5,692.50	71.5
10-50-320 ATTORNEY RETAINER	500.00	5,500.00	6,000.00	500.00	91.7
10-50-321 LEGAL FEES	.00	3,350.00	3,500.00	150.00	95.7
10-50-340 FIRE CONTROL CONTRIBUTION	.00	1,800.00	1,800.00	.00	100.0
10-50-350 BUILDING INSPECTIONS	.00	11,652.63	20,000.00	8,347.37	58.3
10-50-360 SMALL CLAIMS FEES	.00	.00	200.00	200.00	.0
TOTAL NON-DEPARTMENTAL	500.00	36,610.13	51,500.00	14,889.87	71.1
<u>GENERAL GOVERNMENTAL BUILDINGS</u>					
10-51-110 SALARIES & WAGES - JANITORIAL	500.00	6,216.56	6,500.00	283.44	95.6
10-51-130 BENEFITS - JANITORIAL	43.76	547.19	600.00	52.81	91.2
10-51-270 UTILITIES - SENIOR CITIZEN CEN	334.53	5,217.81	20,300.00	15,082.19	25.7
10-51-480 REPAIRS AND MAIN - BUILDINGS	1,056.26	52,798.40	62,341.21	9,542.81	84.7
10-51-481 BUILDINGS - SENIOR CITIZEN CEN	90.00	11,070.80	12,000.00	929.20	92.3
TOTAL GENERAL GOVERNMENTAL BUILDINGS	2,024.55	75,850.76	101,741.21	25,890.45	74.6
<u>STREETS DEPARTMENT</u>					
10-61-110 SALARIES & WAGES-CROSSING GDS	355.00	13,071.56	13,000.00	71.56	100.6
10-61-130 BENEFITS - CROSSING GUARDS	31.07	1,147.67	1,200.00	52.33	95.6
10-61-230 FUEL - STREETS	379.06	4,003.63	6,500.00	2,496.37	61.6
10-61-481 STREETS - MAINTENANCE	133.71	28,674.81	35,000.00	6,325.19	81.9
10-61-482 STREETS - EQUIPMENT	335.60	17,177.05	20,000.00	2,822.95	85.9
10-61-483 STREETS - LIGHTS	2,489.27	31,309.16	35,000.00	3,690.84	89.5
10-61-484 SHOP TOOLS	.00	1,216.25	4,000.00	2,783.75	30.4
10-61-485 RAILROAD CROSSING GRANT	.00	.00	10,000.00	10,000.00	.0
10-61-486 INDUSTRIAL PARK ROAD PROJECT	445,361.06	513,075.10	555,000.00	41,924.90	92.5
10-61-740 CAPITAL OUTLAY - EQUIPMENT	24,531.00	24,531.00	52,000.00	27,469.00	47.2
TOTAL STREETS DEPARTMENT	473,615.77	634,206.23	731,700.00	97,493.77	86.7

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
10-70-110 SALARIES & WAGES - PARKS	2,821.44	37,253.70	36,678.72	(574.98)	101.6
10-70-111 SALARIES & WAGES - PART TIME	897.78	3,855.86	8,000.00	4,144.14	48.2
10-70-130 BENEFITS - PARKS REG	1,966.64	26,016.34	27,260.58	1,244.24	95.4
10-70-131 BENEFITS - PARKS	79.63	385.23	800.00	414.77	48.2
10-70-250 EQUIPMENT SUPPLIES & MAIN.	21.50	5,686.34	7,000.00	1,313.66	81.2
10-70-260 PARKS MAINTENANCE	.00	4,833.03	5,000.00	166.97	96.7
10-70-610 CABOOSE PARK EXPENDITURES	1,712.08	1,973.48	2,000.00	26.52	98.7
10-70-620 RECREATION COMPLEX EXPENSE	1,299.88	6,873.97	6,000.00	(873.97)	114.6
10-70-630 CEMETERY MAINTENANCE	96.34	4,891.19	6,500.00	1,608.81	75.3
10-70-640 PAVILION EXPENSE	764.17	2,000.17	1,500.00	(500.17)	133.3
10-70-650 VETERAN'S PARK EXPENDITURES	959.17	2,768.16	2,500.00	(268.16)	110.7
10-70-660 AJ'S CONTRACT FOR PARK MAINT	700.00	6,100.00	6,800.00	700.00	89.7
10-70-665 TREE MAINTENANCE	.00	14,400.00	15,000.00	600.00	96.0
10-70-670 REHAB HISTORICAL PARK	.00	550.00	5,000.00	4,450.00	11.0
10-70-740 CAPITAL OUTLAY - PARKS	6,100.00	29,755.75	30,000.00	244.25	99.2
TOTAL PARKS	17,418.63	147,343.22	160,039.30	12,696.08	92.1
<u>GARBAGE COLLECTION</u>					
10-71-420 GARBAGE - DUMPSTER FEES	390.34	4,545.17	5,000.00	454.83	90.9
10-71-430 GARBAGE - COLLECTION FEES	9,368.10	102,580.99	112,000.00	9,419.01	91.6
10-71-440 GARBAGE - COMMUNITY DUMPSTERS	1,056.68	1,955.58	2,000.00	44.42	97.8
TOTAL GARBAGE COLLECTION	10,815.12	109,081.74	119,000.00	9,918.26	91.7

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>RECREATION</u>					
10-72-110 SALARIES & WAGES-RECREATION	250.00	3,108.28	3,108.28	.00	100.0
10-72-120 SALARIES & WAGES-CONCESSIONS	1,600.00	3,250.00	2,000.00	(1,250.00)	162.5
10-72-130 BENEFITS - RECREATION	21.88	273.56	300.00	26.44	91.2
10-72-140 BENEFITS - CONCESSIONS	140.01	285.80	700.00	414.20	40.8
10-72-250 CITY RECREATION-MENS SOFTBALL	.00	.00	1,100.00	1,100.00	.0
10-72-251 CITY RECREATION-COED SOFTBALL	.00	1,022.95	1,500.00	477.05	68.2
10-72-253 CITY RECREATION - SUMMER YOUTH	.00	250.00	1,300.00	1,050.00	19.2
10-72-254 CITY RECREATION-GIRLS SOFTBALL	4,333.86	16,892.46	17,000.00	107.54	99.4
10-72-255 CITY RECREATION-FLAG FOOTBALL	.00	647.48	850.00	202.52	76.2
10-72-256 CITY RECREATION-FOOTBALL FULL	.00	5,298.95	6,500.00	1,201.05	81.5
10-72-257 CITY RECREATION-BABE RUTH	450.00	2,095.29	4,500.00	2,404.71	46.6
10-72-258 CITY RECREATION-VOLLEYBALL	.00	1,655.50	1,900.00	244.50	87.1
10-72-259 CITY RECREATION-WRESTLING	.00	1,207.99	5,000.00	3,792.01	24.2
10-72-260 CITY RECREATION-BOY BASKETBALL	.00	2,317.56	2,500.00	182.44	92.7
10-72-261 CITY RECREATION - SOCCER	.00	489.87	2,000.00	1,510.13	24.5
10-72-262 CITY RECREATION - CAL RIPKEN	1,350.00	4,981.77	8,500.00	3,518.23	58.6
10-72-263 CITY RECREATION-GIRL BASKETBALL	.00	1,221.93	2,600.00	1,378.07	47.0
10-72-264 CITY RECREATION-TRACK/FIELD	62.98	1,036.98	2,000.00	963.02	51.9
10-72-265 CITY RECREATION- MACHINE PITCH	.00	250.00	1,500.00	1,250.00	16.7
10-72-266 LIONS CLUB TOURNAMENT EXPENSE	.00	.00	2,000.00	2,000.00	.0
10-72-270 MAINTENANCE-BALL LIGHTS	1,246.95	1,575.40	1,600.00	24.60	98.5
10-72-530 CHRISTMAS LIGHT PARADE	.00	3,659.72	5,000.00	1,340.28	73.2
10-72-535 MES BOOSTER CLUB	91.96	9,437.19	9,500.00	62.81	99.3
10-72-540 CHRISTMAS LIGHT PROJECT	.00	.00	3,000.00	3,000.00	.0
10-72-550 JULY 4TH EXPENSE	5,086.93	10,099.64	26,000.00	15,900.36	38.8
10-72-560 CONCESSION EXPENSE	4,415.30	7,534.12	11,500.00	3,965.88	65.5
10-72-610 MISCELLANEOUS EXPENSE-REC.	559.94	1,297.95	1,000.00	(297.95)	129.8
10-72-720 CITY RECREATION - JANITORIAL	.00	5,000.00	5,000.00	.00	100.0
10-72-740 CAPITAL IMPROVEMENTS - REC	.00	.00	10,000.00	10,000.00	.0
TOTAL RECREATION	19,609.81	84,890.39	139,458.28	54,567.89	60.9
<u>GOLF FUND</u>					
10-73-110 SALARIES & WAGES- GOLF COURSE	1,000.00	7,232.53	11,000.00	3,767.47	65.8
10-73-130 BENEFITS - GOLF COURSE	87.50	633.87	1,000.00	366.13	63.4
10-73-250 REPAIRS AND MAINTENANCE	448.74	3,421.38	6,000.00	2,578.62	57.0
10-73-270 UTILITIES - GOLF COURSE	222.86	2,698.74	2,800.00	101.26	96.4
10-73-480 EQUIPMENT & SUPPLIES	.00	2,371.67	2,500.00	128.33	94.9
10-73-610 MISCELLANEOUS EXPENSE-GOLF	.00	1,148.00	1,500.00	352.00	76.5
10-73-740 CAPITAL OUTLAY-GOLF COURSE	.00	745.00	745.00	.00	100.0
TOTAL GOLF FUND	1,759.10	18,251.19	25,545.00	7,293.81	71.5

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SWIMMING POOL</u>					
10-74-110 SALARIES & WAGES-MANAGER	2,218.90	8,405.66	17,045.60	8,639.94	49.3
10-74-111 SALARIES & WAGES - LIFEGUARDS	7,548.15	22,554.93	20,000.00	(2,554.93)	112.8
10-74-112 SALARIES & WAGES-ASST MANAGER	2,866.51	10,394.13	14,196.00	3,801.87	73.2
10-74-130 BENEFITS-MANAGER	194.16	880.39	1,700.00	819.61	51.8
10-74-131 BENEFITS - LIFEGUARDS	660.48	2,082.78	1,700.00	(382.78)	122.5
10-74-132 BENEFITS-ASST MANAGER	250.82	682.46	1,400.00	717.54	48.8
10-74-250 EQUIPMENT SUPPLIES & MAIN.	2,064.00	4,617.88	12,000.00	7,382.12	38.5
10-74-270 UTILITIES - SWIMMING POOL	1,511.95	8,906.74	14,000.00	5,093.26	63.6
10-74-280 TELEPHONE - SWIMMING POOL	55.61	154.70	250.00	95.30	61.9
10-74-610 MISCELLANEOUS EXPENSE-SWIMMING	854.46	4,352.38	4,000.00	(352.38)	108.8
10-74-740 CAPITAL OUTLAY - SWIMMING POOL	.00	27,294.97	43,112.90	15,817.93	63.3
TOTAL SWIMMING POOL	18,225.04	90,327.02	129,404.50	39,077.48	69.8

<u>LIBRARY</u>					
10-75-110 SALARIES & WAGES - LIBRARIAN	2,604.86	29,504.08	30,208.88	704.80	97.7
10-75-111 SALARIES & WAGES - PART TIME	510.51	12,025.47	13,496.34	1,470.87	89.1
10-75-130 BENEFITS - LIBRARIAN	709.70	7,953.97	9,093.48	1,139.51	87.5
10-75-131 BENEFITS - PART TIME	43.48	1,030.46	1,300.00	269.54	79.3
10-75-230 TRAVEL & CONFERENCES-LIBRARY	42.00	412.36	1,000.00	587.64	41.2
10-75-250 EQUIPMENT SUPPLIES & MAIN.	950.00	1,318.98	500.00	(818.98)	263.8
10-75-251 OFFICE SUPPLIES - LIBRARY	.00	335.55	900.00	564.45	37.3
10-75-252 BOOK PURCHASE - LIBRARY	25.65	1,433.63	1,500.00	66.37	95.6
10-75-253 LIBRARY EXPENSE FROM TREASURY	.00	5,313.00	5,400.00	87.00	98.4
10-75-255 PROGRAMMING VERSO & INTERNET	.00	909.50	1,200.00	290.50	75.8
10-75-256 COMPUTER SERVICE CONTRACT	.00	2,500.00	2,500.00	.00	100.0
10-75-270 UTILITIES - LIBRARY	213.27	4,116.04	5,000.00	883.96	82.3
10-75-280 TELEPHONE - LIBRARY	124.95	1,499.40	1,500.00	.60	100.0
10-75-290 UTILITIES- INTERNET	100.27	1,203.24	1,200.00	(3.24)	100.3
10-75-470 LIBRARY GRANT- CLEF	.00	4,713.00	4,713.00	.00	100.0
10-75-475 PROGRAMMING SUPPLIES-STORY HR	.00	1,800.00	1,800.00	.00	100.0
10-75-480 LIBRARY GRANT EXPENDITURES	.00	.00	3,000.00	3,000.00	.0
10-75-610 MISCELLANEOUS - LIBRARY	134.25	297.12	600.00	302.88	49.5
10-75-611 COUNTY ALLOTMENT FUNDS 2025	.00	3,113.85	.00	(3,113.85)	.0
10-75-740 CAPITAL OUTLAY - EQUIPMENT	1,400.00	2,056.00	1,400.00	(656.00)	146.9
TOTAL LIBRARY	6,858.94	81,535.65	86,311.70	4,776.05	94.5

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>					
10-76-111 SALARIES & WAGES - PART TIME	546.16	8,300.08	8,400.00	99.92	98.8
10-76-130 BENEFITS - AIRPORT OPERATOR	47.72	1,015.15	1,400.00	384.85	72.5
10-76-230 TRAVEL AND CONFERENCES	.00	.00	1,000.00	1,000.00	.0
10-76-250 REPAIRS AND MAINTENANCE	330.36	630.21	5,000.00	4,369.79	12.6
10-76-260 OFFICE & RUNWAY IMPROVEMENTS	.00	67.79	5,000.00	4,932.21	1.4
10-76-270 UTILITIES - AIRPORT	230.66	3,210.64	3,500.00	289.36	91.7
10-76-280 TELEPHONE - AIRPORT	211.53	2,526.21	3,000.00	473.79	84.2
10-76-290 CREDIT CARD PROCESSING FEE	319.02	2,706.10	4,000.00	1,293.90	67.7
10-76-481 FUEL PURCHASE - JET A	.00	23,231.14	30,000.00	6,768.86	77.4
10-76-482 FUEL PURCHASE - 100 LL	18,634.77	37,276.80	47,000.00	9,723.20	79.3
10-76-483 AIRPORT CONCESSION EXPENSE	55.95	201.81	500.00	298.19	40.4
10-76-610 MISCELLANEOUS - AIRPORT	29.83	645.58	1,000.00	354.42	64.6
10-76-740 CAPITAL OUTLAY - EQUIPMENT	.00	10,426.85	20,500.00	10,073.15	50.9
TOTAL AIRPORT	20,406.00	90,238.36	130,300.00	40,061.64	69.3
TOTAL FUND EXPENDITURES	604,941.90	1,914,892.14	2,294,216.81	379,324.67	83.5
NET REVENUE OVER EXPENDITURES	(479,159.74)	271,174.52	.00	(271,174.52)	.0

CITY OF MILFORD
BALANCE SHEET
JUNE 30, 2025

DEBT SERVICE FUND

ASSETS

30-11900	CASH - COMBINED FUND	(74,657.45)	
30-12120	ST. TREAS CIB LIBRARY		52,679.46	
30-12130	ST. TREAS ADMIN BUILDING		216,000.00	
	TOTAL ASSETS			194,022.01

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:			
30-29610	FUND BALANCE-RESERVED-SID	43,660.00		
30-29800	BEGINNING OF YEAR	110,774.01		
	REVENUE OVER EXPENDITURES - YTD	39,588.00		
	BALANCE - CURRENT DATE		194,022.01	
	TOTAL FUND EQUITY			194,022.01
	TOTAL LIABILITIES AND EQUITY			194,022.01

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SOURCE 39</u>					
30-39-100 TRANSFER FROM GENERAL FUND	6,834.00	82,008.00	(82,008.00)	(164,016.00)	100.0
TOTAL SOURCE 39	6,834.00	82,008.00	(82,008.00)	(164,016.00)	100.0
TOTAL FUND REVENUE	6,834.00	82,008.00	(82,008.00)	(164,016.00)	100.0

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
30-40-620 LIBRARY M1046 BOND	.00	10,000.00	10,000.00	.00	100.0
30-40-621 BOND B1806 ADMIN BUILD PAYMENT	.00	20,000.00	20,000.00	.00	100.0
30-40-622 B1806 ADMIN BUILD INTEREST	.00	12,420.00	12,420.00	.00	100.0
TOTAL EXPENDITURES	.00	42,420.00	42,420.00	.00	100.0
TOTAL FUND EXPENDITURES	.00	42,420.00	42,420.00	.00	100.0
NET REVENUE OVER EXPENDITURES	6,834.00	39,588.00	(124,428.00)	(164,016.00)	31.8

CITY OF MILFORD
BALANCE SHEET
JUNE 30, 2025

WATER FUND

ASSETS

51-11900	CASH - COMBINED FUND	233,890.38	
51-12100	ST TREAS-DESIGNATED-WATER	762,362.14	
51-12120	ST TREAS-RESTRICTED-BOND S3054	135,715.91	
51-12170	ST.TREAS-RESTRICTED-MAIN S3024	90,044.14	
51-13110	ACCOUNTS RECEIVABLE	65,162.71	
51-13120	DUE FROM OTHER GOVERNMENTS	101,181.97	
51-14200	DEFERRED OUTFLOW OF RESOURCES	40,319.41	
51-16110	WATER LAND	40,000.00	
51-16210	BUILDINGS	4,292.50	
51-16310	WATER DISTRIBUTION SYSTEM	2,593,964.03	
51-16510	MACHINERY AND EQUIPMENT	222,082.74	
51-16610	AUTOMOBILES AND TRUCKS	59,270.72	
51-16810	WIP	7,249,266.31	
51-17500	ACCUMULATED DEPRECIATION	(2,318,489.46)	
TOTAL ASSETS			9,279,063.50

LIABILITIES AND EQUITY

LIABILITIES

51-21320	DEPOSITS PAYABLE	22,126.00	
51-21330	ACCRUED EMPLOYEE BENEFITS	34,422.22	
51-21400	DEFERRED REVENUE	7,500.00	
51-25700	NET PENSION LIABILITY	21,902.37	
51-25800	LOAN PAYABLE USDA 91/01~2020	3,953,745.06	
51-25900	LOAN PAYABLE USDA 91/03~2020	732,935.70	
TOTAL LIABILITIES			4,772,631.35

FUND EQUITY

51-26110	DEFERRED INFLOW OF RESOURCES	364.18	
UNAPPROPRIATED FUND BALANCE:			
51-29110	RETAINED EARNINGS-RESERVED	176,764.53	
51-29800	RETAINED EARNINGS-WATER FUND	3,238,452.97	
51-29900	RETAINED EARNINGS-DESIGNATED	886,979.99	
	REVENUE OVER EXPENDITURES - YTD	203,870.48	
BALANCE - CURRENT DATE		4,506,067.97	
TOTAL FUND EQUITY			4,506,432.15
TOTAL LIABILITIES AND EQUITY			9,279,063.50

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
51-37-100 WATER SALES	81,376.08	696,881.62	750,000.00	53,118.38	92.9
51-37-200 WATER CONNECTION FEES	.00	320.00	1,000.00	680.00	32.0
51-37-201 IMPACT FEES	.00	.00	4,500.00	4,500.00	.0
51-37-300 PENALTIES & FORFEITURES	429.42	6,919.93	8,000.00	1,080.07	86.5
51-37-400 GRANTS	.00	140,216.68	140,216.68	.00	100.0
51-37-410 GRANTS-LEAD & COPPER REVENUE	.00	16,290.00	16,290.00	.00	100.0
51-37-600 INTEREST - WATER FUND	3,392.61	41,142.20	40,000.00	(1,142.20)	102.9
TOTAL OPERATING REVENUE	85,198.11	901,770.43	960,006.68	58,236.25	93.9
<u>INTEREST - OTHER</u>					
51-38-900 MISCELLANEOUS REVENUE	.00	1,590.58	20,000.00	18,409.42	8.0
TOTAL INTEREST - OTHER	.00	1,590.58	20,000.00	18,409.42	8.0
TOTAL FUND REVENUE	85,198.11	903,361.01	980,006.68	76,645.67	92.2

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
51-40-110 SALARIES & WAGES - FOREMAN	5,966.40	78,104.67	77,563.20	(541.47)	100.7
51-40-111 SALARIES & WAGES-OPERATOR A&B	4,702.40	61,684.59	61,131.20	(553.39)	100.9
51-40-112 SALARIES & WAGES-UTILITY CLERK	3,910.80	51,246.45	50,840.40	(406.05)	100.8
51-40-115 SALARIES & WAGES - OVERTIME	352.49	8,112.09	20,000.00	11,887.91	40.6
51-40-130 BENEFITS - FOREMAN	3,766.46	49,857.32	51,774.43	1,917.11	96.3
51-40-131 BENEFITS - OPERATOR A & B	3,311.60	43,927.88	45,434.30	1,506.42	96.7
51-40-134 BENEFITS - UTILITY CLERK	2,199.42	29,729.82	31,705.49	1,975.67	93.8
51-40-230 WATER FUEL	377.93	5,639.82	6,500.00	860.18	86.8
51-40-250 EQUIPMENT SUPPLIES & MAIN.	.00	11,454.92	20,000.00	8,545.08	57.3
51-40-270 UTILITIES - CULINARY	7,172.80	76,899.06	75,000.00	(1,899.06)	102.5
51-40-271 UTILITIES-PRESSURE PUMP	1,744.95	19,060.81	20,000.00	939.19	95.3
51-40-273 UTILITIES-IRRIGATION	2,536.92	20,164.67	20,000.00	(164.67)	100.8
51-40-274 UTILITIES-INTERNET	154.95	1,740.62	1,500.00	(240.62)	116.0
51-40-280 TELEPHONE - WATER	147.62	1,592.62	1,300.00	(292.62)	122.5
51-40-310 PROFESSIONAL/TECHNICAL SERVICE	.00	1,819.00	6,400.00	4,581.00	28.4
51-40-311 LEGAL AND AUDIT SERVICES	.00	4,971.25	7,000.00	2,028.75	71.0
51-40-481 METER SUPPLIES AND MAINTENANCE	.00	2,932.62	4,000.00	1,067.38	73.3
51-40-510 TRAVEL AND CONFERENCE	.00	912.00	2,000.00	1,088.00	45.6
51-40-520 ZENNER METER SUPPLIES AND FEES	.00	477.34	9,000.00	8,522.66	5.3
51-40-521 ZENNER CONTRACT	.00	7,961.90	8,000.00	38.10	99.5
51-40-522 GENERATOR MAINTENANCE	4,357.16	8,714.32	4,357.00	(4,357.32)	200.0
51-40-530 INSURANCE AND BONDS	.00	12,087.12	12,087.12	.00	100.0
51-40-610 MISCELLANEOUS EXPENSE	202.00	2,339.95	4,000.00	1,660.05	58.5
51-40-620 SERVLINE INSURANCE	3,295.00	23,955.00	25,000.00	1,045.00	95.8
51-40-650 DEPRECIATION	.00	.00	90,000.00	90,000.00	.0
51-40-740 CAPTIAL OUTLAY-EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
51-40-742 2020 CULINARY WATER PROJECT	.00	52,087.16	52,087.16	.00	100.0
51-40-743 LEAD AND COPPER LINE INVENTORY	21,166.00	39,112.00	90,000.00	50,888.00	43.5
51-40-814 CULINARY WATER BOND INTEREST	6,847.80	82,905.53	82,905.52	(.01)	100.0
TOTAL EXPENDITURES	72,212.70	699,490.53	884,585.82	185,095.29	79.1
TOTAL FUND EXPENDITURES	72,212.70	699,490.53	884,585.82	185,095.29	79.1
NET REVENUE OVER EXPENDITURES	12,985.41	203,870.48	95,420.86	(108,449.62)	213.7

CITY OF MILFORD
BALANCE SHEET
JUNE 30, 2025

SEWER FUND

ASSETS

52-11900	CASH - COMBINED FUND	455,344.13	
52-12110	ST. TREAS-DESIGNATED SEWER	803,004.60	
52-13110	ACCOUNTS RECEIVABLE	33,982.33	
52-14200	DEFERRED OUTFLOW OF RESOURCES	39,731.60	
52-16110	LAND	29,536.50	
52-16210	BUILDINGS	4,643.20	
52-16310	SEWER SYSTEM	2,138,772.10	
52-16510	MACHINERY AND EQUIPMENT	148,597.45	
52-16610	AUTOMOBILES AND TRUCKS	54,520.72	
52-16810	WIP	15,734.00	
52-17500	ACCUMULATED DEPRECIATION	(2,156,487.43)	
TOTAL ASSETS			1,567,379.20

LIABILITIES AND EQUITY

LIABILITIES

52-21330	ACCRUED EMPLOYEE BENEFITS	17,341.22	
52-21400	DEFERRED REVENUE	7,500.00	
52-25700	NET PENSION LIABILITY	21,583.06	
TOTAL LIABILITIES			46,424.28

FUND EQUITY

52-26110	DEFERRED INFLOW OF RESOURCES	358.87	
UNAPPROPRIATED FUND BALANCE:			
52-29110	RETAINED EARNINGS-RESERVED	24,372.15	
52-29800	RETAINED EARNINGS-SEWER FUND	518,893.43	
52-29900	RETAINED EARNINGS-DESIGNATED	699,566.53	
	REVENUE OVER EXPENDITURES - YTD	277,763.94	
BALANCE - CURRENT DATE		1,520,596.05	
TOTAL FUND EQUITY			1,520,954.92
TOTAL LIABILITIES AND EQUITY			1,567,379.20

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
52-37-100 SEWER FEES	40,249.34	464,172.53	425,000.00	(39,172.53)	109.2
52-37-201 IMPACT FEES	.00	.00	3,000.00	3,000.00	.0
52-37-400 GRANTS	.00	.00	1,972,000.00	1,972,000.00	.0
52-37-600 INTEREST - SEWER FUND	3,574.67	43,438.07	35,000.00	(8,438.07)	124.1
TOTAL OPERATING REVENUE	43,824.01	507,610.60	2,435,000.00	1,927,389.40	20.9
<u>INTEREST - OTHER</u>					
52-38-900 MISCELLANEOUS REVENUE	.00	.00	4,000.00	4,000.00	.0
TOTAL INTEREST - OTHER	.00	.00	4,000.00	4,000.00	.0
TOTAL FUND REVENUE	43,824.01	507,610.60	2,439,000.00	1,931,389.40	20.8

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2025

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
52-40-110 SALARIES & WAGES - LEADMAN	5,779.20	75,671.02	75,129.60	(541.42)	100.7
52-40-111 SALARIES & WAGES-OPERATOR A&B	1,880.96	24,835.81	24,452.48	(383.33)	101.6
52-40-130 BENEFITS - OPERATOR A & B	1,311.07	17,423.12	18,173.72	750.60	95.9
52-40-131 BENEFITS - LEADMAN	3,709.53	49,114.37	50,996.60	1,882.23	96.3
52-40-230 FUEL - SEWER	377.93	3,991.65	6,000.00	2,008.35	66.5
52-40-250 EQUIPMENT SUPPLIES & MAIN	2,861.86	8,248.50	15,000.00	6,751.50	55.0
52-40-270 UTILITIES-ELECTRICAL & GAS	356.22	9,694.68	12,500.00	2,805.32	77.6
52-40-280 TELEPHONE - SEWER	42.39	360.97	425.00	64.03	84.9
52-40-310 LEGAL AND AUDIT SERVICES	.00	4,971.25	7,000.00	2,028.75	71.0
52-40-510 TRAVEL AND CONFERENCE	.00	943.60	1,000.00	56.40	94.4
52-40-530 INSURANCE AND BONDS	.00	12,087.12	12,087.12	.00	100.0
52-40-610 MISCELLANEOUS EXPENSES	352.00	1,084.00	2,000.00	916.00	54.2
52-40-620 SERVLINE PROTECTION	1,038.00	10,371.00	12,000.00	1,629.00	86.4
52-40-650 DEPRECIATION	.00	.00	75,000.00	75,000.00	.0
52-40-660 2024 WASTEWATER PROJECT	.00	11,049.57	1,972,000.00	1,960,950.43	.6
52-40-750 CAPITAL OUTLAY - SEWER	.00	.00	2,000.00	2,000.00	.0
TOTAL EXPENDITURES	17,709.16	229,846.66	2,285,764.52	2,055,917.86	10.1
TOTAL FUND EXPENDITURES	17,709.16	229,846.66	2,285,764.52	2,055,917.86	10.1
NET REVENUE OVER EXPENDITURES	26,114.85	277,763.94	153,235.48	(124,528.46)	181.3

CITY OF MILFORD
BALANCE SHEET
JUNE 30, 2025

GENERAL FIXED ASSETS

ASSETS

91-16110	LAND	260,210.36	
91-16210	BUILDINGS	2,397,266.11	
91-16310	IMPROVEMENTS OTHER THAN BLDGS	3,145,130.37	
91-16410	OFFICE FURNITURE AND EQUIPMENT	213,168.59	
91-16510	MACHINERY AND EQUIPMENT	1,038,700.48	
91-16610	AUTOMOBILES AND TRUCKS	163,719.00	
91-16710	CAPITAL ASSET - INFRASTRUCTURE	3,150,374.84	
	TOTAL ASSETS		10,368,569.75

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
91-29800	BEGINNING OF YEAR	745,592.15	
91-29850	ADDITIONS - CURRENT YEAR	9,622,977.60	
	BALANCE - CURRENT DATE	10,368,569.75	
	TOTAL FUND EQUITY		10,368,569.75
	TOTAL LIABILITIES AND EQUITY		10,368,569.75

CITY OF MILFORD
BALANCE SHEET
JUNE 30, 2025

GENERAL LONG TERM DEBT

ASSETS

95-18100 AMT PROVIDED-GENERAL LT DEBT

855,675.03

TOTAL ASSETS

855,675.03

LIABILITIES AND EQUITY

LIABILITIES

95-21500 ACCRUED EMPLOYEE BENEFITS

29,432.46

95-25102 BONDS PAYABLE -CIB LIBRARY

170,000.00

95-25105 ADMINISTRATION BUILDING LOAN

621,000.00

95-25700 NET PENSION LIABILITY

35,242.57

TOTAL LIABILITIES

855,675.03

TOTAL LIABILITIES AND EQUITY

855,675.03

Milford Municipal Airport Monthly Fuel Analysis Month June 2025

Date	100 LL	Gallons Sold & Test	Jet A	Gallons Sold & Test	Tie Down	After Hours Fee	Oil	Misc.	Processing Fee	Total
6/1/2025	\$0.00	0	\$109.99	22.22					\$2.58	\$107.41
6/2/2025	\$0.00	0	\$0.00	0						\$0.00
6/3/2025	\$0.00	0	\$0.00	0						\$0.00
6/4/2025	\$0.00	0	\$335.22	53.21					\$7.87	\$327.35
6/5/2025	\$0.00	0	\$0.00	0						\$0.00
6/6/2025	\$1,285.96	204.12	\$0.00	0					\$30.23	\$1,255.73
6/7/2025	\$85.62	13.59	\$0.00	0					\$2.01	\$83.61
6/8/2025	\$0.00	0	\$0.00	0						\$0.00
6/9/2025	\$0.00	0	\$0.00	0						\$0.00
6/10/2025	\$711.52	113.75	\$1,492.47	301.51					\$67.34	\$2,136.65
6/11/2025	\$256.22	40.67	\$206.61	41.74					\$13.16	\$449.67
6/12/2025	\$807.91	128.24	\$0.00	0					\$18.98	\$788.93
6/13/2025	\$126.19	20.03	\$0.00	0					\$2.97	\$123.22
6/14/2025	\$235.43	37.37	\$272.55	55.06					\$12.49	\$495.49
6/15/2025	\$0.00	0	\$1,080.19	218.22					\$30.79	\$1,049.40
6/16/2025	\$0.00	0	\$0.00	0						\$0.00
6/17/2025	\$172.12	27.32	\$0.00	0					\$5.94	\$166.18
6/18/2025	\$34.65	5.5	\$0.00	0					\$0.81	\$33.84
6/19/2025	\$0.00	0	\$0.00	0						\$0.00
6/20/2025	\$0.00	0	\$0.00	0						\$0.00
6/21/2025	\$0.00	0	\$0.00	0						\$0.00
6/22/2025	\$318.09	50.49	\$675.13	136.39					\$32.64	\$960.58
6/23/2025	\$243.81	38.7	\$833.38	168.36					\$34.48	\$1,042.71
6/24/2025	\$173.62	27.56	\$0.00	0					\$4.08	\$169.54
6/25/2025	\$365.46	58.01	\$0.00	0					\$8.59	\$356.87
6/26/2025	\$0.00	0	\$0.00	0						\$0.00
6/27/2025	\$0.00	0	\$0.00	0						\$0.00
6/28/2025	\$100.86	16.01	\$210.77	42.58						\$311.63
6/29/2025	\$103.82	16.48	\$0.00	0						\$103.82
6/30/2025	\$310.58	49.3	\$510.89	103.21						\$821.47
										\$0.00
	\$5,331.86	847.14	\$5,727.20	1,142.50	\$0.00	\$0.00	\$0.00	\$0.00	\$274.96	\$10,784.10

Balance of Funds for Fuel Purchase

Fuel Purchases		
Amount	Gallons	Type
\$18,634.77	3471.00	Jet A 100 LL

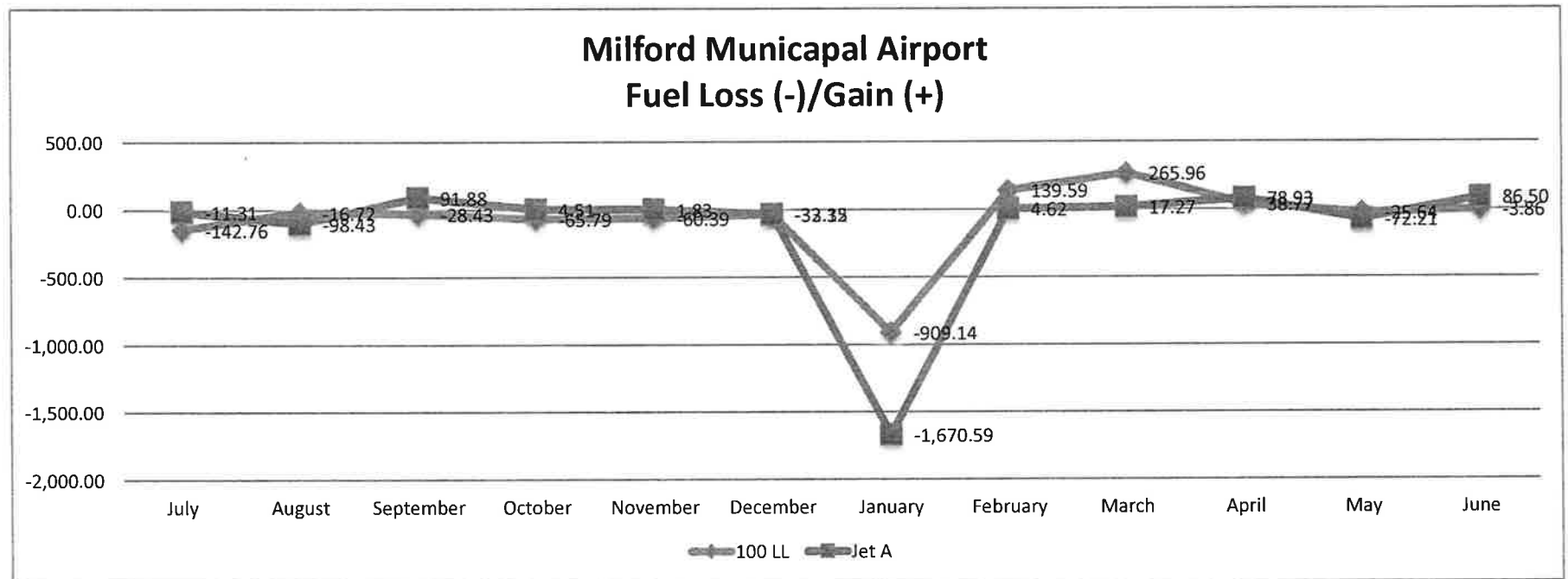
Accumulated Credit Card Balance			
Month Total			
Month Balance	Payments	Description	Balance
\$11,059.06			-\$1,148.32
	\$11,459.43	CC Rem	\$9,910.74
	\$0.00	Cash	-\$1,548.69
			-\$1,548.69

Inventory of Fuel

	Beginning Reading	Gallons Purchased For Month	Gallons Sold For Month	Actual Ending Reading	Ending Reading	Pump Loss	Cost Per Gallon	Total Inventory
100 LL	2288.00	3471.00	847.14	4911.86	4908.00	-3.86	\$5.37	\$26,355.96
Jet A	2339.00	0.00	1142.50	1196.50	1283.00	86.50	\$3.94	\$5,055.02
Total	0.00	3471.00	1989.64	6108.36	6191.00	82.64		\$31,410.98

Milford Municipal Airport Fuel Loss/Gain 2024-2025

	July	August	September	October	November	December	January	February	March	April	May	June
100 LL	-142.76	-16.72	-28.43	-65.79	-60.39	-33.32	-909.14	139.59	265.96	38.77	-25.64	-3.86
Jet A	-11.31	-98.43	91.88	4.51	1.83	-32.15	-1,670.59	4.62	17.27	78.93	-72.21	86.50



Milford City Council Meeting
Tuesday, June 17, 2025 4:00 PM
Milford City Hall, 26 South 100 West
Milford, Utah 84751

Members Present: Mayor Nolan Davis, Council Members Russell Smith, Les Whitney, Scott Symond, Ian Spaulding, and Terry Wiseman.

Absent: None

Staff: City Administrator Makayla Bealer, City Recorder Monica Seifers, Attorney Leo Kanell, Foreman Benjamin Stewart.

Visitors (Official Roster):

Call to Order

Mayor Davis called the meeting to order at 4:00 PM followed by the Pledge of Allegiance.

Visitors

a. None

Public Hearings

Mayor Davis opened the first public hearing at 4:02 PM

Hearing 1: To hear public comment relating to Waiving Payment for the Interfund Services for Municipal Use.

City Administrator Bealer explained the city has three main funds - Water, Sewer, and General. The operations of the city (parks, buildings, golf course, swimming pool, etc.) utilize city services including water and services. The city would like to waive the payment for interfund services provided to municipal operations.

Mayor Davis called for comments. There were none.

Hearing 2: To hear public comment relating to FY 2025-2026 Operating Budget

City Administrator Bealer reported there was one change to the budget under 1050310 – the Proposed Budget should be \$20K instead of \$2K, a zero was left out. 1038900 – increased to \$393K, this is the city reserves to be used as the council sees fit.

Mayor Davis called for comments. There were none.

Mayor Davis commented that the city was in good shape financially, he appreciates all the dedication and hard work of the staff, crew, and council.

Mayor Davis closed the public hearings and convened the regular meeting at 4:06 PM.

Consent Issues

- a. **Consent issues including bills and payroll, Financial Report May 2025, and minutes of the June 3, 2025 Special Meeting; minutes of the June 3, 2025 Council Meeting.**

City Recorder Monica Seifers announced the following corrections to the minutes:

- June 3, 2025 Special Meeting minutes were corrected to include Ben Stewart in the 1:00 PM meeting with Administrator Bealer.
- June 3, 2025 Council Meeting minutes were corrected to state preserve on line 152, change cook to cool on line 230, and change 3000K to 4000K on line 233.

She asked for any additional corrections that may have been discovered by the body.

- **MOTION:** *Council Member Scott Symond moved to approve the consent issues as presented with the corrections announced by City Recorder Seifers. The motion was seconded by Council Member Russell Smith. The motion carried with the following votes:*

Yes: Scott Symond, Terry Wiseman, Les Whitney, Russell Smith, Ian Spaulding

No: None

Absent: Les Whitney

Council Member Les Whitney entered at 4:09 PM

New Business

- a. **Consideration and Approval of Joint Lease Agreement between Milford City and BCFD#2 (old fire station)**

The board will not meet until this Thursday so Fire Chief Whitney had stated he would like to have this tabled.

- **MOTION:** *Council Member Scott Symond moved to table the Joint Lease Agreement between Milford City and BCFD#2 for the old fire station. The motion was seconded by Council Member Terry Wiseman. The motion carried with the following votes:*

Yes: Scott Symond, Terry Wiseman, Les Whitney, Russell Smith, Ian Spaulding

No: None

Absent: None

- b. **Library Board presentation of Capital Improvement Proposal for Milford Public Library**

Lynae Malchus, Library Board President, presented the council with a letter from the Library Board proposing how they planned to use the funds received from the county which included: replace door, install security cameras, replace carpets, adding concrete to eliminate weeds, paint, replacing light fixtures, updating lighting. They would also like to paint exterior handrails, and repaint library letters on the building. There should be enough left over to purchase new sitting chairs and update artwork. Council Member Spaulding asked if the budget ran short, which items would be cut? Lynae responded that the bottom items would be eliminated; the proposal was listed by priority. Administrator Bealer reported she had met with Lynae and expressed that anything that was not done this year can be placed on future budget wish list.

- c. **Consideration and approval of library policy for children in the workplace**

The proposed policy was presented in the council packets. This has not been implemented previously, they just want to consider putting it into place before it becomes an issue. Attorney Kanell did not see any issues or concerns with the policy. Council Member Spaulding asked where the policies for the library are located. Administrator Bealer reported she has requested those from the director and will scan and email them to the council. The library board recommends this policy for the council's approval.

➤ **MOTION:** Council Member Les Whitney moved to adopt the Children in the Workplace policy as presented. The motion was seconded by Council Member Scott Symond. The motion carried with the following votes:

Yes: Scott Symond, Terry Wiseman, Les Whitney, Russell Smith, Ian Spaulding

No: None

Absent: None

d. Discuss Homeless Service Funding

Administrator Bealer reported that the larger cities in Utah are required to place homeless service funding in their budgets. New legislation requires us to report what we have placed in our budget for homeless services. She has responded to an email from the state requesting this information citing that we do not have funding in place as we are a small rural community and there is not a problem here but she would bring it to the council for consideration for future budgets.

e. Discuss the Golf Course Operator Position

Administrator Bealer reported that Raymond Stringer has resigned from his position at the golf course. The city has been working with the golf association members. Some options: hire another employee or contract with the golf association. They met with Brady Williams and Craig Wiseman today and they expressed that the golf association would like to have the course contracted to them. Workers Comp is an issue. If we allocate the funding they will have to pick up workers comp, or we could put 5 to 7 of their members on staff at a minimal wage to cover the WC. Green fees would go to the golf association. Is the council open to moving to a contract with the association? Mayor Davis feels it may be the way to go since they are the ones that use it and know how they want it. There are concerns with who will be on the equipment and he wants to see that in the contract. He asked about the water leaks – Makayla explained that the protocol is currently anything within three feet of the sprinkler head is the employee or contractor, outside of that they can call the city crew. Foreman Stewart should retain the operation of the timers and will change at the request of the association. Mayor felt Ben should be the only one to access the timers, strictly! Brady Williams will be the key person for the fuel card. Council Member Smith agreed with the mayor that it may be a good move to have the golf association contract the maintenance of the course. Makayla will work on a contract for the council to review. There have been a lot of volunteers out there this year and it is looking good and is much appreciated. Council Member Spaulding agreed that the volunteers have been greatly appreciated.

Old Business

a. Discuss one-way street 300 North

Administrator Bealer reported the minutes that were found indicated that the one-way street was actually from 300 West to 500 West. She recommended notifying the residents and holding a hearing before proceeding with opening the road for two-way travel.

Public Hearing will be scheduled for the July 15, 2025 Council Meeting and residents will be mailed a notice.

Ordinance and Resolution

a. Resolution 04-2025 "URS Contribution"

➤ **MOTION:** Council Member Russell Smith moved to adopt Resolution 04-2025 "URS Contributions". The motion was seconded by Council Member Les Whitney. The motion carried with the following roll call votes: Council Member Russell Smith – yes, Ian Spaulding – yes, Les Whitney – yes, Scott Symond – yes, Terry Wiseman – yes.

Absent – None

- 133
- 134 b. Resolution 05-2025 "Setting and Adjusting Approved Vendor List"
- 135 ➤ **MOTION:** Council Member Scott Symond moved to adopt Resolution 05-2025 "Setting and
- 136 Adjusting Approved Vendor List". The motion was seconded by Council Member Russell Smith.
- 137 The motion carried with the following roll call votes: Council Member Russell Smith – yes, Ian
- 138 Spaulding – yes, Les Whitney - yes, Scott Symond– yes, Terry Wiseman – yes.
- 139 Absent – None
- 140
- 141 c. Resolution 06-2025 "Setting Real and Personal Property Tax Rate"
- 142 ➤ **MOTION:** Council Member Les Whitney moved to adopt Resolution 06-2025 "Setting Real and
- 143 Personal Property Tax Rate". The motion was seconded by Council Member Ian Spaulding. The
- 144 motion carried with the following roll call votes: Council Member Russell Smith – yes, Ian
- 145 Spaulding – yes, Les Whitney - yes, Scott Symond– yes, Terry Wiseman – yes.
- 146 Absent – None
- 147
- 148 d. Resolution 07-2025 "Waiving Payment of Interfund Services for Municipal Use"
- 149 ➤ **MOTION:** Council Member Scott Symond moved to adopt Resolution 07-2025 "Waiving
- 150 Interfund Services for Municipal Use". The motion was seconded by Council Member Terry
- 151 Wiseman. The motion carried with the following roll call votes: Council Member Russell Smith –
- 152 yes, Ian Spaulding – yes, Les Whitney - yes, Scott Symond– yes, Terry Wiseman – yes.
- 153 Absent – None
- 154
- 155 e. Resolution 08-2025 "Adopting Operating Budget FY 2025-2026"
- 156 ➤ **MOTION:** Council Member Terry Wiseman moved to adopt Resolution 08-2025 "Adopting
- 157 Operating Budget FY 2025-2026". The motion was seconded by Council Member Scott Symond.
- 158 The motion carried with the following roll call votes: Council Member Russell Smith – yes, Ian
- 159 Spaulding – yes, Les Whitney - yes, Scott Symond– yes, Terry Wiseman – yes.
- 160 Absent – None
- 161
- 162 f. Resolution 09-2025 "Amending Operating Budget FY 2024-2025"
- 163 ➤ **MOTION:** Council Member Les Whitney moved to adopt Resolution 09-2025 "Amending
- 164 Operating Budget FY 2024-2025". The motion was seconded by Council Member Ian Spaulding.
- 165 The motion carried with the following roll call votes: Council Member Russell Smith – yes, Ian
- 166 Spaulding – yes, Les Whitney - yes, Scott Symond– yes, Terry Wiseman – yes.
- 167 Absent – None
- 168
- 169 g. Resolution 10-2025 "Adjusting Compensation and Salaries FY2025-2026"
- 170 ➤ **MOTION:** Council Member Scott Symond moved to adopt Resolution 10-2025 "Adjusting
- 171 Compensation and Salaries FY2025-2026 – with follow-up meetings with certain employees
- 172 who would like to further discuss the employee evaluations and possibility of adjusting
- 173 compensation". The motion was seconded by Council Member Terry Wiseman. Council
- 174 Member Spaulding cited he had been approached by a couple of employees who wanted to
- 175 schedule private meetings to discuss some of the details from their reviews stating that if it
- 176 comes to a vote he would vote no until we could have those but he understood there are some
- 177 time constraints with the budget, to at least acknowledge there are some people who want to
- 178 talk about some information. Council Member Whitney thought that was a good thing...

Administrator Bealer explained the council could adopt the resolution and the budget and later amend it recommending that they schedule a special meeting for the individual meetings. The motion was revised. The motion carried with the following roll call votes: Council Member Russell Smith – yes, Ian Spaulding – yes, Les Whitney – yes, Scott Symond– yes, Terry Wiseman – yes.

Absent – None

STAFF REPORTS AND COMMENTS

- Leo Kanell, City Attorney – no comments.
- Benjamin Stewart, City Foreman – no comments. Mayor Davis asked when the last B&C Funds update was done. Administrator Bealer responded she updates it annually but there have not been any miles added to it since about 2017. The IP project will have to be added back in on the pavement.
- Makayla Bealer, City Administrator –
 - IP pavement is nice, she recommends everyone ride out and check it out. There is a one-year warranty on the pavement. It was a great project, and it went well other than lack of base that was expected.
 - It was brought to the city office attention today that the summer hire will not be able to cover the tournaments this week. The summer hire has always been required to do it and is not able to this year. She is trying to get it covered to ensure it is covered for the tournament.
- Lisa Thompson, Zoning Administrator – no comment
- Monica Seifers, City Recorder
 - We had the following candidates file for the race in the Municipal Election:
 - Mayor (one seat): Nolan Davis
 - Council Member (two seats): James S Mohar, Brady Larsen, Tayson N Willis, Lynae Malchus, Terry Wiseman, Ian Spaulding
 - As there were more than double the amount of offices for council seats, it will require a Primary Election which will be held August 12 2025. Beaver County is a vote by mail county and the polling center will be available in Beaver. She updated on new requirements for the postmark date. More information will be shared as it becomes available.

COUNCIL REPORTS AND COMMENTS

- Nolan Davis, Mayor - *Waste Management, Economic Development, Five County Steering, Public Safety*
 - Boyd Spencer was on site last week and the pavilion parking strip has been paved and tied in to the pavilion. While Boyd was here the mayor talked to him about the Senior Citizen's Center. Boyd stayed and got it completed. He will return next week to seal the asphalt laid last year.
 - Appreciation
 - Terry Wiseman - *Water, Streets, Beautification – No comment*
 - Ian "Jeep" Spaulding - *Recreation, Swimming Pool and Golf Course, City Parks -No comment*
 - Russell Smith - *Cemetery, Sewer, Airport - No comment*
 - Les Whitney - *Planning and Zoning Chair, Buildings and Equipment, LIC Committee, Children's Justice Center – No comment*
 - Scott Symond - *Library Board, County BofA, Beautification, Hospital Board, County Travel Council/Tourism*
- Colette Cox – remind us of grant possibilities. July 15 deadline.

Meeting Adjournment ~ as there was no further business the meeting adjourned at 4:51 PM.

Milford City Council Special Meeting
Tuesday, June 26, 2025 8:00 AM
Milford City Hall, 26 South 100 West
Milford, Utah 84751

Members Present: Mayor Nolan Davis, Council Members, Russell Smith, Scott Symond, Les Whitney, and Terry Wiseman.

Absent: Council Member Ian Spaulding entered the executive session at 8:59 AM.

101. Follow-up conversations with management regarding employee evaluations

Mayor Davis called the meeting to order at 8:04 AM.

MOTION: Council Member Scott Symond moved to enter into Executive Session for the purpose of discussing personnel. Motion was seconded by Council Member Les Whitney. Roll call votes: Council Member Terry Wiseman – yes, Les Whitney – yes, Scott Symond – yes, Russel Smith – yes. Motion passed unanimously. Council Member Ian Spaulding was not in attendance at this time.

City Recorder Seifers was excused for the closed portion at 8:05 AM.

Council Member Ian Spaulding entered the executive session at 8:59 AM

MOTION: Council Member Russell Smith moved to leave Executive Session and reconvene in an open meeting at 9:41 AM. Motion was seconded by Council Member Terry Wiseman. Roll call votes: Council Member Ian Spaulding – yes, Terry Wiseman – yes, Les Whitney – yes, Scott Symond – yes, Russel Smith – yes. Motion passed unanimously.

252. Action on items discussed

A special meeting will be scheduled for 9 AM July 8 to follow up on the budget and schedule one-on-one meetings with any employees wanting to meet with council.

294. Adjournment

Meeting Adjournment ~ as there was no further business the meeting adjourned at 9:43 AM.

**Milford City Council Special Meeting
Tuesday, July 8, 2025 9:00 AM
Milford City Hall, 26 South 100 West
Milford, Utah 84751**

Members Present: Mayor Nolan Davis, Council Members Russell Smith, Scott Symond, Les Whitney, Ian Spaulding, and Terry Wiseman.

Absent: None

Staff: City Recorder Seifers

Call to Order

Mayor Davis called the special meeting to order at 9:12 AM.

Further Discussion on operating budget FY 2025-2026 and city operations and one-on-one sessions with employees.

Mayor Davis called for a motion to enter into an Executive Session for the purpose of discussing employee evaluations and meeting with employees.

MOTION: Council Member Scott Symond moved to close the open meeting and enter into an Executive Session for the purpose of discussing employee evaluations and meeting with employees. The motion was seconded by Council Member Russell Smith. The motion carried with the following votes:

Yes: Russell Smith, Scott Symond, Terry Wiseman, Ian Spaulding

No: None

Absent: None

City Recorder Monica Seifers left the meeting, all members of the legislative body were present. Monica Seifers met with the council followed by Foreman Stewart.

MOTION: Council Member Scott Symond moved to close the Executive Session and reconvene the special meeting at 11:39 AM. The motion was seconded by Council Member Russell Smith. The motion carried with the following votes:

Yes: Russell Smith, Scott Symond, Terry Wiseman, Les Whitney, Ian Spaulding

No: None

Absent: None

Council Member Ian Spaulding moved after feedback from the foreman of the crew to adjust two of the employees merit percentages based on further information and better calculations and the policy regarding merit raises should be reviewed in the upcoming year. Council Member Les Whitney seconded the motion. Mayor Davis summarized that the council will go ahead and adjust the merit raise and completely re-evaluate the merit raise policy by next year. All were in favor, motion carried.

Meeting Adjournment ~ as there was no further business the meeting adjourned at 11:41 AM.



Milford Municipal Golf Course Maintenance Agreement
Contracted Services with the Milford Men's Golf Association

July 2025

Overview:

Milford City intends to enter into a contract with the Milford Men's Golf Association to oversee the general maintenance and operations of the Milford Golf Course. This seasonal contract position will run approximately from April to mid-October. The role includes grounds maintenance, clubhouse upkeep, sprinkler and irrigation coordination, and tournament support.

Position Title: Golf Course & Facilities Maintenance Operator

Contracted Through: Milford Men's Golf Association

Compensation Details:

- **Season:** April 1 – October 15 (subject to weather conditions)
 - **Compensation:**
 - \$2,000/month (April–September)
 - \$1,000 total for October
 - Additional compensation for tournament green fees
 - Payment will happen the 1st pay period of the month for the City of Milford
 - **Benefits:** This is a seasonal contract and does not qualify for benefits.
-

Personnel Requirements:

- The Golf Association must submit a list of named individuals authorized to operate mowing equipment.
 - The Golf Association must submit a list of named individuals authorized to perform maintenance on the mowing equipment.
 - These individuals will be compensated \$10/month to ensure workers' compensation coverage.
 - All remaining compensation will be paid directly to the Golf Association.
 - Golf Association will determine how to pay their members for their efforts
-

Fuel Management:

- The Golf Association President will oversee the City-issued fuel card to maintain internal control procedures.
-

Supervision:

- This position is not supervised by Milford City.
 - If there are issues at the Golf Course the President of the Golf Association can contact Milford City Foreman, Ben Stewart during working hours, which is Monday through Friday from 6:30 am to 2 pm, excluding holidays
 - In a water main line break, the Foreman can be contacted after hours.
-

Essential Duties & Responsibilities:**Turf & Grounds Maintenance**

- Fairways: Mow 2x/week
- Greens: Mow 2x/week
- Semi-Rough: Mow 1x/week
- Putting Green: Mow 2x/week
- Tee Markers: Mow and relocate 2x/week

- Rough (Weed Areas): Brush hog 2x/year (1x before July 4)

General Groundskeeping

- Remove trash daily
- Maintain and rake sand bunkers weekly
- Water and mow grass weekly around clubhouse
- Spray/pull weeds in the parking lot, maintenance shed area, and clubhouse

Green Maintenance

- Monthly fertilization
- Clear debris, move pins weekly, smooth worm holes
- Replace flags as needed

Equipment Maintenance

- Power wash, check fluids, and grease after each use
- Major maintenance handled by Milford City or dealer service

Irrigation

- Repair leaks within 3' of the sprinkler head within 3 days
- Coordinate with City Foreman for mainline leaks and sprinkler system adjustments. He can be reached at 435.463.9568

Clubhouse Duties

- Spring deep clean
- Daily restroom checks and restocking (5x/week)
- Deep cleaning 1–2x/week
- Maintain flower beds and weed control

Purchasing

- Order necessary supplies under by using the Milford City Purchasing Policy and obtaining purchase orders.
- The Budget for the course is as follows annually. The budget runs from July 1st through June 30th. Insert Clip of Budget

City Office Responsibilities

- Collect and deposit green fees weekly. Funds will be placed into a capital improvement account that will be used to make capital improvements at the Golf Course.
 - Golf Association will recommend capital improvement project to Milford City Council for consideration; however Milford City is required to comply with their operating budgets, so all project should be presented before March 1st of each year
 - Gather and Maintain daily sign-in sheets
 - Order items requested from the Golf Association such as paper towels, toilet paper etc.
-

Tools & Equipment Used:

- **Provided by Milford City:**
 - *Jacobsen Fairway Mower – fairways only*
 - *Toro Greens Mower – greens only*
 - *Brush Hog or Weed Mower – rough areas*
 - *Exmark Mower – semi-rough (includes mulch kit)*
 - *Weed eater, shovels, rake etc*
 - *Tires for the equipment*
 - *Fertilizer, weed killer and other chemicals used for maintenance*
-

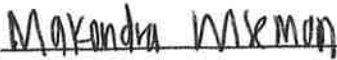
Tournaments:

- Milford Men's Golf Association will coordinate all tournaments at the course. Tournament green fees are paid directly to the Golf Course Association.

MILFORD MEN'S GOLF ASSOCIATION

President Signature:  Date: 7/2/25

Vice President Signature:  Date: 7/2/25

Treasurer/Secretary:  Date: 7.2.25

Milford City Approvals

Signature: _____ Date: _____
Nolan Davis, Mayor

Attest:

Monica D. Seifers, City Recorder

(SEAL)

Addendum to the Milford Municipal Golf Course Maintenance Agreement

Subject: Golf Association Appointments

The Golf Association has appointed the following individuals to assist with golf course operations as outlined below:

Operate Equipment

The following individuals are authorized to operate City-owned equipment. They will be placed on the City payroll and compensated at a rate of \$10 per month:

- Brady Williams
- Duke Barnes
- Rhett Barnes
- Barry Barnes
- Les Davis
- Braiden Davis
- Steven Florence
- Craig Wiseman
- Garreth Mayer

Equipment Maintenance

The following individuals are authorized to perform maintenance on City-owned equipment:

- Braiden Davis
- Les Davis

Compensation to the Golf Association

Compensation for the Milford Golf Association will be issued to:

Milford Golf Association

c/o Brady Williams

P.O. Box 1022

Milford, UT 84751

This addendum shall become part of the official Milford Municipal Golf Course Maintenance Agreement and remain in effect until amended or terminated by mutual agreement.

1	<u>General Fund - Golf Fund</u>					
2	10-73-110	Salaries & Wages- Golf Course	\$8,232.54	\$7,232.53	\$9,193.88	\$16,000.00
3	10-73-130	Benefits - Golf Course	\$733.35	\$633.87	\$1,000.00	\$1,000.00
4	10-73-250	Repairs and Maintenance	\$1,121.97	\$3,171.39	\$6,000.00	\$6,000.00
5	10-73-270	Utilities - Golf Course	\$2,178.51	\$2,698.74	\$2,500.00	\$2,500.00
6	10-73-480	Equipment & Supplies	\$1,494.48	\$2,371.67	\$1,500.00	\$1,500.00
7	10-73-610	Miscellaneous Expense-Golf	\$596.26	\$1,148.00	\$1,000.00	\$1,500.00
8	10-73-740	Capital Outlay-Golf Course	\$4,000.00	\$745.00	\$0.00	\$0.00
9	Total Golf Fund		\$18,357.11	\$18,001.20	\$21,193.88	\$28,500.00



WORK RELEASE NO. 2025-1 COVER SHEET

PLANNING SERVICES

MILFORD CITY
26 SOUTH 100 WEST
PO BOX 69
MILFORD, UT 84751

EXECUTION AND EFFECTIVE DATE

This Work Release No. 2025-1 has been executed by the duly authorized representatives of the parties and shall be effective as of the date of execution by CLIENT.

MILFORD CITY ("CLIENT")

SUNRISE ENGINEERING, LLC ("SE")

By:

Name:

Title:

Date:

Karen M Peterson

By:

Karen M. Peterson

Name:

Community Development Director

Title:

7/1/2025

Date:

WORK RELEASE NO. 2025-1

This Work Release is entered into by and between MILFORD CITY (CLIENT) and SUNRISE ENGINEERING, LLC (SE).

RECITAL

Pursuant to Article 1 of the Agreement for Engineering and Technical Services, dated the 27th day of August 2014, hereinafter referred to as the "Agreement", CLIENT and SE desire to identify certain services and work to be performed by SE pursuant to the Agreement. CLIENT intends to retain general professional services for which SE agrees to perform various professional services.

ARTICLES

ARTICLE 1. SCOPE OF WORK

SE will provide on-call planning services as hereinafter described, as requested by the CLIENT, and which are necessary and associated with the requests of the CLIENT, within generally accepted industry standards. Services rendered may include:

1. Long Range Planning, including General and Master Plan assistance
2. Updating Ordinances and Zoning Code
3. Reviewing and Processing New Development Applications and Permits
4. Supporting Planning and Zoning Commission and City Council Meetings
5. Providing Other Miscellaneous Planning Services as Requested by the CLIENT.

ARTICLE 2. COMPENSATION

CLIENT agrees to compensate SE for services performed under this Work Release on a Time and Materials basis at the rates and fees shown in the attached Exhibit A.

These payments shall be considered complete compensation for all services outlined in this agreement.

ARTICLE 3. INVOICING

Instructions and invoices submitted pursuant to this Work Release shall be sent to:

MILFORD CITY
26 SOUTH 100 WEST
PO BOX 69
MILFORD, UT 84751

Invoices shall be submitted monthly based on the prior month's effort and are due and payable within (30) thirty days.

SUNRISE ENGINEERING

FEE SCHEDULE*

Labor Code	Work Classification	Hourly Rate	Labor Code	Work Classification	Hourly Rate
51	Administrative I	\$62	403	CAD Drafter/Designer III	\$129
52	Administrative II	\$82	404	CAD Drafter/Designer IV	\$145
53	Administrative III	\$105	405	CAD Drafter/Designer V	\$161
54	Administrative IV	\$129	500	Funding Specialist	\$156
91	PI Specialist I	\$113	510	Plan Reviewer	\$145
92	PI Specialist II	\$124	511	Building Inspector I	\$86
93	PI Specialist III	\$135	512	Building Inspector II	\$100
94	PI Specialist IV	\$147	513	Building Inspector III	\$125
95	PI Manager	\$158	514	Building Official	\$180
96	PI Director	\$170	601	GIS Technician	\$90
100	Engineer Student Intern	\$110	602	GIS Senior Technician	\$110
101	Engineer Intern (EIT) I	\$125	611	GIS Analyst	\$135
102	Engineer Intern (EIT) II	\$139	613	GIS Senior Analyst	\$165
103	Engineer Intern (EIT) III	\$154	614	GIS Developer	\$175
104	Engineer III	\$168	615	GIS Team Lead	\$180
105	Engineer IV	\$182	701	Planner I	\$117
106	Engineer V	\$196	702	Planner II	\$135
107	Senior Engineer	\$239	703	Planner III	\$146
108	Engineer VI	\$210	704	Planner IV	\$161
109	Engineer VII	\$225	705	Planner V	\$179
110	Principal Engineer	\$249	706	Planning Manager	\$199
301	Engineering Tech I	\$95	711	Project Manager I	\$157
302	Engineering Tech II	\$109	712	Project Manager II	\$168
303	Engineering Tech III	\$127	713	Project Manager III	\$180
304	Engineering Tech IV	\$142	714	Project Manager IV	\$191
305	Engineering Tech V	\$158	715	Project Manager V	\$199
350	Construction Observer V	\$182	921	Survey Tech	\$99
351	Construction Observer I	\$105	930	Survey CAD Tech	\$139
352	Construction Observer II	\$127	940	Survey Manager	\$188
353	Construction Observer III	\$140	945	Registered Surveyor	\$203
354	Construction Observer IV	\$161	950	Principal Surveyor	\$225
401	CAD Drafter I	\$98	955	One Man Survey Crew	\$165
402	CAD Drafter II	\$117			

REIMBURSABLE EXPENSE SCHEDULE*

Expense	Rate
Mileage	\$0.67/Mile
Per Diem	\$59/Day

*Fees automatically change after the beginning of each year and are subject to change on other occasions.

*Subconsultant and other direct expenses will be invoiced as cost incurred plus 15% handling fee.

*A convenience fee of 4% will be applied to all payments made with a credit card.

Sunrise Base 02-2025



PUBLIC NOTICE INVITATION TO BID LIBRARY REMODEL PROJECT

Milford City is seeking bids from licensed contractors for the following projects:

1. Interior Paint: painting throughout the interior of the library building located at 400 South 100 West, Milford Utah with 2 paint colors.

A. Paint Color: Sherwin-Williams

- Main Color: Greek Villa (SW 7551): Main color walls, trim and ceilings
- Accent Color: Rosemary (SW 6187): Accent color above fireplace and in entry ways

2. Install new flooring in the library

- A. Removal of existing carpet and install carpet tiles**
- #3309 Non-Stop Pentz Linea Style

3. Install Concrete on the library property

- A. Pour new strip between parking area and sidewalk and retaining wall**



- B. Concrete fill in north rock beds (2)**



4. Paint all exterior handrails and lettering on building.



5. General Lighting Update

- a. Replace outdated can and fluorescent lights with LED at the Library
- b. Add pendent lighting for design and functionality (4 above desk, 8 hanging pendants)
 - i. Milford City will provide pendent lighting.

Timeline on project: The Library Board wants to start the interior painting mid-August with flooring to follow. The plan is to keep the library open to the public during this time.

All work must be completed by October 15, 2025.

Eligibility Criteria

Successful bidder must possess a business license for concrete or general contracting and must be able to provide Milford City with a Certificate of Liability.

Contact Information

- **Contact Name:** Cynthia Carter, Librarian **Phone Number:** 435-387-5039

Bid Submission Instructions

Please bid by project # (1 – 5). Bidder can bid on one or all projects, but each project will need to be bid **separate** for accounting purposes.

- **Submission Deadline: July 15, 2025 at 2 pm**
- **Bid Format (Sealed Bids clearly marked PROJECT BID):**
 - **Submit by person:** Milford City Office, 26 South 100 West, Milford, UT 8 am – 4 pm
 - **Mail to:** Milford City, PO Box 69, Milford, UT 84751- must be delivered by deadline
 - **Drop Box:** Utilize the drop box located west of the admin building. This location is under surveillance and will mark the time of submission.
 - **Email to:** mbealer@milford.utah.gov – Please include PROJECT BID and include Project # in subject line
- **Required Documents:**
 - Company profile
 - References from past projects
 - Proof of insurance
 - Copy of Current Business License (Milford City reciprocates licensing from other jurisdictions)

Evaluation Criteria

Bids will be presented during an open meeting held at 4 pm on Tuesday, July 15, 2025 and tabulated first by pricing competitiveness, then assessed to ensure all requirements are met. Milford City Code Title 3.20.070 Bidding Processes will be adhered to.

Terms and Conditions

- Successful bidder must meet all requirements of the eligibility requirements at time of bidding.
- Milford City will follow the Bid Process as outlined in Milford City Code Title 3.20.070 Bid Processes
- Milford City retains the right to refuse any or all bids.

Additional Notes

- Please note that late submissions will NOT be considered.

Posted July 2, 2025



Makayla Bealer <mbealer@milford.utah.gov>

Drainage Project Update _ 600 North

1 message

Makayla Bealer <mbealer@milford.utah.gov>

Wed, Jun 25, 2025 at 3:26 PM

To: Ian Spaulding <ian.spaulding@beaver.k12.ut.us>, Les Whitney <lwhitney@beaver.utah.gov>, Nolan Davis <ndavisfiredist2@hotmail.com>, Russell Smith <rusrut76@gmail.com>, Terry Wiseman <twiseman2298@gmail.com>, Scott Symond <scottsymond@yahoo.com>, "Leo G. Kanell" <lgkanell@beaver.utah.gov>, Benjamin Coray <bcoray@sunrise-eng.com>

Cc: Monica Seifers <mseifers@milford.utah.gov>, Lisa Thompson <lthompson@milford.utah.gov>, Benjamin Stewart <benjamins@milford.utah.gov>, Derek Griffiths <Derekgriffiths@milford.utah.gov>, Riley Rose <Rileyrose@milford.utah.gov>, Lance Alger <Lancealger@milford.utah.gov>

Scott Goodwin with UDOT contacted me today to inform us that our drainage project for 600 North has been **officially approved**. The project has been approved for **\$51,850.00** in funding.

We will be receiving a **cooperative agreement** from UDOT shortly, which I will present to the City Council for review and approval.

There is **no timeline or deadline** for when the funds must be spent. He did mention that we must hire the contractor, and they will just pass the funds to the city.

Attorney Kanell is currently working on securing **easements** needed for this project.

More updates will be shared as we move forward.

Thanks!

Makayla Bealer
City Administrator/Treasurer

Every accomplishment starts with the decision to try. Make today GREAT!



PO Box 69 | 26 South 100 West | Milford, UT 84751

☎: Direct Line: (435) 387-2717 | Office (435) 387-2711 ex. 0 ✉: mbealer@milford.utah.gov |

Website: milfordcityutah.com

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City of Milford

P.O. Box 69
Milford, Utah 84751
435 387-2711

.....

June 20, 2025

FERVO Energy
910 Louisiana St Ste #4400
Houston, TX 77002

Dear FERVO Energy Team,

On behalf of the City of Milford, I would like to extend our sincere appreciation for the invitation to participate in Cape Connect 2025. It is an honor to continue building our relationship with a company that is not only advancing clean energy, but also redefining what is possible in the renewable sector.

We are proud to collaborate with FERVO Energy and deeply value the innovative work your team is doing. Your use of cutting-edge geothermal technology—where cold water is pumped underground, naturally heated by the Earth, and returned to the surface for clean power generation—represents a bold and necessary step toward a sustainable energy future. With 100% reinjection and zero harmful emissions, your approach embodies the kind of responsible progress our communities need.

FERVO's leadership in expanding the boundaries of geothermal viability—bringing renewable energy to places once thought unreachable—reflects the ingenuity and forward-thinking we are proud to support. Thank you for choosing Milford -not just as the site of your operations, but as a place to grow, invest and thrive.

With gratitude,

Nolan Davis, Mayor



Makayla Bealer <mbealer@milford.utah.gov>

FW: Complaint about new light in Milford (installed 2/20/25)

Weight, Kelly (PacifiCorp) <Kelly.Weight@pacificorp.com>

Fri, Jun 27, 2025 at 4:11 PM

To: Makayla Bealer <mbealer@milford.utah.gov>

Cc: Nolan Davis <ndavisfiredist2@hotmail.com>

Hi Makayla,

I received the city's preferred move forward. We do not have shielding for these I'm still working on fabricating something as these residents are not the only folks in the state that don't love street lighting. We can improve the color by changing it to a 3000K but it will be fresh out of the box and really really bright (again).

I am hoping to have a crew down in Brian Head in July and I can have one of the guys head out to Milford to take care of this. Please know that we are working on a solution and will have it next month!

Thanks,

Kelly Weight

PacifiCorp | Manager - Street Light Operations & Policy

801.220.4016 (o)

Pacific Power | Rocky Mountain Power

From: Makayla Bealer <mbealer@milford.utah.gov>**Sent:** Friday, June 27, 2025 2:37 PM**To:** Weight, Kelly (PacifiCorp) <Kelly.Weight@pacificorp.com>**Cc:** Nolan Davis <ndavisfiredist2@hotmail.com>**Subject:** Re: [INTERNET] Re: FW: Complaint about new light in Milford (installed 2/20/25)

You don't often get email from mbealer@milford.utah.gov. Learn why this is important

[Quoted text hidden]



CITY COUNCIL TRANSMITTAL

TO: Milford City Council

DATE: 06/12/25

FROM: Lisa Thompson, Zoning Administrator

SUBJECT: Ordinance 03-2025 Amendments to Development Standards

Zoning: Due to the modern building designs the planning commission felt it was time to update some of our development standards. The following development standards were amended in the residential districts only:

Setbacks:

- Front setbacks were increased from 20 feet to 25 feet.
- Corner Lot Setbacks: A corner lot setback has been put into place to allow for a 15' to 25' setback depending on the development. If it is just a regular home, it will only be 15' but if there is a garage or a driveway that is directly accessed from the side street a 25' setback will be required.

Site Coverage:

- Increased from 40% to 50%

Height of Main Buildings:

- This has been increased to 30' in RM Districts.
- This has been increased to 35' in MR Districts.

Minimum Dwelling Size:

- A minimum size has been removed from the RM6 District and MR Districts. State Code says you cannot require a dwelling to be larger than 1,000 square feet. The commission felt they shouldn't be determining the size of a dwelling.
- Because the RM6S District was set up as a stricter district, the commission put in there the minimum dwelling size shall be at least 1,000 square feet.

PLANNING COMMISSION PROCESS: The following is a list of the planning and zoning process/meetings that have been held related to these ordinances:

- Reviewed ordinance and made amendments in March, April, May and June meetings.
- Sent draft ordinance to Attorney Kanell for review on 06/05/25. Leo responded on 06/11/25
- Held a Public Hearing on 06/11/25. (no public comment)
- Made motion to recommend to City Council on 06/11/25

**CITY OF MILFORD
ORDINANCE 03-2025**

DEVELOPMENT STANDARDS

WHEREAS, the Planning Commission has reviewed the existing setback and development standards within the zoning ordinance and has determined that they no longer adequately reflect the needs of current development practices; and

WHEREAS, the Planning Commission finds that modern building designs require updated setback standards to ensure functionality; and

WHEREAS, the Planning Commission believes it is in the best interest of public health, safety, and general welfare to amend the standards accordingly;

NOW THEREFORE, be it ordained by the Council of the City of Milford, in the State of Utah, as follows:

SECTION 1: **AMENDMENT** “13.14.060 General Development Standards” of the Milford Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

13.14.060 General Development Standards

The following standards shall apply to all lots in the RM district:

1. Minimum dwelling unit size for bachelor, one-bedroom and two-bedroom multi-family units shall be 1,100 square feet for detached multi-family units, and 1,000 square feet for attached units. For three-bedroom multi-family units the minimum size shall be 1,200 square feet and for four-bedroom multi-family units the minimum size shall be 1,400 square feet all excluding garages and miscellaneous structures;
2. Maximum building height of any building shall be two stories, not to exceed 25 feet. Buildings over one story, or 18 feet in height shall not be permitted within 150 feet of an adjacent residentially used property unless separated by a public street or easement of no less than 60 feet in total width. Principal buildings may exceed the height limit by Conditional Use Permit;
3. Accessory structures shall not exceed one story in height;
4. Architectural features such as cornices, chimneys and bell towers may exceed the height limit;
5. Design review shall be required for projects of four or more homes;
6. Decorative walls or fences shall be required along the side and rear property lines of each home. Man-gates may be approved;
7. Minimum lot width for attached units shall be 100 feet. For single family detached units, the minimum lot width shall be 60 feet;
8. Minimum side yards for attached units shall be ten feet. For single family detached

units the minimum side yards shall be five feet.

9. Minimum depth for front yards shall be 20 feet for the main buildings and private garages.
10. Minimum rear yards shall be 15 feet. Accessory structures may be built at the rear property line, if that property line abuts a Milford City Alley way and care is taken to maintain a continuing drainage system that empties onto the subject property. Otherwise, accessory buildings may encroach into the rear yards, but in no case shall an accessory structure be closer than five feet to the rear property line.
11. Maximum site coverage shall be 40%;
12. Parking area for one vehicle shall be required for each unit; and,
13. Each garage for detached units shall have a minimum bulk storage area of 160 cubic feet and each garage for attached units shall have a minimum bulk storage area of 90 cubic feet.

(Ord. Ordinance 2-2012 General Revision, Amended, 06/20/2012; Ord. Ordinance 8-2008, Amended, 06/18/2008)

AFTER AMENDMENT

13.14.060 General Development Standards

The following standards shall apply to all lots in the RM district;

Standards

Minimum Lot Size (RM6)	Minimum Lot Width (Single Family)	Minimum Lot Width (Multi-Family)	Maximum Height of Main Buildings	Maximum Height of Accessory Buildings	Maximum Site Coverage
6,000 Square Feet	60'	100'	30'	18'	50%

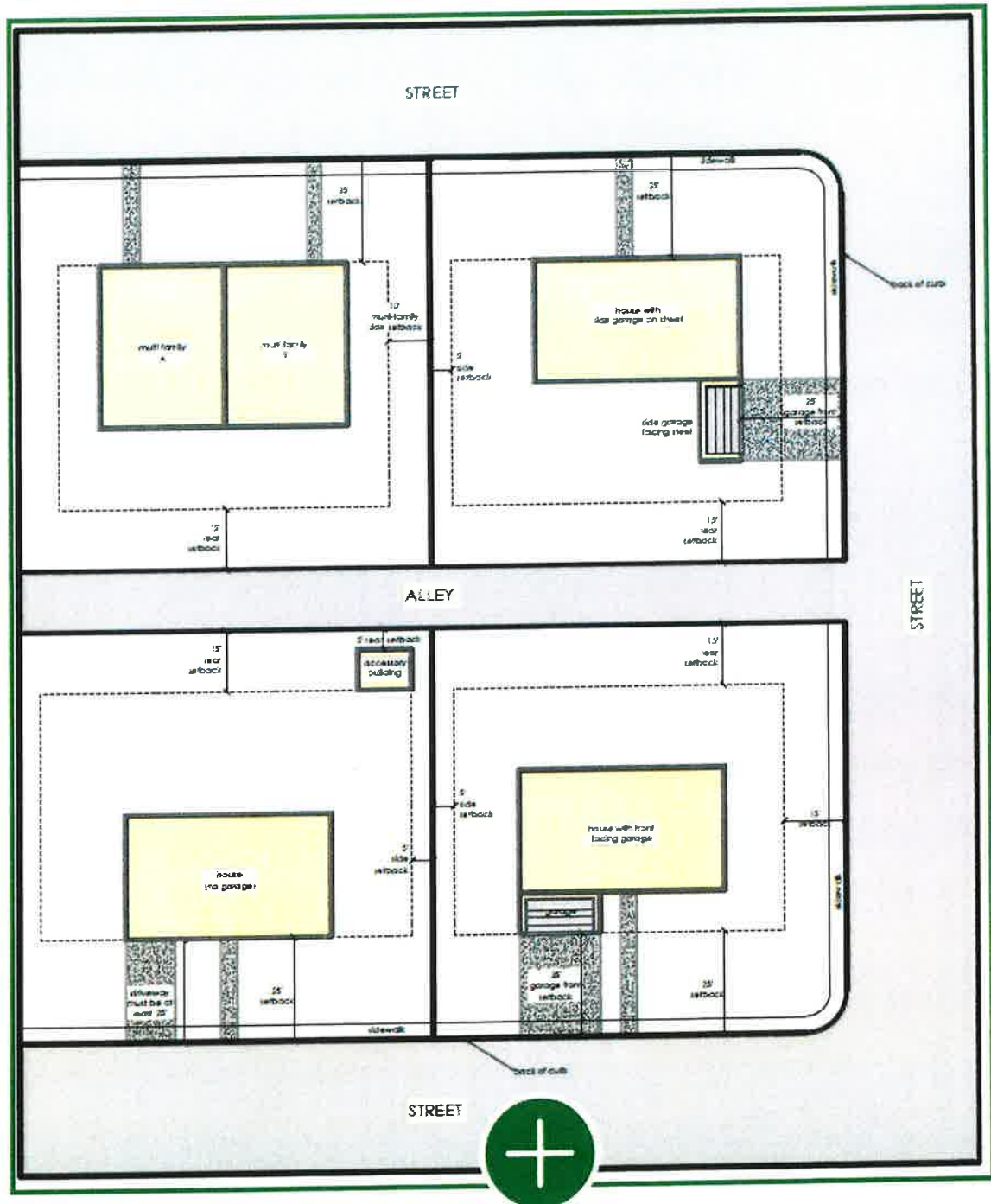
Setbacks

Front Yard	Side Yard (Single Family)	Side Yard (Multi-Family)	Street Side Yard	Rear Yard Main Building	Rear Yard Accessory Building
25'	5'	10'	15' - 25' See Note <u>14</u>	15'	5' See Note <u>22</u>

Notes: (see picture below for setback examples)

1. The minimum side yard which faces the street on a corner lot shall be 15' for main buildings.

- a. Driveways, garages and accessory buildings that are directly accessed from the side street shall maintain a minimum setback of 25 feet.
2. Accessory structures may be built at the rear property line, if that property abuts a Milford City Alleyway and care is taken to maintain a continuing drainage system that empties on the subject property. Otherwise, accessory buildings may encroach into the rear yards, but in no case shall an accessory structure be closer than 5 feet to the rear property line.



Other Standards:

- ~~1. Minimum dwelling unit size for bachelor, one-bedroom and two-bedroom multi-family units shall be 1,100 square feet for detached multi-family units, and 1,000 square feet for attached units. For three-bedroom multi-family units the minimum size shall be 1,200 square feet and for four-bedroom multi-family units the minimum size shall be 1,400 square feet all excluding garages and miscellaneous structures;~~
- ~~2. Maximum building height of any building shall be two stories, not to exceed 25 feet. Buildings over one story, or 18 feet in height shall not be permitted within 150 feet of an adjacent residentially used property unless separated by a public street or easement of no less than 60 feet in total width. Principal buildings may exceed the height limit by Conditional Use Permit;~~
- ~~3. Accessory structures shall not exceed one story in height;~~
4. Architectural features such as cornices, chimneys and bell towers may exceed the height limit;
5. Design review shall be required for projects of four or more homes;
6. Decorative walls or fences shall be required along the side and rear property lines of each home. Man-gates may be approved;
- ~~7. Minimum lot width for attached units shall be 100 feet. For single family detached units, the minimum lot width shall be 60 feet;~~
- ~~8. Minimum side yards for attached units shall be ten feet. For single family detached units the minimum side yards shall be five feet.~~
- ~~9. Minimum depth for front yards shall be 20 feet for the main buildings and private garages.~~
- ~~10. Minimum rear yards shall be 15 feet. Accessory structures may be built at the rear property line, if that property line abuts a Milford City Alley way and care is taken to maintain a continuing drainage system that empties onto the subject property. Otherwise, accessory buildings may encroach into the rear yards, but in no case shall an accessory structure be closer than five feet to the rear property line~~
- ~~11. Maximum site coverage shall be 40%;~~
12. Parking area for one vehicle shall be required for each unit; and,
13. Each garage for detached units shall have a minimum bulk storage area of 160 cubic feet and each garage for attached units shall have a minimum bulk storage area of 90 cubic feet.

(Ord. Ordinance 2-2012 General Revision, Amended, 06/20/2012; Ord. Ordinance 8-2008, Amended, 06/18/2008)

SECTION 2: AMENDMENT “13.15.060 General Development Standards”
of the Milford Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

13.15.060 General Development Standards

The following standards shall apply to all lots in the MR district;

1. Minimum dwelling unit size, studio/one bedroom multi-family unit - 800 square feet, two bedrooms multi-family unit - 900 square feet, three bedroom multi-family unit - 1,200 square feet, four or more bedroom multi-family unit - 1,400 square feet; excluding garages and miscellaneous structures.
2. Maximum building height of any building shall be three stories, not to exceed 35 feet. Buildings over one story, or 18 feet, in height shall not be permitted within 150 feet of an adjacent residentially used property unless separated by a public street or easement of no less than 60 feet in total width. Principal buildings may exceed the height limit by Conditional Use Permit;
3. Accessory structures shall not exceed one story in height;
4. Architectural features such as cornices, chimneys and bell towers may exceed the height limit;
5. Design review shall be required for projects of four or more units;
6. Decorative walls shall be required along side and rear property lines. No access gates shall be constructed through said walls or fences.
7. Minimum lot area for attached units shall be 7,500 square feet. For single family detached units, the minimum lot area shall be 4,500 square feet;
8. Minimum lot width for attached units shall be 100 feet. For single family detached units, the minimum lot width shall be 50 feet;
9. Minimum depth for front yards shall be 30 feet for main buildings and private garages.
10. Minimum rear yards shall be 10 feet.
11. Minimum side yards for attached units shall be 1/2 the height of adjacent structures or ten feet, whichever is greater. For single family detached units the minimum side yards shall be five feet;
12. Maximum site coverage shall be 50%;
13. Parking area for one vehicle shall be required for each unit; and.
14. Common usable open space shall be provided at a minimum rate of 350 square feet per unit. Driveways and parking areas are excluded from usable open space.

(Ord. Ordinance 2-2012 General Revision, Amended. 06/20/2012)

AFTER AMENDMENT

13.15.060 General Development Standards

The following standards shall apply to all lots in the MR district;

Standards

Minimum Lot Size	Minimum Lot Width (Single Family)	Minimum Lot Width (Multi-Family)	Maximum Height of Main Buildings	Maximum Height of Accessory Buildings	Maximum Site Coverage
4,500 Square Feet (Single Family)	50'	100'	35'	18'	50%

7,500 Square Feet (Multi-Family)					
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Setbacks

Front Yard	Side Yard (Single Family)	Side Yard (Multi- Family)	Street Side Yard	Rear Yard Main Building	Rear Yard Accessory Building
25'	5'	10'	15' - 25' See Note <u>1+</u>	10'	5' See Note <u>22</u>

Notes:

1. The minimum side yard which faces the street on a corner lot shall be 15' for main buildings.
 - a. Driveways, garages and accessory buildings that are directly accessed from the side street shall maintain a minimum setback of 25 feet.
2. Accessory structures may be built at the rear property line if that property abuts a Milford City Alleyway and care is taken to maintain a continuing drainage system that empties onto the subject property. Otherwise, accessory buildings may encroach into the rear yard, but in no case shall an accessory structure be closer than 5 feet to the rear property line.

Other Standards:

- ~~1. Minimum dwelling unit size, studio/one bedroom multi-family unit - 800 square feet; two bedrooms multi-family unit - 900 square feet, three bedroom multi-family unit - 1,200 square feet, four or more bedroom multi-family unit - 1,400 square feet; excluding garages and miscellaneous structures.~~
- ~~2. Maximum building height of any building shall be three stories, not to exceed 35 feet. Buildings over one story, or 18 feet, in height shall not be permitted within 150 feet of an adjacent residentially used property unless separated by a public street or easement of no less than 60 feet in total width. Principal buildings may exceed the height limit by Conditional Use Permit;~~
- ~~3. Accessory structures shall not exceed one story in height;~~
4. Architectural features such as cornices, chimneys and bell towers may exceed the height limit;
5. Design review shall be required for projects of four or more units;
6. Decorative walls shall be required along side and rear property lines. No access gates shall be constructed through said walls or fences.
- ~~7. Minimum lot area for attached units shall be 7,500 square feet. For single family detached units, the minimum lot area shall be 4,500 square feet;~~
- ~~8. Minimum lot width for attached units shall be 100 feet. For single family detached units, the minimum lot width shall be 50 feet;~~

- ~~9. Minimum depth for front yards shall be 30 feet for main buildings and private garages.~~
- ~~10. Minimum rear yards shall be 10 feet.~~
- ~~11. Minimum side yards for attached units shall be 1/2 the height of adjacent structures or ten feet, whichever is greater. For single family detached units the minimum side yards shall be five feet.~~
12. Maximum site coverage shall be 50%;
13. Parking area for one vehicle shall be required for each unit; and,
14. Common usable open space shall be provided at a minimum rate of 350 square feet per unit. Driveways and parking areas are excluded from usable open space.

(Ord. Ordinance 2-2012 General Revision, Amended, 06/20/2012)

SECTION 3: AMENDMENT “13.13.050 General Development Standards”
of the Milford Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

13.13.050 General Development Standards

The following standards shall apply to all lots in the RM6S district:

1. Minimum dwelling unit size for bachelor, one-bedroom and two-bedroom family units shall be 1,100 square feet, and 1,000 square feet for attached units. For three-bedroom multi-family units the minimum size shall be 1,200 square feet and for four-bedroom units the minimum size shall be 1,400 square feet all excluding garages and miscellaneous structures;
2. Maximum building height of any building shall be two stories, not to exceed 25 feet. Buildings over one story, or 18 feet in height shall not be permitted within 150 feet of an adjacent residentially used property unless separated by a public street or easement of no less than 60 feet in total width.
3. Accessory structures shall not exceed one story in height;
4. Architectural features such as cornices, chimneys and bell towers may exceed the height limit;
5. Design review shall be required for projects of four or more homes;
6. Decorative walls or fences shall be required along the side and rear property lines of each home. Man-gates may be approved:
 - a. Decorative walls or fences shall be constructed of cinder block, vinyl, decorative stone, cement or wood; and shall be constantly well maintained. Chain link fence is prohibited in this section.
7. Minimum lot width for attached units shall be 100 feet. For single family detached units, the minimum lot width shall be 60 feet;
8. Minimum side yards for attached units shall be ten feet. For single family detached units the minimum side yards shall be five feet.
9. Minimum depth for front yards shall be 20 feet for main buildings and private garages.
10. Minimum rear yards shall be 15 feet. Accessory structures may be built at the rear

property line, if that property line abuts a Milford City Alley way and care is taken to maintain a continuing drainage system that empties onto the subject property. Otherwise, accessory buildings may encroach into the rear yards, but in no case shall an accessory structure be closer than five feet to the rear property line.

11. Maximum site coverage shall be 40%;
12. Parking area for one vehicle shall be required for each unit; and,
13. Each garage for detached units shall have a minimum bulk storage area of 160 cubic feet and each garage for attached units shall have a minimum bulk storage area of 90 cubic feet.

(Ord. Ordinance 2-2012 General Revision, Amended, 06/20/2012; Ord. Ordinance 7/2008 RM6S, Amended, 06/18/2008)

AFTER AMENDMENT

13.13.050 General Development Standards

The following standards shall apply to all lots in the RM6S district;

Standards:

Minimum Lot Size	Minimum Lot Width (Single Family)	Minimum Lot Width (Multi-Family)	Maximum Height of Main Buildings	Maximum Height of Accessory Buildings	Maximum Site Coverage
6,000 Square Feet	60'	100'	30'	18'	50%

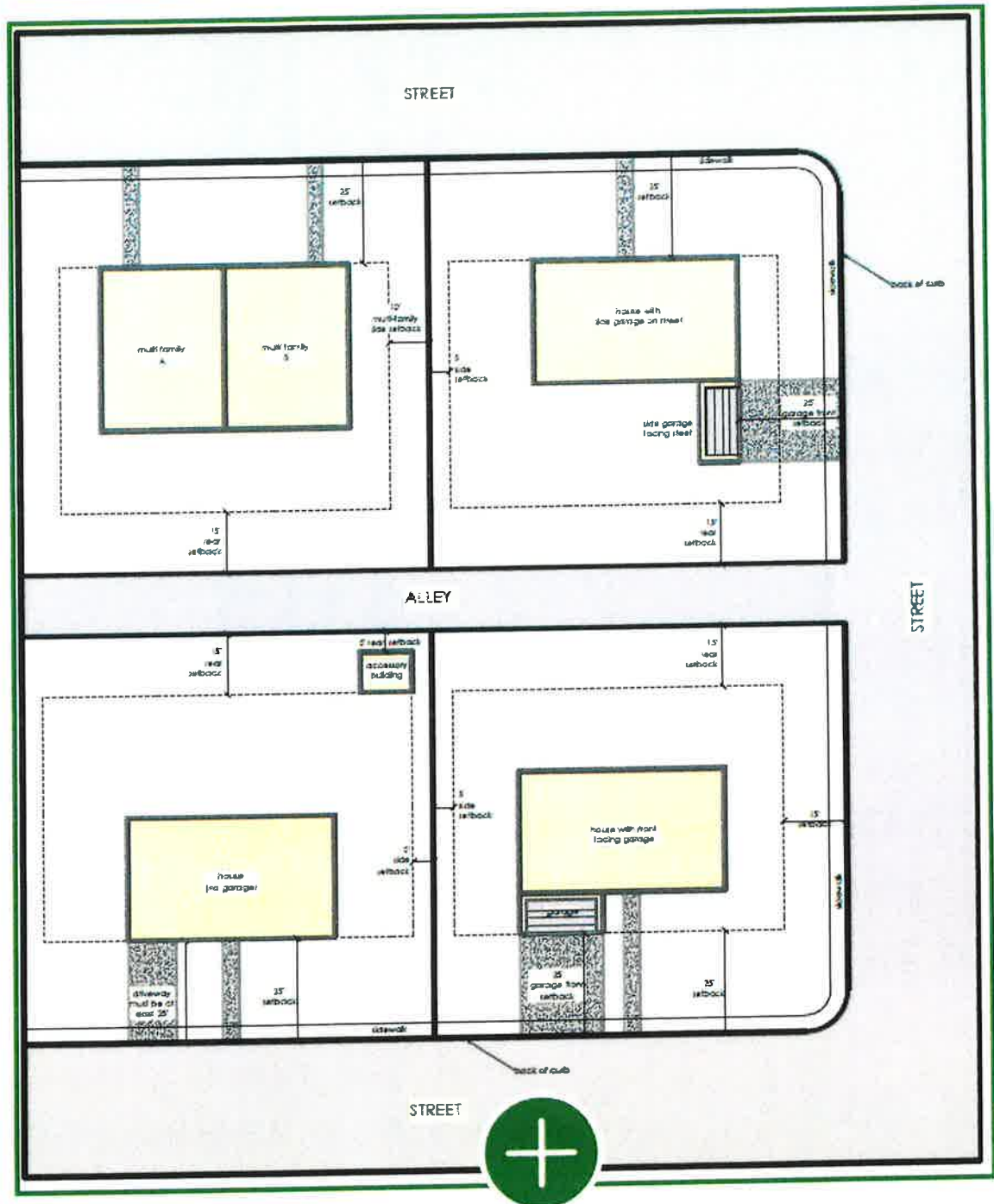
Setbacks

Front Yard	Side Yard (Single Family)	Side Yard (Multi-Family)	Street Side Yard	Rear Yard Main Building	Rear Yard Accessory Building
25'	5'	10'	15' - 25' See Note <u>1+</u>	15'	5' See Note <u>22</u>

Notes: (see picture below for setback examples)

1. The minimum side yard which faces the street on a corner lot shall be 15' for the main building.
 - a. Driveways, garages, and accessory buildings that are directly accessed from the side street shall maintain a minimum setback of 25 feet.
2. Accessory structures may be built at the rear property line if that property abuts a Milford City Alleyway and care is taken to maintain a continuing drainage system that empties on the

subject property. Otherwise, accessory buildings may encroach into the rear yards, but in no case shall an accessory structure be closer than 5 feet to the rear property line.



Other Standards:

1. Minimum dwelling ~~unit~~ size shall be at least 1,000 square feet excluding garages and accessory structures. ~~for bachelor, one-bedroom and two-bedroom family units shall be~~

- ~~1,100 square feet, and 1,000 square feet for attached units. For three-bedroom multi-family units the minimum size shall be 1,200 square feet and for four-bedroom units the minimum size shall be 1,400 square feet all excluding garages and miscellaneous structures;~~
- ~~2. Maximum building height of any building shall be two stories, not to exceed 25 feet. Buildings over one story, or 18 feet in height shall not be permitted within 150 feet of an adjacent residentially used property unless separated by a public street or easement of no less than 60 feet in total width.~~
 - ~~3. Accessory structures shall not exceed one story in height;~~
 4. Architectural features such as cornices, chimneys and bell towers may exceed the height limit;
 5. Design review shall be required for projects of four or more homes;
 6. Decorative walls or fences shall be required along the side and rear property lines of each home. Man-gates may be approved;
 - a. Decorative walls or fences shall be constructed of cinder block, vinyl, decorative stone, cement or wood; and shall be constantly well maintained. Chain link fence is prohibited in this section.
 - ~~7. Minimum lot width for attached units shall be 100 feet. For single family detached units, the minimum lot width shall be 60 feet;~~
 - ~~8. Minimum side yards for attached units shall be ten feet. For single family detached units the minimum side yards shall be five feet.~~
 - ~~9. Minimum depth for front yards shall be 20 feet for main buildings and private garages.~~
 - ~~10. Minimum rear yards shall be 15 feet. Accessory structures may be built at the rear property line, if that property line abuts a Milford City Alley way and care is taken to maintain a continuing drainage system that empties onto the subject property. Otherwise, accessory buildings may encroach into the rear yards, but in no case shall an accessory structure be closer than five feet to the rear property line.~~
 - ~~11. Maximum site coverage shall be 40%;~~
 12. Parking area for one vehicle shall be required for each unit; and,
 13. Each garage for detached units shall have a minimum bulk storage area of 160 cubic feet and each garage for attached units shall have a minimum bulk storage area of 90 cubic feet.

(Ord. Ordinance 2-2012 General Revision, Amended, 06/20/2012; Ord. Ordinance 7/2008 RM6S, Amended, 06/18/2008)

SECTION 4: **ADOPTION** “13.34.025 Setbacks” of the Milford Municipal Code is hereby *added* as follows:

BEFORE ADOPTION

13.34.025 Setbacks (Non-existent)

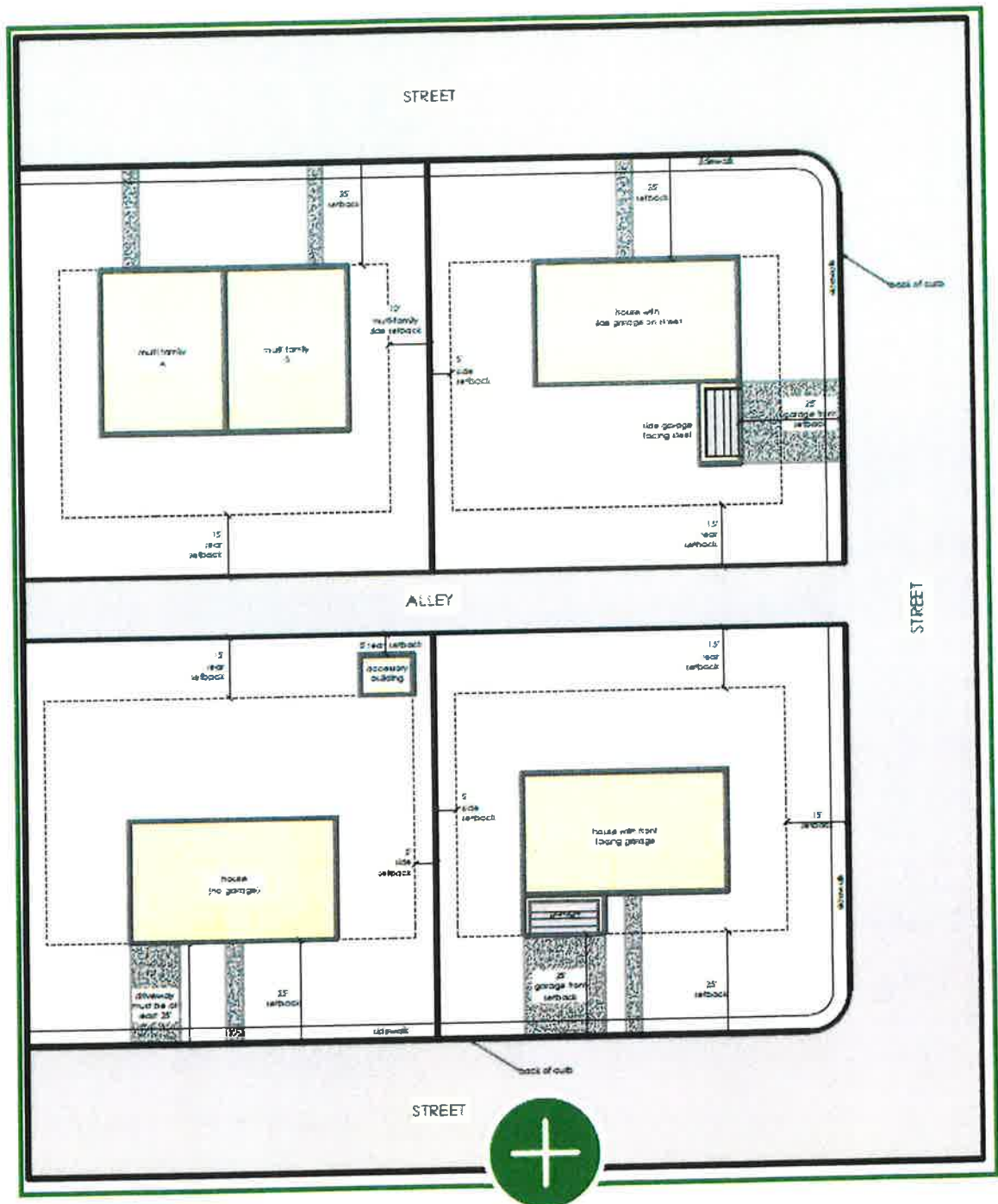
AFTER ADOPTION

13.34.025 Setbacks(Added)

Zone	Front Yard	Single Yard (Single Family)	Side Yard (Multi-Family)	Street Side Yard	Rear Yard Main Building	Rear Yard Accessory Building
RM	25'	5'	10'	15' - 25' See Note <u>1+</u>	15'	5' See Note <u>22</u>
RM6S	25'	5'	10'	15' - 25' See Note <u>1+</u>	15'	5' See Note <u>22</u>
MR7	25'	5'	10'	15' - 25' See Note <u>1+</u>	10'	5' See Note <u>22</u>
MR15	25'	5'	10'	15' - 25' See Note <u>1+</u>	10'	5' See Note <u>22</u>
MR30	25'	5'	10'	15' - 25' See Note <u>1+</u>	10'	5' See Note <u>22</u>

Notes: (see picture below for setback examples)

1. The minimum side yard which faces the street on a corner lot shall be 15' for the main buildings.
 - a. Garages and accessory buildings that are directly accessed from the side street shall maintain a minimum setback of 25 feet.
2. Accessory structures may be built at the rear property lines if that property abuts a Milford City Alleyway and care is taken to maintain a continuing drainage system that empties on the subject property. Otherwise, accessory buildings may encroach into the rear yard but in no case shall an accessory structure be closer than 5 feet to the rear property line.



SECTION 5: **EFFECTIVE DATE** This Ordinance shall be in full force and effect after the required approval from Milford City Council and after notice of the ordinance has been published as required by law.

PASSED AND ADOPTED BY THE CITY OF MILFORD COUNCIL

	AYE	NAY	ABSENT	ABSTAIN
Russell Smith	_____	_____	_____	_____
Les Whitney	_____	_____	_____	_____
Scott Symond	_____	_____	_____	_____
Ian Spaulding	_____	_____	_____	_____
Terry Wiseman	_____	_____	_____	_____

Presiding Officer

Attest

Nolan Davis, Mayor, City of Milford

Monica D. Seifers, City Recorder, City
of Milford



CITY COUNCIL TRANSMITTAL

TO: Milford City Council

DATE: 07/10/25

FROM: Lisa Thompson, Zoning Administrator

SUBJECT: Ordinance 04-2025 Vacate Portion of Certain Alley

Summary: Milford City received a petition to vacate a portion of this alleyway on June 25th. Included in their petition, they have obtained signatures from all property owners on this block with the exception of Linda Merryweather (she has passed, but the tax rolls still have her listed as the property owner) however, they are only petitioning to vacate the north end of this alley way. We have one property owner that would lose access to the backyard if the entire alleyway was vacated.

We do have another property owner that currently has their shed located in the alleyway. Once this petition is addressed by the council, I will be reaching out to that property owner and letting them know they need to relocate the shed to their own property.

Administrative Process: The following is the process that the administrative office has taken:

- 06/25/25 Reviewed application for completeness.
- 07/01/25 Noticed Public Hearing
- 07/01/25 Sent letters to all property owners within 300 feet of this property notifying them of the petition and the public hearing that will be held on July 15th
- 07/01/25 Sent certified letters to all utility companies notifying them of the petition and the public hearing and encouraged them to reach out to the office if they had questions or send a representative to the public hearing. (as of today 07/10/25, we have had no contact from utility companies)
- 7.10.25 Created an ordinance in the event the council grants the petition. (This is included in your packet and has been sent to Leo for review)
- 07.10.25 Created deeds in the event the council grants the petition. (These deeds will be sent to the County Recorder and Leo for review)

Planning Commission Process: The following is the process that has been taken by the planning commission related to this petition:

- 07/09/25 Reviewed Petition and made a recommendation to the city council with their approval.

ATTACHED IS A COPY OF THE EMAIL THAT WENT OUT TO THE COUNCIL ON MAY 22ND THAT EXPLAINS MORE ON THIS ALLEYWAY AND THE REASON FOR PETITION AND A COPY OF THE LETTERS THAT WENT OUT TO THE PROPERTY OWNERS.



Lisa Thompson <lthompson@milford.utah.gov>

Alleyway on 600/700 West (response needed)

9 messages

Lisa Thompson <lthompson@milford.utah.gov>

Thu, May 22, 2025 at 2:10 PM

To: Nolan Davis <ndavisfiredist2@hotmail.com>, Les Whitney <lwhitney@beaver.utah.gov>, Russell Smith <rusrut76@gmail.com>, Scott Symond <scottsymond@yahoo.com>, Ian Spaulding <ian.spaulding@beaver.k12.ut.us>, Terry Wiseman <twiseman2298@gmail.com>, Makayla Bealer <mbealer@milford.utah.gov>, Monica Seifers <mseifers@milford.utah.gov>

We have had an issue arise this week regarding the alleyway on 600 West between 100 North and 200 North. I received a phone call from a homeowner in this neighborhood asking if the alley had been vacated because they only have access to the backyard through the alleyway (their side yards only have approx 6 feet on each side so no access other than foot access)

Jason and Mallory Bailey have encroached into the alleyway with their fence, blocking off the complete access on the north end of this block. Carl Cluff has then decided to expand his rear yard and started installing fence posts abutting the fence at Linda Merryweathers old home. This too would be encroaching into the entire alleyway. I have contacted Carl and asked him to cease the fence installation while we address this. During conversation with Carl he explained that when south central installed the fiber they did not run it down the platted alleyway-they ran it in his property which creates problems with trying to install the fence on his own property line.

A couple years ago, Mallory had reached out to our office before she installed the fence and she was told there was an alleyway and she would have to petition to vacate the alleyway. She never went through with the process but still installed the fence.

While I have been researching this, I have found we have several issues:

1. Jason and Mallory have blocked the alleyway with a fence;
2. Carl Cluff is in the process of blocking the alleyway;
3. Lindsay Williamson has a shed that is in the alleyway;
4. We have property owner(s) in this block that don't have access to their back yard unless it is through the alleyway, so blocking it off will block off their access.

We also have a homeowner in this block that has asked how they can have this alleyway graded in which comes with another issue. The property on the west side of this block is substantially higher than the property on the east side of this block. See picture below. (blue line indicating approx location of alley)



At this point, I can see 2 options:

1. Send letters to Baileys and Cluffs letting them know they can either petition to vacate the alleyway.(I don't think they will get all the signatures of consent from neighboring properties to vacate so **another option would be to entertain the idea of letting them only vacate the north section of this alley**)
2. Remove their fences and open the access back up.

We will also need to contact the Williamsons and have them remove the shed that is placed in the alleyway.

Please read the attached letters to the property owners and let me know if you support me sending them. It might be a good idea for you to drive by this property so you have the full picture. Feel free to come talk to me at the office or give me a call if you have further questions.

I love my job 🥰

Thanks,

Lisa Thompson/Administrative Assistant



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

4 attachments



Block Owners.png
916K



Cari Netto Letter.docx
65K



Mallory Bailey Letter.docx
53K



Carl Cluff Letter.docx
53K

Makayla Bealer <mbealer@milford.utah.gov>
To: lthompson@milford.utah.gov

Thu, May 22, 2025 at 3:13 PM

Your message

To: Makayla Bealer
Subject: Alleyway on 600/700 West (response needed)
Sent: 5/22/25, 2:10:30 PM MDT

was read on 5/22/25, 3:13:01 PM MDT

Nolan Davis <ndavisfiredist2@hotmail.com>

Thu, May 22, 2025 at 6:00 PM

To: Lisa Thompson <lthompson@milford.utah.gov>, Les Whitney <lwhitney@beaver.utah.gov>, Russell Smith <rusrut76@gmail.com>, Scott Symond <scottsymond@yahoo.com>, Ian Spaulding <ian.spaulding@beaver.k12.ut.us>, Terry Wiseman <twiseman2298@gmail.com>, Makayla Bealer <mbealer@milford.utah.gov>, Monica Seifers <mseifers@milford.utah.gov>

As per our conversation, I feel that you have taken all the necessary steps in a very professional manner to ensure that everyone is on the same page. I appreciate all of your efforts in handling this matter. I feel it's up to the property owners to move forward

Sent via the Samsung Galaxy S20 FE 5G, an AT&T 5G smartphone
Get Outlook for Android

From: Lisa Thompson <lthompson@milford.utah.gov>

Sent: Thursday, May 22, 2025 2:10:30 PM

To: Nolan Davis <ndavisfiredist2@hotmail.com>; Les Whitney <lwhitney@beaver.utah.gov>; Russell Smith <rusrut76@gmail.com>; Scott Symond <scottsymond@yahoo.com>; Ian Spaulding <ian.spaulding@beaver.k12.ut.us>; Terry Wiseman <twiseman2298@gmail.com>; Makayla Bealer <mbealer@milford.utah.gov>; Monica Seifers <mseifers@milford.utah.gov>

Subject: Alleyway on 600/700 West (response needed)

[Quoted text hidden]

Nolan Davis <ndavisfiredist2@hotmail.com>

Thu, May 22, 2025 at 6:02 PM

To: Lisa Thompson <lthompson@milford.utah.gov>, Les Whitney <lwhitney@beaver.utah.gov>, Russell Smith <rusrut76@gmail.com>, Scott Symond <scottsymond@yahoo.com>, Ian Spaulding <ian.spaulding@beaver.k12.ut.us>, Terry Wiseman <twiseman2298@gmail.com>, Makayla Bealer <mbealer@milford.utah.gov>, Monica Seifers <mseifers@milford.utah.gov>

Again, thanks for all your hard work

Sent via the Samsung Galaxy S20 FE 5G, an AT&T 5G smartphone
Get Outlook for Android

From: Nolan Davis <ndavisfiredist2@hotmail.com>

Sent: Thursday, May 22, 2025 6:00:53 PM

To: Lisa Thompson <lthompson@milford.utah.gov>; Les Whitney <lwhitney@beaver.utah.gov>; Russell Smith <rusrut76@gmail.com>; Scott Symond <scottsymond@yahoo.com>; Ian Spaulding <ian.spaulding@beaver.k12.ut.us>; Terry Wiseman <twiseman2298@gmail.com>; Makayla Bealer <mbealer@milford.utah.gov>; Monica Seifers <mseifers@milford.utah.gov>

Subject: Re: Alleyway on 600/700 West (response needed)

[Quoted text hidden]

Makayla Bealer <mbealer@milford.utah.gov>

Thu, May 22, 2025 at 6:44 PM

To: Lisa Thompson <lthompson@milford.utah.gov>

Cc: Nolan Davis <ndavisfiredist2@hotmail.com>, Les Whitney <lwhitney@beaver.utah.gov>, Russell Smith <rusrut76@gmail.com>, Scott Symond <scottsymond@yahoo.com>, Ian Spaulding <ian.spaulding@beaver.k12.ut.us>, Terry Wiseman <twiseman2298@gmail.com>, Monica Seifers <mseifers@milford.utah.gov>

Lisa,

I agree with the Mayor and feel this is the best approach. I support the letters, it holds the property owners to the regulations and rules however allow them the right to follow the correct due process. It's a bad situation, which Milford City didn't create and I feel you've handled it very professionally and I support the letters being sent.

Makayla Bealer
City Administrator/Treasurer

Every accomplishment starts with the decision to try. Make today GREAT!



PO Box 69 | 26 South 100 West | Milford, UT 84751
☎: Direct Line: (435) 387-2717 | Office (435) 387-2711 ex. 0 ✉: mbealer@milford.utah.gov |
Website: milfordcityutah.com

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[Quoted text hidden]

Ian Spaulding <ian.spaulding@beaver.k12.ut.us>
To: Lisa Thompson <lthompson@milford.utah.gov>

Fri, May 23, 2025 at 8:18 AM

I have a couple follow-up questions. I'll call you to ask.

On Thu, May 22, 2025 at 2:10 PM Lisa Thompson <lthompson@milford.utah.gov> wrote:
[Quoted text hidden]

--
Ian "Jeep" Spaulding, M.Ed.
435-590-5337
Beaver County School District:
District Technology Specialist/Coach

scottsymond <scottsymond@yahoo.com>
To: Lisa Thompson <lthompson@milford.utah.gov>

Fri, May 23, 2025 at 10:59 AM

I agree with the Mayor. Send the letters and have the home owners work it out.

Sent from my Galaxy

----- Original message -----
From: Lisa Thompson <lthompson@milford.utah.gov>

Date: 5/22/25 2:10 PM (GMT-07:00)

To: Nolan Davis <ndavisfiredist2@hotmail.com>, Les Whitney <lwhitney@beaver.utah.gov>, Russell Smith <rusrut76@gmail.com>, Scott Symond <scottsymond@yahoo.com>, Ian Spaulding <ian.spaulding@beaver.k12.ut.us>, Terry Wiseman <twiseman2298@gmail.com>, Makayla Bealer <mbealer@milford.utah.gov>, Monica Seifers <mseifers@milford.utah.gov>
Subject: Alleyway on 600/700 West (response needed)

[Quoted text hidden]

Les Whitney <lwhitney@beaver.utah.gov>

Fri, May 23, 2025 at 3:34 PM

To: Makayla Bealer <mbealer@milford.utah.gov>

Cc: Lisa Thompson <lthompson@milford.utah.gov>, Nolan Davis <ndavisfiredist2@hotmail.com>, Russell Smith <rusrut76@gmail.com>, Scott Symond <scottsymond@yahoo.com>, Ian Spaulding <ian.spaulding@beaver.k12.ut.us>, Terry Wiseman <twiseman2298@gmail.com>, Monica Seifers <mseifers@milford.utah.gov>

Thanks for the information. Lisa, I feel that you have done a great job and were very professional in doing so. I support the letters being sent out. This is not a problem that was created by the city and should be left in the property owners hands to do the right thing. Good job.

[Quoted text hidden]

Monica Seifers <mseifers@milford.utah.gov>

Mon, May 26, 2025 at 4:55 PM

To: lthompson@milford.utah.gov

Your message

To: Monica Seifers

Subject: Alleyway on 600/700 West (response needed)

Sent: 5/22/25, 2:10:30 PM MDT

was read on 5/26/25, 4:55:32 PM MDT



City of Milford

P.O. Box 69
Milford, Utah 84751
435 387-2711
Fax: 435 387-2748

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May 23, 2025

Cari Netto
PO Box 266
Milford, UT 84751

Subject: Request Regarding Alleyway Grading

Dear Cari,

Thank you for reaching out to our office regarding the alleyway located behind your home at 145 N 600 W.

You inquired about the possibility of having the alleyway graded in. If this is something you would like to pursue, we kindly ask that you attend an upcoming Milford City Council meeting to formally discuss the request.

Enclosed with this letter is a request to be placed on the City Council agenda. Please complete and return it to our office if you would like to be placed on the agenda. The council meets monthly on the 3rd Tuesday at 4pm.

Should you have any further questions or need additional information, feel free to contact our office at 435-387-2711

Sincerely,

Lisa Thompson

Lisa Thompson
Zoning Administrator



City of Milford
P.O. Box 69
Milford, Utah 84751
435 387-2711

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May 23, 2025

Carl Cluff
PO Box 43
Milford, UT 84751

Subject: Fence Encroachment in Platted Alleyway

Dear Carl,

Thank you for visiting our office on Tuesday, May 20th, to discuss the extension of your rear fence at 157 North 600 West. We appreciated the opportunity to speak with you directly about the matter.

During our conversation, we requested that you pause any further work on the fence extension until the appropriate processes could be navigated. As discussed, there is a 14.85' platted Milford City alleyway located behind your property and by extending your fence, you are encroaching into that alleyway.

In order to proceed with your fence extension, proper procedures must be followed to ensure compliance with city regulations. Moving forward, there are two available options:

1. **Petition to Vacate the Alley:** If the petition is approved, you would be entitled to 7.43 feet of the alleyway along the length of your property. This would still require you to move the fence posts that you have installed.
2. **Remove the Fence Poles Already Installed:** This would restore the alleyway and bring the property back into compliance.

While we understand that you may feel the alleyway is of no practical use, it remains a legally platted public right-of-way. As such, it is subject to city jurisdiction and procedures.

Enclosed with this letter is the application to petition for the alley vacation. We strongly encourage you to take prompt action to address this matter and avoid further complications.

Should you have any questions, please do not hesitate to reach out to our office at 435-387-2711.

Sincerely,

Milford City Council



City of Milford
P.O. Box 69
Milford, Utah 84751
435 387-2711

.....

May 23, 2025

Jayson and Mallory Bailey
PO Box 725
Milford, UT 84751

Subject: Fence Installation in Platted Alleyway

Dear Property Owner,

It has been brought to our attention that your fence located at 657 West 200 North has been installed within the Milford City platted alleyway, thereby obstructing access to the alley.

You had contacted our office prior to installing the fence and were advised that a formal petition to vacate the alley—and subsequent approval—would be required if you wanted to pursue installing the fence so that it abutted your neighbors property at 183 N 600 W.

While we understand that you felt the alleyway was not useful, the proper processes still need to be followed to ensure compliance with city regulations and to maintain the integrity of public access.

At this time, there are two available options for resolving this matter:

1. **Submit a Petition to Vacate the Alley:** This process requires consenting signatures of neighboring properties and approval by the appropriate city officials.
2. **Remove the Fence and Restore Alley Access within 60 days:** This will bring the property into compliance by reopening the public right-of-way.

Enclosed with this letter, is a application to petition for the alley vacation should you choose this avenue. We strongly encourage you to take prompt action to address this issue.

Should you have any questions or require assistance with the process, please feel free to contact our office at 435-387-2711.

Sincerely,

Milford City Council