

NOTICE AND AGENDA

Notice is hereby given that the Millville City Council will hold its regularly scheduled Council Meeting on Thursday, December 11, 2025, at the Millville City Office, 510 East 300 South in Millville, Utah, at 7:00 p.m.

1. Call to Order / Roll Call – Mayor Hair
2. Opening Remarks / Pledge of Allegiance – Mayor Hair
3. Approval of agenda
4. Approval of minutes of the last City Council Meeting – November 13, 2025
5. Agenda Items—
 - A. Public comment period (2 min/person)
 - B. Review of FY25 Financial Audit Report – Jake Barker, Jones Simkins
 - C. Consideration for approval of FY25 Financial Audit Report – Mayor Hair
 - D. Review Bids and Award Irrigation Water Share Leases – Recorder Twedt
 - E. Consideration of ordinance updating City Code 17.56 – Planning Commission – Development Coordinator Everton
 - F. Consideration of ordinance adding City Code Section 8.20.015: Wildland Urban Interface Code and adoption of a Millville City Wildland Urban Interface Map – Recorder Twedt
 - G. Consideration of resolution adopting the 2025 Impact Fee Report – Recorder Twedt
 - H. Setting of the 2026 annual meeting schedule – Mayor Hair
 - I. Set dates for City recreation activities for 2026 – Mayor Hair
 - J. RAPZ Grant application discussion – Recorder Twedt
 - K. City Reports: Roads, Parks, Water – Public Works Director Kendrick
 - L. Councilmember reports and other items for future agendas
6. Adjournment.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Corey Twedt at (435) 881-2669 at least three days prior to the meeting.

The Millville City Council may enter into a closed session as allowed by Utah Code 52-4-205 to discuss pending or reasonably imminent litigation, to discuss the individual character, professional competence, or health of an individual, or to discuss land acquisition or the sale of real property.

This agenda was posted on December 8, 2025, to the City posting locations, the City Website, and the Utah Public Meeting Notices Website.



Corey Twedt, Recorder

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
November 13, 2025

PRESENT: David Hair, Daniel Grange, Clay Wilker, Pamela June, Ryan Zollinger, Jeremy Ward, Chad Kendrick, Corey Twedt, Megan Dyer, Kara Everton, Kathleen Cornia, Jeff Gibson, Tara Hobbs, Mike Hall, Roberta Black, Wendy Wilker, Blake Downs, Beth Downs, Morgan Davis, Sarah Davis, Stephanie Adams, Jason Leishman, Sheri Leishman, Riley Petersen, Natalie Petersen, Cole Thornton, Jared Nichols, Melanie Nichols, Celeste Thatcher, Keith Davis, Garrett Greenhalgh, Jolayne Wright, Linda Hendrickson, Matthew Anderson, Veloy Hansen, Kim Ashcroft, Jean Culbertson, Bonnie Farmer, Jim Christensen, Margo Christensen, Peter Thatcher, Susan Goldsberry, Seth Thornton, Brad Brown, Janette Monson, Darcy Ripplinger, Jeremy Evans, Sami Evans, Blake Garn, Jacob Ames, Norman Balls, Luke Balls

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for November 13, 2025, at 7:00 p.m. The roll call indicated Mayor David Hair and Councilmembers Pamela June, Jeremy Ward, Ryan Zollinger, Clay Wilker, and Daniel Grange were in attendance.

Opening remarks/Pledge of Allegiance

Councilmember Wilker welcomed everyone to the Council Meeting. He said that it has been a pleasure serving the community over the past 8 years. He feels that everyone serving on the City Council is very professional and really cares about the City. He said how appreciates the Millville residents. He led all present in the Pledge of Allegiance and then offered a word of prayer.

Approval of agenda

The agenda for the City Council Meeting of November 13, 2025, was reviewed.

Councilmember Wilker motioned to approve the agenda for November 13, 2025.

Councilmember Zollinger seconded. Councilmembers Ward, June, Grange, Wilker, and Zollinger voted yes. (A copy of the agenda is included as Attachment “A”.)

Approval of minutes of the previous meeting

The Council reviewed the minutes of the City Council Meeting on October 9, 2025.

Councilmember June motioned to approve the minutes for October 9, 2025. Mayor Hair pointed out a misspelled name, and Councilmember June pointed out a word that was missed. The corrections were made. Councilmember Grange seconded. Councilmembers Ward, June, Grange, Wilker, and Zollinger voted yes.

Millville City Municipal Election Canvass

Recorder Twedt said that the preliminary election results were posted by the County election team late the night after the election. The County, which had been charged with counting the ballots, provided the official report late this afternoon.

In Millville City, the Mayor and Councilmembers make up the Board of Canvassers, and the City Recorder is the Election Official. Recorder Twedt read through the official Canvass Report, and then the report was passed around for the Mayor and Councilmembers to sign. (A copy of the approved canvass report is included with the minutes as Attachment "B".)

Consideration of resolution accepting the Steward Land Company Zone Change Request from Agricultural (A) to Residential (R-1)

Mayor Hair said that the City has received a request for a zone change for a 35-acre parcel in the South Fields to change from Agricultural (A) to Residential (R-1). Addressing the Council, he said that they have now had time to hear from the public at a public hearing and consider the pros and cons of the request. He asked the Council to discuss the rezone request.

Councilmember June said that she has weighed both sides of this issue. She has received emails from people both in favor of acceptance and in favor of denying the request for Residential (R-1). She has spoken with the developer, who is not planning to request a PID or do an HOA. These are both things that she considers to be problematic, so she thinks this developer would be a good option for Millville City. She said that if there was a way to work something out with the developer to make this work, she would consider it since she believes the City could do much worse in working alongside a developer. She then referenced City Code Section 16.04.060, which states, "*All subdivisions shall conform to and be in harmony with the General Plan of the City.*" She said that she realizes that the General Plan is meant to be a guiding document, and maybe the City should look at updating this section of the City Code, but this is what it says right now. Councilmember June pointed out that the Planning Commission did not recommend approval, which should be weighed in this decision as well.

Councilmember Ward said that the owner of the property was approached by four different developers about this property. This is a highly desired piece of land. The original zoning and General Plan were done before the sewer was installed, and the City has changed since then. He said that he thinks this is a good place for future development. On the other hand, he is worried about opening a can of worms in the area south of Millville, and proper planning is needed. The sewer project is finally nearing completion, but is not online yet. He thinks a pause would be good while the Council and the public figure out what would be best for the City in this area.

Councilmember Grange said that he thinks this is a really hard call. He believes heavily in private property rights. He has studied this issue a lot and weighed the pros and cons and spoken with a lot of people in the community. There are people on both sides of this issue. This is a crossroads in determining what the community will look like going forward.

Councilmember Grange looked at the minutes from back when this property was annexed into Millville City. It was the first City Council meeting in 2018 and his first meeting as a member of the City Council. At that time, he was against even annexing the parcel into Millville for fear of what might happen. At that time, the City only had one residential zone that permitted 1/3-acre lots. He worked with the Planning Commission that first year to create new zoning options for R-2 (1/2 acre) and R-3 (2 acres). He said that he still feels strongly about bigger lots in that part of the City, but 2-acre lots might be too large. He would like to see some kind of transition from the current 1/3-acre lots to the north of that property to larger lots going south. He said he is not a big fan of development, but the property owner should be able to do something with his property. At the time of annexation, during the meeting, it was stated that there was little chance of this property being rezoned to residential.

Councilmember Ward said he would like to have a zone option that would allow for more variability.

Councilmember Wilker said that this rezone request seems like it has more issues than other rezone requests have had in the past. He thinks there might be a possibility of a compromise, but the request today is for a change to the Residential (R-1) Zone. There has been a lot of time invested in this decision. He believes that private property rights are important. They have been fought for over and over in our Country. Change happens. When it doesn't affect your property, it seems okay, but when it does, it is different. We lost some of the country living in Millville on the north side of the City when the high school was built. Things are going to change over time. Property owners have rights, but so do the residents who live in the area.

Councilmember Zollinger asked Councilmember Wilker what some of the complexities were that he referenced with this zone change request. Councilmember Wilker said that this isn't the last piece of agricultural land in the area, but there isn't a lot more. The extent of the public involvement has made it different than other requests. This also happened during an election cycle, with some comments and publicity that were not all correct.

Councilmember Zollinger said he appreciates the comments from the other councilmembers and feels much the same way. With this, or really any rezone, it is hard to make the identity fit within the zone that is chosen. This is even harder in this case, as it is such a large piece of land positioned on the far south side of the City. The zoning in this area has the potential to make a large impact on the south side of the community. He said it is important to consider what is best for the community as a whole. People have weighed in heavily on both sides of the issue. Those who are against the rezone request have been the most vocal, but there are many others as well. The south side of Cache Valley is going to grow. It may be unfair, as a Council, to lean on other parts of the community more heavily for residential growth and not on the entire community. Councilmember Zollinger

doesn't think the South Fields should be treated differently from the rest of the community, wherein only 2-acre lots are allowed. He also doesn't like the idea of 1/3-acre lots out there. There is value to the City in the water shares that would be transferred when development occurs. The sewer is designed to handle 1/3-acre lots throughout the entire City, as well as the property that could be annexed into Millville in the future. He isn't sure that we currently have the roads to address future growth. We need developers and impact fees to build new roads. If this portion of the City had only 2-acre lots, the City wouldn't be getting equivalent tax benefits from that area. Millville has done a really good job managing the revenue we have and running the city in the most affordable way possible with a very low tax rate. Housing affordability is an issue. Less than 10% of people with a home could afford it if they had to buy it today. Larger lots won't lead to more affordable homes. Councilmember Zollinger said that he isn't sure that the time is right for this rezone right now, but he doesn't know if there will be a better time. He doesn't think it is the responsibility of the City to reserve agricultural land. If the owner of the land wants to farm it, Councilmember Zollinger would be in complete support of that. 1/3-acre lots might not be right for that entire area. In some communities, 1/3 acre is a big lot, but in Millville, it isn't.

Mayor Hair said to those in attendance that he was frustrated by how the Council has been treated through this process. They have done what they are supposed to do in hearing all sides of an issue and taking the time to weigh the pros and cons before making a decision.

Councilmember Ward said that he grew up in a little town outside of Boise, Idaho. He remembers when the first home was built there for \$100,000 and how that seemed like a huge cost at that time. Now, houses in that community cost \$10 million, and nobody he knows lives there anymore. He doesn't think we want all fancy homes on 2-acre lots. He moved to Millville because he loves the subdivisions with 1/3-acre lots and the families that live in them. He would like to see a mixture of lot sizes in the area. People are looking and trying hard to move into Millville.

Councilmember Zollinger said that he would like to figure out a way to make it work where a rezone would be accepted while still trying to keep people happy. We also have a responsibility to our children. It is difficult to say that other cities should be responsible for allowing houses that are affordable to our kids, but we aren't going to do that in Millville.

Councilmember Ward motioned to deny the rezone request. Councilmember June seconded. Councilmember Zollinger said that this wasn't over. Growth is coming to Millville, and it is coming to the portion of the South Fields that is part of Millville City. We need to meet the needs of Millville City, and that means homes. He thinks we need to work on a phased zoning solution.

Councilmember June said that she doesn't want 1/3-acre lots in that area, but we do need to allow homes to be built out there.

Councilmember Grange said that we all moved here because development took place in the area at some point. Millville is about the people. Ryan is right, growth will come. Millville City shouldn't be in the business of protecting agricultural land. That is the responsibility of the property owners, if that is what they want to do. He would also like to throw out the negativity and make sure that we all understand that this is part of the process. When a rezone request comes in, the Council's job is to review it and make a decision to accept or deny the request.

Mayor Hair pointed out that the biggest farmers in the community have had to sell portions of their property to be able to continue to work as farmers. If someone is interested in purchasing the property so that they can leave it as open space, they should absolutely do that.

Councilmember Wilker said that he has been digging into this a bit. He is going to abstain from voting on the rezone request. He has ethical concerns about a possible conflict of interest due to a relationship he has in connection with the owner of the property.

Councilmembers Ward, June, Grange, and Zollinger voted yes. Councilmember Wilker abstained. (The related staff report is included with the minutes as Attachment "C".)

Consideration of ordinance updating City Code Chapter 13.20 – Wastewater (Sewage)

Councilmember Zollinger reviewed the minor change to the City Code that indicates that sewer pretreatment requirements will fall under Hyrum City Code and references the Hyrum City Code for that section. It was explained that this is often done in Millville City Code when we are just referencing code from another entity or from the State. This makes it so that Millville Code stays current when changes are made to the reference code.

Councilmember Zollinger motioned to adopt Ordinance 2025-11. Councilmember Grange seconded. Councilmembers Ward, June, Grange, Wilker, and Zollinger voted yes. (The adopted ordinance is included with the minutes as Attachment "D".)

Consideration of resolution accepting a Vehicle Backing Policy

Recorder Twedt reviewed the resolution for adoption of a backing policy. He explained that this was a policy needed to qualify for some savings in the City insurance costs.

Councilmember Grange motioned to adopt Resolution 2025-26. Councilmember Zollinger seconded. Councilmembers Ward, June, Grange, Wilker, and Zollinger voted yes. (The adopted resolution is included with the minutes as Attachment "E".)

Consideration of a resolution to update the residential rate for garbage collection

Recorder Twedt reviewed a resolution that would update the residential monthly fees for garbage collection. He explained that the contract the Cache Waste Consortium (CWC) has

with Waste Management allows for a once-per-year rate increase based on the average Consumer Price Index (CPI) from the previous twelve months. This year, that resulted in an increase of 5.1%.

Recorder Twedt said that the initial version of this resolution, which was posted with the packet material for this meeting, had an increase in the administration charge from \$0.50 to \$1.00, as was discussed last year. In 1996, the City began charging a \$0.50 fee, on top of what the service provider charges, to cover the administrative costs for garbage service. Costs have increased quite a bit since 1996. We also now have a yearly fee that we pay to the CWC for the admin costs of the entity. Most of the cities in Cache County charge \$1.50 to \$2 for their administrative fees. Although garbage collection is fairly time-consuming for staff, after reviewing this with Treasurer Dyer, they feel like they can maintain the \$0.50 upcharge for now, and they will look at it again next year to ensure we are covering costs.

The updated resolution that was reviewed during the meeting had the administration cost staying at \$0.50 for this year.

Councilmember Zollinger motioned to adopt Resolution 2025-27. Councilmember Ward seconded. Councilmembers Ward, June, Grange, Wilker, and Zollinger voted yes. (The adopted resolution is included with the minutes as Attachment "F".)

Review of 2025 Business Licenses for 2026 renewals

Development Coordinator Everton reviewed the list of business licenses currently active and asked the City Council if it was okay to send 2026 renewal letters to every business on the list.

The consensus of the Council was to issue renewal notices to all current businesses on the list. (The 2025 Business License List is included with the minutes as Attachment "G".)

Consideration of ordinance for re-acceptance of the Eames Annexation

Councilmember Zollinger said that he had a conflict of interest for this agenda item, as his father is one of the people requesting the annexation. He recused himself and left his seat with the City Council as required by the Millville Conflict of Interest Policy.

Recorder Twedt explained that he continues to be very frustrated by the annexation process in the State of Utah and with Cache County. This annexation went through the full process and was approved by the Millville City Council back in August. After that happens, an annexation can move through the subsequent approvals with Cache County. When that is done, we can finally send the Annexation to the Utah Lt. Governor's Office for final approval. Because of how long the County annexation process took, the Lt. Governor said that we needed to have the City Council re-approve the ordinance so that it arrives to them within 60 days of having been approved. Nothing has changed in the ordinance. It just needs a new date.

Councilmember Grange motioned to adopt Ordinance 2025-10. Councilmember Ward seconded. Councilmembers Ward, June, Grange, and Wilker voted yes. Councilmember Zollinger abstained. (The adopted ordinance is included with the minutes as Attachment "H".)

Sheriff Department Report

Deputy Gerke from the Cache County Sheriff's Department said that he liked the new speed readout signs on 450 North. He thinks they will be effective in reducing speed. Recorder Twedt briefly reviewed the speed data collected by the black box before the readout signs were installed.

Councilmember June said that she thinks the new signs are making a difference. She is seeing more brake lights and isn't being tailgated as much.

Kim Ashcroft asked that the Council consider implementing an ordinance restricting jake brakes. He said that Nibley has adopted code to this effect. Mayor Hair said that the Council could look into it. Councilmember Wilker pointed out that Nibley doesn't have the hills that Millville has. Councilmember Grange said that those brakes are important sometimes for the safety of people downhill, so it is a double-edged sword.

A resident said that speeding is bad on 300 North.

Deputy Gerke asked the Council if they had any questions for him. The Council thanked him for coming and for what he does to help keep Millville City safe.

Winter Social Planning

The consensus of the Council was to try and schedule a catered meal at the Country Club in January, as was done last year. Recorder Twedt said he would check availability and work on getting something scheduled.

City Reports

Director of Public Works Chad Kendrick reported that they are in the process of closing down the parks for the winter.

As required, it was a heavy year for water testing this year with a cost of about \$6,000. The test results continue to be positive.

For the sewer project, Public Works is in the process of checking and approving all manholes. There are just a few more items to fix before we can begin allowing homes to connect. More asphalt for road crossings will be coming this week. Councilmember Zollinger asked if Millville was already sending sewage to Hyrum. Director Kendrick said that we will be soon, but not yet. The pump station is on and working well.

There was a brief discussion on road repairs from the sewer project.

Councilmember Reports and Items for Future Agendas

(A copy of the Councilmember Assignments List is included with the minutes as Attachment "I".)

Councilmember Wilker asked about the discussion on timing for the light at the tennis courts at the North Park. Recorder Twedt said that the residents asked that this be delayed, and they will ask to be on the agenda for a future meeting.

Councilmember Grange said that he has been approached by residents asking about how they can apply to be on the Planning Commission. Recorder Twedt said that he has heard about interest in this as well, and the City hasn't done a very good job at making this particular appointed position open to the public when the term of a commissioner is up. All of the other appointed positions are posted when there are openings, but generally, for the Planning Commission, the commissioner whose term is expiring is asked if they want to continue and serve another term. Recorder Twedt said that he and Development Coordinator Everton could look at this and get some proposed updates back to the Council to review.

Councilmember Ward said that he would like to begin talking about the process for updating the General Plan. Recorder Twedt said he was planning on applying for some funding to help with the costs of updating the General Plan in December. The Council can then decide how they want to proceed based on whether or not the City is granted funding.

Councilmember Zollinger said that he just wanted to echo what Councilmember Grange said about updating the P&Z process. He would like to make sure the opportunity is available to people who are interested in serving in that capacity. We know growth is coming, and there will be forceful developers wanting to put pressure on Millville City. We have great people on the Planning Commission. He just wants to make sure they have the tools and support needed to do what they are asked to do.

Recorder Twedt reported that the annual audit is going well. We had three auditors set up for a little over a week here in the office. The in-office stuff is now complete. We are still targeting the review for the City Council at the next Council meeting.

Recorder Twedt said that he wanted to talk briefly about closed meetings or executive sessions. Millville hasn't had very many of them, and they have all been properly noticed in advance on the agendas. There has been some talk recently in a State-wide City

Manager group about whether you should have it posted on every City Council agenda in case you need to move to a closed meeting. There are times when the need for a city to adjourn into a closed meeting arises within 24 hours of the meeting time, so they aren't able to publish an amended agenda. There is a legal argument that the Council has authority to go into a closed session without it having to be listed on the meeting agenda, but there is some risk. If a person challenges that in court and wins, the court could award attorney fees and the disclosure of all of the information about the portion of the meeting that was "illegally" closed. Because of this, many cities list either a possible closed meeting as an agenda item or list at the bottom of the agenda a notice that the City may enter into a closed session to discuss one of the few things that are permitted in a closed session. The Council said that they were okay with adding this type of notice to the bottom of the City Council agendas.

Development Coordinator Everton said that the Planning Commission had a lengthy discussion about zoning at their last meeting and would like to rezone the property in the South Fields to Residential (R-3). They would also like to work on the establishment of a new zone option with 1-acre minimum lot sizes. They would also like to remove the option for future subdivisions to be zoned for 1/3-acre lots.

Councilmember Zollinger said that he doesn't think the South Fields should be 2-acre lots, nor should 1/3-acre lots no longer be allowed.

Planning Commissioner Chairman Garrett Greenhalgh clarified that the recommendation from Planning and Zoning is not to do a rezone since they don't have that authority. The landowners can make requests for zone changes when they see fit. The Planning Commission would like to change the General Plan, as you have already talked about tonight. This needs to be addressed so that we know how to deal with development requests for the South Fields. The Planning Commission would also like to create a zone option for 1-acre lots.

Councilmember Zollinger said that he is okay with a new 1-acre minimum lot size zone being created, but he doesn't like the idea of higher density than 1/3 acre lots, and he doesn't think the Residential (R-1) Zoning option should be eliminated.

There was some discussion by the Council on having mixed-density zones and the potential issues that result from that type of zoning.

Adjournment

Councilmember Ward moved to adjourn the meeting. Councilmember Grange seconded. Councilmembers Ward, June, Grange, Wilker, and Zollinger voted yes. The meeting adjourned at 8:35 p.m.



AGENDA REPORT: PLANNING COMMISSION UPDATES December 11, 2025

Background

The City Council has asked staff to review the Planning Commission code and process for appointing new commissioners. There have been several requests from residents requesting information on how to apply to serve on the Planning Commission. The Planning Commission serves under the direction of the City Council, and the residents who serve on the Planning Commission are appointed by the City Council.

When the term for a commissioner is up, the City Council in the past generally has asked that person if they would like to serve another term. For all other appointed positions for Millville City, the opening is posted to the entire City.

Development Coordinator Everton has reviewed State Code as well as code from other Utah cities in relation to Planning Commissions to provide a proposed update to the Millville City Code.

With future City Councilmember Darcy Ripplinger moving from the Planning Commission to the City Council in January, the timing is good to clean up the process and code as it relates to the Planning Commission, as there will be a new opening.

Included Documents

- Ordinance 2025-12 including a marked-up version of City Code Section 17.56 showing proposed revisions
- Cleaned up version of proposed updated version of Code Section 2.14

**MILLVILLE CITY
ORDINANCE 2025-12**

PLANNING COMMISSION CODE UPDATES

WHEREAS, Millville City Code Chapter 17.56 is the existing code related to the Planning Commission; and

WHEREAS, updates are needed to give more detail as to how planning commissioners are appointed, their terms of office, and the purpose of the Planning Commission; and

WHEREAS, the Planning Commission section of the City Code should be located in Chapter 2 – Administration and Personnel, instead of Chapter 17 – Zoning; and

WHEREAS, the Millville City Council reviewed the proposed code changes at their public meeting held on December 11, 2025;

NOW, THEREFORE, The Millville City Council hereby adopts, passes, and publishes the modifications shown in the included attachment as it relates to the Planning Commission and moves this section of code to Chapter 2 – Administration and Personnel.

This ordinance shall become effective immediately upon publication or posting as set forth by State Law.

ADOPTED AND PASSED, by the MILLVILLE CITY COUNCIL this 11th day of December 2025.

MILLVILLE CITY

David Hair, Mayor

ATTEST:

Corey Twedt, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Jeremy Ward				
Daniel Grange				
Clay G. Wilker				
Pamela June				
Ryan Zollinger				

POSTED: _____

MILLVILLE CITY CODE

~~TITLE 2 17 - ADMINISTRATION AND PERSONNEL ZONING~~

~~CHAPTER 2.14 17.56 - PLANNING COMMISSION~~

2.14.010: PLANNING COMMISSION ESTABLISHED

17.56.010: PLANNING COMMISSION ESTABLISHED

2.14.020: PURPOSE

2.14.030: AUTHORITY

2.14.040: TERM OF OFFICE

17.56.020: TERM OF OFFICE

2.14.050: MODE OF APPOINTMENT AND ELIGIBILITY

2.14.060: ATTENDANCE AND REMOVAL

2.14.070: CHAIR

2.14.080: MINUTES & DECISIONS

2.14.090: QUORUM REQUIREMENT

17.56.030: ORGANIZATION

17.56.040: DUTIES AND POWERS

2.14.010: 17.56.010: PLANNING COMMISSION ESTABLISHED

There is **hereby** created a Planning Commission to be composed of five (5) members. Up to two (2) alternate members of the Commission shall be appointed by the city council, **if necessary**. Alternate members shall not have voting rights except in the absence of a regular Commission member. Members of the Planning Commission shall serve with or without compensation, as determined by the governing body, except for reasonable **pre-approved** expenses incurred in performing their duties as members for the Commission. (Ord. 2025-12, 2025: Ord. 99-02-18-01 § 2)

2.14.020 PURPOSE

The Planning Commission shall serve as a non-political, advisory body to the City Council on land use, zoning, and development issues, helping to guide planned and orderly growth. Key duties include preparing and recommending the general plan, reviewing and recommending zoning ordinances and amendments, and making recommendations or decisions on land use applications. (Ord. 2025-12, 2025)

2.14.030 AUTHORITY

The Planning Commission shall have all of the powers and duties explicitly or implicitly given planning commissions pursuant to Chapter 9a Title 10 of Utah State Code, and such other powers as are conferred on it by the City Council. (Ord. 2025-12, 2025)

¶

2.14.040: 17.56.020: TERM OF OFFICE

The terms of the planning commission shall be staggered. Each member of the Planning Commission shall serve for a term of three (3) years ending on the last day of the calendar year. ~~two and one half (2 1/2) years, provided that the term of the first member shall be such that the term(s) of all member(s) shall expire every six (6) months.~~ Terms of members for the Planning Commission shall begin on or before the first Monday in ~~January~~ February or the first Monday in ~~August~~ of each year. ~~Members shall continue to serve until their successors are appointed and qualified. The governing body may remove any member of the planning commission for cause.~~ Vacancies shall be promptly filled in the same manner as the original appointment for the remainder of the unexpired term. ~~Current terms, at the passing of this ordinance, will expire according to the previous schedule. New terms will begin upon appointment and end in December of the third year.~~ (Ord. 2025-12, 2025: Ord. 99-02-18-01 § 2)

2.14.050: MODE OF APPOINTMENT AND ELIGIBILITY

Members of the Planning Commission shall be appointed by the ~~Mayor and~~ City Council. Near the end of a term, public notice will be posted and interested parties can submit a *Letter of Interest*. Applications of interested parties will be reviewed by the ~~Mayor and~~ City Council. If a current planning commissioner would like to continue to serve, they should submit the same *Letter of Interest* to be considered. Members of the Planning Commission shall be residents of Millville City, and have resided within the City for at least ninety (90) days prior to being appointed. Members are deemed to have resigned when they move their residences outside the City limits. (Ord. 2025-12, 2025)

2.14.060: ATTENDANCE AND REMOVAL

It is important for Planning Commission members to attend Planning Commission meetings regularly. Any Planning Commission member who is absent from multiple regularly scheduled meetings in a calendar year may be removed by the City Council. The City Council may also remove a member of the Planning Commission for non-compliance to the City *Conflict of Interest and Ethical Behavior Policy* or for any other reason they deem necessary. (Ord. 2025-12, 2025)

2.14.070: CHAIR ~~17.56.030: ORGANIZATION~~

~~At the beginning of each calendar year, The~~ members of the Planning Commission shall select from their own members a chairperson and such other officers as deemed necessary and shall adopt rules and regulations for their organization and for the transaction of business and the conduct of their proceedings. (Ord. 2025-12, 2025: Ord. 99-02-18-01 § 2)

2.14.080 MINUTES & DECISIONS

The Planning Commission shall keep official minutes of Planning Commission meetings. The minutes are public record and shall be available within a reasonable time after the meeting.

Reports of official acts and recommendations for the Planning Commission shall be public and ~~made by the chairperson in writing to the governing body~~ and shall indicate how each member of the Commission voted with respect to such act or recommendation. Any member of the Commission may also make a concurring or dissenting report or recommendation to the governing body. (Ord. 2025-12, 2025)

- A. ~~The planning commission shall meet at least quarterly and at such other times as the planning commission may determine.~~

2.14.090 QUORUM REQUIREMENT

The Commission shall not conduct any business at a meeting without a quorum. Three (3) members of the Planning Commission shall constitute a quorum. (Ord. 2025-12, 2025)

- B. ~~A secretary may be appointed by the city council to serve with or without compensation, as determined by the governing body.~~ (Ord. 99-02-18-01 § 2)

~~17.56.040: DUTIES AND POWERS~~

~~The planning commission shall have all of the powers and duties explicitly or implicitly given planning commissions by the laws of the state of Utah¹. (Ord. 2000-16 § 1: Ord. 99-02-18-01 § 2)~~

~~¶~~

~~¶~~

~~Footnote 1: UCA 10-8-101, as amended.~~

MILLVILLE CITY CODE
TITLE 2 - ADMINISTRATION AND PERSONNEL
CHAPTER 2.14 - PLANNING COMMISSION

[2.14.010: PLANNING COMMISSION ESTABLISHED](#)

[2.14.020: PURPOSE](#)

[2.14.030: AUTHORITY](#)

[2.14.040: TERM OF OFFICE](#)

[2.14.050: MODE OF APPOINTMENT AND ELIGIBILITY](#)

[2.14.060: ATTENDANCE AND REMOVAL](#)

[2.14.070: CHAIR](#)

[2.14.080: MINUTES & DECISIONS](#)

[2.14.090: QUORUM REQUIREMENT](#)

2.14.010: PLANNING COMMISSION ESTABLISHED

There is hereby created a Planning Commission to be composed of five (5) members. Up to two (2) alternate members of the Commission shall be appointed by the city council, if necessary. Alternate members shall not have voting rights except in the absence of a regular Commission member. Members of the Planning Commission shall serve with or without compensation, as determined by the governing body, except for reasonable pre-approved expenses incurred in performing their duties as members for the Commission. (Ord. 2025-12, 2025: Ord. 99-02-18-01 § 2)

2.14.020: PURPOSE

The Planning Commission shall serve as a non-political, advisory body to the City Council on land use, zoning, and development issues, helping to guide planned and orderly growth. Key duties include preparing and recommending the general plan, reviewing and recommending zoning ordinances and amendments, and making recommendations or decisions on land use applications. (Ord. 2025-12, 2025)

2.14.030: AUTHORITY

The Planning Commission shall have all of the powers and duties explicitly or implicitly given planning commissions pursuant to Chapter 9a Title 10 of Utah State Code, and such other powers as are conferred on it by the City Council. (Ord. 2025-12, 2025)

2.14.040: TERM OF OFFICE

The terms of the planning commission shall be staggered. Each member of the Planning Commission shall serve for a term of three (3) years ending on the last day of the calendar year. Terms of members for the Planning Commission shall begin on or before the first Monday in January of each year. Members shall continue to serve until their successors are appointed and qualified. Vacancies shall be promptly filled in the same manner as the original appointment for the remainder of the unexpired term. Current terms, at the passing of this ordinance, will expire according to the previous schedule. New terms will begin upon appointment and end in December of the third year. (Ord. 2025-12, 2025: Ord. 99-02-18-01 § 2)

2.14.050: MODE OF APPOINTMENT AND ELIGIBILITY

Members of the Planning Commission shall be appointed by the City Council. Near the end of a term, public notice will be posted and interested parties can submit a *Letter of Interest*. Applications of interested parties will be reviewed by the City Council. If a current planning commissioner would like to continue to serve, they should submit the same *Letter of Interest* to be considered. Members of the Planning Commission shall be residents of Millville City, and have resided within the City for at least ninety (90) days prior to being appointed. Members are deemed to have resigned when they move their residences outside the City limits. (Ord. 2025-12, 2025)

2.14.060: ATTENDANCE AND REMOVAL

It is important for Planning Commission members to attend Planning Commission meetings regularly. Any Planning Commission member who is absent from multiple regularly scheduled meetings in a calendar year may be removed by the City Council. The City Council may also remove a member of the Planning Commission for non-compliance to the City *Conflict of Interest and Ethical Behavior Policy* or for any other reason they deem necessary. (Ord. 2025-12, 2025)

2.14.070: CHAIR

At the beginning of each calendar year, members of the Planning Commission shall select from their own members a chairperson and such other officers as deemed necessary and shall adopt rules and regulations for their organization and for the transaction of business and the conduct of their proceedings. (Ord. 2025-12, 2025: Ord. 99-02-18-01 § 2)

2.14.080: MINUTES & DECISIONS

The Planning Commission shall keep official minutes of Planning Commission meetings. The minutes are public record and shall be available within a reasonable time after the meeting.

Reports of official acts and recommendations for the Planning Commission shall be public and shall indicate how each member of the Commission voted with respect to such act or recommendation. Any member of the Commission may also make a concurring or dissenting report or recommendation to the governing body. (Ord. 2025-12, 2025)

2.14.090: QUORUM REQUIREMENT

The Commission shall not conduct any business at a meeting without a quorum. Three (3) members of the Planning Commission shall constitute a quorum. (Ord. 2025-12, 2025)



AGENDA REPORT: WILDLAND URBAN INTERFACE CODE December 11, 2025

Background

During the 2025 Legislative Session, the State Legislature enacted HB 48, sponsored by Casey Snider and Michael K. McKell. This bill addresses efforts to oversee wildfire risks associated with Wildland Urban Interface (WUI) property. A WUI is an area where development connects to wildland. HB 48 established new responsibilities and allows the State to charge fees to homeowners in a WUI area to help cover the costs of fighting wildfires.

Currently, maps are being created at the State level to determine which homes will be affected, based on structure density, fire likelihood, the fire intensity map, and fuel load. Although the fee amounts are unclear, designation as a high-risk structure could result in annual fees ranging from \$500-\$700 per home per year, depending on square footage and relative risk. This could also come with a drop in insurance availability or higher insurance rates in those high-risk areas. Cities or individual homeowners who can show they have mitigated risk will have lower fees. The fees will be collected by Cache County, and the State will manage the money.

The purpose of this ordinance is to establish minimum regulations for land use in WUI areas and to designate the portion of Millville that you would like to be considered WUI.

Provided with this staff report is a screenshot from the Utah Wildfire Risk Explorer. It is clear from looking at this that areas with the highest risk are east of the deer fence. The staff recommendation is to adopt a Millville WUI line along the deer fence for now, and then see how things develop with the State. This would be consistent with the WUI lines adopted by other cities in Cache Valley.

Tonight, the Council should consider the proposed additions to Millville City Code and the location of the Millville Wildland Urban Interface (WUI) line.

Included Documents

- Millville Wildfire Risk Map
- HB 48 WUI Line – General Information
- Ordinance 2025-13



Utah Wildfire Risk Explorer

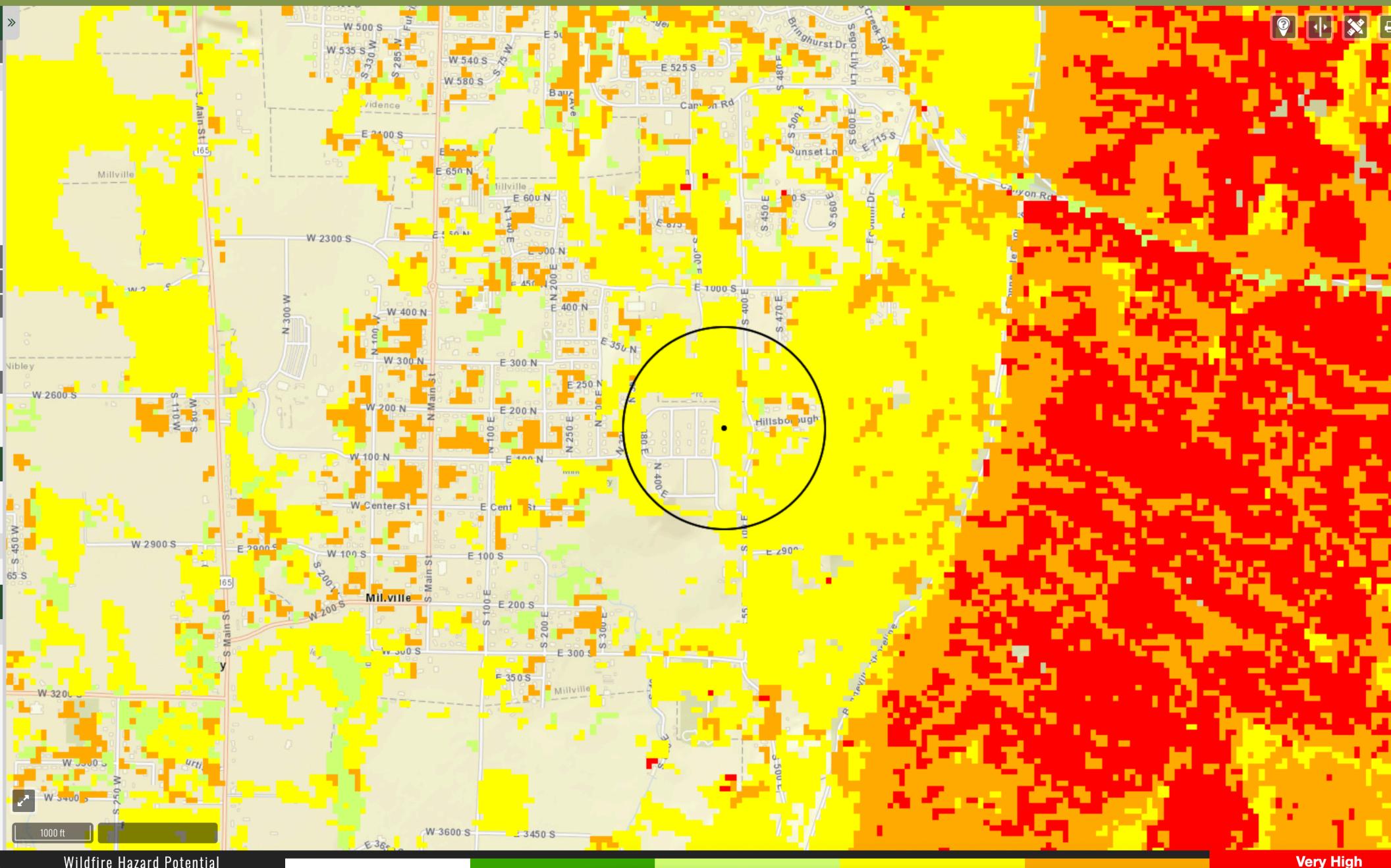
ADVANCED VIEWER

Hi,

v2.2.0

[HOME](#)[ASSESS YOUR LOCATION](#)[AREAS OF INTEREST](#)[MAP THEMES](#)

Enter address, place, or coordinates



WHAT WILL THE FEES BE?

**Short answer: We don't know yet.
But here are some draft concepts.**

2026 and 2027

Properties in the high risk WUI will be assessed a yearly flat-rate fee based on the square footage of the taxable structure(s) on the property. This fee will range from \$20-100.

Up to 1,500 ft ²	\$20
1,501 - 3,000 ft ²	\$40
3,001 - 4,500 ft ²	\$60
4,501 - 6,000 ft ²	\$80
6,001 + ft ²	\$100

Up to 2,000 ft ²	\$20
2,001 - 3,000 ft ²	\$40
3,001 - 6,000 ft ²	\$60
6,001 + ft ²	\$80

Up to 1,500 ft ²	\$20
1,501 - 6,000 ft ²	\$60
6,001 + ft ²	\$100

Up to 3,000 ft ²	\$20
3,001 - 6,000 ft ²	\$60
6,001 + ft ²	\$100

Annually beginning 2028

Properties in the high risk WUI will be assessed a yearly fee based on the square footage of the taxable structure(s) on the property PLUS the score received from a lot assessment

**The fees will not be finalized until we receive more structure data and work with county officials to refine them.
The final fees will be available by January 1, 2026.**

WHAT ARE YOU TALKING ABOUT?



WUI - Wildland Urban Interface

The zone where structures and other human development meets, or intermingles with, undeveloped wildland

High Risk WUI

The highest risk WUI areas in the state as determined through a scientific assessment of fuels, weather, terrain, fire occurrence, ember production from fuels, and density of structures.

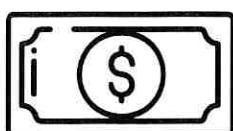


Lot Assessment

An evaluation of a property in the high risk WUI conducted by a trained WUI Coordinator that will provide recommendations to homeowners on actions they can take to reduce their wildfire risk.

Administrative Rules

When a new law is passed, "Rules" need to be written to determine how the law will be implemented. HB 48 tasked Forestry, Fire and State Lands with "rulemaking", which requires the rules to be published by the Utah Office of Administrative Rules, followed by a 30 day comment period. Once FFSL considers comments received, the Rules will be codified and become a part of the Utah Administrative Code.

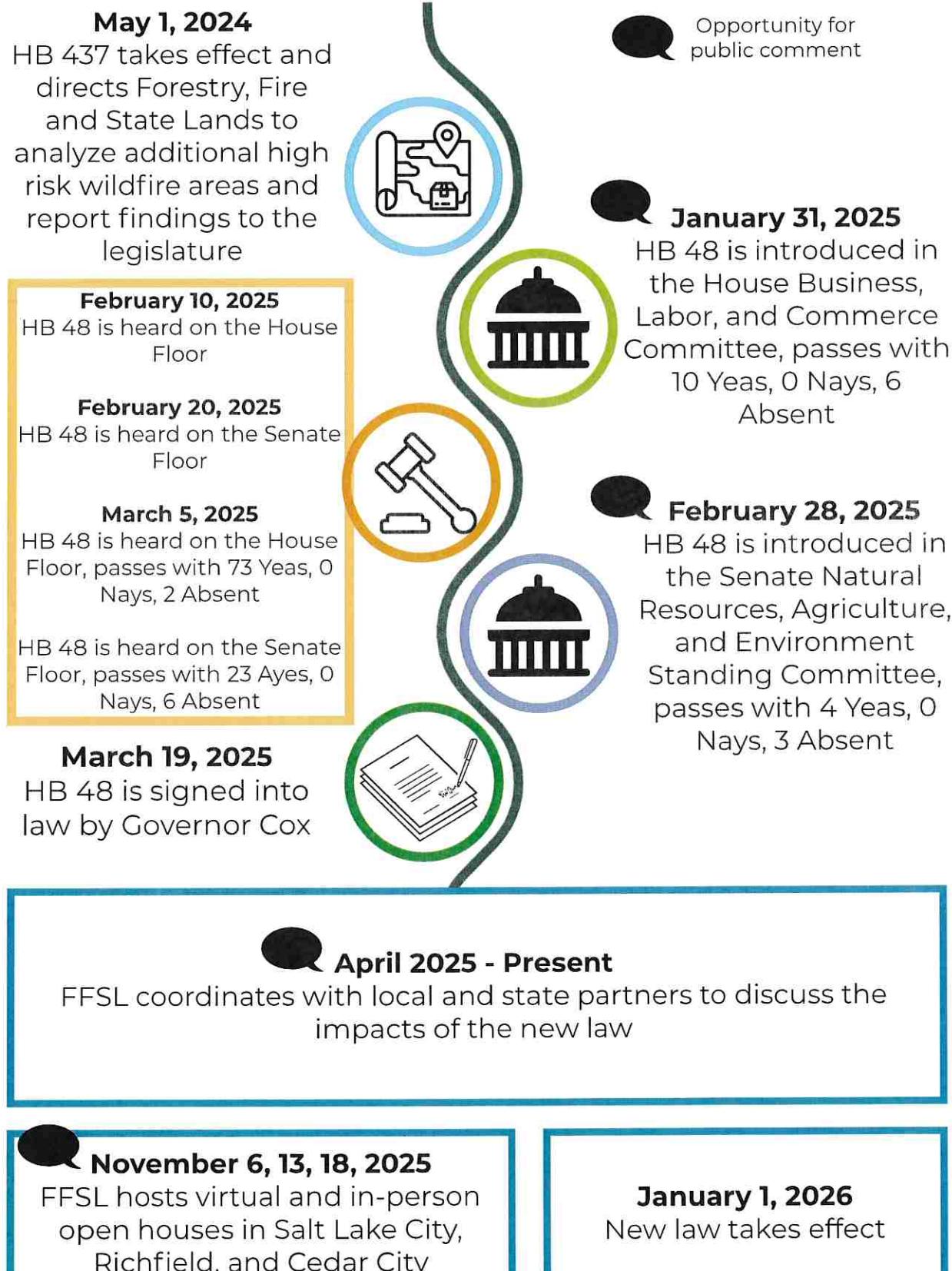


Fees

In 2026 and 2027 property owners in the high risk WUI will be charged a fee based on the square footage of their structure. This fee will be determined by FFSL and collected by your county. Beginning in 2028, the fee will be based on square footage and a lot assessment score

Timeline of House Bill 48

Wildland Urban Interface Modifications



H.B. 48 “Wildland Urban Interface Modifications”

Summary for Counties & Municipalities



H.B. 48’s primary intent is to reduce the risk of wildfire spreading to and from structures in the wildland urban interface (WUI). The bulk of the bill targets individual lot assessments in the High-Risk WUI area that provide homeowner education to reduce risk and set triage levels for properties.

LOT ASSESSMENTS

- FFSL is tasked with creating a program that “evaluates and classifies high risk wildland urban interface property using a triage scale” (65A-8-402).
- This work will be coordinated by FFSL and may be assigned to a county by agreement.
- All structures in the High-Risk WUI will initially be set at the highest classification level, until a lot assessment determines they qualify for a lower classification level.
- Property owners in lower classification levels must annually certify that they still meet the requirements.
- At least every five years, homeowners must submit evidence of compliance to stay at their classification level.
- Lot assessments will be prioritized at the county level
- *This bill does not mandate county, municipal or fire district involvement in lot assessments, but FFSL or the county may request support via agreement.*

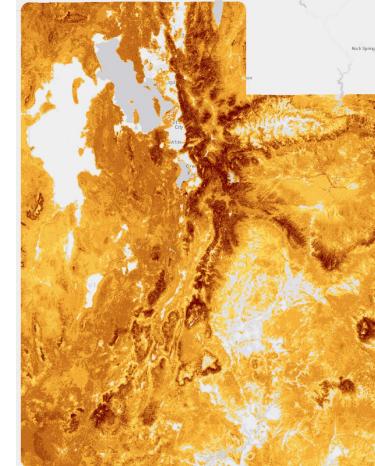
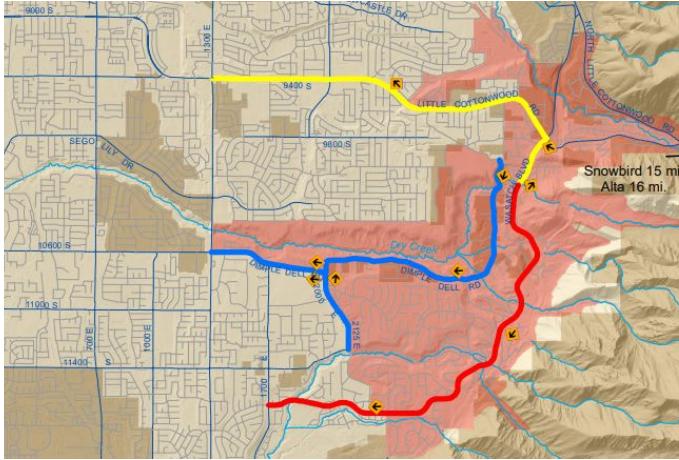


FEES

- Property owners within the High-Risk WUI boundary will be assessed a fee based on the square footage of the structure.
- Fee amounts will be determined annually by FFSL, based on the costs of implementing the program.
- The fee will be collected by the county.
- The fees will vary by classification level, e.g. a property owner who’s met the requirements for defensible space and home hardening will be assigned a lower classification level and pay a reduced fee amount.
- The county will keep a portion of the fees needed to cover their implementation costs, determined by agreement, with the remainder passed on to FFSL to cover their implementation costs.
- *The bill does not allow for municipal or fire district fee collection.*

WUI COORDINATORS (assessors)

- FFSL is creating uniform guidelines for certifying lot assessors throughout Utah.
- Assessments performed under this program will all use the same software tools and methodology.
- Any assessments completed prior to this program will not qualify.
- Due to the vast amount of assessments needed, FFSL seeks to leverage technology and AI as a means to streamline the process.



WUI Mapping

- Counties and Municipalities are required to adopt and enforce Utah's WUI code by **January 1, 2026**.
- The WUI code are local construction and property regulations intended to reduce the risk of wildfire by prevention wildfire spreading to structures and vice versa.
- Like all codes, the local jurisdiction must specify where the WUI code will apply by creating a boundary map.
- The WUI boundary map is developed by the local jurisdiction, in consultation with FFSL, relying on local knowledge of wildfire risk to the community.
- This map should encompass any area at risk for wildfire threatening structures, including potential new development areas.

VS.

High-Risk WUI Mapping

- FFSL is required to create a High-Risk WUI boundary map.
- Structures within this boundary will be assessed a fee, based on their classification level.
- The High-Risk WUI map is created utilizing advanced wildfire risk modeling software, and is not directly associated with the local broader WUI map.
- FFSL is creating brand new more accurate maps to with updated fuelscape modeling.
- Once the draft mapping is complete (expected October 2025), FFSL will collaborate with local wildfire partners to ensure the highest degree of accuracy.
- Property insurance carriers must use this High-Risk WUI Map when evaluating wildfire risk.

Municipal Responsibility

- Adopt and enforce the WUI Code (requires creating a WUI boundary map)
- May perform lot assessments per agreement

County Responsibility

- Adopt and enforce the WUI Code (requires creating a WUI boundary map)
- Collect the High-Risk WUI fees
- May perform lot assessments per agreement

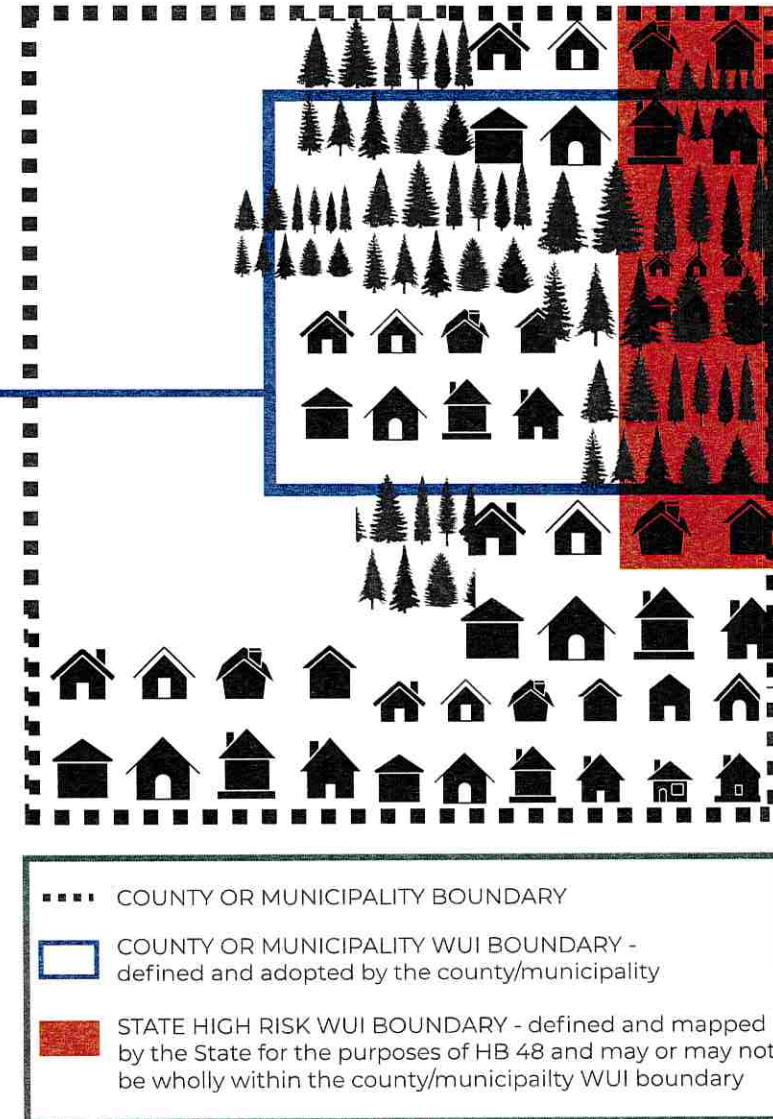
FFSL Responsibility

- Create a High-Risk WUI boundary map
- Assess fees for property owners within the high risk WUI
- Set lot assessment standards, provide training, and certify lot assessors statewide
- Write administrative rules
- Hire staff to support and perform lot assessments
- Build software tools that integrate:
 - Lot assessment surveys on the ground
 - Database of assessment results
 - Sharing the correct data with property owners, insurance carriers, and the counties

WHAT ARE THE WUI BOUNDARIES?

WUI MAPPING

- Counties and municipalities are required to adopt and enforce Utah's WUI code by January 1, 2026.
- The WUI code is a construction code with building standards intended to reduce the risk of wildfire by preventing wildfire from spreading to and from structures.
- Like all codes, the local jurisdiction must specify where the WUI code will apply by creating a boundary map.
- The WUI boundary map is developed by the local jurisdiction.
- This map should encompass any area at risk for wildfire threatening structures, including potential new development areas.



HIGH-RISK WUI MAPPING

- FFSL is required to create a high-risk WUI boundary map by January 1, 2026.
- The high-risk WUI map is created utilizing advanced wildfire risk modeling software.
- FFSL is utilizing updated fuelscape (vegetation) modeling to increase accuracy.
- Properties within this boundary will be charged a fee, based on their square footage and risk level.
- Property insurance carriers must use this high-risk WUI map when evaluating wildfire risk.

**MILLVILLE CITY
ORDINANCE 2025-13**

ADOPTING THE UTAH WILDLAND-URBAN INTERFACE CODE

WHEREAS, the Millville City Council wishes to promote the health, safety, and welfare of residents of Millville City; and

WHEREAS, pursuant to Utah House Bill 48, which requires municipalities to adopt the Wildland Urban Interface (WUI) building code; and

WHEREAS, the International Codes are designed and promulgated to be adopted by reference by ordinance; and

WHEREAS, municipalities use the International Wildland-Urban Interface Code (WUIC) as a basis for establishing minimum standards, the Millville City Council incorporates by reference the 2006 International Code Council Wildland-Urban Interface Code (on file at the Millville City Office) as the minimum standard for wildland fire ordinance in conjunction with Utah requirements; and

WHEREAS, Millville City hereby adopts the Millville City Wildland Urban Interface Map as shown in Exhibit "A". This map declares the wildland urban interface areas within Millville City;

NOW, THEREFORE, The Millville City Council hereby adopts the following section, "8.20.015: Wildland Urban Interface Code" into the Millville City Code.

8.20.015: Wildland Urban Interface Code

- A. For the purpose of prescribing regulations governing conditions hazardous to life and property from impacts related to development in wildlands, the 2006 Edition of the International Wildland Urban Interface Code, and any subsequent editions, are hereby adopted.

The 2006 Edition of the International Wildland Urban Interface Code regulates the mitigation of hazards to life and property from the intrusion of fire from wildland exposures, fire from adjacent structures, and the prevention of structure fires from spreading to wildland fuels in Millville City.

- B. The Millville City Wildland Urban Interface Code applies to property shown on the "Millville City Wildland Urban Interface Map," a copy of which shall be maintained on file at the Millville City office.

C. The provisions of the Millville City Wildland Urban Interface Code, as adopted, shall take precedence over any conflicting provision of an overlay zoning district as to those properties shown on the Millville City Wildland Urban Interface Map.

This ordinance shall become effective immediately upon publication or posting as set forth by State Law.

ADOPTED AND PASSED, by the MILLVILLE CITY COUNCIL this 11th day of December 2025.

MILLVILLE CITY

David Hair, Mayor

ATTEST:

Corey Twedt, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Jeremy Ward				
Daniel Grange				
Clay G. Wilker				
Pamela June				
Ryan Zollinger				

POSTED: _____

Exhibit "A" - Millville City Wildland Urban Interface Map



Wildland Urban
Interface Area



AGENDA REPORT: IMPACT FEE REPORT

December 11, 2025

Background

State law requires the City to report on impact fees annually to the Utah State Auditor. We track impact fee revenue and expenses each year (including interest) and list possible ways in which that money will be spent in upcoming years.

Included Documents

- Resolution 2025-28 – FY25 Impact Fee Report

**MILLVILLE CITY
RESOLUTION 2025-28**

IMPACT FEE CERTIFICATION

WHEREAS, the Utah State Code in section 11-36-301 requires an annual report to be submitted to the Utah State Auditor with regard to Impact Fees collected, budgeted, and expended; and

WHEREAS, the Millville City Council has evaluated the capital projects and monies received and reviewed the documentation presented;

NOW THEREFORE, be it resolved by the Millville City Council that the attached report be adopted as the 2025 Millville City Impact Fee Report.

Passed and approved by the Millville City Council this 11th day of December 2025.

SIGNED:

David Hair, Mayor

ATTEST:

Corey Twedt, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Jeremy Ward				
Daniel Grange				
Clay G. Wilker				
Pamela June				
Ryan Zollinger				

Millville City Park Impact Fee Schedule

Revenues on Hand

30-Jun-25

Projects From Which Funds Were Collected	Fiscal Year Received	Parks Beginning of Year Bal	Impact Fees Collected in the Current Year		Interest allocated to Impact Fees	Project 2025-01	Project 2025-02	Total on Hand at Year End	Projected Schedule for Expenditure	Project for which the fee is Budgeted
			1,165	(6,495)						
Roberts Home	2021	5,330						-		
Total Collected for FY 2021		5,330	-	1,165	(6,495)			-		
Zollinger Home	2022	5,330		589	(5,919)			-		
May Home	2022	5,330		589	(5,919)			-		
Banham Home #2	2022	5,330		589	(745)	(5,174)		-		
Wise Home	2022	5,330		589	(5,919)			-		
Hunsaker Home #4	2022	5,330		589	(5,919)			-		
Taylor Home	2022	5,330		589	(5,303)			616	2026	2026-01 - South Park Pavilion Phase 2
Lucherini Home	2022	5,330		589				5,919	2026	2026-01 - South Park Pavilion Phase 2
Munyan Home	2022	5,330		589				5,919	2026	2026-01 - South Park Pavilion Phase 2
Total Collected for FY 2022		42,640	-	4,712	(12,583)	(22,315)	12,454			
Anderson Duplex	2023	3,260		712				3,972	2026	2026-01 - South Park Pavilion Phase 2
Anderson Home	2023	5,330		932				6,262	2026	2026-01 - South Park Pavilion Phase 2
Hedelius Home	2023	5,330		932				6,262	2026	2026-01 - South Park Pavilion Phase 2
Gessel & Lyer Home	2023	5,330		932				6,262	2026	2026-02 - RAPZ 2026 Project
Campbell Home	2023	5,330		932				6,262	2026	2026-02 - RAPZ 2026 Project
Gibbons Home	2023	5,330		932				6,262	2026	2026-02 - RAPZ 2026 Project
McCullough Home	2023	5,330		932				6,262	2026	2026-02 - RAPZ 2026 Project
Anderson Home	2023	5,330		932				6,262	2026	2026-02 - RAPZ 2026 Project
Christensen Home	2023	5,330		932				6,262	2026	2026-02 - RAPZ 2026 Project
Total Collected for FY 2023		45,900	-	8,168			54,068			
Iaun Home (286 S. 100 W.)	2024	5,330		488				5,818	2026	2026-02 - RAPZ 2026 Project
Wilker Home (431 N. 100 W.)	2024	5,330		488				5,818	2026	2026-02 - RAPZ 2026 Project
Thrapp Home (432 E. 25 N.)	2024	5,330		488				5,818	2026	2026-02 - RAPZ 2026 Project
Hunsaker Home (440 S. 200 E.)	2024	5,330		488				5,818	2026	2026-02 - RAPZ 2026 Project
Total Collected for FY 2024		21,320	-	1,952			23,272			
Carson Anderson (70 W. 200 S.)	2025		5,330	200				5,530	2027	2027-01 - RAPZ 2027 Project
Mark Bishop (325 E. 100 N.)	2025		5,330	200				5,530	2027	2027-01 - RAPZ 2027 Project
Roger Roundy (345 E. 450 N.)	2025		5,330	200				5,530	2027	2027-01 - RAPZ 2027 Project
Eric Dursteler (140 N. 100 W.)	2025		5,330	200				5,530	2027	2027-01 - RAPZ 2027 Project
Mark Bodily (139 W. 100 N.)	2025		5,330	200				5,530	2027	2027-01 - RAPZ 2027 Project
Brian Brown (161 W. 265 S.)	2025		5,330	200				5,530	2027	2027-01 - RAPZ 2027 Project
Total Collected for FY 2025		-	31,980	1,200			33,180			
Subtotals by Category		115,190	31,980	17,197	(19,078)	(22,315)	122,974			
								122,974		

Current Year Project Name and Description	Current Year Expenditure	Total Project Budget	Amount remaining for project completion
2025-01 - Tennis Court Lights	\$ 19,078	\$ 19,078	\$ -
2025-02 - South Park Pavilion Phase 1	\$ 22,315	\$ 22,315	\$ -

Millville City Road Impact Fee Schedule

Revenues on Hand

30-Jun-25

Projects From Which Funds Were Collected	Fiscal Year Received	Roads Beginning of Year Bal	Impact Fees Collected in the Current Year		Interest allocated to Impact Fees	Project 2023-01	Project 2025-01	Total on Hand at Year End	Projected Schedule for Expenditure	Projected Project for which the fee is Budgeted
			Impact Fees Collected in the Current Year	Interest allocated to Impact Fees						
Sawin Home	2019	1,760	78	(1,171)	(667)				2025	2023-01 - 300 S. to Nibley 3200 S. Design
Hurd Home	2019	1,760	319		(2,079)				2025	2023-01 - 300 S. to Nibley 3200 S. Design
Grange Home	2019	1,760	319		(2,079)				2025	2023-01 - 300 S. to Nibley 3200 S. Design
Graig Home	2019	1,760	319		(2,079)				2025	2023-01 - 300 S. to Nibley 3200 S. Design
Mano Home	2019	1,760	319		(2,079)				2025	2023-01 - 300 S. to Nibley 3200 S. Design
Reese Home	2019	1,760	319		(2,079)				2025	2023-01 - 300 S. to Nibley 3200 S. Design
Heapes Home	2019	1,760	319		(2,079)				2025	2023-01 - 300 S. to Nibley 3200 S. Design
Visionary Spec Home	2019	1,760	319		(2,079)				2025	2023-01 - 300 S. to Nibley 3200 S. Design
Payne Home	2019	1,760	319		(2,079)				2025	2023-01 - 300 S. to Nibley 3200 S. Design
Anderson Home	2019	1,760	319		(2,079)				2025	2023-01 - 300 S. to Nibley 3200 S. Design
Hill Home	2019	1,760	319		(2,079)				2025	2023-01 - 300 S. to Nibley 3200 S. Design
Thompson Home	2019	1,760	319		(2,079)				2025	2025-01 - 550 E. 300 S. Intersection
Nascimento Home	2019	1,760	319		(2,079)				2025	2025-01 - 550 E. 300 S. Intersection
Capell Home	2019	1,760	319		(2,079)				2025	2025-01 - 550 E. 300 S. Intersection
Ford Home	2019	1,760	319		(2,079)				2025	2025-01 - 550 E. 300 S. Intersection
Phillips Home	2019	1,760	319		(2,079)				2025	2025-01 - 550 E. 300 S. Intersection
Knighton Home	2019	1,760	319		(2,079)				2025	2025-01 - 550 E. 300 S. Intersection
Total Collected for FY 2019		29,920	-	5,182	(1,171)	(33,931)	-	-		
Bullock Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Cullumber Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Bingham Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Womack Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Barnett Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Hancey Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
RDS Construction Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Visionary Home (Lot 53)	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Evans Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Hadfield Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Findlay Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Gettman Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Webb Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Weber Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Funk Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Kimber Home	2020	1,760	412			2,172.00			2026	2026-01 - Deferred road repairs after sewer install
Total Collected for FY 2020		28,160	-	6,592	-	-	34,752			
Short Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Whitesides Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Lewis Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Pini Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Leishman Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Hernandez Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Rasmussen Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Frandsen Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Price Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Gunnel Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Hair Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Davis Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Owens Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Grunig Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Winmill Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Mills Homs	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Meyer Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Roberts Home	2021	1,760	243			2,003.00			2026	2026-01 - Deferred road repairs after sewer install
Total Collected for FY 2021		31,680	-	4,374	-	-	36,054			
Zollinger Home	2022	1,760	296			2,056.00			2026	2026-01 - Deferred road repairs after sewer install
Bio Minerals Commercial Bldg.	2022	1,760	296			2,056.00			2026	2026-01 - Deferred road repairs after sewer install
May Home	2022	1,760	296			2,056.00			2026	2026-01 - Deferred road repairs after sewer install
Banham Home #2	2022	1,760	296			2,056.00			2026	2026-01 - Deferred road repairs after sewer install
Wise Home	2022	1,760	296			2,056.00			2026	2026-01 - Deferred road repairs after sewer install
Hunsaker Home #4	2022	1,760	296			2,056.00			2026	2026-01 - Deferred road repairs after sewer install
Taylor Home	2022	1,760	296			2,056.00			2026	2026-01 - Deferred road repairs after sewer install
Lucherini Home	2022	1,760	296			2,056.00			2026	2026-01 - Deferred road repairs after sewer install
Munyan Home	2022	1,760	296			2,056.00			2026	2026-01 - Deferred road repairs after sewer install
Total Collected for FY 2022		15,840	-	2,664	-	-	18,504			
Anderson Duplex	2023	3,520	1,658			5,178.00			2026	2026-01 - Deferred road repairs after sewer install
Anderson Home	2023	1,760	803			2,563.00			2026	2026-01 - Deferred road repairs after sewer install
Hedelius Home	2023	1,760	803			2,563.00			2026	2026-01 - Deferred road repairs after sewer install
Gessel & Lyer Home	2023	1,760	803			2,563.00			2026	2026-01 - Deferred road repairs after sewer install
Campbell Home	2023	1,760	803			2,563.00			2026	2026-01 - Deferred road repairs after sewer install
Gibbons Home	2023	1,760	803			2,563.00			2026	2026-01 - Deferred road repairs after sewer install
McCullough Home	2023	1,760	803			2,563.00			2026	2026-01 - Deferred road repairs after sewer install
Anderson Home	2023	1,760	803			2,563.00			2026	2026-01 - Deferred road repairs after sewer install
Christensen Home	2023	1,760	803			2,563.00			2026	2026-01 - Deferred road repairs after sewer install

Total Collected for FY 2023		17,600	-	8,082	-	-	25,682	
Iaun Home (286 S. 100 W.)	2024	1,760		194		1,954.00		2026 2026-01 - Deferred road repairs after sewer install
Wilker Home (431 N. 100 W.)	2024	1,760		194		1,954.00		2026 2026-01 - Deferred road repairs after sewer install
Thrapp Home (432 E. 25 N.)	2024	1,760		194		1,954.00		2026 2026-01 - Deferred road repairs after sewer install
Hunsaker Home (440 S. 200 E.)	2024	1,760		194		1,954.00		2026 2026-01 - Deferred road repairs after sewer install
Total Collected for FY 2024		7,040	-	776	-	-	7,816	
Carson Anderson (70 W. 200 S.)	2025		1,760	91		1,851.00		2027 2027-01 - Deferred road repairs after sewer install
Mark Bishop (325 E. 100 N.)	2025		1,760	91		1,851.00		2027 2027-01 - Deferred road repairs after sewer install
Roger Roundy (345 E. 450 N.)	2025		1,760	91		1,851.00		2027 2027-01 - Deferred road repairs after sewer install
Eric Dursteler (140 N. 100 W.)	2025		1,760	91		1,851.00		2027 2027-01 - Deferred road repairs after sewer install
Mark Bodily (139 W. 100 N.)	2025		1,760	91		1,851.00		2027 2027-01 - Deferred road repairs after sewer install
Brian Brown (161 W. 265 S.)	2025		1,760	91		1,851.00		2027 2027-01 - Deferred road repairs after sewer install
Total Collected for FY 2025		-	10,560	546	-	-	11,106	
Subtotals by Category		130,240	10,560	28,216	(1,171)	(33,931)	133,914	
								133,914

Current Year Project Name and Description	Amount remaining for project completion		
	Current Year Expenditure	Total Project Budget	
2023-01 - 300 S. to Nibley 3200 S. Design	\$ 1,171.00	\$ 22,843.00	\$ 21,672.00
2025-01 - 300 S. 550 E. Intersection	\$ 33,931.00	\$ 33,931.00	\$ -

Millville City Water Impact Fee Schedule

Revenues on Hand

30-Jun-25

Projects From Which Funds Were Collected	Fiscal Year Received	Water Beginning of Year Bal	Impact Fees Collected in the Current Year	Interest allocated to Impact Fees	Debt Service	Total on Hand at Year End	Projected Schedule for Expenditure	Project for which the fee is Budgeted
Carson Anderson (70 W. 200 S.)	2025		3,050		(3,050)			-
Mark Bishop (325 E. 100 N.)	2025		3,050		(3,050)			-
Roger Roundy (345 E. 450 N.)	2025		3,050		(3,050)			-
Eric Dursteler (140 N. 100 W.)	2025		3,050		(3,050)			-
Mark Bodily (139 W. 100 N.)	2025		3,050		(3,050)			-
Brian Brown (161 W. 265 S.)	2025		3,050		(3,050)			-
Total Collected for FY 2025		-	18,300	-	(18,300)		-	-
Subtotals by Category		-	18,300	-	(18,300)		-	-

Current Year Project Name and Description

Current year collections are spent on existing water service loan debt service

Millville City Sewer Impact Fee Schedule

Revenues on Hand

30-Jun-25

Projects From Which Funds Were Collected	Fiscal Year Received	Sewer Beginning of Year Bal	Impact Fees		Total on Hand at Year End	Projected Schedule for Expenditure	Project for which the fee is Budgeted
			Collected in the Current Year	Interest allocated to Impact Fees			
Carson Anderson (70 W. 200 S.)	2025	8,760		(8,760)			
Mark Bishop (325 E. 100 N.)	2025	8,760		(8,760)			
Roger Roundy (345 E. 450 N.)	2025	8,760		(8,760)			
Eric Dursteler (140 N. 100 W.)	2025	8,760		(8,760)			
Mark Bodily (139 W. 100 N.)	2025	8,760		(8,760)			
Brian Brown (161 W. 265 S.)	2025	8,760		(8,760)			
Total Collected for FY 2025		-	52,560	-	(52,560)		
Subtotals by Category		-	52,560	-	(52,560)		

Current Year Project Name and Description

Current year collections are spent on existing sewer service loan debt service



AGENDA REPORT: 2026 Meeting Schedule

December 11, 2025

Background

The Open and Public Meetings Act, in section 52-4-202 (2) of Utah State Code, requires that a public body provides notice at least once each year on its annual meeting schedule.

For the past several years, the Millville City Council has met monthly on the second Thursday of each month at 7 p.m. Staff feels like this has gone well and would recommend keeping the same schedule in 2026.

Tonight, the City Council should discuss the meeting schedule for 2026 and make a motion to adopt the schedule that will work best for the City.



AGENDA REPORT: RAPZ FUNDING

December 11, 2025

Background

In November 2002, Cache County voters approved a 1/10th of 1% sales tax, known as the RAPZ Tax. These funds can be used to support capital projects and operating expenses for publicly owned or operated recreation, parks, and zoos. They can also be used to fund operating expenses of private nonprofit cultural arts and botanical operations.

Since 1992, The Cache County Council has approved a 1% sales tax on prepared food items, known as the Restaurant Tax. These funds can be used for either capital projects or maintenance expenses by publicly owned or operated facilities for the purpose of tourism promotion, recreation, cultural arts, convention centers, and airports. Private nonprofit organizations are eligible to receive Restaurant Tax funds only for tourism promotion.

If Millville is interested in applying for RAPZ tax dollars, the application will have to be submitted by the end of February or the first of March. These funds have been very beneficial to Millville City in the past. Here is a history of the RAPZ funds received over the past ten years:

- 2025 – Received \$52,000; South Park Pavilion Phase 2
- 2024 – Received \$40,000; South Park West Pickleball Court Lights
- 2024 – Received \$150,000; South Park Pavilion
- 2023 – Received \$29,800; South Park Extension Phase 2
- 2023 – Received \$23,144; North Park Tennis Court Lights
- 2022 – Received \$60k; South Park Extension
- 2021 – Received \$111k; South Park Pickleball Courts Phase 2
- 2020 – Received \$50k; South Park Walkway
- 2019 – Received \$50k; South Park Pickleball Courts Phase 1
- 2018 – Received \$0; South Park Sprinkler System
- 2017 – Received \$20k; South Park Sprinkler System
- 2016 – Received \$20k; Splash Pad Restroom

Councilmember Assignments 2025

Councilmember Daniel Grange

- Car Show for City Celebration
- Parks

Councilmember Ryan Zollinger

- Sewer
- School District

Councilmember Clay Wilker

- Ordinance Enforcement
- Fire/EMS/Emergency Preparedness
- Law Enforcement/Animal Control

Councilmember Pamela June

- P&Z
- Youth Council
- Wildfire

Councilmember Jeremy Ward

- City Celebration/Parade
- Trails