



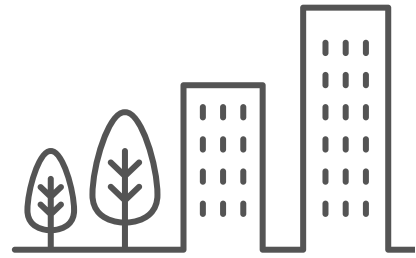
SALT LAKE COUNTY GOVERNMENT

Understanding the purpose, structure, and funding for county programs and services.

HISTORY OF SALT LAKE COUNTY

ESTABLISHED CITIES

Evolved many times since 1850



- Salt Lake City (1850)
- Sandy (1893)
- Murray (1902)
- Midvale (1909)
- South Jordan (1935)
- South Salt Lake (1938)
- West Jordan (1941)
- Riverton (1948)
- Town of Alta (1970)
- Draper (1978)
- Bluffdale (1978)
- West Valley City (1980)

1990's WAVE OF INCORPORATIONS

Wanted input on planning, zoning & services



- Taylorsville (1996)
- Herriman (1999)
- Holladay (1999)
- Cottonwood Heights (2005)
- Town of Brighton (2020)

COMMUNITY PRESERVATION PROJECT

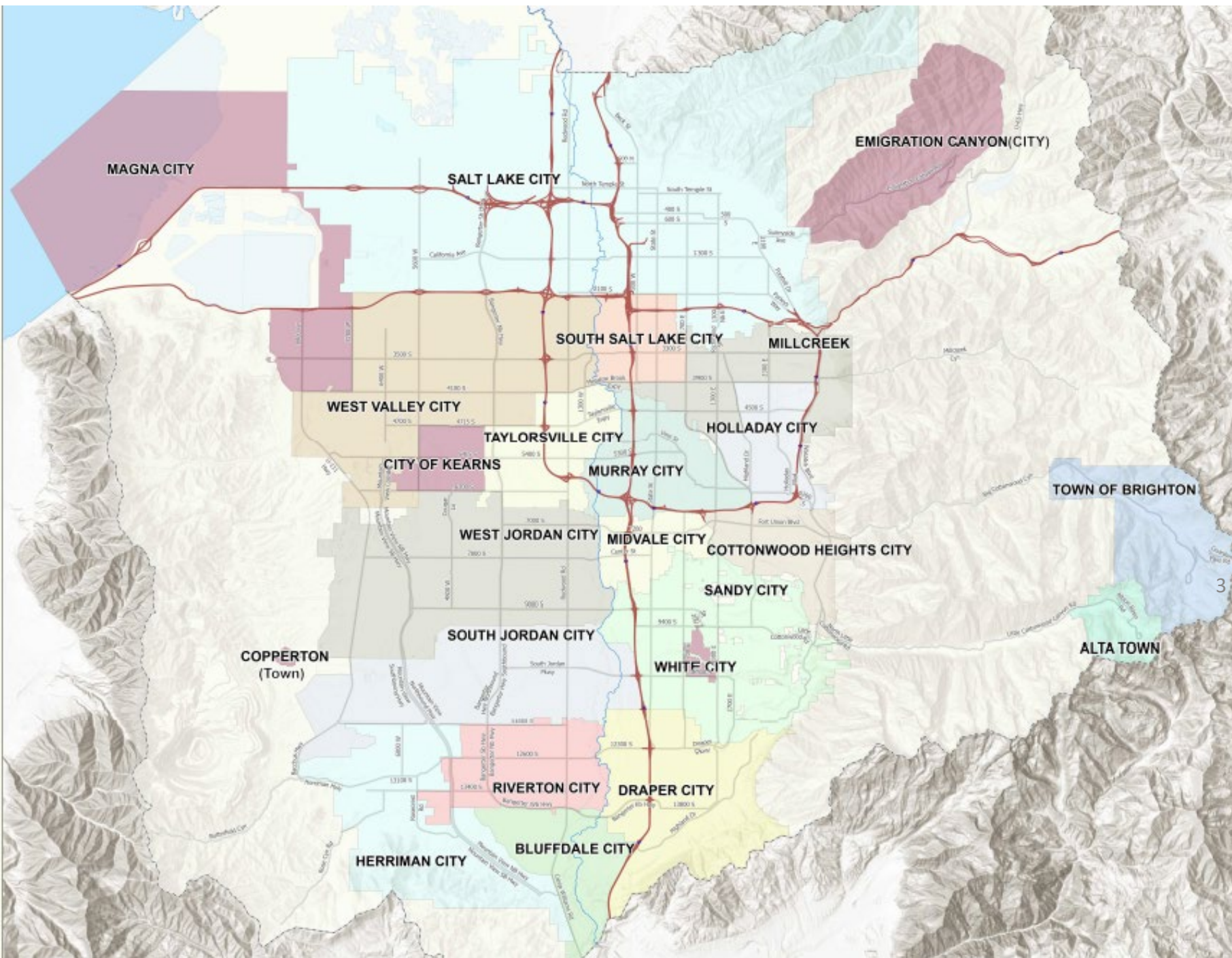
Resulted in 23 incorporated cities



- Millcreek (2016)
- Kearns (May 2024)
- Magna (May 2024)
- White City (May 2024)
- Emigration Canyon (May 2024)
- Town of Copperton (May 2024)

*** H.B. 330 (2024) now requires all "islands" to annex or incorporate by July 2027*

WILL WALL-TO-WALL CITIES REDUCE THE NEED FOR THE COUNTY?



- ✓ Counties are political subdivisions of the state per Utah Constitution Article XI, Section 1.
- ✓ Counties deliver state-mandated services.
- ✓ **State law differentiates the roles of cities and counties.**
- ✓ Cities handle municipal services—counties focus on regional functions.
- ✓ Consolidation into cities reduces duplication and allows counties to maximize efficiency across jurisdictions.

EXAMPLES OF SERVICES THE COUNTY PROVIDES



CRIMINAL JUSTICE / PUBLIC SAFETY

Jail and other criminal justice services, prosecution and indigent defense.



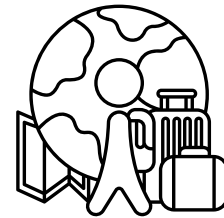
CULTURE & THE ARTS

Administers grants and manages cultural facilities: Abravanel Hall, Capitol Theater, Eccles Theater, etc.



ELECTIONS

Runs the general election by statute. Contracts with municipalities for municipal elections.



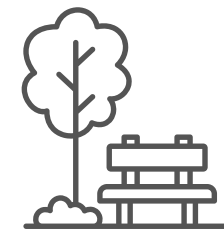
CONVENTIONS & TOURISM

County-owned convention centers bring in out-of-state conventions that generate sales tax.



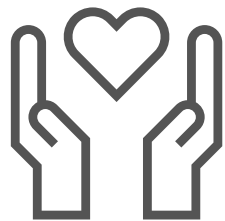
HEALTH DEPARTMENT

Provides immunizations, safety protocols for restaurants and businesses, clean up homeless camps and other unsafe environments.



REGIONAL PARKS & RECREATION

Maintains regional parks, trails, and open spaces. Operates recreation centers and sports complexes.



AGING & ADULT SERVICES

Provides Meals on Wheels and runs senior centers.



LIBRARY SERVICES

Salt Lake County Library system serves most of the county, with access to Salt Lake City and Murray libraries.



BEHAVIORAL HEALTH

Manages mental health/substance abuse services. Partners with providers. Designated by the state to be mental health & substance abuse authority.



PROPERTY TAX ADMINISTRATION

Collects property tax for all entities, most of which are not part of Salt Lake County, and distributes funds.

CITIES CAN'T DO WHAT THE COUNTY DOES



Multiple jails? Multiple health departments?

Multiple clerk's offices?

Salt Lake County delivers **regional services** on a scale best served by county government.

Duplicating these services would be expensive, inefficient, and create confusion across city boundaries.



MAYOR-COUNCIL FORM OF GOVERNMENT

Clear separation of powers, administration and oversight.

Council Members



MAYOR
Jenny Wilson



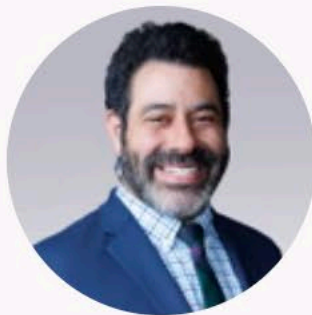
COUNCIL
Laurie Stringham
At-Large A



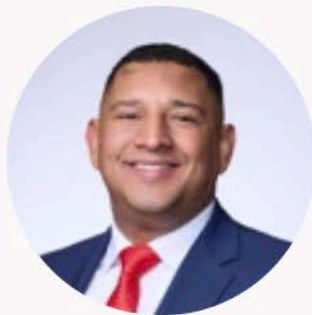
COUNCIL
Suzanne Harrison
At-Large B



COUNCIL
Natalie Pinkney
At-Large C



COUNCIL
Jiro Johnson
District 1



COUNCIL
Carlos A. Moreno
District 2



COUNCIL
Aimee Winder Newton
District 3



COUNCIL
Ross Romero
District 4



COUNCIL
Sheldon Stewart
District 5



COUNCIL
Dea Theodore
District 6, Chair



INDEPENDENT ELECTED OFFICIALS

Operate independently within their constitutional and statutory authority but in coordination with the Mayor and Council.



ASSESSOR

Chris Stavros

Establishes the fair market value of real and personal property ensuring assessments are accurate, fair, and compliant with Utah law.



DISTRICT ATTORNEY

Sim Gill

Responsible for legal work, including prosecution of all felony criminal matters in Salt Lake County as well as civil government litigation.



SURVEYOR

Bradley Park

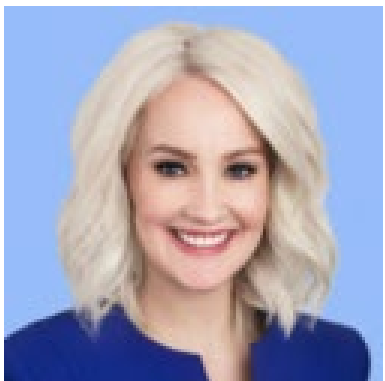
Provides quality surveying and mapping services to protect, preserve, and perpetuate property boundary rights.



AUDITOR

Chris Harding

Financial integrity through audits, annual financial report, certifying property tax rates, and ensuring compliance with budgeting and fiscal policies.



RECORDER

Rashelle Hobbs

Maintains public land records, relating to real estate, liens, mining, and subdivision plats, to ensure transparency in real estate transactions.



TREASURER

Sheila Srivastava

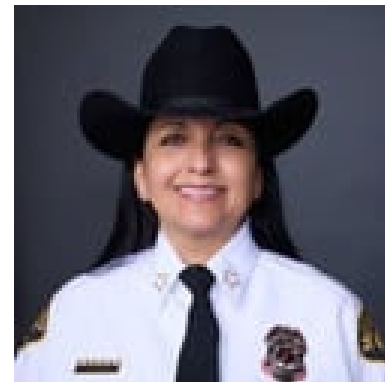
Collects, safeguards, and disburses county funds, including property tax payments, and manages the county's investments.



CLERK

Lannie Chapman

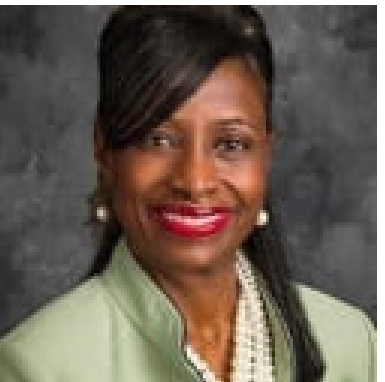
Oversees elections, marriage licenses, passports, and maintains official records for the County Council.



SHERIFF

Rosie Rivera

Runs the jail operations, manages search and rescue teams, and law enforcement for the unincorporated areas including the canyons.



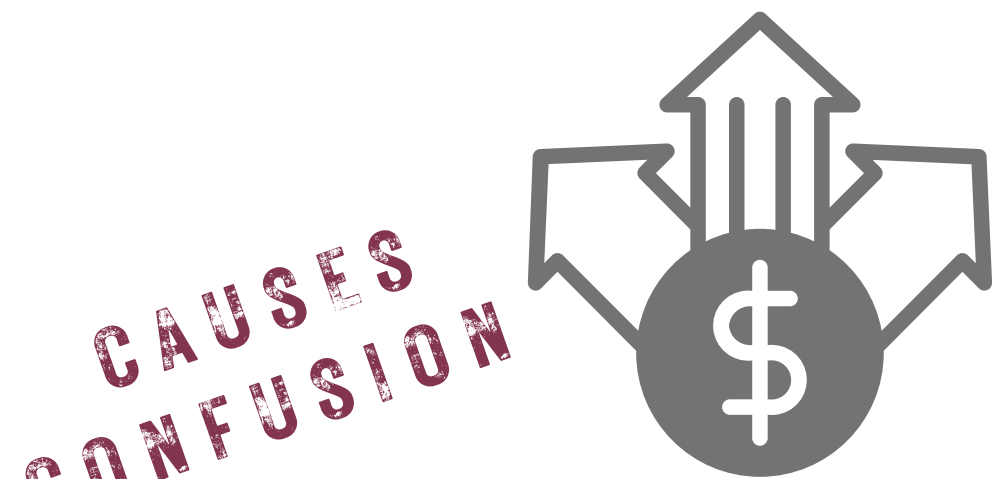
Justice Court Judge

Shauna Graves Robertson

The Salt Lake County Justice Court handles small claims, misdemeanors, and traffic cases

****This will dissolve June 2027.**

WHAT IS THE ESTIMATED 2025 SALT LAKE COUNTY BUDGET?



TOTAL BUDGET

\$2 Billion (Approx.)

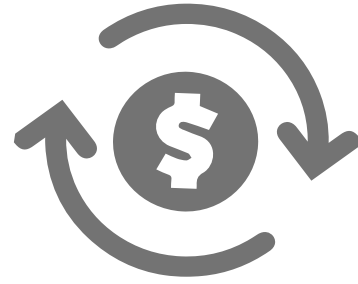
While this reflects the total amount adopted, **only a portion of it falls under the County Council's discretion--some are “pass through” taxes.**



NET COUNTY BUDGET

\$1.5 Billion (Approx.)

The net budget represents total revenues **minus “pass through” taxes.** This is the portion that falls under the County Council's discretion.



WHAT ARE PASS THROUGH TAXES?

- Appear in the budget for transparency, but don't impact county operations.
- County is middleman. Receives funds and forwards to other agencies.
- Not truly county funds.
- Examples: Cities, service providers, federal or state grants, UTA.

→ Council has NO DISCRETION over how these funds are used.

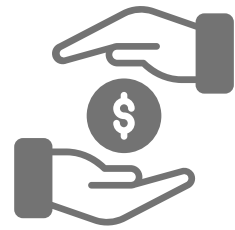
LEAST UNDERSTOOD
BUDGETARY ITEM

2025 Mayor's Proposed June Budget
PASS THROUGH TAXES

RDA Property Tax	33,616,073
Property Tax-RDA- Pass Thru	
Transportation sales tax	455,735,500
Mass Transit Pass Thru to UTA, cities & state	
New Sales Tax for Public Safety & Public Transportation (aka 5th 5th)	
0.15% beginning July 1, 2025 ~\$29M	
Visitor Promotion	5,854,588
Sandy Soccer Stadium Transient Room Tax	
State & General-Tax Administration	3,099,840
Multi County Pass Thru Revenue	

Grand Total \$498,306,001





SPECIAL REVENUE

- Source: County controlled funds from taxes or fees.
- Libraries, TRCC, Behavioral Health, etc.
- HIGHLY RESTRICTED USE
- Council has **some discretion** over use but can only fund certain things within certain funds.



GENERAL FUND

- Source: Primarily property taxes, sales tax, etc.
- Core government services—public safety, elections, public health, and administration.
- Most flexible.
- Only fund the council has **full discretion**.

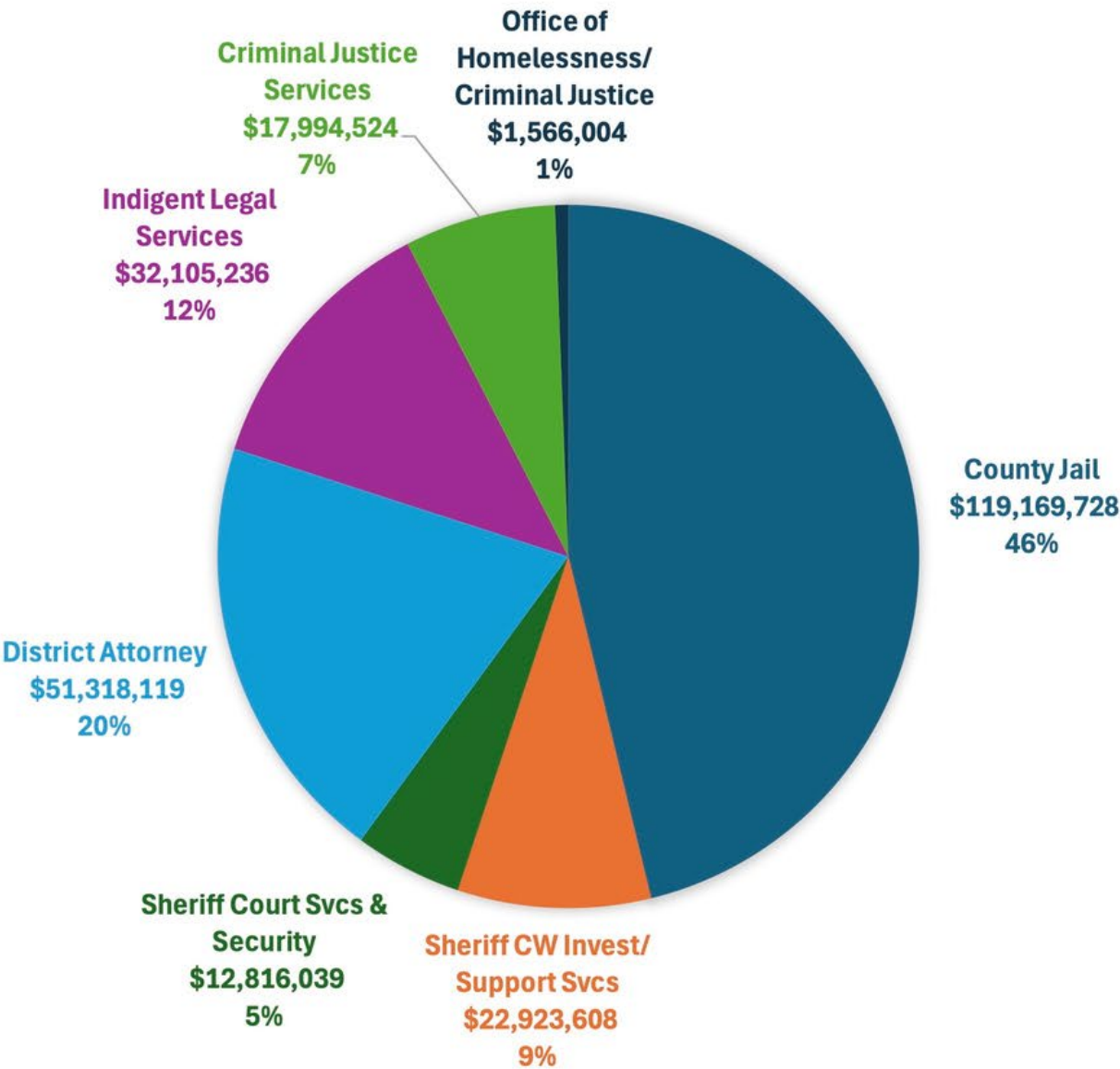


ENTERPRISE FUNDS

- Source: Fees charged to users through paid services—not taxes.
- These funds operate like businesses.
- Golf Courses, Landfill, Public Works
- Council has **limited discretion** over how this is used.

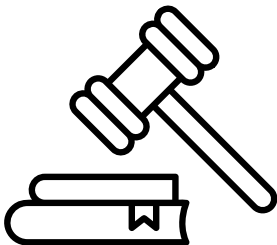
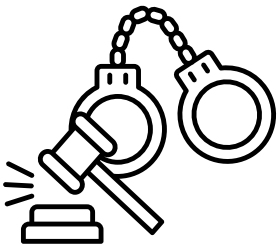
WHAT IS THE COUNTY'S LARGEST RESPONSIBILITY?

CRIMINAL JUSTICE NET COST
(EXPENDITURES LESS REVENUES)



PUBLIC SAFETY

Public Safety accounts for the largest portion of the budget. More than **74% of the county's general fund is allocated to public safety** including law enforcement, corrections, and prosecution.



HOW PROPERTY TAXES WORK IN UTAH



State law limits property tax revenue increases to only “new growth” (e.g., new construction or additions).



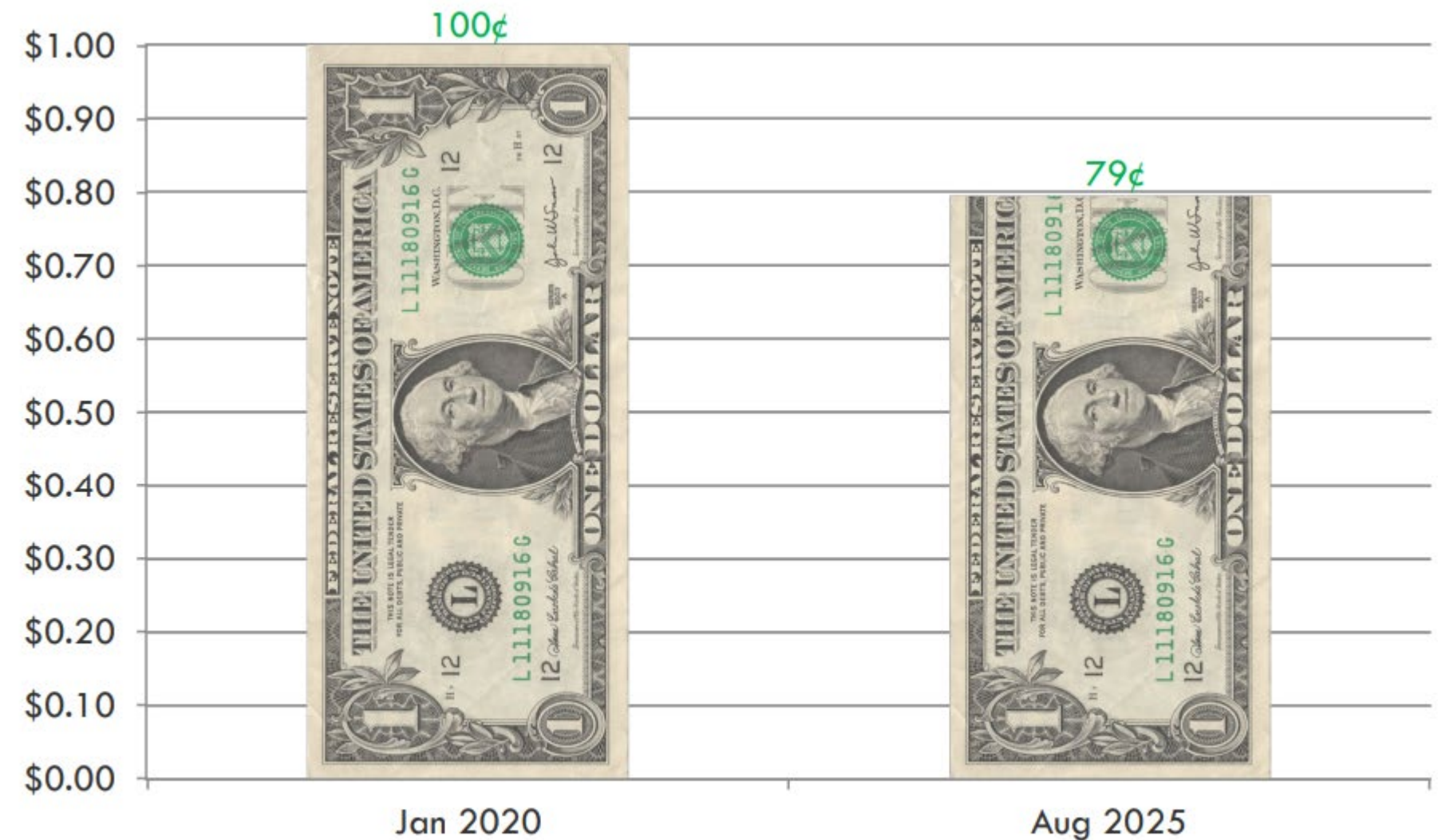
Inflation in property values does not increase revenue—rates are adjusted downward to keep revenue flat.



Population growth increases demand for county services.



This creates a budget gap, averaging about 1% or \$5M per year.



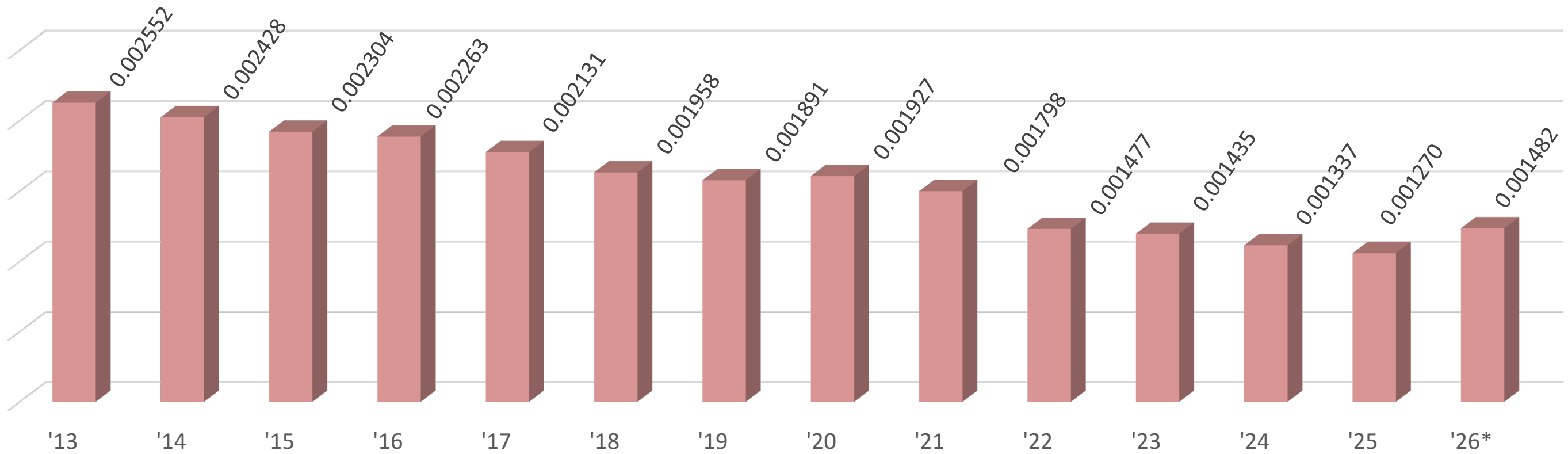
INFLATION INDEX: WEST URBAN CONSUMER PRICE INDEX - ALL URBAN CONSUMERS

Purchasing Power Erosion Due to Inflation

DECLINING TREND IN PROPERTY TAX RATES

Countywide and Assessing & Collecting

Excluding Bond Debt Service and Judgment Levies



* Projected rate based on projected taxable value with new growth. Advertised rate for 2026 is .001519.

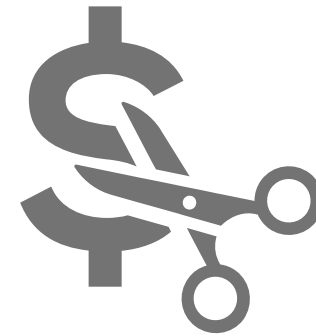
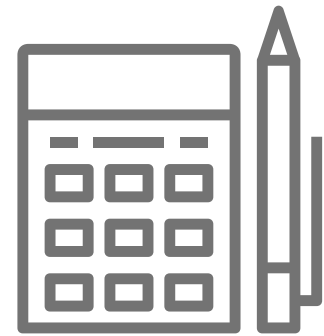
What portion of property taxes goes to the county?

[illegible]

When my property values go up, does my property tax automatically go up?

No - it does not. Utah's system is designed so that rising property values alone do not automatically raise your property tax bill. Each year, the County Auditor calculates a *certified tax rate* for every taxing entity (county, city, school district, etc.). That rate is adjusted downward so the entity collects the same total revenue as the prior year—plus new-growth revenue from new construction.

HOW HAS THE COUNTY RESPONDED?



The Council has consistently exercised **fiscal discipline**, cut spending while preserving Salt Lake County's top tier **AAA bond rating**—the highest available.

As part of its commitment to fiscal responsibility, the Council has **regular stress testing** in each agency to identify financial needs and **manage spending**.

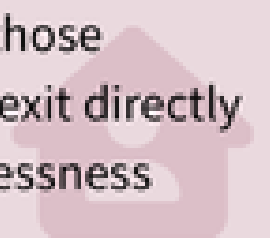
PUBLIC SAFETY NEEDS

OVERVIEW

- **Not a single new bed has been built since 2001**, even as the county's population has grown by nearly 300,000 and is expected to grow to 1.4 million by 2040.
- **Approximately one-fifth of the jail's beds are in Oxbow**, a failing facility that urgently needs to be replaced.
- At the same time, homelessness and mental illness have increased, and **our jail has become the state's default mental health provider**.
- Over the past ten years, the average person booked into the jail has been **booked seven times prior**, driving up costs while leaving underlying needs unmet.

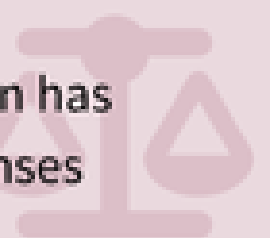
34%

percent of those
leaving jail exit directly
into homelessness



80%

of the jail
population has
prior offenses

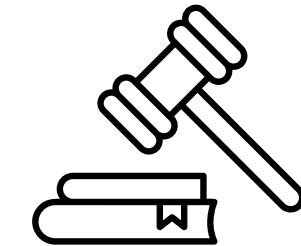
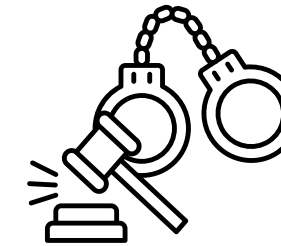
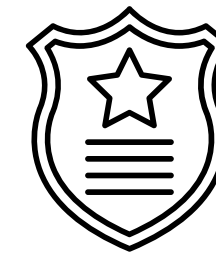


PUBLIC SAFETY NEEDS

JAIL REMAINS AT CAPACITY

Although beds have increased after opening Oxbow's third pod, the jail continues to **operate at or near capacity every day.**

Reopening the third pod at Oxbow added 184 individuals, placing **additional pressure on aging infrastructure and maintenance systems.**



Increased enforcement due to SLC Public Safety Plan has meant an **increase in bookings and individuals with multiple charges** is placing greater demands on judicial processing.

PUBLIC SAFETY NEEDS

GOALS:

- ✓ Rebuild capacity from Oxbow Jail (552 beds) at main facility
- ✓ Add new beds to meet growth and safety demands
- ✓ Expand mental health treatment from 88 → 160 beds
- ✓ Create a stepdown unit (100 beds) for re-entry support
- ✓ Look at a lower-security facility to save on costs to provide mental health, substance use, job training and wraparound services for low-level offenders in order to reduce recidivism.



MILLCREEK, UTAH
ORDINANCE NO. 26-41

**AN ORDINANCE REZONING CERTAIN PROPERTY LOCATED AT
APPROXIMATELY 2785 EAST 3300 SOUTH FROM THE RESIDENTIAL MIXED
(RM) ZONE AND THE COMMERCIAL (C) ZONE TO THE COMMERCIAL (C) ZONE**

WHEREAS, the Millcreek Council (“Council”) met in a regular meeting on June 8, 2026, to consider, among other things, an ordinance rezoning certain property located at approximately 2785 East 3300 South from the Residential Mixed (RM) Zone and the Commercial (C) Zone to the Commercial (C) Zone; and

WHEREAS, Utah Code Ann. § 10-20-503 provides in part that the Council may make zoning map amendments; and

WHEREAS, Utah Code Ann. § 10-20-503 also provides that the Council may not make any amendment to its land use ordinances unless the amendment was first submitted to the Planning Commission for its recommendation; and

WHEREAS, Utah Code Ann. § 10-20-503 also provides that the Council shall comply with the procedure specified in Utah Code Ann. § 10-20-502 in preparing and adopting an amendment to a land use regulation; and

WHEREAS, Utah Code Ann. § 10-20-502 provides that the Planning Commission shall provide notice as required by Subsection 10-20-205(1)(a) and, if applicable, Subsection 10-20-205(4) and hold a public hearing on the proposed land use ordinances; and

WHEREAS, on April 28, 2026, the required public hearing notice was published; and

WHEREAS, on May 13, 2026, the proposed amendment was submitted to the Planning Commission for its recommendation; and

WHEREAS, on May 20, 2026, the Planning Commission held the required public hearing with respect to this rezone; and

WHEREAS, at the May 20, 2026 Millcreek Planning Commission meeting, the Millcreek Planning Commission recommended approval of the proposed rezone; and

WHEREAS, the Millcreek Code of Ordinances provides, among other things, that before finally adopting any such rezone, the Council shall consider the application during a public meeting which has been properly noticed in compliance with the provisions of Title 52, Chapter 4, of the Open and Public Meetings Act; and

WHEREAS, on June 3, 2026, the Council caused the required notice to be given; and

WHEREAS, on June 22, 2026, the Council discussed and considered the rezone during a public meeting; and

WHEREAS, Section 18.33.020 of the Millcreek Code of Ordinances provides that each of the sections of the City which are amended or zoned be shown on the maps on file with Millcreek; and

WHEREAS, the Council finds that it is in the best interest of the citizens of Millcreek to adopt the rezone/map change as recommended by the Planning Commission.

NOW THEREFORE, BE IT ORDAINED by the Council that the property described in File # ZM-26-008 filed by Tyler Affleck, the property located at 2785 East 3300 South, is hereby rezoned/reclassified from the Residential Mixed (RM) Zone and the Commercial (C) Zone to the Commercial (C) Zone, such property being more particularly described as follows:

Parcel No: 16-26-307-025-0000

Address: 2785 East 3300 South

Legal Description: BEG S 24.75 FT & E 504.3 FT FR NW COR OF SW 1/4 OF SW 1/4 SEC 26 T 1S R 1E SLM; E 220 FT; S 112.76 FT; W 220 FT; N 112.76 FT TO BEG. 0.57 AC. 5414-0559 7102-2250 08486-1667

BE IT FURTHER ORDAINED, that pursuant to Section 18.33.020 of the Millcreek Code of Ordinances, the official zoning map showing the change enacted hereby be filed as provided in Section 18.33.020.

This Ordinance assigned no. 26-41, shall take immediate effect as soon as it shall be published or posted as required by law and deposited and recorded in the office of the City's recorder.

PASSED AND APPROVED this 8th day of June, 2026.

MILLCREEK COUNCIL

By: _____
Cheri Jackson, Mayor

ATTEST:

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No

CERTIFICATE OF POSTING

I, the duly appointed recorder for Millcreek, hereby certify that:
ORDINANCE 26-41: AN ORDINANCE REZONING CERTAIN PROPERTY LOCATED AT
APPROXIMATELY 2785 EAST 3300 SOUTH FROM THE RESIDENTIAL MIXED (RM)
ZONE AND THE COMMERCIAL (C) ZONE TO THE COMMERCIAL (C) ZONE was
adopted the 8th day of June 2026 and that a copy of the foregoing Ordinance 26-41 was posted in
accordance with Utah Code 10-3-711 this ____ day of June, 2026.

Elyse Sullivan, City Recorder

Millcreek City Council

Cheri Jackson, Mayor
Silvia Catten, District 1
Thom DeSirant, District 2
Nicole Handy, District 3
Bev Uipi, District 4



Millcreek City Hall

1330 East Chambers Avenue
Millcreek, Utah 84106
Millcreekut.gov
801-214-2700

ZM-26-008

City Council Staff Report

Meeting Date: 6/8/2026

Applicant: Tyler Affleck

Re: Rezone

Property Address: 2785 East 3300 South

Zone: From Residential Mixed & Commercial to Commercial

Prepared By: Zack Wendel

Scope of Decision: **Discretionary.** This is a legislative matter, to be decided by the Millcreek City Council upon receiving a recommendation from the Millcreek Planning Commission. Your recommendation can be broad in scope, but should consider prior adopted policies, especially the Millcreek General Plan.

REQUEST AND SYNOPSIS

The applicant is seeking to rezone a portion of property located at 2785 E 3300 S. The subject property is currently split between two zoning designations, the Residential Mixed (RM) Zone and the Commercial (C) Zone. The request seeks to rezone the portion currently zoned Residential Mixed (RM) to the Commercial (C) Zone, resulting in a single, unified commercial zoning designation for the entire property.

Consolidating the property under one zoning designation would help simplify and provide greater clarity regarding permitted uses and applicable zoning requirements.

No new development is proposed as part of this rezone application.

FINDINGS:

1. The subject property is 0.57 acres.
2. The existing commercial building on site was constructed in 2000.
 - a. The building is approximately 5,400 Square Feet.
 - b. The site has 21 surface parking spaces.
 - c. Current use is a medical office.
3. The Future Land Use designation is Mixed Use 1.
 - a. A mix of commercial, retail, professional offices, medium density residential, and service-

- oriented uses.
- b. Development along Mixed-Use 1 Corridors will generally be 1 to 2 stories. Development abutting a lower-intensity, established residential neighborhoods should provide transitions in massing and height.
4. The subject property is split between Millcreek's Residential Mixed (RM) Zone and the Commercial (C) Zone.
 5. Abutting properties to the west are zoned Residential Mixed, properties to the east are zoned Commercial, and properties to the north are zoned Single-Household Residential (R-1-8).
 6. Staff was unable to determine why the property is split between two zoning designations as the property was developed prior to Millcreek's incorporation as a city.
 7. At the time of development, the Residential Mixed Zone and the Commercial Zone were more similar regarding allowed uses and development standards.
 8. The Residential Mixed Zone and Commercial Zone under Millcreek's current Zoning Ordinance are now distinctly different regarding allowed uses and development standards.
 9. Millcreek's current Residential Mixed Zone requires a conditional use permit for all non-residential uses and limits non-residential uses to smaller, typically lower impact commercial uses. Such as, Depository Financial Institutions, Commercial Daycare or Preschool, Gym/Fitness Studio, Medical or Dental Clinic, Office, Personal Services, Eating and Drinking Establishments, and Neighborhood or General Retail. MKZ [18.39.030 Permitted Uses And Conditional Uses](#)
 10. The Commercial Zone has a larger list of permitted and conditional uses as compared to the RM Zone with many of the conditional uses in the RM Zone as permitted uses. MKZ [18.44.030 Permitted Uses And Conditional Uses](#)
 11. Consolidating the property under one zoning designation would help simplify and provide greater clarity regarding permitted uses and applicable zoning requirements.
 12. No new development is being proposed as part of this rezone application. The existing building and the current tenant will remain at this time.

CONCLUSIONS:

1. **Planning Commission:** On May 20th, 2026, the Planning Commission heard and discussed this rezone application. The Planning Commission unanimously forwarded a positive recommendation to the City Council.
2. **Planning Open House Meeting:** Residents within 600' radius of the property were noticed to participate in an open house meeting, that was held on May 5th, 2026. Staff did not receive any comments in response to the application. However, clarifications were asked regarding the use of the property should the rezone be approved.
3. **EMCCC:** On May 7th, 2026, EMCCC discussed the application and forwards a positive recommendation to the Planning Commission.
4. The zone change's intention is to clean up portions of land that are not consistent.
5. The zone change will not create any nonconformities or increase the degree of nonconformity of any existing structure or use.
6. The proposed zone clean-up will stay in line with the Future Land Use Map designation.
7. No new development is being proposed as part of this rezone application. The existing building and the current tenant will remain at this time.

RECOMMENDATIONS:

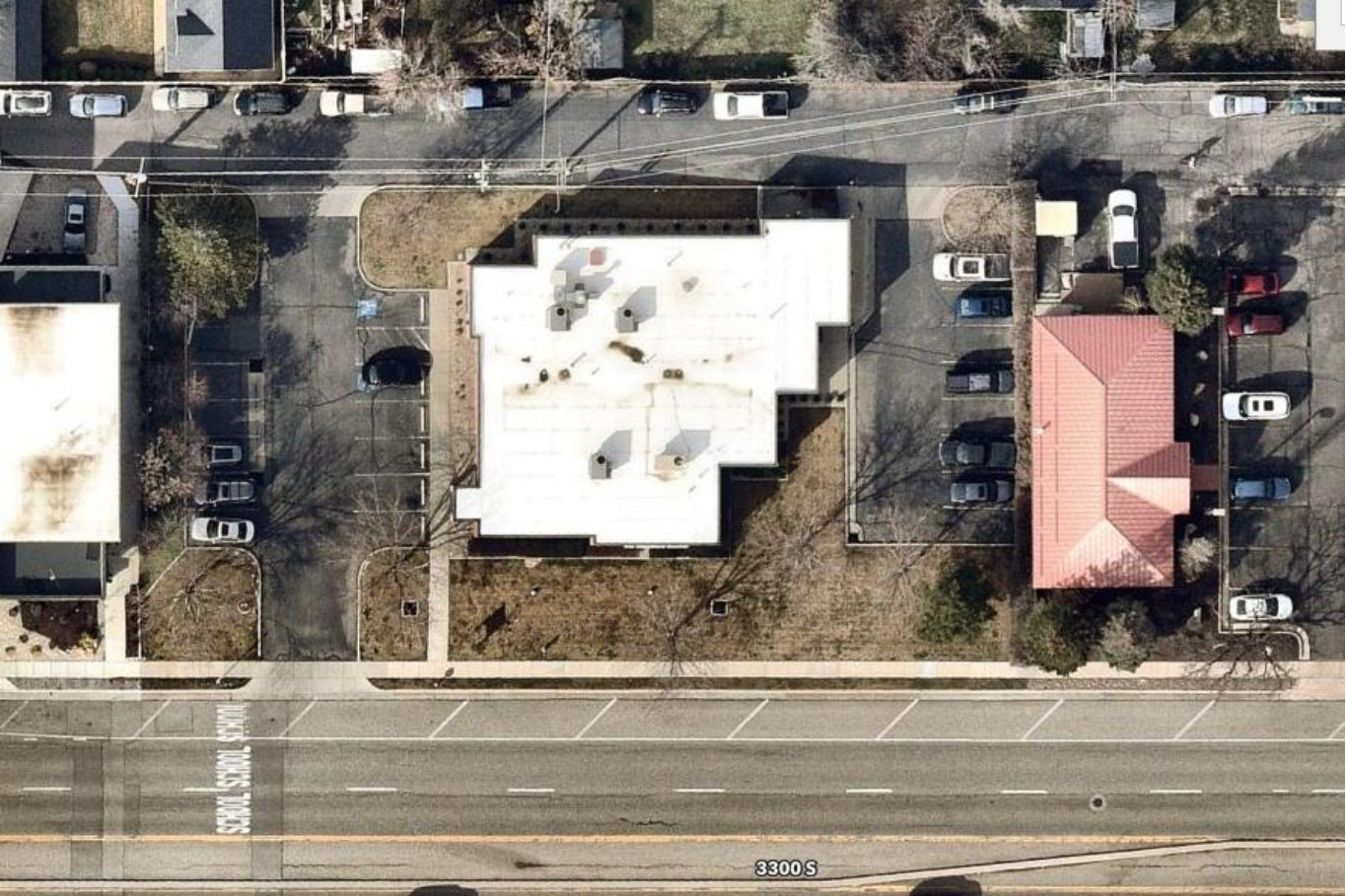
Staff Recommendation: Based on the findings and conclusions listed above, Staff recommend that the City Council take public comments and approve application file number ZM-26-008, as presented, unless facts are presented that contradict these findings or new facts are presented, either of which would warrant further investigation by Staff.

I move that the City Council approve application ZM-26-008, as presented.

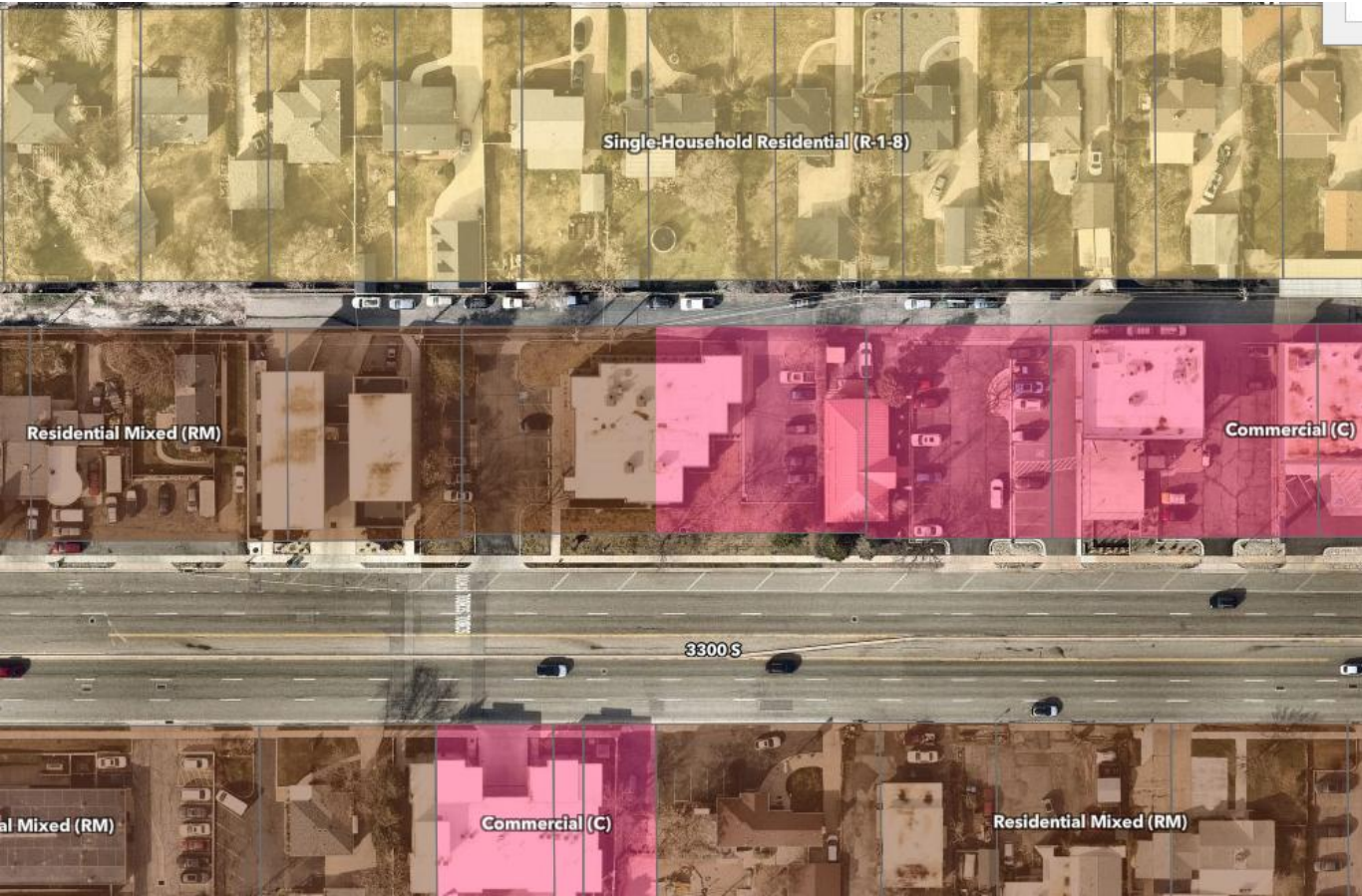
SUPPORTING DOCUMENTS

- Aerial Map
- Zoning Map
- Land Use Map
- Letter of Intent
- MKZ 18.39.030
- MKZ 18.44.030
- EMCCC Letter

Aerial Map



Zoning Map



Land Use Map



Letter of Intent

The building located at 2785 E 3300 S was constructed prior to the incorporation of the City of Millcreek. As a result of subsequent zoning updates, the property was split between mixed residential and commercial designations. This split zoning does not align well with the existing and intended commercial use of the building. To better accommodate the current tenant and support future commercial tenants, City planning staff have recommended consolidating the property under a single commercial zoning designation.

18.39.030 Permitted Uses And Conditional Uses

Uses in the Residential Mixed (RM) Zone is as set forth in Table 18.39-1, Permitted and Conditional Uses in the Residential Mixed (RM) Zone. If a use is not explicitly designated in the table, then the use is prohibited. Certain use prohibitions or use limitations are listed in Table 18.39-1. Such use prohibitions or use limitations apply in addition to the general provision that uses not explicitly designated in the table are prohibited. An applicant seeking a Millcreek Business License may submit a Classification Request by following the procedure as set forth in [MKZ 18.15.030 \(J\)](#), to determine whether a proposed land use aligns with an existing land use listed in Table 18.39-1.

Table 18.39-1 Permitted and Conditional Uses in the Residential Mixed (RM) Zone		
Land Use	RM	Limitations/References
<i>P= Permitted, C= Conditional Use Review Required</i>		
<i>Residential Uses</i>		
Dwelling, Single-Household	P	
Dwelling, Two-Household	P	
Dwellings, Three- or Four-Household	P	
Dwellings, Multiple-Household up to 32' building height and up to 25 units	P	Mixed-use shall be required for developments located within 500' of specified intersections. See additional standards below.
Dwellings, Multiple-Household over 32' building height or more than 25 units	C	Mixed-use shall be required for developments located within 500' of specified intersections. At least three units shall have primary façade and primary entrance facing the street in developments with more than six units
Affordable Housing	P	Subject to MKZ 18.78, Affordable Housing Incentives
Home Business	P	Subject to MKZ 18.76, Special Business Land Use Regulations
Home Daycare or Preschool – up to 6 children	P	Subject to MKZ 18.76, Special Business Land Use Regulations
Home Daycare or Preschool – 7 to 12 children	C	Subject to MKZ 18.76, Special Business Land Use Regulations
Live/Work Unit	P	Only permitted in association with requirements for mixed use developments as set forth in MKZ 18.43.090 .
Residential Facilities for Elderly Persons or Persons With a Disability	P	Limitations as set forth in MKZ 18.74, Residential Facilities for Persons With a Disability

Nursing Home or Assisted Living	C	
Short-Term Rental	P	Provided a valid Millcreek business license has been issued and is in good standing with respect to the property. Further limitations are as set forth in MKC 5.19, Short Term Rentals .
<i>Commercial Uses</i>		
Depository Financial Institution	C	Allowed within legally-established commercial buildings or within mixed use. Drive-up Windows are prohibited.
Mixed Use	C	
Commercial Daycare or Preschool	C	Allowed within legally-established commercial buildings or within mixed use.
Gym / Fitness Studio	C	Allowed within legally-established commercial buildings or within mixed use.
Medical or Dental Clinic	C	Allowed within legally-established commercial buildings or within mixed use.
Office	C	Allowed within legally-established commercial buildings or within mixed use.
Personal Service	C	Allowed within legally-established commercial buildings or within mixed use.
Eating or Drinking Establishments, Dine-In	C	Allowed within legally-established commercial buildings or within mixed use. Drive-up Windows are prohibited.
Neighborhood Retail or General Retail	C	Allowed within legally-established commercial buildings or within mixed use.
<i>Civic and Institutional Uses</i>		
Public Use	C	
Quasi-Public Use	C	
Religious Assembly	P	
Schools, Public and Private	P	
<i>Miscellaneous Uses</i>		

Accessory Uses, Buildings and Structures	P	As set forth in MKZ 18.59, Accessory Structures
Temporary Uses	P	As set forth in MKZ 18.58, Temporary Uses and Structures

HISTORY

Repealed & Reenacted by Ord. [25-12](#) on 4/28/2025

Amended by Ord. [25-38](#) on 9/8/2025

18.44.030 Permitted Uses And Conditional Uses

- A. Uses in the Commercial (C) Zone are as set forth in Table 18.44-1 Permitted and Conditional Uses in the Commercial (C) Zone. If a use is not explicitly designated in the table, then the use is prohibited. Certain use prohibitions or use limitations are listed in Table 18.44-1. Such use prohibitions or use limitations apply in addition to the general provision that uses not explicitly designated in the table are prohibited. An applicant seeking a Millcreek Business License may submit a Classification Request by following the procedure as set forth in [MKZ 18.15.030 \(J\)](#), to determine whether a proposed land use aligns with an existing land use listed in Table 18.44-1.

Table 18-44-1 Permitted and Conditional Uses in the Commercial (C) Zone		
Land Use	C	Limitations / References
<i>P= Permitted, C= Conditional Use Review Required</i>		
<i>Residential Uses</i>		
Affordable Housing	P	Subject to the requirements and incentives for affordable housing as set forth in MKZ 18.78, Affordable Housing Incentives .
Dwelling, Multiple Household	C	Only permitted as part of a mixed use development, subject to the development standards as set forth in MKZ 18.44.090 (H) .
Nursing Home or Assisted Living	P	
Home Business	P	Permitted in legally-established dwellings in the C Zone. Subject to MKZ 18.76, Special Business Land Use Regulations .
Residential Facility For Elderly Persons or Persons With a Disability	P	Limitations as set forth in MKZ 18.74, Residential Facilities for Persons With a Disability .
Caretaker Dwelling	P	Additional use standards apply as set forth in MKZ 18.44.090
<i>Commercial Uses</i>		
Kennel, Indoor or Outdoor	P	Outdoor kennels or animal play areas prohibited within 300' of a Residential Zone Boundary or a legally established residential use.

Automobile, Equipment, or Recreational Vehicle Sales or Rental	C	Only allowed when located on arterial roadways 100' or greater in width. Prohibited within 300' of a residential use or a residential zone. Additional use standards apply as set forth in MKZ 18.44.090 .
Automobile Service and Repair	C	Prohibited within 150' of a residential use or a residential zone and within 1,320' (1/4 mile) of an established substantially similar business. Additional use standards apply as set forth in MKZ 18.44.090 .
Car Wash	C	Prohibited within 150' of a residential use or a residential zone and within 300' of a major intersection and within 1,320' (1/4 mile) of an established substantially similar business.
Medical or Dental Clinic	P	
Mixed Use	C	Additional use standards apply as set forth in MKZ 18.44.090
Commercial Daycare or Preschool	P	
Commercial Entertainment under 25,000 square feet	P	Outdoor entertainment uses are prohibited within 300' of legally established dwelling or a Residential Zone Boundary. Indoor or Outdoor Gun or Archery Ranges are prohibited.
Commercial Entertainment, 25,000 square feet or more	C	Outdoor entertainment uses are prohibited within 300' of a legally established dwelling or a Residential Zone Boundary. Indoor or Outdoor Gun or Archery Ranges are prohibited.
Commercial Kitchen / Ghost Kitchen	P	
Commercial Parking Lot or Commercial Parking Garage	C	Parking garages shall include non-residential uses for at least 75% of the ground story facing a public street.

Community Garden	P	
Depository Financial Institution	P	
Drive-up Window	C	Drive up windows prohibited within mixed use developments. Additional development standards apply as set forth in MKZ 18.44.090 (D) .
Eating and Drinking Establishment	P	
Flex Space	P	Maximum square footage of 10,000 square feet per building, a minimum of 20% of story area must be office and or retail uses.
Fuel Station	C	Prohibited within 1,320' (1/4 mile) of an existing fuel station and within 150' of a residential use or a residential zone. See additional development standards as set forth in MKZ 18.44.090 (G) .
Funeral Home or Mortuary	P	
Greenhouse or Plant Nursery	P	
Gym or Fitness Studio under 5,000 square feet	P	
Gym or Fitness Studio - 5,000 square feet or more	C	
Hospital	C	
Light Service and Repair	P	Maximum square footage of 10,000 square feet.
Live/Work Unit	P	Only permitted in association with mixed use set forth in the development standards as set forth in MKZ 18.44.090 (H) .
Lodging	P	
Non-Depository Financial Institution	P	Prohibited within 300' of a major intersection and within 2,640' (1/2 mile) of an established substantially similar business.
Office	P	

Pawn Shop	P	Prohibited within 300' of a major intersection and within 2,640' (1/2 mile) of an established substantially similar business.
Personal Service	P	
Reception or Event Center	P	Outdoor uses prohibited within 300' of a residential use or a Residential Zone Boundary.
Neighborhood or General Service	P	
Neighborhood or General Retail	P	
Retail Sales	P	Retail Tobacco Specialty Businesses are prohibited within 1,320' (1/4 mile) of an established substantially similar business.
Retail Food Trucks, Pop-Up Markets, and/or Farmer's Market	P	Subject to Temporary Use Standards as set forth in MKZ 18.58, Temporary Uses and Structures .
Self-Storage facility	C	Prohibited within 300' of a major intersection and within 1,320' (1/4 mile) of an established substantially similar business. Additional location restrictions apply as set forth in MKZ 18.44.090 .
Temporary Uses	P	As set forth in MKZ 18.58, Temporary Uses and Structures
<i>Institutional Uses</i>		
Wireless Telecommunication Facility	P	Must be a Stealth Facility, subject to the standards as set forth in MKZ 18.75, Wireless Telecommunications Facilities .
Public Use	P	Detention Facilities or Jails are not permitted
Religious Assembly	P	
Schools, Public and Private	P	
Quasi-Public Use	P	

B. Table 18.44-1 Notes:

1. Distances from major intersections are measured from the nearest point of the right-of-way at an intersection to the subject property at the nearest point.
2. Distances between similar uses are measured from the nearest point of a property line with the similar use to the nearest point of the subject property line.
3. Use separation distances are measured from property line. Uses within the separation area are limited to those not directly affiliated with the primary use such as ancillary parking and landscaping.

HISTORY

Repealed & Reenacted by Ord. [25-12](#) on 4/28/2025

Amended by Ord. [25-38](#) on 9/8/2025



May 11, 2026

To: Millcreek Planning Commission
Millcreek Planning & Zoning

Subject: ZM-26-008 Rezone/Consolidation 2785 E 3300 S
Applicant, Tyler Affleck

At the May 7, 2026, meeting of the East Millcreek Community Council (EMCCC) discussed this application, a partial rezone/zone consolidation of the parcel from from RM to Commercial. No objections were raised.

The EMCCC forwards a **positive** recommendation to the Planning Commission.

/s/

Jamie Allyn
Vice chair | Land Use, EMCCC

CC: Zach Wendel
Francis Lilly
EMCCC

MILLCREEK, UTAH
ORDINANCE NO. 26-42

**AN ORDINANCE REZONING CERTAIN PROPERTY LOCATED AT
APPROXIMATELY 765 E 4500 S FROM THE RESIDENTIAL MIXED (RM) ZONE TO
THE COMMERCIAL (C) ZONE**

WHEREAS, the Millcreek Council (“Council”) met in a regular meeting on June 8, 2026, to consider, among other things, an ordinance rezoning certain property located at approximately 765 E 4500 S from the Residential Mixed (RM) zone to the Commercial (C) zone; and

WHEREAS, Utah Code Ann. § 10-20-503 provides in part that the Council may make zoning map amendments; and

WHEREAS, Utah Code Ann. § 10-20-503 also provides that the Council may not make any amendment to its land use ordinances unless the amendment was first submitted to the planning commission for its recommendation; and

WHEREAS, Utah Code Ann. § 10-20-503 also provides that the Council shall comply with the procedure specified in Utah Code Ann. § 10-20-502 in preparing and adopting an amendment to a land use regulation; and

WHEREAS, Utah Code Ann. § 10-20-502 provides planning commission shall provide notice as required by Subsection 10-20-205(1)(a) and, if applicable, Subsection 10-20-205(4) and hold a public hearing on the proposed land use ordinances; and

WHEREAS, on April 27, 2026, the required public hearing notice was published; and

WHEREAS, on May 13, 2026, the proposed amendment was submitted to the planning commission for its recommendation; and

WHEREAS, on May 20, 2026, the planning commission held the required public hearing with respect to this rezone; and

WHEREAS, at the May 20, 2026 planning commission meeting, the Millcreek Planning Commission recommended approval of the proposed rezone; and

WHEREAS, the Millcreek Code of Ordinances, provides among other things, that before finally adopting any such rezone, the Council shall consider the application during a public meeting which has been properly noticed in compliance with the provisions of Title 52, Chapter 4, of the Open and Public Meetings Act; and

WHEREAS, on June 3, 2026, the Council caused the required notice to be given; and

WHEREAS, on June 8, 2026, the Council discussed and considered the rezone during a public meeting; and

WHEREAS, Section 18.33.020 of the Millcreek Code of Ordinances provides that each of the sections of the City which are amended or zoned be shown on the maps on file with Millcreek; and

WHEREAS, the Council finds that it is in the best interest of the citizens of Millcreek to adopt the rezone/map change as recommended by the Planning Commission.

NOW THEREFORE, BE IT ORDAINED by the Council that the property described in File # ZM-26-007 filed by Allen Parkinson, the property located at 765 E 4500 S is hereby rezoned/reclassified from the residential mixed zone to the commercial zone, such property being more particularly described as follows:

Parcel ID:
22053020250000

Address:
765 E 4500 S
Millcreek UT, 84107

Legal Description:
BEG N 89°47'00" E 456.21 FT & N 0°13'00" E 28.53 FT M OR L FR SW COR OF LOT 2, BLK 5, TEN ACRE PLAT A, BIG FIELD SUR; N 0°13'00" E 200.47 FT M OR L; N 89°47'00" E 93 FT; S 0°13'00" W 209 FT M OR L; N 84°58'14" W 93.33 FT TO BEG.

BE IT FURTHER ORDAINED, that pursuant to Section 18.33.020 of the Millcreek Code of Ordinances that the official zoning map showing the change enacted hereby be filed as provided in Section 18.33.020.

This Ordinance assigned no. 26-42, shall take immediate effect as soon as it shall be published or posted as required by law and deposited and recorded in the office of the City's recorder.

PASSED AND APPROVED this 8th day of June, 2026.

MILLCREEK COUNCIL

By: _____
Cheri Jackson, Mayor

ATTEST:

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No

CERTIFICATE OF POSTING

I, the duly appointed recorder for Millcreek, hereby certify that:

ORDINANCE 26-42: AN ORDINANCE REZONING CERTAIN PROPERTY LOCATED AT APPROXIMATELY 765 E 4500 S FROM THE RESIDENTIAL MIXED (RM) ZONE TO THE COMMERCIAL (C) ZONE was adopted the 8th day of June, 2026 and that a copy of the foregoing Ordinance 26-42 was posted in accordance with Utah Code 10-3-711 this ____ day of June, 2026.

Elyse Sullivan, City Recorder

Millcreek City Hall
1330 E Chambers Ave
Millcreek, Utah 84106
millcreekut.gov



Planning & Zoning
(801) 214-2700
planner@millcreekut.gov

ZM-26-007

Staff Report

Meeting Date: 6/8/2026

Applicant: Allen Parkinson

Re: Rezone to Commercial

Property Address: 765 E 4500 S

Zone: Residential Mixed (RM)

Prepared By: Sean Murray

Scope of Decision: **Discretionary.** This is a legislative matter, to be decided by the Millcreek City Council upon receiving a recommendation from the Millcreek Planning Commission.

REQUEST AND SYNOPSIS

The applicant, Allen Parkinson, has filed a rezone application to rezone the property at 765 E 4500 S from its current Residential Mixed (RM) zoning to Commercial (C) zoning. The reason for the rezone request is to build a new office building on the site for the applicant's business, Think Tank Creative, a graphic design and print company. The applicant's business has seen significant growth in the past 15 years and requires a new office to fit the growing number of employees, customers, and projects the business has recently undertaken. Currently, the property consists of house and garage that have been converted to be used as an office for the business.

In fall of 2024 the applicant approached Millcreek about building a new office building on the site. At the time, office uses in the RM zone were a permitted use meaning that the applicant could build a new building by right without having to go through a public application process. In Spring of 2025, Millcreeks' new zoning code came into effect which changed the requirements in the RM zone to only allowing office uses in existing buildings. A newly constructed office building cannot be allowed in the existing RM zone. Due to this, the applicant has filed a rezone to change the zoning to Commercial to allow for the new office building to be constructed on the site.

Commercial zoning allows office development as a permitted use, meaning that the applicant/property owner can build a new office building by right so long as it adheres to the various city standards laid out in code. Staff will conduct a site plan review before any construction starts to ensure that the new building will adhere to planning, engineering, and fire standards. Other utility improvements, such as water infrastructure and fire hydrants, will be done in conjunction with any building on the site.

Staff are not seeking a development agreement with this rezone since the standards laid out in code will ensure that the new development will be in harmony with the surrounding neighborhood and General Plan.

GENERAL PLAN CONSIDERATIONS

Future Land Use Map

The Millcreek Together General Plan future land use map outlines the property at 765 E 4500 S as “Mixed Use-1” which aims to for uses such as retail, medium density residential, and professional offices. Rezoning this property to commercial aligns with this future land use designation as this use of professional office along the 4500 S corridor fits with the City’s long term goals for the area. Uses such as professional offices also provide an ideal transition between the busy 4500 S corridor and the established residential neighborhood located directly north of the subject property.

Subchapter 3.2: Thriving Economy

Millcreeks General Plan subchapter 3.2 discusses the importance of retaining and expanding businesses within the City. To create a strong and resilient economy, Millcreek aims to focus on attracting and retaining employers to the City. Think Tank Creative is a growing business within Millcreek that provides services to Millcreek residents and businesses around the county and state. Rezoning this property to allow for a new, larger office for this business aligns well with the goals laid out in the Millcreek General Plan.

Goals and Strategies

Business Culture. Goal E-2: Cultivate a business culture that allows existing establishments to grow in place, draws new firms to Millcreek and encourages more homegrown enterprises.

Strategy 2.5: Support efforts to attract, expand and retain large, medium and small businesses that offer high quality jobs, generate local tax revenue and/or provide needed goods or services to residents.

Allowing for businesses such as Think Tank Creative to grow and build within Millcreek is vital to creating a strong and resilient economy.

NEIGHBORHOOD MEETING

On March 17th, 2026, the applicant hosted a neighborhood meeting in accordance with MKZ 18.14.030 & 18.15.010(C)(3)(c). The meeting was held on the subject property at 765 E 4500 S. No neighbors attended the meeting. A copy of the mailer is attached at the end of this report.

PLANNING OPEN HOUSE & PUBLIC COMMENTS

The applicant attended the planning open house on May 5th at City Hall. During the open house the applicant was only approached by a few residents with general questions about the request.

No residents have submitted comments to the applicant or planning staff at the time of writing this report. The Millcreek Community Council forwarded a positive recommendation to the Planning Commission to approve this rezone as proposed. Their letter can be found at the end of this staff report.

PLANNING COMMISSION

During their regularly scheduled planning commission meeting on May 20th, the Planning Commission heard from staff about the application to rezone the property. There were no public comments. The Planning Commission made a motion to recommend approval of the rezone to City Council with all eight members voting in favor of the rezone.

FINDINGS, CONCLUSIONS, & RECOMMENDATION

Planning staff have reviewed the information provided by the applicant and believe that rezoning the property for this commercial use aligns well with multiple parts of the General Plan and city policy. The applicant has provided a site plan and concept elevation for the proposal. Any development on the site will be reviewed to ensure it complies with all the requirements found in Millcreeks municipal and zoning codes prior to construction beginning on the site.

Findings:

1. The property is currently zoned RM which does not allow for new office building development,
2. The property sits on the 4500 S corridor, a large east-west corridor that houses multiple office, retail, and residential developments,
3. Think Tank Creative has been located on this site for over 15 years,
4. The property is roughly 19,000 square feet in size, and
5. Office development is a permitted use in the Commercial zone.

Conclusions:

1. Rezoning the property to Commercial will allow for office development,
2. This area of 4500 S is identified as “Mixed Use-1” on the future land use map which allows for professional office development,
3. Rezoning the property will allow for an existing Millcreek business to grow and expand within the City,
4. The site meets all the spatial requirements outlined in the Commercial zone, and
5. The development will have to go through a site plan application with Millcreek prior to issuance of a building permit.

Recommendation:

Based on the Findings and Conclusion listed above, staff recommend that the City Council approve application file number (ZM-26-007), unless during the hearing facts are presented that contradict these findings or new facts are presented, either of which would warrant further investigation by staff.

SUPPORTING DOCUMENTS

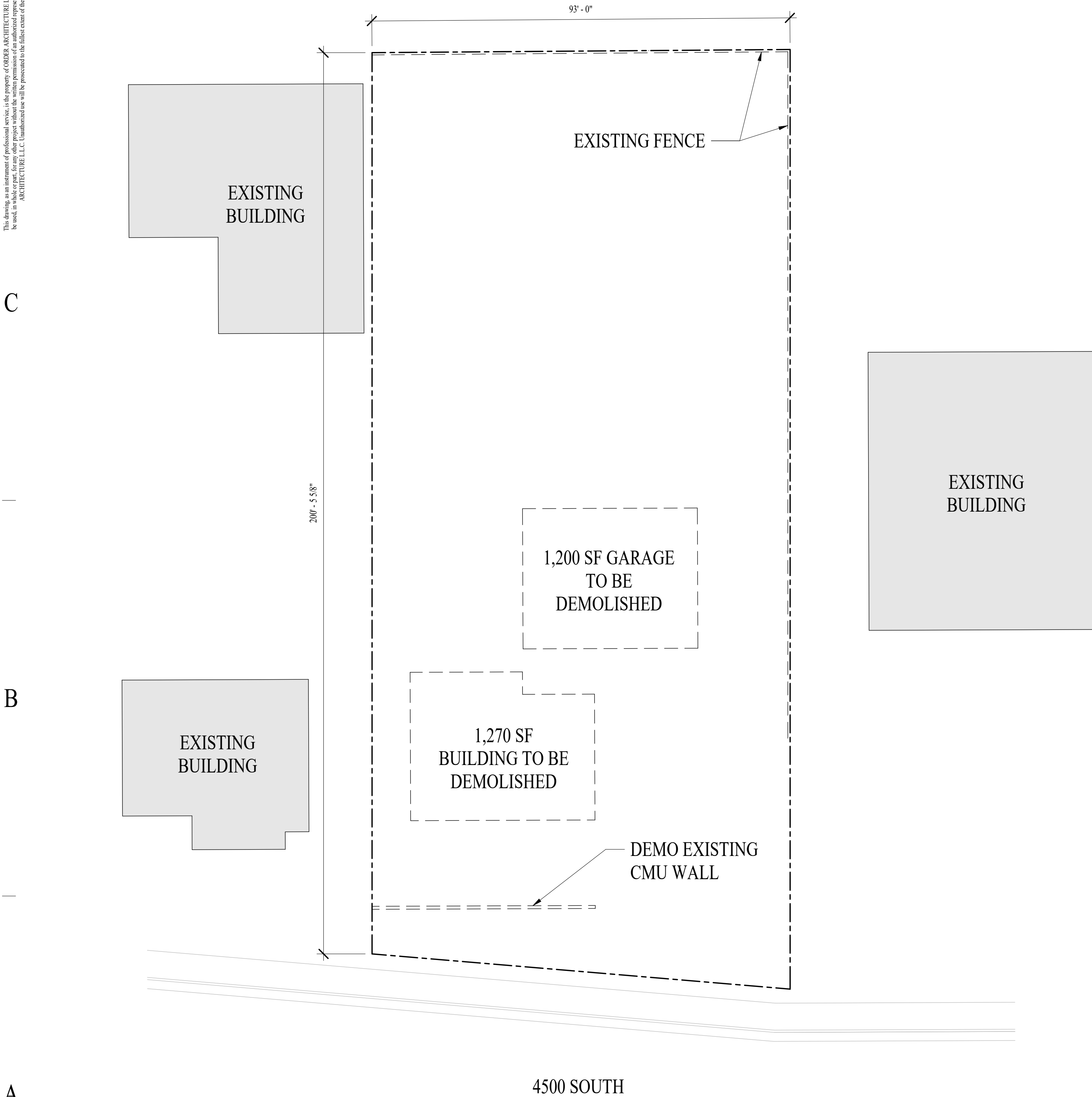
- Proposed Site Plan
- Millcreek Community Council Letter
- Concept Elevation
- Letter of Intent from the Applicant
- Neighborhood Meeting Flyer

D

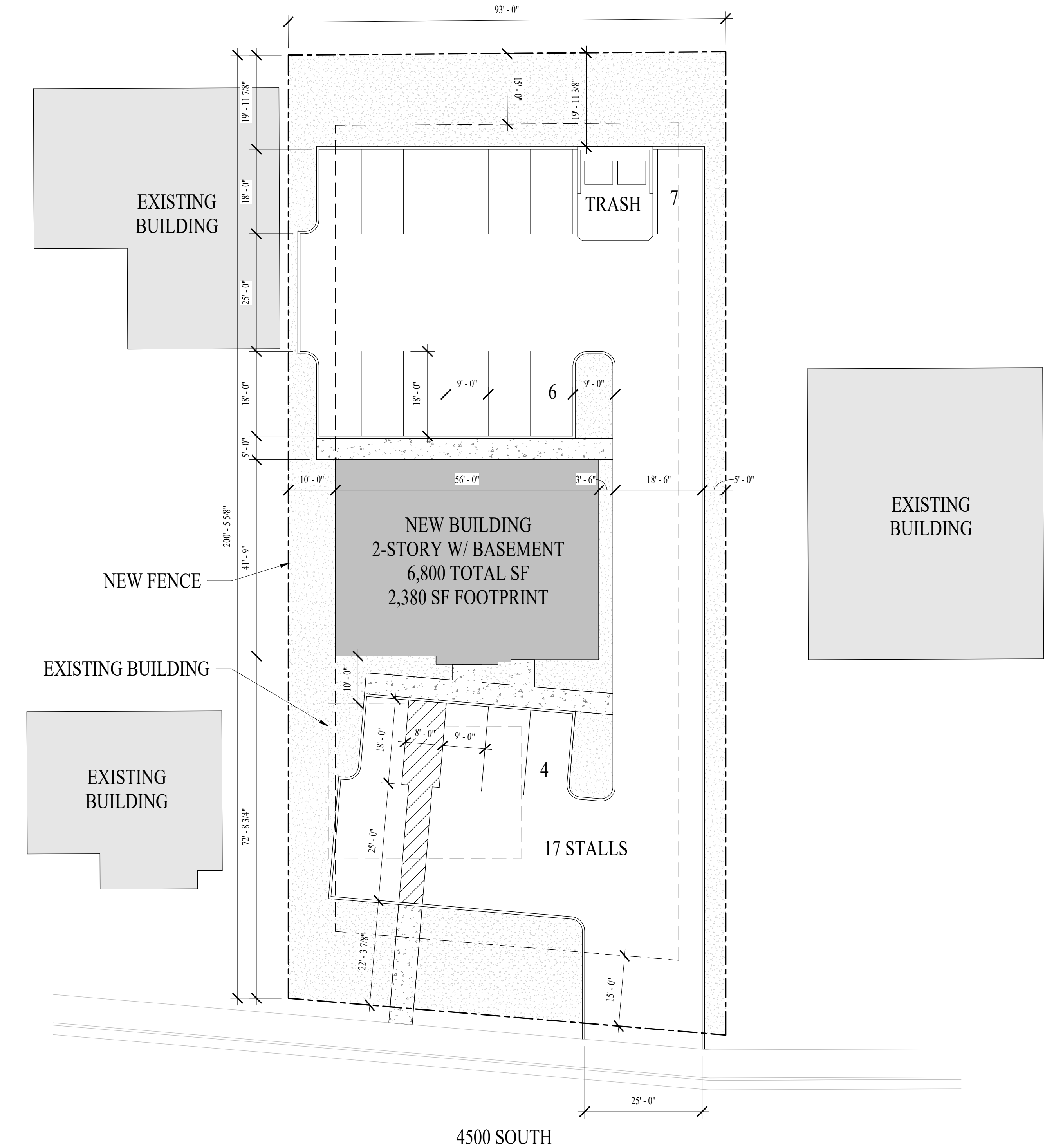
C

B

A



4



SITE PLAN INFORMATION:

SITE AREA:	0.437 ACRES (19,040 SF)	
ZONING:	C - COMMERCIAL (PROPOSED)	
PERMITTED USE:	OFFICE	
FIRE SPRINKLERS:	YES	
PROPOSED PROJECT:	EXISTING THINK TANK BUSINESS TO REPLACE THEIR EXISTING OFFICE BUILDING / REMODELED HOUSE INTO AN OFFICE BUILDING WITH POSSIBLE TENANT SPACE.	
SETBACKS	BLDG	LANDSCAPE
FRONT =	15'	8'
SIDE =	10'	0'
REAR =	25'	0'
MAX. BUILDING HEIGHT:	35' WITHIN 100' OF A RESIDENTIAL ZONE BOUNDARY	
MAX. LOT COVERAGE:	80%	
PARKING LOT LANDSCAPING:	5%	
REQUIRED PARKING:	17 SPACES (1 SPACE PER 400 GSF OFFICE)	
PROVIDED PARKING:	17 SPACES	
EV PARKING STALLS:	15%	
BIKE PARKING:	2 SPACES	

D

C

B

A

MARK	ISSUE DESCRIPTION	ISS. DATE	REV. DESCRIPTION	REV. DATE
01	SCHEMATICS	03-30-2025		

ORDER
ARCHITECTURE

T 801.597.7641
4478 W DORENA LN
SOUTH JORDAN, UT 84009
paul@order-arch.com
www.order-arch.com

THINK TANK
765 EAST 4500 SOUTH
MILLCREEK, UT 84107

PROJECT NUMBER 233.2401
ARCHITECTURAL SITE PLAN
DRAWING NUMBER AS101



May 5, 2026

Millcreek City Planning Commission
3330 S 1300 E
Millcreek, UT 84106

Re: Recommendations from the Millcreek Community Council – May 5, 2026 Meeting
For the May, 2026 Planning Commission Meeting

Dear Commissioners,

The Millcreek Community Council respectfully submits the following recommendations from our regular meeting held on May 5, 2026. These recommendations pertain to four applications scheduled for consideration at your May, 2026 meeting.

SV-26-002 - Vacation of a Portion of Public Right of Way - Approx. 3200 S 1400 E

Millcreek Staff, on behalf of Millcreek, is seeking approval to vacate a portion of Chambers Avenue generally located at the southwest corner of the Chambers Avenue and Highland Drive intersection, (approximately 3200 South 1400 East).

Planner: Brad Sanderson

Motion: Recommend approval with no changes, 5 in favor

SD-25-007- Major Subdivision - 4122 S Old Farm Way

The applicant, on behalf of property owner Peter Kros, has filed a major subdivision application with Millcreek to subdivide the property at 4122 S Old Farm Way into 9 individual units. The property is located within the Residential Mixed (RM) zone which allows for townhome development to take place as a permitted use. Subdividing the property requires preliminary approval from the Millcreek Planning Commission with final approval given by the Millcreek Planning Director. The applicant plans on joining the existing Old Farm HOA upon the final approval of the subdivision. The site is also undergoing a site plan approval by Millcreek Planning Staff.

Planner: Sean Murray

Motion: Recommend approval with no changes, 4 in favor, 1 abstain

ZM-26-007 - Rezone - 765 E 4500 S

A rezone application has been filed by Allen Parkinson to change the zoning at 765 E 4500 S from its current Residential Mixed (RM) zoning designation to Commercial (C) zoning to accommodate a new office building. Currently the property has two houses that have been converted to offices for the applicant's business Think Tank Creative Consortium, a graphic design and print company. A new office building is needed as the company continues to grow. New offices are permitted in the C zone, but not in the RM zone.

Planner: Sean Murray

Motion: Recommend approval with no changes, 5 in favor

ZT-26-001 - Various Planning Code Text Amendments

Millcreek staff are proposing various amendments to the Millcreek zoning code for the purposes of making technical corrections, enhancing clarity, and ensuring compliance with State statute.

Planner: Sean Murray

Motion: To continue due to volume of item, 5 in favor

We appreciate the Planning Commission's continued collaboration with the Community Council and your thoughtful review of land-use items affecting our neighborhoods. Please feel free to contact us if additional clarification or input is needed.

Sincerely,

Millcreek Community Council



THINK TANK

GRAPHIC DESIGN & INTERACTIVE STUDIO

PROJECT:	Think Tank Holdings – Zone Change Application	STATUS:	PENDING	DATE:	03/25/26
REPORT:					

Think Tank Holdings
Allen Parkinson
765 East 4500 South
Millcreek, UT 84107

March 25, 2026

Millcreek Planning and Zoning
1330 E Chambers Ave
Millcreek, UT 84106

RE: Letter of Intent for Rezoning Application

Dear Planning Commission,

This letter of intent is submitted to request a rezoning of the property located at 765 East 4500 South, Millcreek, UT 84107 from Residential Multi to Commercial.

PROJECT DESCRIPTION:

The applicant proposes to build a new office building to replace the current office building, which will include 7,000 – 9,000 sqft of commercial space. This development will consist of a basement and two above grade floors and provide adequate off-street parking spaces for all commercial traffic.

JUSTIFICATION FOR REZONING:

The current zoning regulations were recently changed such that our in-progress plans for this building cannot proceed under the new requirements. I purchased this property 15 years ago with the intent of eventually developing it into a larger office building. The land is equal in size to the 9,000 sqft office building to the east of us, and at 1,200 sqft we are currently the smallest office building between 700 East and 900 East on 4500 South. Our business has been growing and we are no longer able to comfortably continue in the current amount of space. A larger building is necessary for our business growth.

CONCLUSION:

We believe this project offers a substantial benefit to the city, as well as to our business. Our architectural plan is fresh and invigorating in style, and will help elevate this stretch of 4500 South. We look forward to discussing this application further.

Sincerely,



Allen Parkinson
allen@thinktankcc.com
801-201-4432

THINK TANK

C R E A T I V E C O N S O R T I U M

NEIGHBORHOOD MEETING TO DISCUSS THE PROPOSED REZONE & DEVELOPMENT OF REAL PROPERTY

(See back for location of subject properties)

Neighborhood meeting to take place on site:

Tuesday, March 17, 2026 between 5:00pm–7:00pm
765 East 4500 South • Millcreek, UT 84107

At the neighborhood meeting, Think Tank Creative will present a
nd discuss the proposed rezone and development plans for the
new office building. We are eager to hear residents' feedback
and address any questions or concerns from our neighbors.



*ALL RENDERINGS/PLANS SHOWN ARE FOR ILLUSTRATIVE PURPOSES ONLY.



MILLCREEK

Transportation Utility Fee (TUF)

City Council

6/8/2026

An aerial photograph of a city street, likely in a mountainous region. The street is lined with various commercial buildings, including a large shopping center with multiple storefronts. A white semi-truck with the 'KNIGHT' logo is visible on the road. In the background, a large, rugged mountain range stretches across the horizon under a clear blue sky. The image is partially overlaid by a large orange rectangle on the right side, which contains the text for the agenda.

Agenda

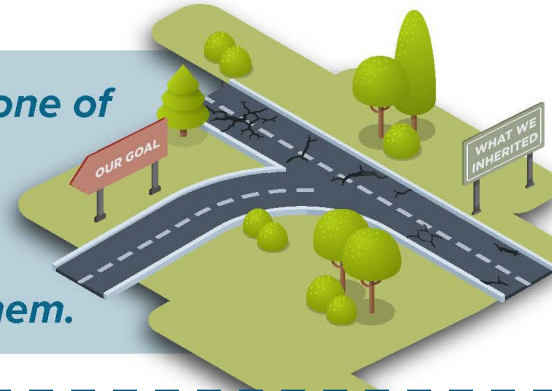
- Project Background
- Legal Requirements
- Recommended Fee
- Public Engagement

PROJECT BACKGROUND - NEED



When Millcreek incorporated, we inherited a tough reality: **179 linear miles** of aging pavement and a maintenance backlog built up over decades.

Road conditions were, and continue to be one of the most common frustrations in our community— potholes multiplying, asphalt cracking, and surfaces deteriorating faster than we can patch them.



PROJECT BACKGROUND TUF OVERVIEW

Fee vs Tax:

- The Utah Supreme Court established the test to distinguish a fee vs tax
 - Tax is for general governmental purposes
 - Fee relates usage to services provided

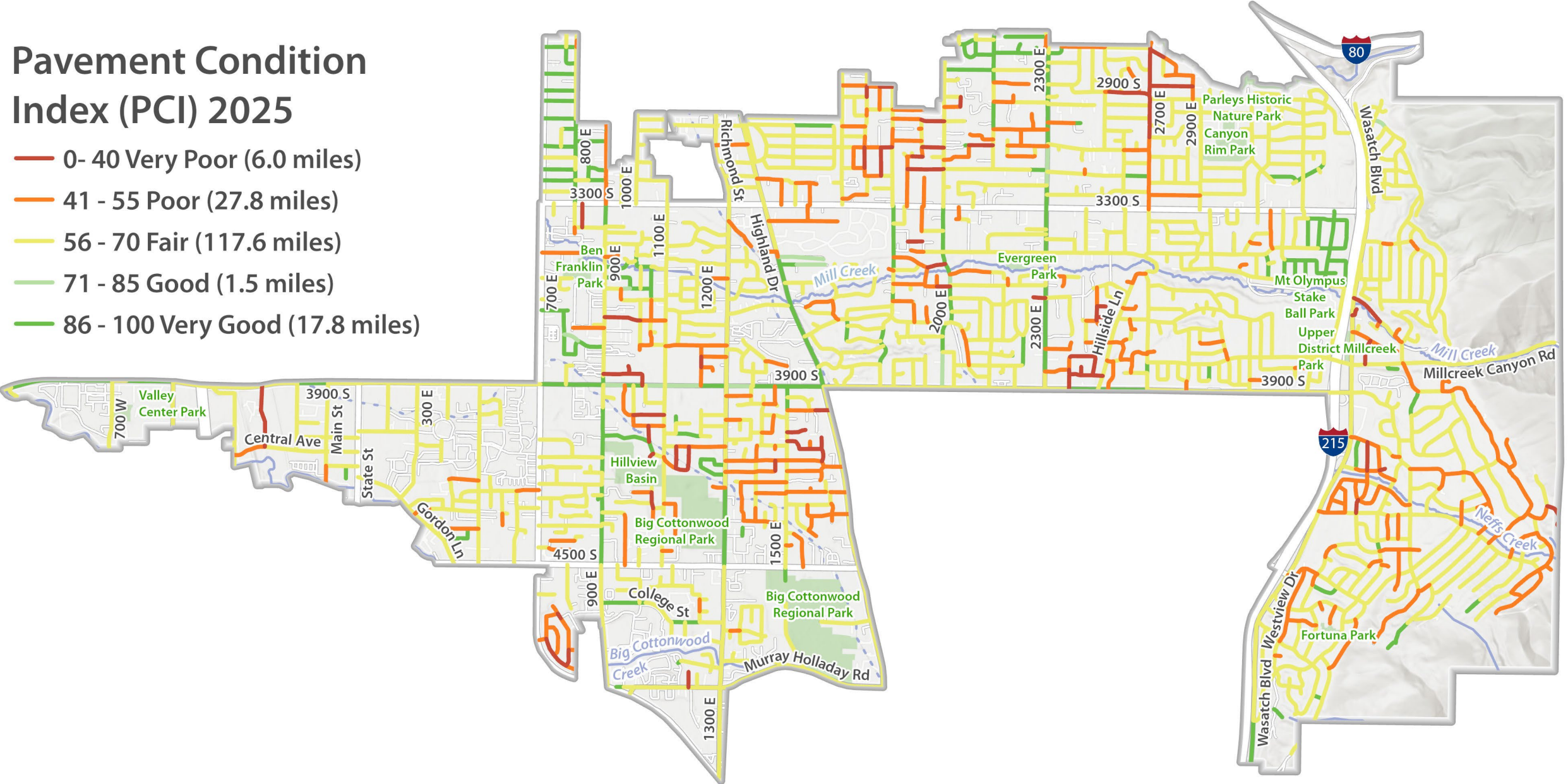
What is a transportation utility fee (TUF):

- Fee identifying the shortfall in roadway maintenance cost then distributing the cost equitably into categorical roadway users.
- *Larson v. Pleasant Grove City* (2023) determined TUF is a legal fee in Utah

PAVEMENT CONDITION INDEX - 2025

Pavement Condition Index (PCI) 2025

- 0- 40 Very Poor (6.0 miles)
- 41 - 55 Poor (27.8 miles)
- 56 - 70 Fair (117.6 miles)
- 71 - 85 Good (1.5 miles)
- 86 - 100 Very Good (17.8 miles)



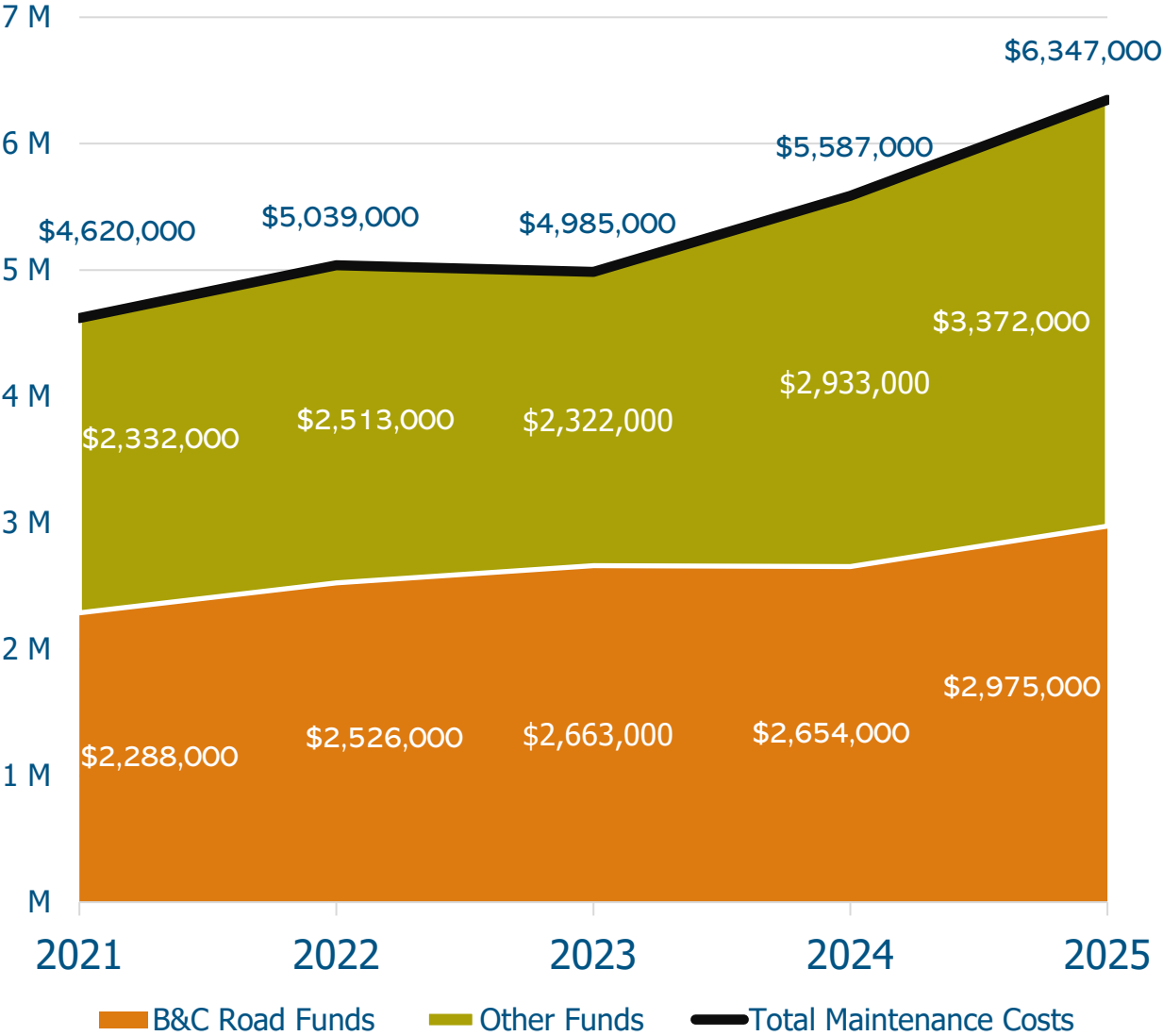
PAVEMENT CONDITION SUMMARY

- Citywide average PCI score of 64
Industry Standard is a PCI of 75
- Lower PCI segments have significant cracking/spalling
- Higher PCI segments correspond to recent maintenance projects
- Goal for all roads to receive regular maintenance in a ten-year window
- Current funding level is insufficient to attain goal

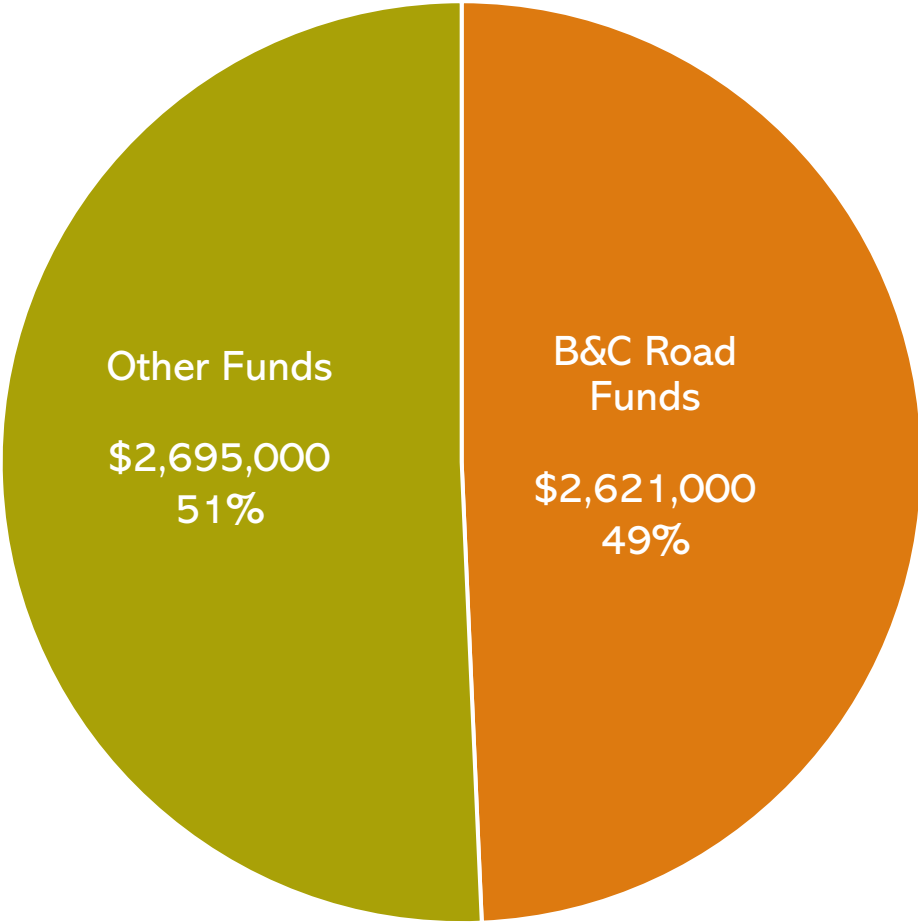


AVERAGE MAINTENANCE COSTS VS. B&C FUNDS '21-'25

Total Maintenance Cost vs B&C Road Funds



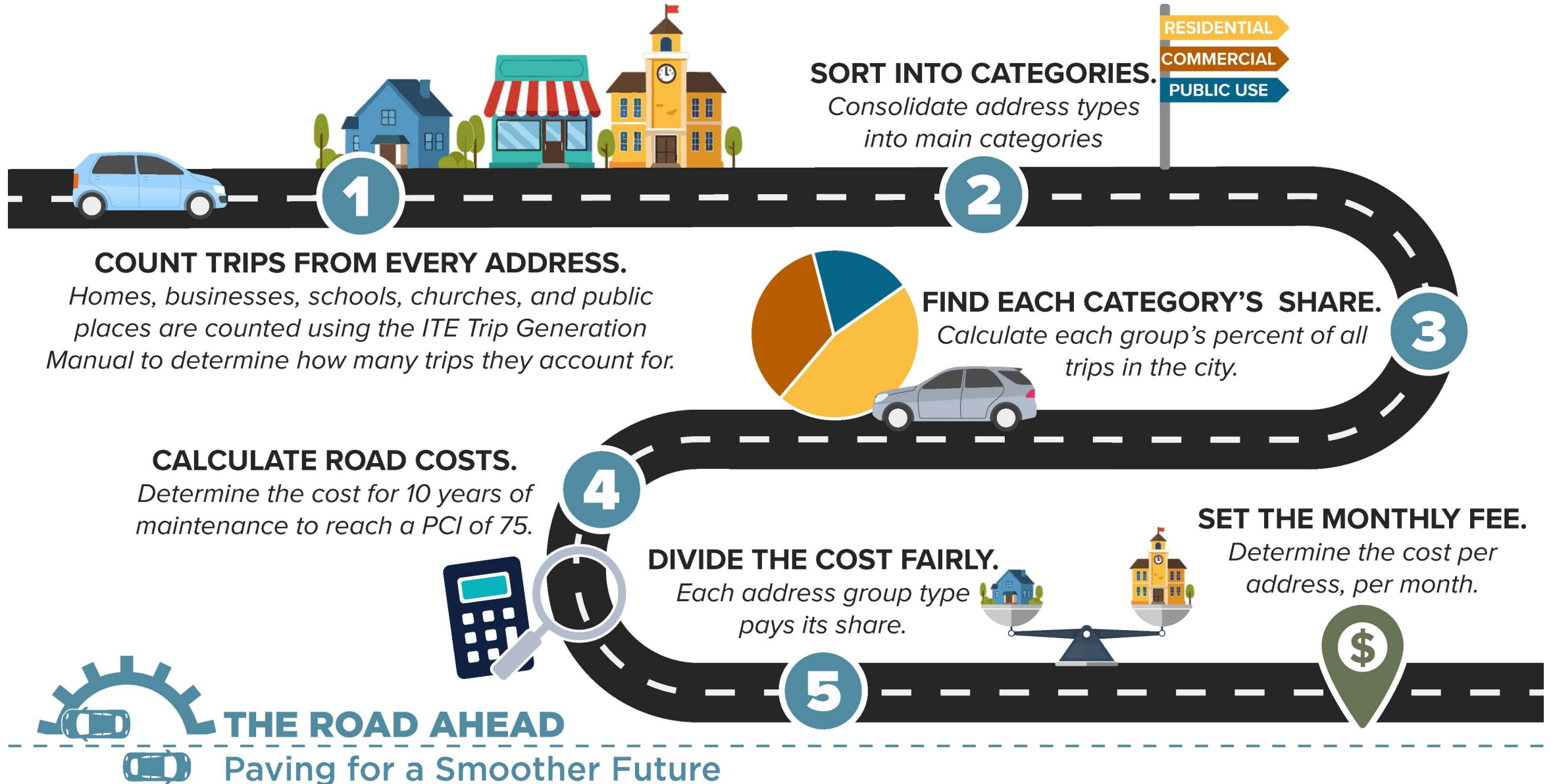
Maintenance Five Year Average (2021-2025) by Funding Source



TUF OVERVIEW

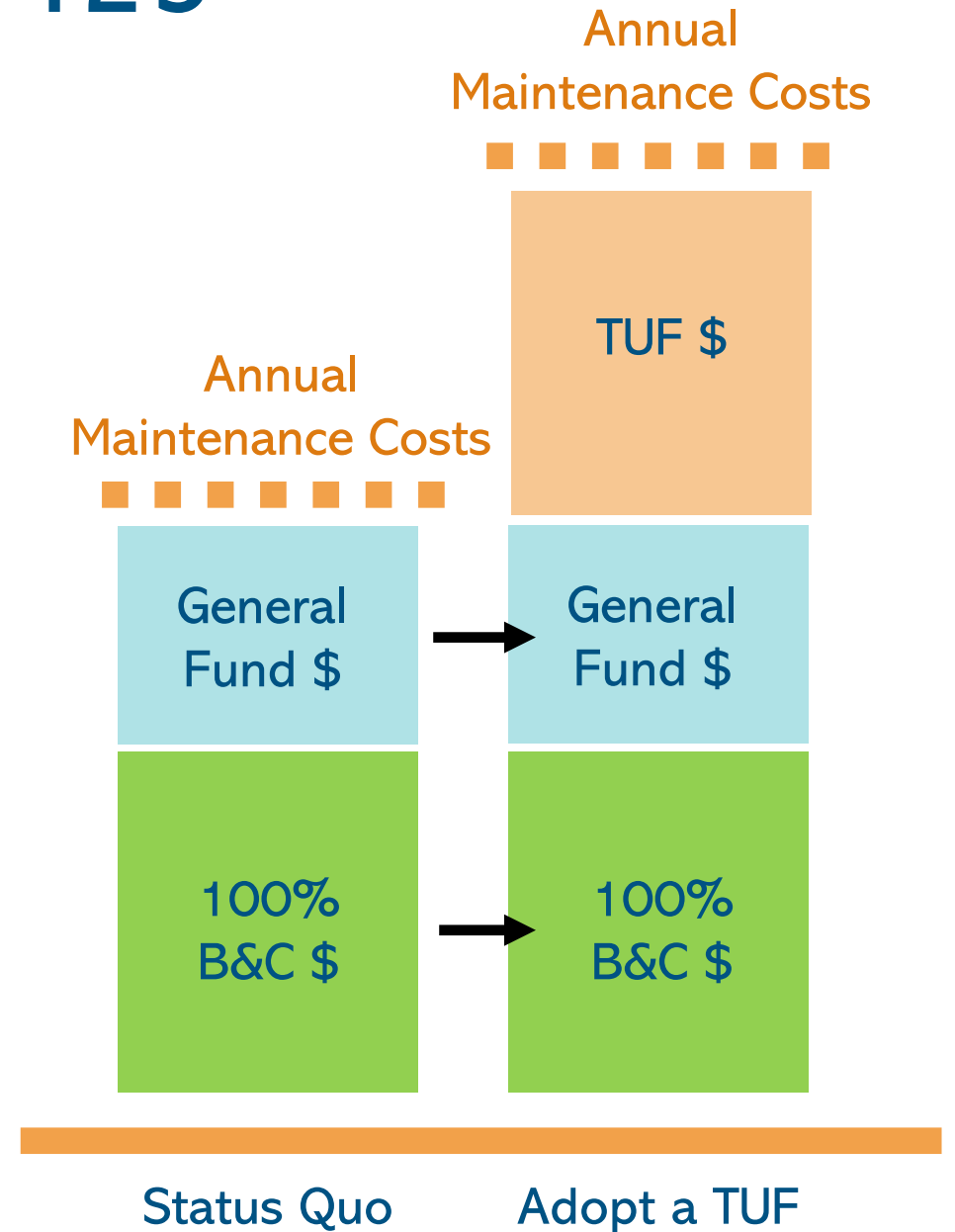
	Adopt a TUF	No TUF
Advantage	• Provides <u>funding source</u> allocated specifically to road maintenance • <u>Fairer</u> - all users pay based on usage • Steady revenue allows for prioritized <u>maintenance based on need</u>, not just availability of funds	• <u>No new fee</u>
Disadvantage	• Requires <u>time</u> to get roads into 10-year maintenance cycle • <u>New expense to all users</u> – including residents, schools, churches, and non-profits • Requires mechanism for <u>billing</u>	• Greater demand on <u>general funds</u> • Continued <u>road deterioration</u> without an additional funding source • <u>Deferred maintenance</u> will increase exponentially over time

HOW TRIPS/FEE IS CALCULATED



LEGAL REQUIREMENTS HB 425

- TUFs must be based on analysis of pavement NEEDS and TRIPS generated
- All existing maintenance dollars in place when a TUF is adopted have to be continued going forward (TUF can't subplant other funds, but covers the gap)
- Evaluate and adjust fee in 10 years



RECOMMENDED FEE

CATEGORY	PERCENTAGE OF CITY TRIP ENDS	ADDRESS/UNITS	MONTHLY FEE PCI* 75
Residential	46%	28,481	\$7.65
Commercial A (<100 Trip-Ends) e.g. Local Shop	4%	378	\$51.95
Commercial B (100-199 Trip-Ends) e.g. The UPS Store	4%	132	\$155.80
Commercial C (200-599 Trip-Ends) e.g. Pizza Hut	14%	144	\$467.40
Commercial D (600+ Trip-Ends) e.g. REI	15%	113	\$623.20
Public Use A (<300 Trip-Ends) e.g. LDS Church at 1361 E 4000 S	15%	473	\$155.80
Public Use B ($\geq$ 300 Trip-Ends) e.g. Eastwood Elementary School	2%	27	\$311.60

RATE EXAMPLES FROM OTHER CITIES

City	Type	Residential Fee	Commercial Fee	Notes
Farmington	Variable	\$3.60 per ERU	\$1.84 per ERU	ERUs based on land use and ITE trip generation manual
Fruit Heights	Fixed	\$7.50	\$7.50	Flat fee for all utility accounts
Highland	Fixed	\$18.50	\$18.50	Flat fee for all utility accounts, through 2028 bond payoff
Mapleton	Fixed	\$8.00	\$8.00	Flat fee for all utility accounts
Pleasant Grove	Fixed for residential, tiered for commercial	\$6.76, \$5.41 abatement rate	\$33.02 Tier 1, \$188.84 Tier 2	Abatement or discount rate for residential
Pleasant View	Fixed	\$4.00	\$6 per commercial, \$8 per industrial	Flat fee for all utility accounts
Provo	Variable	\$2.52 to \$4.20	\$11.38 to \$269.93	Fee varies by trip generation rates, these are new rates for Sept 1st 2025
South Ogden	Fixed for residential, tiered for commercial	\$5.52	\$6.31 to \$106.35	6 tiers for commercial, public category, mixed-use category
South Weber	Variable	\$15.00	\$15.00 per ERU	ERUs based on land use and ITE trip generation manual
Vineyard	Variable	\$3.50	\$3.50 per ERU	ERUs based on land use and ITE trip generation manual

PUBLIC ENGAGEMENT

In addition to the study, the city launched an educational campaign called **The Road Ahead: Paving for a Smoother Future**. Information was provided via the following:

- **Mailed/E-Newsletters posted:**
 - March, April, May 2026
- **Flyers distributed at:**
 - Grocery stores, pharmacies, coffee shops, large and small businesses, Library/Senior Center, shopping centers, St. Marks Hospital
 - Emailed to stakeholders including school district
- **A-frame Signs w/Posters installed at:**
 - Momentum Climbing Gym, Bud Bailey Apartments, Millcreek Library/Senior Center
- **Website:**
 - Launched Fall 2025
- **Educational Video:**
 - Launched April 2026
- **Social Media:**
 - Ongoing



VIDEO: Understanding How the TUF Can Help Address Our Roads



PUBLIC ENGAGEMENT

Opportunities for public comment included:



Project emails have been ongoing throughout each step of the process.

WHAT WE HEARD FROM THE PUBLIC

Key themes from public and stakeholder comments:

Support	Oppose
Data driven determination on fee structure, cost	Another fee on top of rising costs, increased fees and taxes
Want to see Millcreek’s roads safe and well maintained	Double taxation on residents who pay for property then again on goods/services
Everyone pays fair share	Perceived disparity between fuel and EV taxes paid
TUF is a good solution to fund maintenance	Concerns from fixed income residents
Address road needs now so the problems don’t worsen over time	Want to see developers/contractors pay more for higher degree of road damage
	Frustration over money spent on city hall, community amenities instead of roads

COMMENT SUMMARY

SUPPORT	OPPOSE	NEUTRAL
30	14	16
50%	23%	26%

IN THEIR OWN WORDS

A snapshot of comments received.



MILLCREEK

PLEASE SHARE YOUR COMMENTS

put it on the ballot &
let people vote. Now is NOT
the time. We are cutting out
home budget. You need to do the
same.



THE ROAD AHEAD



Paving for a Smoother Future



MILLCREEK

PLEASE SHARE YOUR COMMENTS

I support the transportation utility fee.
Work can go forward to address road needs
and we don't face the same decision again
in 5 or 10 years. Thanks!



THE ROAD AHEAD



Paving for a Smoother Future



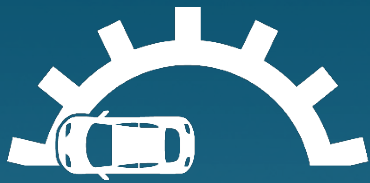
MILLCREEK



Transportation Utility Fee

THANK YOU!





THE ROAD AHEAD



Paving for a Smoother Future

MILLCREEK CITY

DRAFT Transportation Utility Fee Report

May 2026

TABLE OF CONTENTS

1 BACKGROUND, METHODOLOGY, AND DEMONSTRATION OF NEED	4
1.1 BACKGROUND & PURPOSE	4
1.2 BACKGROUND	4
1.3 WHAT IS A TUF?.....	5
1.4 PLAN PROCESS AND METHODOLOGY	5
1.5 MILLCREEK’S HISTORY AND ROADS.....	7
1.6 PAVEMENT NETWORK OF STREETS.....	7
1.7 PCI DEFINITION AND MAPS.....	8
1.8 LIFECYCLE COST OF REPAIRS.....	9
1.9 TARGET OF PCI 75.....	10
1.10 EXISTING FUNDING	10
1.11 B&C ROAD FUND	11
1.12 RECENT EXPENDITURES.....	11
1.13 FUNDING GAPS.....	12
1.14 DEMONSTRATION OF NEED.....	13
2 TRANSPORTATION UTILITY FEE CALCULATION	14
2.1 OVERVIEW	14
2.2 ITE TRIP GENERATION.....	14
2.3 PARCEL AND BUSINESS ANALYSIS	14
2.4 LAND USE CATEGORIES	15
2.5 DRAFT FEE CALCULATION	17
INFLATION ADJUSTMENT	17
FEE CALCULATION	17
3 TUF IMPLEMENTATION	19
3.1 OVERVIEW	19
3.2 CLASSIFICATION OF EXISTING UTILITY BILLING CUSTOMERS.....	19
3.3 PROCESS FOR CLASSIFICATION OF NEW UTILITY BILLING CUSTOMERS	19
3.4 POLICY FOR ACCOUNTS WITH MULTIPLE USES ON ONE CUSTOMER ACCOUNT	19
3.5 INCLUSION OF ADMINISTRATION COSTS IN THE FEE	20
3.6 ESTABLISHMENT OF A SEPARATE TRANSPORTATION UTILITY FEE FUND.....	20
3.7 APPEALS PROCESS.....	20
3.8 POLICY FOR TEMPORARY VACANCIES	20
3.9 ANNUAL REPORTING AND MAINTENANCE PLAN UPDATES	21
3.10 ONGOING ADMINISTRATION, MONITORING, AND UPDATES.....	21

TABLE OF FIGURES

Figure 1. History of Millcreek’s roads and inherited maintenance backlog. Source: Millcreek City Pavement Index, 2025	4
Figure 2. Project schedule and public involvement process.....	6
Figure 3. General process for calculating the potential fee option.	6
Figure 4. Existing Pavement Area by Functional Classification & Grade.....	7
Figure 5. Pavement Condition Index map. Source: City of San Diego Transportation Pavement Management Plan.	8
Figure 6. Pavement Condition Index Map. Source: Millcreek Pavement Condition Index, 2025.	9
Figure 7. Estimated Annual Cost for PCI of 70 to 75	10
Figure 8. Millcreek B & C Road Funding Over Time.....	11
Figure 9. Millcreek Expenditures by Year	12
Figure 10. Annual Maintenance Need	12
Figure 11. Annual Funding Gap for TUF	13
Figure 12. Taxable and Tax-Exempt Parcels	15
Figure 13. Tax Exempt Parcels by Land Use	16
Figure 14. Draft Fee Structure — PCI 70 & Recommended PCI 75 Targets	17

1 BACKGROUND, METHODOLOGY, AND DEMONSTRATION OF NEED

1.1 BACKGROUND & PURPOSE

Millcreek is responsible for maintaining a roadway network that serves residents, businesses, schools, public facilities, emergency responders, and visitors. These streets are one of the City's most important public assets. They provide access to homes and businesses, support local commerce, connect neighborhoods, and help maintain the quality of life that Millcreek residents expect.

Like all pavement systems, Millcreek's streets deteriorate over time. Weather, traffic, snow removal, drainage, utility cuts, and normal wear all contribute to pavement deterioration. If pavement maintenance is completed at the right time, streets can be preserved at a much lower cost. If maintenance is deferred, streets eventually require more expensive treatments, including major rehabilitation or full reconstruction.

Millcreek's roadway maintenance challenge is shaped by its history. Before incorporation, Millcreek was an unincorporated area of Salt Lake County. Public outreach materials prepared for this effort explain that unincorporated areas such as Millcreek were often a lower maintenance priority, with limited resources and budgets that did not keep pace with inflation or roadway wear. When Millcreek was incorporated in 2016, the City inherited over 170 miles of aging pavement and a maintenance backlog that had developed over many years.

The purpose of this report is to evaluate whether a Transportation Utility Fee ("TUF") could provide a dedicated and recurring funding source to help maintain Millcreek's roadway system. This chapter documents the background for that evaluation, explains how roadway maintenance needs were estimated, summarizes existing transportation funding, and demonstrates the need for additional dedicated revenue for roadway maintenance.

Figure 1. History of Millcreek's roads and inherited maintenance backlog.

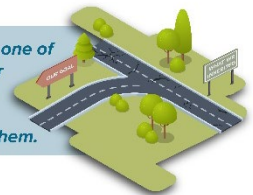
Source: Millcreek City Pavement Index, 2025

Unincorporated areas, like Millcreek was for decades, were lower priority for maintenance. Budgets stayed flat year after year, even as inflation climbed and traffic steadily wore down our streets.



When Millcreek incorporated, we inherited a tough reality: **171 linear miles** of aging pavement and a maintenance backlog built up over decades.

Road conditions were, and continue to be one of the most common frustrations in our community—potholes multiplying, asphalt cracking, and surfaces deteriorating faster than we can patch them.



THE ROAD AHEAD
Paving for a Smoother Future

1.2 BACKGROUND

Road conditions have been one of the most common concerns expressed by Millcreek residents. Potholes, cracking, rough pavement, and deteriorating street surfaces affect everyday travel and can create frustration for residents and businesses. These concerns are not simply the result of isolated pavement failures. They reflect a broader maintenance challenge across an aging roadway network.

Millcreek is a largely built-out community. Unlike rapidly growing cities, where transportation funding needs often focus on constructing new roads, Millcreek's primary transportation funding challenge is preserving and maintaining the streets already in place. This is an important distinction. The need addressed in this report is not primarily a growth-related capacity need. It is a maintenance, preservation, and asset management need.

Since incorporation, the City has invested in roadway maintenance and has continued to rely on available transportation funds, including Class B/C road funds and other City resources. However, current funding levels are insufficient to achieve the pavement condition target evaluated in this report. Without additional dedicated funding, the City will continue to face difficult tradeoffs between maintaining roads, preserving General Fund resources, and addressing other community priorities.

1.3 WHAT IS A TUF?

A TUF is a recurring fee that helps fund the maintenance, operation, repair, upgrade, or replacement of the City's transportation facilities. A TUF treats the transportation system like a utility. Residents, businesses, institutions, and other roadway users rely on the street network, and the cost of maintaining that system can be allocated to them based on estimated use.

A TUF is different from a general tax. A tax is imposed primarily to raise revenue for general governmental purposes, as opposed to a fee, which is imposed to pay for a specific government service or benefit received by the payer. The City's work session materials summarize this distinction by explaining that a fee is tied to services provided and the payer's usage, while a tax is for general governmental purposes.

Roadway use is not metered in the same way as water or electricity. Because of that, TUFs typically rely on trip generation as a reasonable way to estimate use of the transportation system. Properties that generate more vehicle trips are assumed to place more demand on the roadway system than properties that generate fewer trips. Homes, businesses, schools, churches, and public places can be evaluated using trip-generation information from the Institute of Transportation Engineers' Trip Generation Manual.

A TUF is also different from a transportation impact fee. Impact fees are typically one-time fees charged to new development to help pay for new infrastructure or added capacity needed to serve growth. A TUF is a recurring fee used to help maintain the existing transportation system. In simple terms, impact fees help build the capacity needed by new development, while a TUF helps maintain the streets that current users rely on every day.

For Millcreek, the TUF evaluated in this report is focused on roadway maintenance and pavement preservation. The intent is not to create a general-purpose revenue source. Rather, the intent is to provide dedicated funding for eligible transportation maintenance activities, including pavement preservation, rehabilitation, overlays, snow removal, and related roadway maintenance needs.

1.4 PLAN PROCESS AND METHODOLOGY

The TUF evaluation process began with a review of Millcreek's current roadway conditions and maintenance needs. The process then compared those needs to existing transportation funding sources to determine whether a funding gap exists.

The overall process included the following steps:

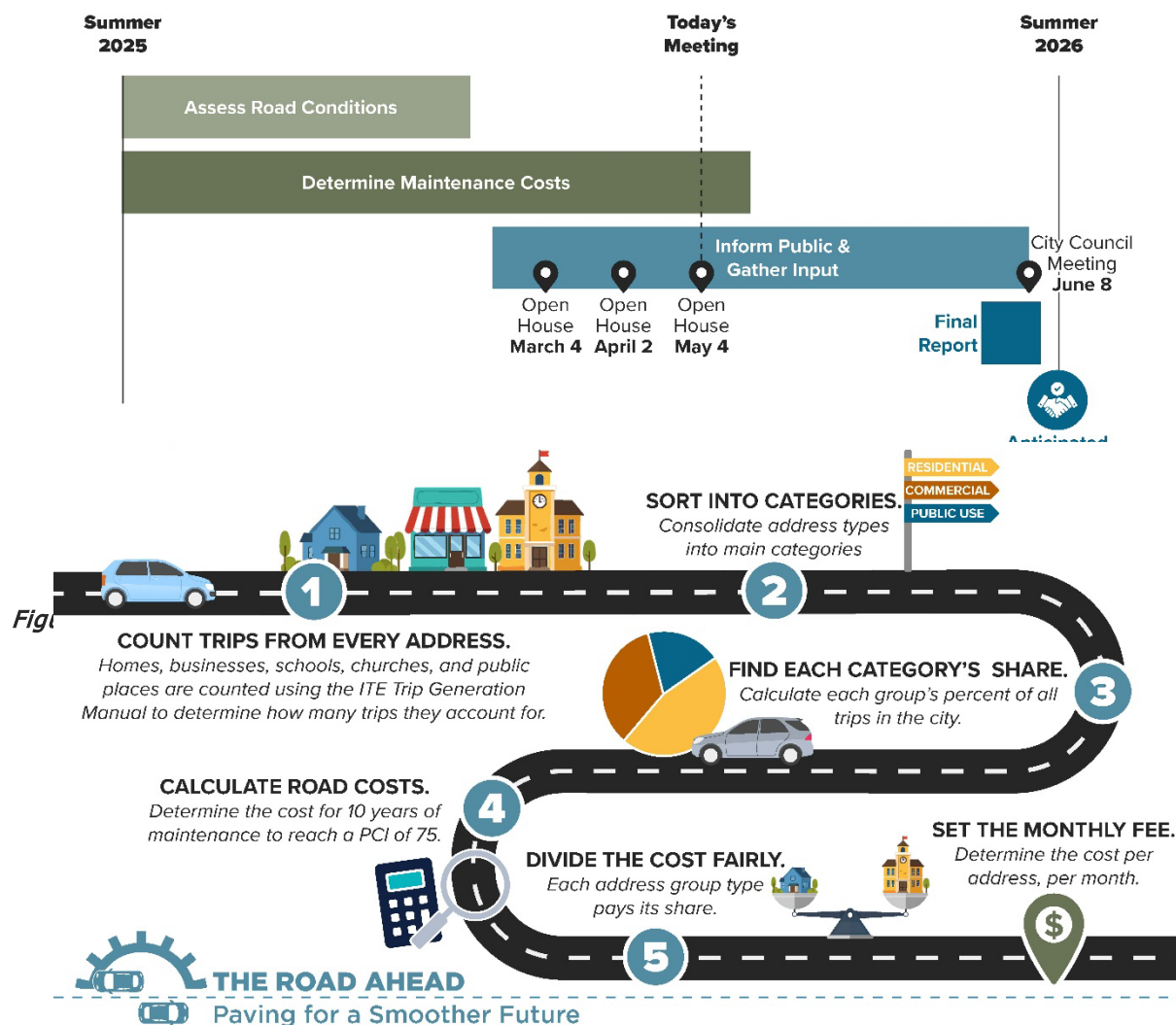
1. Assess current road conditions.
2. Review pavement condition data and PCI mapping.

3. Estimate maintenance costs needed to improve pavement condition.
4. Review current transportation funding sources.
5. Compare existing funding to projected maintenance needs.
6. Evaluate potential TUF approaches and fee options.
7. Inform the public and gather input.
8. Provide information to the City Council to support a policy decision.

Infrastructure Research prepared cost estimates to support the initial Millcreek TUF calculation. The estimates included pavement maintenance costs for target average PCI values of 70 and 75, as well as annual snow removal costs. The analysis used pavement maintenance and snow removal prices provided by Millcreek personnel, a 60-year analysis period, assumed pavement deterioration curves, treatment life extensions, and consideration of pavement grades above and below 6 percent for collectors and local roads.

The fee calculation process also considers roadway use by land use category. The public meeting materials summarize this process as counting trips from every address, sorting properties into categories, calculating each category's share of trips, calculating road costs, dividing costs fairly, and setting a monthly fee.

Figure 2. Project schedule and public involvement process.



1.5 MILLCREEK'S HISTORY AND ROADS

For decades, Millcreek was an unincorporated part of Salt Lake County. During that time, roadway maintenance decisions were made at the county level, and Millcreek competed with other unincorporated areas and countywide needs for limited resources. The public outreach materials explain that unincorporated areas like Millcreek were lower priority for maintenance, with fewer resources and budgets that stayed flat even as inflation increased and traffic continued to wear down the streets.

When Millcreek was incorporated in 2016, it inherited an established roadway system with a significant maintenance backlog. The City did not begin with a newly constructed street network. Instead, it became responsible for over 170 miles of aging pavement, much of which had already experienced years of deterioration.

This history matters because the current roadway need is not simply the result of one year of underfunding or a short-term maintenance delay. It is the result of a long-term gap between the level of maintenance required and the funding available to provide it. Addressing this backlog requires a sustained, predictable funding source that allows the City to plan maintenance over time.

Millcreek's streets serve a wide range of users and land uses. The network includes neighborhood streets, collector roads, commercial corridors, school access routes, streets serving churches and public facilities, and roads in hillside areas where grades and weather can increase maintenance needs. The City's roadway network is both a transportation system and a major public asset. Protecting that asset is central to the TUF evaluation.

1.6 PAVEMENT NETWORK OF STREETS

Millcreek's pavement network includes local streets and collector streets that serve daily travel throughout the City. The Infrastructure Research cost estimates were organized by street class, pavement surface area, and grade. This approach is important because pavement maintenance costs are driven by the amount of pavement surface area to be maintained and by conditions that can affect treatment needs, such as roadway grade.

Figure 4. Existing Pavement Area by Functional Classification & Grade

Street Class / Grade	Estimated Pavement Surface Area
Collector, less than 6% grade	4,875,732 square feet
Local, less than 6% grade	17,991,270 square feet
Collector, 6% grade or greater	513,927 square feet
Local, 6% grade or greater	2,422,449 square feet
Total	25,803,378 square feet

The pavement network includes approximately 25.8 million square feet of roadway surface. This surface area is the basis for estimating the annual cost of maintaining Millcreek's roads at different target PCI levels.

Roads on grades of 6 percent or greater present additional constraints for maintenance planning. City personnel indicated that only crack seal and mill-and-fill are currently specified for pavement on grades above 6 percent, which limits the available treatment options for those segments and affects cost estimates for steeper portions of the network.

Because Millcreek is largely built out, the City’s roadway funding challenge is primarily about maintaining this existing network. The City must preserve roads that are currently in good or fair condition, rehabilitate roads that are already declining, and prevent more streets from falling into very poor condition, at which point reconstruction becomes necessary.

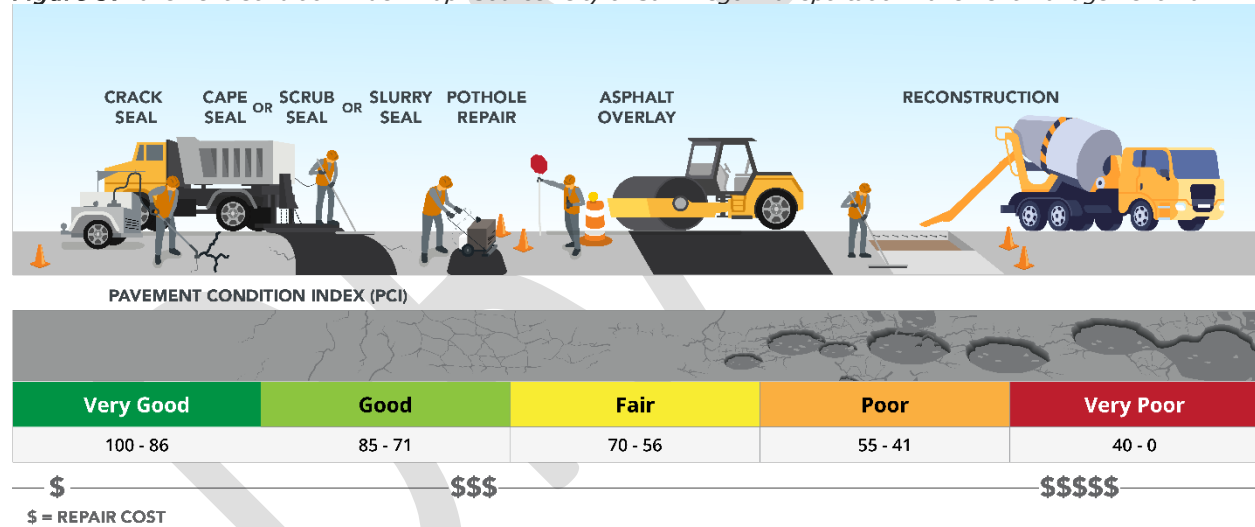
1.7 PCI DEFINITION AND MAPS

The Pavement Condition Index (“PCI”) is a standard measure used to describe pavement condition. PCI is measured on a scale from 0 to 100. A higher PCI means the pavement is in better condition, while a lower PCI means the pavement has more cracking, potholes, roughness, or other distress.

The City’s public meeting materials describe PCI in simple terms: a high PCI means smoother roads, fewer cracks, and better condition, while a low PCI means rougher roads, more cracks, and worse condition. The same materials identify Millcreek’s current citywide average PCI score as 64, which is considered Fair.

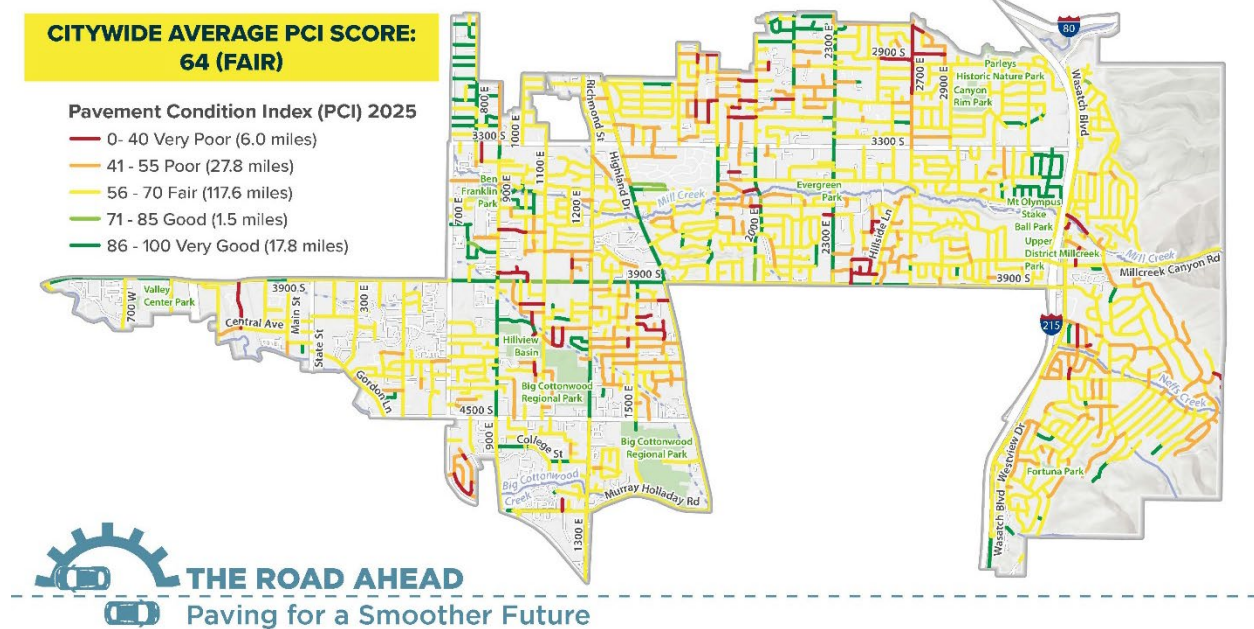
A citywide average PCI does not mean that every road in Millcreek is in the same condition. Some streets are in very good condition, while others are in poor or very poor condition. The average PCI is a network-level measure that helps the City understand the overall condition of the roadway system.

Figure 5. Pavement Condition Index map. Source: City of San Diego Transportation Pavement Management Plan.



The 2025 pavement condition map shows the distribution of pavement conditions across the City. According to the map, the citywide average PCI is 64, with roads distributed across very poor, poor, fair, good, and very good categories. The map identifies approximately 6.0 miles of very poor roads, 27.8 miles of poor roads, 117.6 miles of fair roads, 1.5 miles of good roads, and 17.8 miles of very good roads. The 2025 PCI data represents the best available condition information for the network and is used as the basis for the cost and fee analysis in this report.

Figure 6. Pavement Condition Index Map. Source: Millcreek Pavement Condition Index, 2025.



1.8 LIFECYCLE COST OF REPAIRS

Pavement maintenance is most cost-effective when treatments are applied before roads fall into poor condition. A street in good condition may be preserved with a lower-cost treatment, while a street in poor condition may require a major overlay, base repair, or reconstruction. As pavement condition declines, the range of available treatments narrows and repair costs increase.

This is why a pavement program cannot focus only on the worst streets. While roads in poor or very poor condition need attention, a cost-effective maintenance program must also preserve streets that are still in fair or good condition. Preserving those roads before they fail helps reduce the number of streets that eventually require expensive reconstruction.

The City's pavement condition summary graphic illustrates this concept by showing lower-cost treatments such as crack sealing, cape seals, scrub seals, and slurry seals toward the higher end of the PCI scale, with more expensive treatments such as asphalt overlays and reconstruction needed as pavement condition declines. The graphic shows repair costs increasing as pavement condition moves from very good to very poor.

This concept is often described as "keeping good roads good." While that phrase may sound counterintuitive to the public, it reflects a practical pavement management principle. It is usually less expensive to preserve a road before it fails than to rebuild it after it has deteriorated.

Millcreek's current average PCI of 64 means the roadway network is generally in fair condition. At that level, many roads are already outside the most cost-effective range for preventive

maintenance. If adequate maintenance is delayed, more streets will continue to decline into poor or very poor condition, increasing the City's long-term costs.

1.9 TARGET OF PCI 75

Millcreek has adopted a target average network PCI of 75 as the pavement condition goal for the city's roadway system. A PCI of 75 reflects a network that is generally in good condition and supports a more proactive maintenance strategy. The target should be understood as a network-wide average, not a promise that every street will have a PCI of exactly 75. Some roads will be above the target, and some will be below it. The goal is to manage the overall system so that the network's average condition reaches or remains near the target over time. The study evaluated target conditions of both 70 and 75. A PCI in this range aligns with industry standards and other Utah cities, while supporting cost efficiency because preservation and rehabilitation costs rise sharply once PCI drops below 60. The City Council selected PCI 75 as the adopted goal. The PCI 70 scenario is shown as a reference for comparison.

Figure 7. Estimated Annual Cost for PCI of 70 to 75

Target Average PCI	Estimated Annual Pavement Maintenance Cost
PCI 70	\$4,164,761
PCI 75	\$4,687,069

Infrastructure Research estimated the annual cost to maintain average network PCI values of 70 and 75. The memo also notes that the reported 2025 average PCI of 64 indicates a maintenance backlog. Achieving a target average PCI of 70 would require reconstructing approximately 16.7 percent of the pavement network. Achieving a target average PCI of 75 would require reconstructing approximately 30.6 percent of the pavement network.

The PCI 75 target represents a policy choice to invest more proactively in the roadway system. It requires more annual funding than a lower target, but it also helps reduce long-term deterioration and delay the need for more expensive reconstruction.

The cost estimates presented in this chapter reflect 2025 dollar values. For purposes of the fee calculation in Chapter 2, project costs were escalated by 15 percent to account for anticipated increases in materials, labor, and construction over the 10-year period during which the fee is expected to remain in effect before an updated analysis is conducted. This adjustment is described in more detail in the fee calculation methodology.

1.10 EXISTING FUNDING

Millcreek currently uses existing transportation revenues to maintain and operate the roadway system. These sources are important and should continue to be used for eligible roadway purposes. However, they are insufficient to fully fund the annual maintenance required to achieve the City's target pavement condition.

Current funding sources include Class B/C road funds and other City funds used to supplement roadway maintenance activities. The City also contracts with Salt Lake County for roadway maintenance services, which include administrative costs, pavement materials, fixed labor and equipment, salt and dumping costs, traffic control, street lighting, and other related maintenance items.

The TUF is not intended to replace the City's existing transportation funding. Instead, it is intended to supplement existing resources and provide a dedicated funding source for the gap between current funding and the level of investment needed to achieve the City's pavement condition goals.

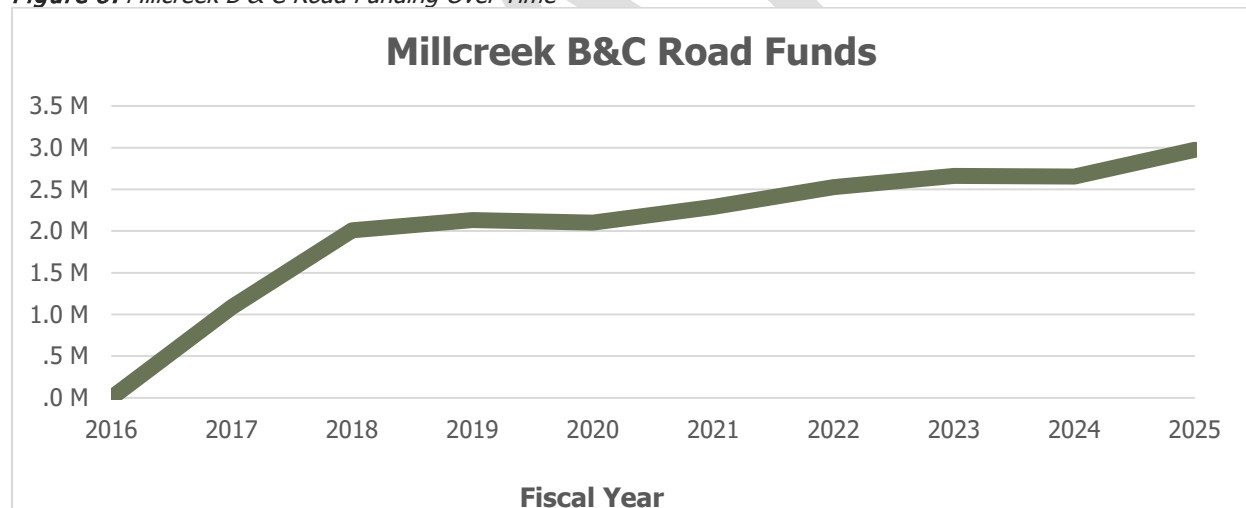
This distinction is important. If a TUF is adopted, existing transportation revenues should continue to be used for roadway purposes. The TUF should provide additional funding that allows the City to improve roadway conditions, reduce reliance on General Fund transfers, and support a more proactive pavement maintenance program.

1.11 B&C ROAD FUND

Class B/C road funds are one of Millcreek's most important recurring transportation funding sources. The State distributes these funds for eligible roadway purposes. The City's work session materials explain that B&C funds are distributed based on road miles and population, with 50 percent allocated by population and 50 percent by road miles.

For FY 2025, statewide B&C road funds totaled approximately \$266.5 million. Millcreek's B&C road funding is based on its reported B&C-eligible road miles, which were last updated in March 2017. The B & C formula indicates that Millcreek has 171.56 eligible paved miles and 857.8 weighted lane miles, representing approximately 0.7 percent of the state total. This figure differs slightly from the total centerline miles, which reflects the full extent of the City's roadway system, including all street classifications and private roads.

Figure 8. Millcreek B & C Road Funding Over Time



B&C road funds are essential, but they are not designed to fund all local roadway maintenance needs fully. Millcreek must use other City resources to supplement these funds and pay for ongoing maintenance. This creates pressure on the General Fund and limits the City's ability to address other priorities.

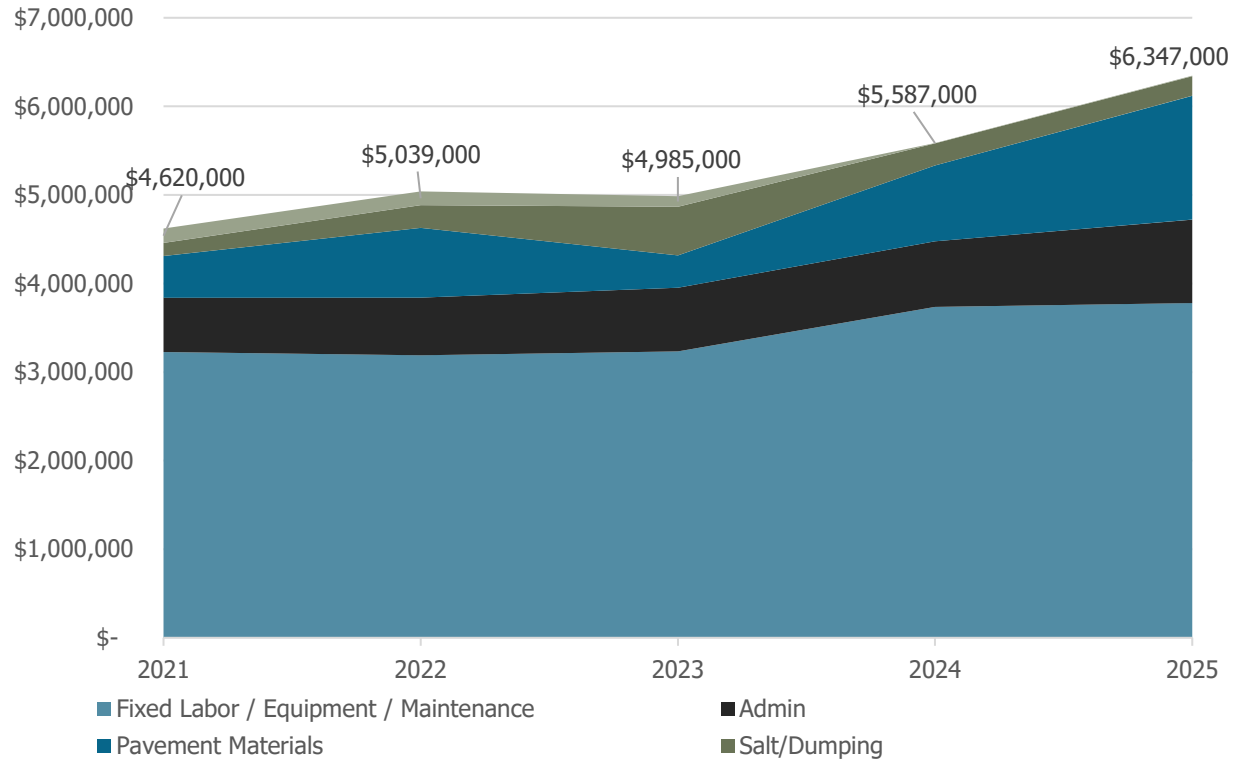
1.12 RECENT EXPENDITURES

Millcreek's recent roadway maintenance expenditures show that the City is already making substantial investments in the roadway system. However, these costs exceed the amount received through B&C road funds.

The City's work session materials summarize the recent five-year maintenance costs that Salt Lake County invoiced to Millcreek. Total maintenance costs increased from approximately \$4.62

million in 2021 to approximately \$6.35 million in 2025. The five-year average for 2021 through 2025 was approximately \$5.316 million.

Figure 9. Millcreek Expenditures by Year



The five-year average funding split was approximately \$2.621 million from B&C road funds and \$2.695 million from other funds. These figures demonstrate that Millcreek is already using funds beyond B&C road funds to maintain the roadway system. In recent years, the City has relied on other resources to cover roughly half of its roadway maintenance costs. A TUF would help create a more direct and dedicated funding source for roadway maintenance, reducing reliance on other City funds.

1.13 FUNDING GAPS

The annual funding gap is the difference between the City's estimated roadway maintenance needs and the existing dedicated transportation funding available to meet those needs.

Infrastructure Research estimated that maintaining a target average PCI of 75 would require approximately \$4,687,069 annually for pavement maintenance. The memo also estimated annual snow removal costs at \$2,064,270, although these costs may vary from year to year depending on snowfall.

Figure 10. Annual Maintenance Need

Item	Annual Amount
Annual pavement maintenance need for PCI 75	\$4,687,069
Estimated annual snow removal cost	\$2,064,270
Total annual transportation maintenance and operations need	\$6,751,339

The funding gap can be viewed in two related ways. First, the City has a gap between B&C road funds and current roadway maintenance costs. In 2025, Millcreek received approximately \$2.975 million in B&C road funds and had total maintenance costs of approximately \$6.347 million, requiring approximately \$3.372 million from other funds.

Second, the City has a gap between existing funding and the level of pavement maintenance needed to reach the target PCI. For the PCI 75 scenario, the estimated annual pavement maintenance need is approximately \$4.687 million. If snow removal is included, the combined annual need is approximately \$6.751 million.

Figure 11. Annual Funding Gap for TUF

Funding Gap Component	PCI 75 Scenario
Annual pavement maintenance need	\$4,687,069
Estimated annual snow removal cost	\$2,064,270
Total annual need	\$6,751,339
Existing eligible funding credited to need	To be finalized by the City
Annual funding gap	To be finalized by the City

The key policy question is how much of this need should be funded through a TUF. The City could choose to fund only pavement maintenance, pavement maintenance plus snow removal, or a portion of the total transportation need. Presenting these components separately gives the City flexibility and makes the funding discussion more transparent.

1.14 DEMONSTRATION OF NEED

The analysis presented in this chapter demonstrates the need for additional dedicated funding for roadway maintenance in Millcreek.

Millcreek inherited an aging roadway network and a maintenance backlog when it incorporated in 2016. The City is now responsible for maintaining more than 170 miles of streets and approximately 25.8 million square feet of pavement surface. Current pavement condition data indicate a citywide average PCI of 64, which falls within the fair range and is below the adopted PCI 75 goal.

The City's pavement needs are significant. Achieving a target average PCI of 75 would require approximately \$4.687 million annually for pavement maintenance. If snow removal is included, the total annual transportation maintenance and operations needs increase to approximately \$6.751 million.

Existing funding sources are important but insufficient. Class B/C road funds provide a major source of transportation revenue, but they do not cover Millcreek's total roadway maintenance costs. Over the last five years, the City has relied on other funds to supplement B&C road funds and pay for roadway maintenance. In 2025, other funds accounted for approximately \$3.372 million of total maintenance costs.

Without additional dedicated funding, Millcreek will continue to face difficult choices. The City can continue to rely on General Fund support, which reduces funding available for other priorities, or it can defer maintenance, which is likely to result in lower pavement conditions and higher long-term reconstruction costs. Neither approach provides a stable long-term solution.

A TUF provides a potential dedicated revenue source tied to roadway use and maintenance needs. If adopted, a TUF could help Millcreek maintain streets more proactively, improve

average pavement condition, reduce long-term repair costs, and provide a more transparent funding structure for roadway maintenance.

The following chapters evaluate how a TUF could be structured, how costs could be allocated among roadway users, and how the fee could be administered in compliance with Utah law.

2 TRANSPORTATION UTILITY FEE CALCULATION

2.1 OVERVIEW

The TUF is calculated using a methodology that estimates the volume of vehicle trips generated by each property in Millcreek and allocates road maintenance costs proportionately based on each land use category's share of total citywide trip activity. The approach is consistent with the methodology used by other Utah cities that have implemented transportation utility fees and is grounded in nationally recognized trip generation standards published by the Institute of Transportation Engineers (ITE).

2.2 ITE TRIP GENERATION

Trip generation provides the quantitative foundation for the fee calculation. Each parcel in Millcreek was assigned a weekday vehicle trip estimate based on its land-use type and size, using published ITE data from national studies spanning a wide range of development types and geographic contexts. The use of ITE trip generation is intended to establish a reasonable relationship between the amount of the transportation utility fee and the transportation services provided to, benefits received by, or needs created by those who pay the fee, by land-use category. Estimated weekday vehicle trip generation was selected as the primary allocation metric because it provides a standardized, widely accepted measure of transportation system demand across land-use types. While pavement deterioration is also influenced by vehicle weight and axle loading, weekday trip generation is an administratively practical basis for allocating roadway maintenance costs proportionately across land use categories.

2.3 PARCEL AND BUSINESS ANALYSIS

This analysis established a trip-generation estimate for every address in the city, using the weekday vehicle trip as the unit of demand. The ITE Trip Generation Manual provides the most reliable and consistently available data for weekday conditions, while data for Saturday and Sunday are considerably more limited across land-use categories. Trip generation was estimated at the parcel level for all land uses within the city. The primary data source for residential units and commercial and industrial square footage was Salt Lake County (SLCO) parcel data. For parcels containing multiple businesses or tenants, where county parcel data alone does not adequately distinguish individual land uses, the analysis incorporated the Utah Open Source Places dataset maintained by the Utah Geospatial Resource Center (UGRC). This supplemental data source enabled more precise identification of land use type at the sub-parcel level, improving the accuracy of ITE trip-generation assignments for mixed-use and multi-tenant properties.

Trip generation rates were applied using the ITE Trip Generation Manual, 11th Edition. In total, 29,749 parcels were evaluated across the city. ITE land uses were assigned to each parcel using the assessor's property type code, matched to the corresponding ITE land use code. For parcels without a property type code or where multiple businesses occupied a single parcel,

each land use was reviewed individually, and the most appropriate ITE code was selected. Once initial classifications were complete, a GIS-based review of all parcels and a manual review of major trip generators were conducted to verify assignments and identify any inconsistencies. The total weekday trip generation across all parcels totals approximately 460,000 daily trips.

As a verification step, the parcel-level address count was compared against Rocky Mountain Power billing addresses for Millcreek. Rocky Mountain Power serves approximately 26,634 accounts within the city, a figure comparable to the number of locations identified through the GIS-based parcel analysis. Converted to equivalent residential units, the Rocky Mountain Power accounts represent approximately 31,880 units. This comparison confirmed that the parcel dataset is reasonably complete and that the total number of assessed locations is consistent with the billing universe that will be used for fee collection.

2.4 LAND USE CATEGORIES

With trip generation established at the parcel level, each property was assigned to a land use category that determines its share of the total fee obligation. The categories were selected to reflect meaningful differences in road demand across property types while meeting the minimum structure required under Utah law.

While multiple fee category structures were evaluated during the study, Utah Code section 10-6-134.5 establishes minimum requirements for transportation utility fee structures, including that fees must be assessed across at least three land use categories: residential, commercial, and other. Furthermore, the proposed fee amounts must be related to the number of vehicle trips generated by each category. The fee structure developed for Millcreek meets the requirements of Utah Code section 10-6-134.5, reflects variations in road demand across land-use types, and maintains consistency with transportation utility fee frameworks used by other Utah municipalities.

The recommended fee structure uses a similar land-use category to the Provo City Transportation Utility Fee, providing a framework consistent with transportation utility fee structures currently implemented in Utah. All parcels in Millcreek were assigned to one of three broad customer classes: Residential, Commercial, or Public Use, with further subdivisions within the Commercial and Public Use classes based on daily trip-generation volumes. As illustrated in

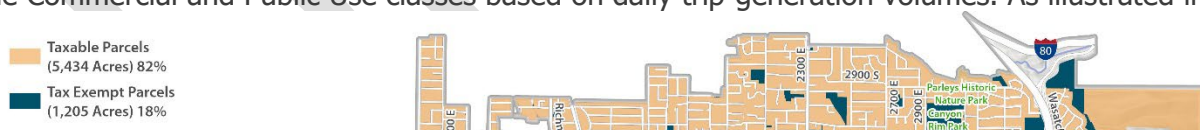


Figure 12. Taxable and Tax-Exempt Parcels

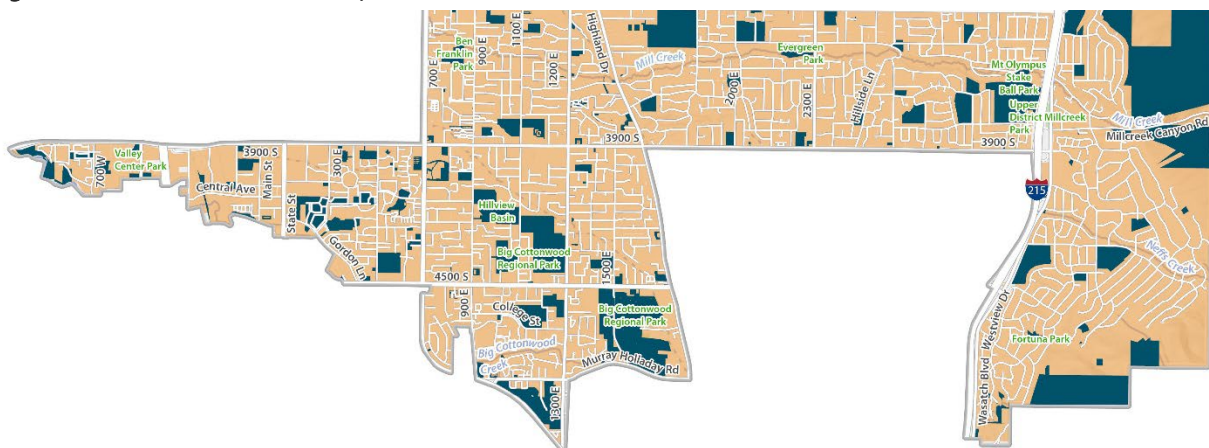


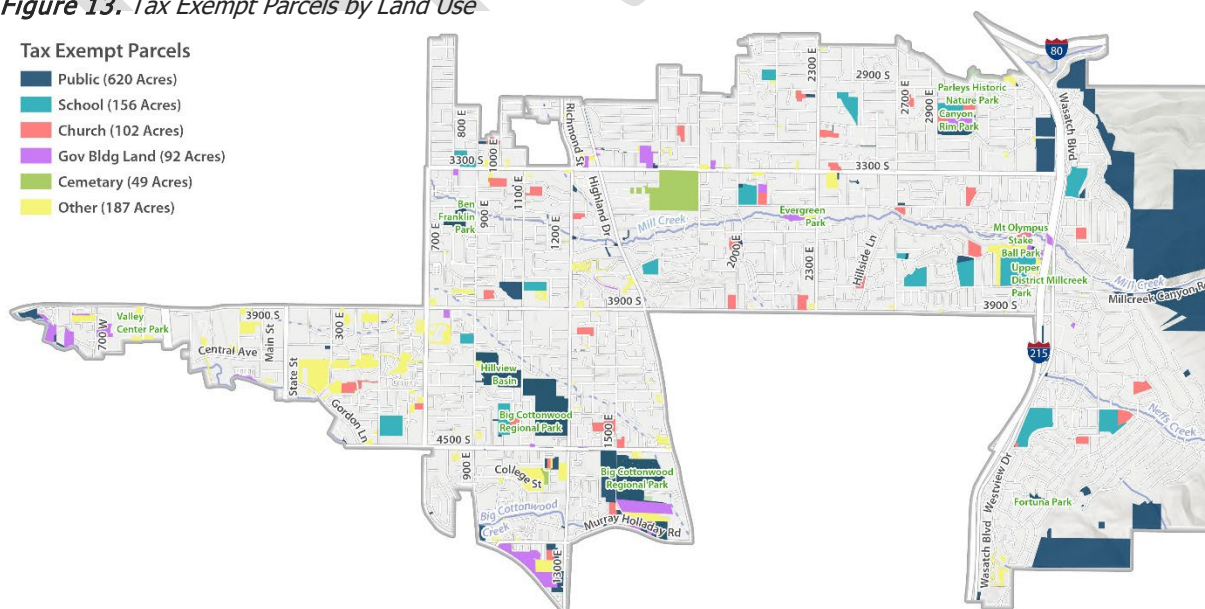
Figure 1, taxable parcels account for approximately 82 percent of the land area in Millcreek (5,434 acres), while tax-exempt parcels represent the remaining 18 percent (1,205 acres). Both classes are assessed the TUF because road demand is generated by all land uses, regardless of tax status.

Residential properties are treated as a single category, encompassing both single-family and multi-family units. A single residential category was selected because trip generation rates across residential housing types are comparatively similar, and the variation is not significant enough to warrant separate tiers.

Commercial properties are divided into four tiers that reflect the range of road demand generated by different business types. Commercial A serves lower-traffic local businesses that generate fewer than 100 daily trips. Commercial B includes a mix of larger local businesses and national chains in the 100 to 199 daily trip range. Commercial C covers food service and similar uses that generate more trips than local retail but fewer than regional commercial destinations, with a daily trip range of 200 to 599. Commercial D captures the highest-demand uses — large format retail, grocery stores, and regional commercial destinations — generating 600 or more daily trips. Four tiers were established to ensure that the fee assessed to each business is reasonably proportionate to its actual contribution to traffic volumes on Millcreek’s roadway network.

Public Use properties are divided into two tiers. Public Use A includes properties generating fewer than 300 daily trips, such as neighborhood churches, smaller schools, and local nonprofit facilities. Public Use B includes higher-traffic public uses generating 300 or more daily trips, such as large schools and community facilities. The Public Use class encompasses all property-tax-exempt parcels within the city. As shown in Figure 2, these include public lands (620 acres), schools (156 acres), churches (102 acres), government building land (92 acres), cemeteries (49 acres), and other exempt uses (187 acres). Government-owned parcels are included in the fee assessment because they generate roadway demand in the same manner as other land uses, and billing and collection procedures for specific governmental entities will be coordinated during implementation.

Figure 13. Tax Exempt Parcels by Land Use



2.5 DRAFT FEE CALCULATION

The draft fee calculation translates the trip-generation and land-use category analysis into a monthly fee for each property type. Two cost scenarios were evaluated, corresponding to pavement condition targets of PCI 70 and PCI 75, with the City Council having selected PCI 75 as the adopted standard.

Inflation Adjustment

Project costs were adjusted to account for anticipated increases in materials, labor, and construction over the life of the fee. Annual maintenance costs were increased by a 15 percent inflation factor that represents the approximate midpoint of inflation expectations over the 10-year period during which the current fee is anticipated to remain in effect. For reference, the UDOT Concept Cost Estimator projects construction cost increases of approximately 16 percent by 2031 and 29 percent by 2036, the period during which the next fee update would be conducted. Applying a midpoint inflation assumption of 15 percent produces a fee level that is neither overly conservative in the near term nor underfunded as costs escalate toward the end of the analysis period.

Fee Calculation

Each land use category's monthly fee was calculated by allocating total annual revenue requirements across the seven categories in proportion to each category's share of citywide weekday trips, then dividing by the number of addresses or units in that category. Revenue requirements are inclusive of the inflation adjustment applied to the base road maintenance and sidewalk cost estimates developed in Chapter 1.

Table 1 presents the draft fee structure for both pavement condition targets evaluated in this study. The recommended scenario is based on a target Pavement Condition Index of 75, a widely accepted pavement preservation benchmark and the level adopted by the Millcreek City Council as the long-term maintenance goal for the city's roadway network. An alternative scenario based on a PCI target of 70 is included for reference. The fee analysis is intended to establish a reasonable and administratively practical allocation of roadway maintenance costs based on standardized land uses. Actual trip generation for individual properties may vary over time due to tenant changes, seasonal variation, operational characteristics, redevelopment, or economic conditions. Properties with unique operational characteristics or atypical trip generation patterns may request review through the appeal process described in Chapter 3.

Figure 14. Draft Fee Structure — PCI 70 & Recommended PCI 75 Targets

CATEGORY	ADDRESSES / UNITS	DAILY TRIPS	TRIP SHARE	MONTHLY FEE (PCI 70)	RECOMMENDED MONTHLY FEE (PCI 75)
Residential	28,481	162,402	46%	\$6.84	\$7.65
Commercial A (<100 Trips)	378	47,253	4%	\$46.49	\$51.95
Commercial B (100–199 Trips)	132	18,900	4%	\$139.48	\$155.80

CATEGORY	ADDRESSES / UNITS	DAILY TRIPS	TRIP SHARE	MONTHLY FEE (PCI 70)	RECOMMENDED MONTHLY FEE (PCI 75)
Commercial C (200–599 Trips)	144	19,800	14%	\$418.43	\$467.40
Commercial D (600+ Trips)	113	64,800	15%	\$557.91	\$623.20
Public Use A (<300 Trips)	473	67,800	15%	\$139.48	\$155.80
Public Use B (≥300 Trips)	27	71,100	2%	\$278.95	\$311.60

DRAFT

3 TUF IMPLEMENTATION

3.1 OVERVIEW

The purpose of the TUF is to develop a usage-based fee to help cover the funding deficit for roadway maintenance in Millcreek, Utah. The goal of implementation is to ensure that the fee is applied fairly to customers while the collected funds are managed responsibly. The TUF will be administered by the Public Works Director, with authority and final approval by the Millcreek City Council.

The purpose of this chapter is to recommend best practices for administering the fee and managing the collected funds, including classification of existing and new customers, treatment of multiple-use accounts, inclusion of administrative costs, establishment of a dedicated TUF fund, appeals and vacancy policies, annual reporting requirements, and ongoing administration and updates.

3.2 CLASSIFICATION OF EXISTING UTILITY BILLING CUSTOMERS

After the City Council adopts the TUF, all existing utility customers in Millcreek will be classified into one of the fee categories identified in Chapter 2. Millcreek Public Works will determine which land use or uses exist on each customer's property or properties associated with that account.

For the TUF, data sources used for classification may include the utility billing database, the Salt Lake County assessor's database, current zoning, business license records, and other public records as needed. Once the land use or uses on the customer's property are identified, the vehicle trips generated by those uses will be determined using the latest version of the ITE Trip Generation Manual. After the total trip generation is determined, each utility customer will be classified into one of the fee categories identified in Chapter 2.

3.3 PROCESS FOR CLASSIFICATION OF NEW UTILITY BILLING CUSTOMERS

For new customers who start service after the initial classification, Public Works will determine the appropriate TUF fee category during the new utility service application process. For unique or large-scale multi-use developments, the applicant may provide a traffic study prepared by an approved third-party engineering firm to document trip generation better. For new customers, the TUF fee will be activated at the same time as other municipal utilities.

For non-residential utility customers, the TUF fee category will be reassessed if the use or the scale of the use in the existing building or on the property changes, typically when a planning application, building permit, or business license application is submitted.

3.4 POLICY FOR ACCOUNTS WITH MULTIPLE USES ON ONE CUSTOMER ACCOUNT

Multiple-use accounts are defined as accounts with multiple units or uses billed to the same account. For residential accounts, this includes multiple units billed to a single account, such as apartment or condominium complexes that bundle utility services. For non-residential accounts, this may include multiple uses or multiple buildings with the same use, or mixed-use buildings with multiple uses. Examples include commercial centers, such as strip malls that contain

multiple businesses bundled into a single account, or public uses with several buildings and/or properties of the same use bundled into a single account for ease of administration.

The recommended calculation method for these accounts will first determine the component uses on all properties and/or buildings associated with the multiple-use account, then determine the trip generation for each use and assign each use to an appropriate TUF fee category, and finally sum the fees for each use into a single fee to be assessed to the multiple-use account holder. Reconfiguration of uses that occur with tenant changes or operational changes can trigger a review and potential reclassification of the account.

3.5 INCLUSION OF ADMINISTRATION COSTS IN THE FEE

Direct administrative costs related to customer billing—such as bill printing and mailing, payment processing fees, and staff time for account management and classification—will be included as a separate line item in the TUF fee. These administration costs may change over time, whereas the TUF fee category for each customer is locked in with the currently adopted TUF study. Therefore, a separate line item for administration costs is appropriate to allow adjustments if circumstances change. Millcreek currently uses Rocky Mountain Power for billing management, which comes at a cost; however, in the future, the City may decide to manage billing for its own utilities at a different cost. TUF administrative costs will be reviewed annually to ensure appropriate cost recovery without over-collection.

3.6 ESTABLISHMENT OF A SEPARATE TRANSPORTATION UTILITY FEE FUND

After the Millcreek City Council adopts the TUF and fees are collected, a dedicated TUF fund will be created in the City's accounting system. All TUF revenues will be deposited into this fund and will not be commingled with the general fund or other utility revenues. All expenditures from the TUF fund will be documented so that any future audit can demonstrate that the expenses are eligible for roadway maintenance and related purposes under the Utah State Code.

3.7 APPEALS PROCESS

An appeals process will be established to allow any customer to appeal their TUF classification, vehicle trip generation, land use category, or billed amount. The procedural steps for an appeal will include a written appeal submission within 30 days of the billing date, along with required documentation, such as site plans, leases, traffic studies, or other evidence demonstrating that the use, trip generation, or billed amount is incorrect.

Public Works staff will conduct an initial review of the appeal and issue a written determination. If the customer is not satisfied with this determination, an optional further appeal may be made to the Millcreek City Manager. If it is determined that a fee is incorrect, a credit will be provided against future TUF fees or, if appropriate, a refund will be issued.

3.8 POLICY FOR TEMPORARY VACANCIES

In nearly all situations, a TUF fee will be assessed as long as a customer has an active account with other municipal utilities. However, there are rare circumstances in which a customer will keep an active account for certain utilities, even though the account is temporarily inactive. A common example is properties listed for sale or lease that sit vacant for an extended period.

For purposes of the TUF, a "temporary vacancy" for both residential and non-residential accounts will be defined as a minimum continuous period of 90 days or longer with no occupancy. To be recognized as temporarily vacant, evidence must be provided, such as other

utility usage data, business closure documentation, and/or property management, for sale, or for lease statements.

For qualifying vacant accounts, relief may include temporary suspension or reduction of the TUF and, if appropriate, a time-limited credit once occupancy resumes. The process for initiating, approving, and terminating vacancy-related adjustments will be managed by Public Works staff.

3.9 ANNUAL REPORTING AND MAINTENANCE PLAN UPDATES

The Millcreek Public Works Department will prepare an annual TUF report summarizing program performance. The report will include total revenues collected, beginning and ending fund balances, itemized expenditures by project or program, and a summary of completed maintenance activities, including their locations.

The report will also re-evaluate needs, priorities, project lists, and confirm that TUF expenditures align with the adopted study and eligible uses. The report will also identify any recommended changes to the TUF rate structure or study assumptions (understanding that any such changes will require a new TUF study in accordance with Utah State Code). The report will be shared with the City Council and made public on the City's website to promote transparency and accountability.

3.10 ONGOING ADMINISTRATION, MONITORING, AND UPDATES

Public Works will provide ongoing management of the TUF and the associated roadway maintenance program, with support from the Finance Department. Public Works will notify the City Council of significant changes in law, costs, or ITE methodology to ensure that the TUF fee structure remains legal, fair, and sustainable.

Utah law requires that this TUF study be updated at least once every 10 years. If it has not been updated earlier, Public Works will initiate a new study in 2035 for consideration for re-adoption by the City Council in 2036.

Date	Name	Comment	For/Against?
2/26/2026	Kunbi A	I hope my email finds you well. The public documents leave more questions than answers. I am hoping my questions can be considered in making a final decision as I have several concerns regarding the equitable implementation and fairness of this proposal as it stands: 1) Who handles billing? Is cost known? 2) What is the proposed fee calculation? This is not yet made public. 3) How can businesses effectively charge this fee for non-residents? 4) With a proposed monthly billing cycle residents will be paying approximately an extra utility fee monthly in addition to water, sewer, waste, electricity and heating. 5) The city proposes "The TUF would consider the property's use, the number of vehicle trips generated from each property, and how those trips affect road conditions" how does the City plan to achieve this as each family size, dynamics and need is different? Some residents work from home while some make 1 or 2 trips a day and others may make significantly more than 2 trips a day. Some homes or businesses are under construction with a heavier machinery and equipment in use during construction. How will this be calculated? Are residents and non residents being surveilled to accurately bill per use? 6) Can a survey be added in the weekly newsletter to gather more data on this proposal? 7) How many residents utilize class b and c roads versus non residents? Is there a count that currently takes place to estimate? Some residents commute locally while other are mainly commuting through state owned and manged roads and other Cities other than their by where they reside while perhaps some residents are home bound. How do we monitor use and charge fairly? 8) How will the city ensure the assessment is equitable? 9) How can the city accurately estimate road usage based on the number of vehicles owned? 10) Freight and delivery companies, families and friends also significantly affect the road conditions and may not be residents in Millcreek how is this fee going to be charged to all that enjoy the roads. 11) How will non residents be assessed this fee since they drive through local roads but may never patronize businesses e.g employees commuting to and from work in Millcreek and or non residents dropping off students at school? 12) Can a local sales tax or motor vehicle option tax specifically for transportation be explored? 13) Is the city still considering other possible revenue sources that could be used for transportation facilities instead of a transportation utility fee? 14) Will the TUF change on a yearly basis? 15) The TUF sunsets 10 years after adoption. With roads needing continuous maintenance, except this fee is renewed after the sunset period, this option is also not sustainable. Thank you for your time and consideration as you work towards a final decision. Best, Kunbi	Needs more information
2/26/2026	Richard Hansen	In a meeting on February 6, 2026 there was a short discussion on what seemed to be a doubling of the proposed transportation fee. It appeared that both the origin and destination of a motor vehicle trip would be assessed a fee for the trip. It was clarified that onlly one point would be assessed a fee. The Institute of Traffic Engineers have studied this and have developed data to assign the number of trips to both residential and public structures. Using the point of origin to assign the trip count. It was also discussed that a major decline in road revenue is due to the switch from fossil fuel to electric or hybrid vehicles. It would seem that the Transportation Utility Fee as presented would create a duplicate charge for owners of fossil fuel vehicles. After thinking about the issue another question came to mind. If I drive only a fossil fule I am paying the same fuel tax as always then the gas tax for me would be paid at the pump. This tax is allocated to road maintenance. If the proposed TUF were imposed on all property I would be paying tax twice for roads. The question this raises for me is should we find a way to apply he tax to electric vehicles to have the drivers contribute to the cost of road. This could be adjusted to return funds back to the lever that was collected when all vehicles were run on fossil fuel. This could be accomplished by adding a fee to the motor vehicle registration of any vehicle registered in the area imposing the fee T could be applied to all electric vehicles. Both those charged at public charging stations and at a private residence. This would allow the fee to be charged only to the users of electric vehicles Thanks for your kind attention. Richard Hansen	Needs more information
2/26/2026	Janelle Heck	Yes, Millcreek needs a solution to fix our deteriorating roads. In some places, particularly around the area of White Avenue off Melbourne there is barely a road. I totally support raising money for the roads. I do believe taxes need to be raised significantly but the idea of a utility fee is OK. Idea of a monthly fee would not be my preference and I am not sure how you are planning to implement. Having an option to pay an annual amount would be my preference. Any yes, find ways to raise taxes or fees to get this done. (And please include putting in crosswalks particularly from Atkin to Atkin across 20th east). Janelle Heck	FOR
2/27/2026	John Anderson	Good afternoon. I am not going to be able to attend the open house for the proposed TUF but count my partner and I as supportive. City budgets are always strained but streets continue to deteriorate. I think a dedicated fee is the right solution for the problem. Thanks for all that you do for Millcreek citizens. Have a great weekend. John Anderson	FOR

Date	Name	Comment	For/Against?
3/5/2026	Lowell Smoger	Hi Cheri and Nicole, Please forward this message to the right recipients. I support the use of a fee for homeowners in Millcreek to fund projects intended to maintain roadways in Millcreek. It may be best to consider roadway improvement projects separately. Please consider a fee structure that takes into account the ability for each specific house to pay. For example, this fee could be a percentage of either the home/property value or the household income. Thank you for listening.	FOR
3/2/2026	Jonathan Chinn	Dear Millcreek City, I am writing to you as a resident, taxpayer, and public school teacher to voice my strong opposition to the proposed transportation utility fee. While I care deeply about maintaining our roads, I believe this fee is a regressive tax that disproportionately burdens working-class families who are already struggling under existing tax legislation. As a father of five, I am already feeling the strain of policies that do not account for household size. For example, my SLC water bill is significant since last years legislation was passed because the tax focuses on total usage rather than per capita use; essentially, my household is penalized for the basic necessity of bathing my children. This proposed transportation fee would further penalize my family for essential activities, such as driving to work, taking my children to enrichment activities, and patronizing local Millcreek businesses. The reality is that the working class must use their vehicles more frequently to provide for their families, whereas those in higher income brackets often have the luxury of working from home. This fee, like the gas tax before it, is regressive because places the brunt of the financial responsibility on middle-class families who are actively contributing to the community and raising the next generation of Millcreek citizens. Meanwhile, upper class and individuals with more disposable income due to having fewer household dependencies will remain largely unaffected by this change. I urge you to consider the impact this will have on the families who are doing the most to contribute to Millcreek's future. The families who have stuck it out in Millcreek, despite the ever increasing cost of having and raising a family here. Please seek a more equitable solution for road maintenance that does not unfairly target the working class and families. Thank you for your time and for your service to our city. Best regards, Jonathan Chinn	Against
3/3/2026	Deborah Milan-Niler	My wife and I are retired with no dependents at home. To be fair in assessing this TUF, I think you should look at the number of dependents claimed on tax returns, the number of land vehicles owned, and annual income BEFORE dependents deducted. Thanks, Larry Niler [REDACTED] [REDACTED] from my iPhone	Needs more information
3/7/2026	Laura Livnat	TUF reviewers, I’m dismayed to see that you are proposing yet another fee on property owners in Millcreek. My property taxes have gone up so much in the past few years I and others are drowning in the current economic climate. Why are you placing this burden on only those that own property? What about the many many renters filling the giant apartment complexes and other rentals in Millcreek? I’m glad you consider government and religious buildings included in the payments but it’s deeply unfair to tax only property owners. The developers in Millcreek should pay for the damage they cause to the streets we share first of all. Instead are you giving them tax breaks? The TUF is a tax plain and clear. I think before you tax residents more you should consider those not paying taxes like religious and government buildings putting money into the road fund. It’s not fair we are paying for services and water for these organizations. It’s also not fair that property owners pay and renters don’t. Consider a fairer system. If the issue is that electric cars don’t use as much gas, impose a yearly fee on them. The rest of us are already paying for roads with our gas taxes, and electric car owners have the savings to pay to use the roads. You are double taxing property owners that are already paying gas taxes. Do better. Laura Livnat 84106	Against

Date	Name	Comment	For/Against?
3/6/2026	Marie Kay	Dear City Council Members, I’m writing regarding the recent letter discussing road wear and funding challenges associated with the growth of electric vehicles. While I appreciate the city addressing infrastructure funding, I was concerned that the message appeared to place disproportionate blame on electric vehicles and environmentally motivated transportation choices. The issue of road deterioration and transportation funding is complex, and the framing in the letter seemed to omit important context. First, while electric vehicles are often somewhat heavier than comparable gasoline vehicles due to battery packs, passenger vehicles of all types contribute only a very small portion of total pavement damage. Transportation engineering research based on the Fourth Power Law shows that road damage increases dramatically with axle weight. Because of this, heavy commercial trucks contribute the overwhelming majority of pavement wear, often thousands of times more per pass than a typical passenger vehicle (whether electric or gasoline) powered. Second, it is true that fuel taxes have historically been used to fund road maintenance. However, as vehicle technology evolves and fuel efficiency improves across the entire fleet, many states and municipalities are already considering alternative funding models such as mileage-based user fees or registration adjustments. This transition is part of a broader shift in transportation policy, not simply the result of residents choosing electric vehicles. I would encourage the council to frame this issue as a shared infrastructure funding challenge rather than suggesting that residents who choose lower-emission vehicles are responsible for declining road conditions. Many members of our community choose electric vehicles to reduce pollution, improve local air quality, and contribute to long-term environmental sustainability, goals that align with the public interest. I hope future communications on this topic will present a more complete and balanced picture of the factors affecting road maintenance and funding. Thank you for your time and for your service to the community. Sincerely, Marie Kay	N/A
3/15/2026	Andrew Gruber	Mayor and Mike, You’re doing great work preparing for a potential TUF adoption. Clear data and messaging. I’m very supportive of this (as a Millcreek resident). If there’s anything I can do to help - including speaking up at any appropriate place and time - I’m happy to do so. I plan to attend the public meeting on April 2. Thanks, Andrew	For
3/10/2026	Carol Douglass	I disagree with this proposed tax. I’ve owned my home in Millcreek since before incorporation. Many have reaped benefits from their properties sold for development as well as contractors for the construction of The Commons, apartment complexes, etc all of which have taken a toll on our infrastructure. My property taxes are already high. I expect the city to budget necessary maintenance along with development. Let those who have benefited financially from so much construction pay accordingly. I’m a single senior. Carol Douglass	Against
3/10/2026	Richard Blackburn	I absolutely OPPOSE this latest scheme to take more of my money!! If you need more money? Cut your salaries 50% and stop wasting money on foolish unneeded features like an ice-skating rink and other frivolous items that have nothing whatsoever to do with well paved roads and a working infrastructure. If you must have such things, then you should reach out into the business community and get funding from them before you proceed. Your focus should be on preserving what we now have not further expansion - particularly at the expense of us already overburdened taxpayers! Many of us live on fixed incomes and cannot afford these endless tax increases especially during these unsettled times. I noticed you managed to weasel your way into my Enbridge utility bill to the tune of 6% approx. or \$132+- per year on just ONE utility bill. This, in addition to my property taxes. I haven’t calculated the other increases in my other utility bill charges yet... I AM NOT HAPPY. Please STOP wasting my money! STOP dreaming up new ways to spend MY money. YOU did NOT earn it. Be sure of one thing, I am watching you council members and taking notes... Sincerely, Richard Blackburn	Against

Date	Name	Comment	For/Against?
3/24/2026	Amy Antonini	Dear Mayor and Council Members, I am writing to express my concern regarding the proposed Transportation Utility Fee (TUF) as outlined in the recent Millcreek City Council work session on January 12, 2026. While I understand the importance of maintaining safe and reliable roads, I believe this proposed fee will disproportionately impact working-class residents, small businesses, and long-term Millcreek homeowners. The presentation shows that Millcreek’s current average Pavement Condition Index (PCI) is 64, with targeted improvements under the TUF raising it to 70–75 over the next decade. While improved road conditions are a worthy goal, the proposed fee would impose an additional financial burden on residents who are already managing tight budgets, particularly those who cannot work remotely, such as teachers (my profession), police officers, correctional officers (my son), realtors, service industry employees, etc. Many of us chose to live close to the mountains and near Millcreek Canyon, a defining feature of our community. We already contribute significantly through property taxes to support local infrastructure. The TUF, however, would require us to pay additionally for road usage—much of which benefits visitors traveling from outside our neighborhoods to enjoy Millcreek Canyon, local parks, and other amenities. This effectively shifts costs to long-time residents while subsidizing non-resident usage. Moreover, small businesses are likely to feel the impact as well. Residents may reduce discretionary driving, avoiding trips to favorite restaurants, local shops, and entertainment venues, which could negatively affect local economic activity. Essential workers and families may also cut back on travel out of necessity, further limiting support for Millcreek businesses. I urge the City Council to consider alternative funding mechanisms that do not disproportionately burden working families and small businesses. Options could include prioritizing existing funds, pursuing state or federal grants. Any approach should ensure that residents who contribute the most to the community and depend on roads for their daily lives are not unfairly penalized. I respectfully ask that the Council reject the TUF in its current form and pursue more equitable solutions for road maintenance funding. Thank you for your attention to this matter and for considering the real-world impacts on Millcreek residents. Thank you, Amy Antonini	Against
3/4/2026	Anonymous	Our roads need maintenance. TUF seems like a good solution	For
3/4/2026	Anonymous	The roads need to be fixed	N/A
3/4/2026	Anonymous	Thank you for having this and working on the problem. TUF is the way to go. But also get the legislature to work on electric cars paying their share	For
4/2/2026	Anonymous	Please charge additional fee to construction + building – those large trucks are doing more damage to roads. Don't want a new fee. Bond provides a one time infusion of money to make immediate fixes. Consider combo approach – fee to constructions, bond, cutting spending in other area to finance our roads. Only last resort to add a TUF. Make TUF equal to all residents. Charge commercial more.	Against
4/2/2026	Pam Roberts	Please keep up the great work involving residents! Thank you for the education tonight! After learning more, I am in favor of the TUF option. It makes the most sense. Please go forth and continue to do good things!	For
4/2/2026	Renee Roberts	Thank you for all the information and time put into telling this story. I 100% support the TUF idea – it's a great use of our \$ and everyone (including businesses) pays our fair share for good roads and ongoing maintenance! Awesome Job Millcreek!	FOR
4/2/2026	Anonymous	I propose a kw/h charge be placed on EV charging stations and the inhome chargers so that Evs are finally contributing to road maintenance since they fully contribute to the wear and tear of the roads	N/A
4/2/2026	Anonymous	TUF is Best	For
4/2/2026	Stash Mintowt	Please note that EV drivers in Utha are already paying \$140 a year extra to the DMV for having an EV. This is calculated to be equivalent to gas tax. Oh + this goes up to \$180 in 2026!! So it's disingenous to imply that EV users are the cause of drop in gas tax. Also, EV users were portrayed as bad guys because they are heavier – no small EV is heavier than an SUV. I am not against a TUF for roads but we do obhect to EB users as being the cause of the problem. If there are insufficient funds it is also becuase of increase costs. Call Stash Mintowt @801 550 6040 if you want to discuss. And if a fee is introduced. Please don't make EVs the reason. It's all way too politically charged!	FOR
4/2/2026	Andrew Gruber	Thank you for doing a careful analysis of our city's infrastruture needs and proactiviely investing so our roads are safe and in good condition	FOR

Date	Name	Comment	For/Against?
4/8/2026	Jennifer Weiler	There are many positive elements to the Millcreek News. I appreciate the design and all the information that comes with it. I do have a concern that the article “The Road Ahead” is a biased opinion. It clearly is advocating for the TUF option in the funding choices. “The current path isn’t feasible” in the article eliminates the status quo, which is listed as an option in the graphics. The graphics also support this bias with an arrow pointing straight on for the TUF option, while arrows deviating to either side represent the Status quo and the G.O. bond choices. If the idea of inviting individuals to an open house to discuss and express opinions about the funding choices shouldn’t the city be neutral? It seems if the city is going to be open to community comments, it doesn’t make sense to be advocating for a choice ahead of time. It feels like the city has already made a choice and the public comments are more of a sham than truly hoping for input. The mark of good government to me is the ability refrain from looking to tax increases when hard choices need to be made. Finding funds from existing financial resources are where we see good governance. Thank you, Jennifer Weiler	N/A
4/9/2026	Laura Livnat	Just say no to the TUF tax, I couldn’t make the meetings in early April, but want to express my displeasure at your plan to impose yet another tax on homeowners in Millcreek. We are drowning in costs! I found my 2015 property tax notice and my taxes have almost doubled! The TUF should Not burden us more. You are pricing us out of our homes. Questions for you: what are developers doing to replace the roads they’ve trashed? Highland drive is a disaster and it’s due to developers. Did you get money from them or give them a sweetheart deal and they aren’t paying anything? I’ve seen exactly one block repaved between 1300 and highland, not sure who paid for it. Another question: what about the thousands of renters that burden our roads more than the single family dwellings? What are they paying for the TUF? If the answer is nothing, you’re asking me to pay for them, the ones who’ve degraded my quality of life and are the product of endless construction in Millcreek. Unacceptable. You need a More equitable plan. Full stop. Laura Livnat	AGainst
4/12/2026	Jeffrey M Levenson	The estimates for a utility tax seem high to me. Additionally, I don't think paying that fee in addition to the gas tax is fair, since fossil fuel vehicle owners would be treated to double costs. Since that allocation is steadily declining, just take the gas tax out of the system.	Against
4/30/2026	Barbara H	I am writing to oppose this fee being implemented. There are far fewer Millcreek residents who drive EVs than there are who drive gas cars and pay gas taxes. These cars are much heavier and cause more wear on roads. The EV owners should pay more than gas owners. Also, after living in the Millcreek area for 40 years, now I am asked to pay a road fee now that Millcreek is a city. At incorporation, the road problem was obvious and bonding should have begun right away. There is already a \$17 charge on my electric bill for storm water. This added TUF fee will not be the last either. I and other senior citizens would like to know where this extra money is supposed to come from.	Against
5/4/2026	Brian French	As a resident of Millcreek, I would like to suggest my views as to how any additional money for roads should be raised. A shortfall of funds due to the increase in EV's: I would suggest a road usage Fee on all registered EV's in Millcreek, which do not currently contribute to repairing the road degradation caused by these often heavier than ICE vehicles. Either a percentage of the actual miles traveled annually per vehicle, or of average miles driven by all drivers. Divert funds from further 'improvements' at Millcreek Common. Most residents in Millcreek truly do not care about a fancy City Hall, or surrounding 'amenities'. We don't need a Taj Mahal, or an amusement park. Lots of residents are already struggling with the cost of living, and they don't get annual raises. I'd suggest making cuts to salaries/or at least freezing those salaries, for Millcreek employees across the board. Then spending that money on roads. Thank you for your time. Brian French	Against

Date	Name	Comment	For/Against?
5/3/2026	Andrei Tarassov	Hello, My name is Dr. Andrei Tarassov. I am a resident of Millcreek, and I also own a business in Millcreek. Below is my public comment on TUF for the records. I understand that Millcreek needs a stable funding source for road maintenance. My concern is that the proposed TUF is, in substance, still another tax burden on residents and businesses, packaged as a fee. That may make the city’s tax rate look lower on paper while still increasing what people pay each month. Residents can deduct their property taxes on their tax returns, but most can't deduct city fees. I am concerned about the TUF effect on businesses. Millcreek already imposes business license fees and additional, disproportionate fees on many business categories. A trip-generation-based TUF would add another layer of cost, and it would hit the very businesses that are active, successful, and drawing customers into Millcreek. Those businesses that attract customers from other cities and generate sales tax should be seen as an asset, not treated as a problem to be charged extra for. I also question how the city will fairly determine a business's traffic volume. Once you go down that road, you create more classifications, more assumptions, more disputes, and more bureaucracy. That means more administrative cost just to decide who owes what. If the goal is to fund roads efficiently, creating a complicated monthly billing system is not the most efficient way to do it. The current stormwater collection fee costs the city over \$75,000 a year. This will be another bureaucratic burden. I think the city should first consider simpler, more transparent options, such as allocating more existing sales-tax-supported revenue to roads or, if the public truly supports it, a straightforward tax increase rather than a new utility-style fee. Utah law already gives cities authority to impose certain local sales taxes for highways, and Millcreek already relies in part on sales-tax-related revenue for road maintenance. Longer term, if the state believes gas-tax revenue is no longer keeping up, then the Legislature should address that at the state level with a broader transportation-funding fix, for example, a tax on tire sales. That is a cleaner, more honest approach than creating another local fee structure. Thanks, Andrei Tarassov, DVM	Against
5/4/2026	Steven Glaser	Mr. Winder, This comment isn't on the transportation utility fee directly, but is another thought on road funding. From what I have read, road damage correlates to the fourth power law (https://en.wikipedia.org/wiki/Fourth_power_law), where the damage is proportional to the weight of the vehicle per axle, raised to the fourth power. What this means is that construction vehicles put an extraordinary amount of stress on the roads. For example, a fully loaded cement truck might have five axles and weigh 80,000 pounds, or 16,000 pounds per axle. Compare that to a 4,000 pound vehicle with two axles, or 2,000 pounds per axle. The road damage the cement truck creates in one mile is equivalent to the damage of the passenger vehicle after 4,000 miles! So perhaps consider increasing building permit fees, with the extra amount being set aside to maintain roads? Is there enough construction that this would make an impact? That's for you to answer. I should also add that the Wikipedia article I linked to suggests that there have been additional studies that suggest something other than the 4th power law - some greater, some less. So talk with the Public Works department. Lastly, I live in Holladay, so whatever you decide doesn't affect me. At least not directly. But I wouldn't be surprised if my city takes note of what yours does and considers it in the future. Good luck! Steve Glaser [REDACTED] [REDACTED] Holladay, UT 84117	N/A
5/4/2026	Deborah Milan-Niler	Good morning. A TUF seems to make sense as long as it is fair. Simply put, my wife and I have no children at home. I’m retired and she only works one day a week. So I would hope that we will pay less than a family with multiple children at home. In addition I don’t see why there shouldn’t be a “senior discount.” Thanks for your consideration Larry Niler Millcreek Sent from my iPhone	For

Date	Name	Comment	For/Against?
5/1/2026	Becky Arrowood	Hi Rita, I can't come to the open house, but I want to express my support for the road use fee. Sincerely, Becky Arrowood [REDACTED] UT 84106	For
5/4/2026		better bike paths and bike parking for safety, smoother ride and securing bike. We have new e-bikes but not east to use for errands, dining, etc.	N/A
5/4/2026		Please let people vote on this new 'fee' (tax). Tax the Airbnbs!	Against
5/4/2026		Charge more of: short term rentals and airbnb	Against
5/4/2026	Tom Helme	I drive an electric vehicle and my miles are captured automatically and I'm billed/miles driven. It seems this same model could be captureed for all drivers (EV & ICE) to make the system fair for all. I would add an extra step and includes the gists behind weight into the calculation as the heavier vehicles causes more wear. The mount per mile driven should reflect the need to maintain the roads over time.	Against
5/4/2026		Put it on the ballot and let people vote. Now is not the turne. We are cutting out home budget. You need to do the same.	Against
5/4/2026		Please consider finding a way to sub-divide residential charges that is more equitable for houses that have more drivers/vehicles vs homes where there is a single driver. If you can sub-divide commercial properties, then more data is needed to apply to to residential. THANKS	N/A
5/4/2026	Kathy Olsen	I support the transportation utility fee. Work can go forward to address road needs and we don't face the same deciison again in 5 or 10 years. Thanks	Support
5/4/2026	Noel Koons	I'm for this if people walking and on bicycles are also considered with all designs/maintenance, etc. Please use best practices. Look to the Netherlands for info. I'm happy to collaborate - I drive, walk, and bike all around Millcreek. Thank you!	Support
5/4/2026		I don't know anymore now than before I came here. It looks like you are trying to prep up for a _____ if we want the roads fixed. That won't fly with me.	Against
5/16/2026	Barbara Komeyli	Hello, Thank you for allowing me to contribute with a suggestion that I thought could be more fair for everyone who uses the roads. I have an EV and participate in the RUC program. It allows me to pay per mile that I drive. The more you use something the more you pay to use it. Why not institute a RUC for every vehicle, not just EVs? Would that not better address the fairness issues? The cost per mile that you institute could increase based upon the damage potential of the particular vehicle. For example construction vehicles like dump trunks, cement trucks, 18 wheelers, etc certainly cause much more damage to a road than an EV or SUV or gas powered sedan or any other cars. Basing the TUF on property excludes those who have a vehicle but do not have property . Also how would the TUF address the fairness to those who don't drive very far, or don't drive at all? Whatever gets implemented and whatever you call it, the tax on gas should be eliminated, otherwise it's double taxation. Sincerely, Barbara Komeyli	N/A
5/16/2026	Sarah Inwood	Dear Members of the City Council and Administration, I am writing to express my concerns regarding the proposed monthly fee to fund local road repairs. While I understand that infrastructure maintenance costs are rising and our roads require attention, this proposal introduces yet another financial burden on Millcreek residents at a time when the cost of living is escalating across the board. To ensure public trust and accountability, residents deserve clear answers to the following questions before any such fee is approved: Revenue Projections: What is the exact amount of money projected to be collected annually from this fee? Three-Year Capital Plan: How specifically will these funds be spent? Please provide a detailed list of the road segments scheduled for repair in 2027, 2028, and 2029. Furthermore, if this fee is implemented, the city must commit to an annual year-end report that details: The total revenue collected from the fee during the fiscal year. A direct comparison of the projected road work versus the actual completed projects. Without this level of transparency and structured oversight, this fee risks appearing as a budget shortfall solution rather than a strategic, well-managed infrastructure plan. Our community deserves a clear guarantee that our hard-earned money will directly and efficiently improve our local roads. Thank you for your time, consideration, and service to our city. Sincerely, Sarah Inwood [REDACTED]	N/A

Date	Name	Comment	For/Against?
5/12/2026	Kunbi A	Good morning! Thank you for the information provided so far regarding the TUF. I have a few follow-up questions to better understand the proposal: - How much revenue is this fee intended to raise annually? - What is the anticipated roadway mileage that will be covered by these funds? - How long is it estimated to take to bring all roads into "Good" condition? Thank you, Kunbi	Questions
5/25/2026	Bradley Schleenbaker	I would support TUF collections being used to improve non-car transportation in Millcreek but would be opposed to using this money simply to make driving through and around Millcreek faster because the roads are smoother. -Bradley Schleenbaker	N/A

Audit Committee

Best Practice

- GFOA
- State Auditor's Office

Resolution 20-13

- April 27, 2020
- Established Audit Committee
- Duties and responsibilities
 - External Audit Focus
 - Internal Audit Focus
 - Administrative Matters

Audit Committee Guidelines

Composition and Requisite Skills

5-Member Committee

- Two members of City Council, one of whom shall be the City Treasurer
- City Manager
- City Attorney
- Finance Director

-
- 3) Possess knowledge about internal controls, separation of duties, financial statement audits, and management/operational audits. If Committee members do not have sufficient knowledge regarding internal control or finance affairs, the ~~Committee members~~ they must gain this knowledge via through a financial expert (either a volunteer or a paid advisor) ~~advisor~~.
- a. Be independent of management,
 - b. Be present for meetings,
 - c. Not be a member of the Committee, and
 - d. Do not vote on Committee actions.

Duties and Responsibilities

1) External Audit Focus

- f. Review every corrective action plan developed by Millcreek management and assist the City Council in ~~the implementation of~~ implementing such plans.
-

2) Internal Audit Focus

Assist in the oversight of the internal audit function, including reviewing the annual internal audit plan to ensure that ~~high-risk~~ high-risk areas and key control activities are periodically evaluated and tested, and reviewing the results of internal audit activities.

Monitor management's implementation of the internal auditor's recommendations ~~by~~ management.

Membership

1) The membership duties of the Committee include the following:

- 1) **Good Faith** – Members of the Committee shall perform their duties in good faith, in a manner they reasonably believe to be in the best interests of Millcreek, with such care as a generally prudent person in a similar position would use under similar circumstances.
- 2) **Confidentiality** – In the course of their duties and responsibilities, ~~During the exercise of duties and responsibilities the~~ Committee members may have access to confidential information. The Committee shall have an obligation to Millcreek to maintain the confidentiality of such information.

Meetings and Notification

The Committee shall meet as needed upon the call of the City Manager or any two Committee members, but at a minimum of four (4) times each fiscal year. An agenda ~~of~~for each meeting should be prepared by the Millcreek Finance Director and distributed in advance of the meeting for reasonable review and consideration. Such distribution shall include all supporting documents and other relevant materials.

~~Meeting minutes shall be prepared the Millcreek Finance Director.~~ The Millcreek Finance Director shall prepare Finance minutes. Minutes shall include:

Decision-Making Process

A vote ~~All decisions shall be reached by vote~~ of a simple majority of the total membership of the Committee shall reach all decisions. The Committee shall not meet unless a quorum is present in person or present electronically. A quorum constitutes a simple majority of the total members of the Committee.

Reporting Requirements

The Committee has the duty and responsibility to report its activities to the City Council ~~as needed but not less than annually.~~ **at the regular City Council meeting following an Audit Committee Meeting.** Periodic written reports of the Committee's activities are an important communication link between the Audit Committee and the City Council on key decisions and responsibilities. The Committee's reporting requirements are to:

- 1) Report on the scope and breadth of committee activities so that the City Council is kept informed of ~~its~~ **the Committee's** work.
- 2) Provide minutes or a summary of **meeting** minutes, ~~of meetings~~ which clearly record the actions and recommendations of the Committee.
- 3) Report on their review of Millcreek's draft annual **financial** audit report and accompanying management letter and their review of significant findings.
- 4) **Report on their review of audits from other regulatory agencies regarding Millcreek operations (e.g., workers' compensation, stormwater protection, workplace safety).**

Reporting Requirements (cont'd)

- 5) Report on suspected fraud, waste, or abuse, or significant internal control findings and activities of the internal control function.
- 6) Report on indications of material, ~~repeated~~, or significant ~~instances~~ of non-compliance~~s~~ with laws or Millcreek policies and regulations.
- 7) Report on any other matters that the ~~committee~~ ~~Committee~~ believes should be disclosed to the City Council.

Review of Audit Committee Guidelines ~~Review~~

The Committee should ~~assess and report to the Council on~~ ~~periodically~~ ~~review~~ the adequacy of these guidelines ~~no less than an annual basis or as necessary. Guideline and~~ ~~recommend~~ modifications, ~~as recommended by the Committee, should be presented~~ to the Council ~~in writing~~ for their review and approval.

MILLCREEK, UTAH
RESOLUTION NO. 26-13

**A RESOLUTION REVISING THE AUDIT COMMITTEE GUIDELINES TO ASSIST IN
THE OVERSIGHT OF THE INTERNAL AND EXTERNAL AUDIT FUNCTIONS OF
MILLCREEK**

WHEREAS, the Millcreek Council (“*Council*”) met in regular meeting on June 8, 2026, to consider, among other things, revising the audit committee guidelines to assist in the oversight of the internal and external audit functions of Millcreek; and

WHEREAS, the Government Finance Officers Association and the Office of the State Auditor of the State of Utah have recommended that local governments establish an audit committee to assist in the oversight of the internal and external audit functions; and

WHEREAS, the proposed revisions to the Audit Committee Guidelines are attached hereto as Attachment “A”; and

WHEREAS, the Council has determined the membership of the audit committee should include two council members, one of whom shall be the City Treasurer, appointed by the Mayor, with the advice and consent of the Council. the Millcreek City Manager, the City Attorney, and the Finance Director; and

WHEREAS, the Council has determined that it is in the best interest of the residents of Millcreek to adopt revisions to the audit committee guidelines.

NOW, THEREFORE, BE IT RESOLVED that the Council clarifies the membership of the audit committee and adopts the revised audit committee guidelines as outlined in Attachment “A.”

BE IT FURTHER RESOLVED that the audit committee be comprised of two council members, one of whom shall be the City Treasurer, appointed by the Mayor, with the advice and consent of the Council, the Millcreek City Manager, the City Attorney, and the Finance Director.

THIS RESOLUTION, assigned No. 26-13, shall take effect immediately upon its passage and approval as provided herein.

PASSED AND APPROVED.

MILLCREEK

By: _____
Cheri Jackson, Mayor

ATTEST:

Elyse Sullivan, City Recorder

Roll Call Vote:		
Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No



Millcreek Audit Committee Guidelines

Mission

The City Council of Millcreek ("City Council") has established an audit committee. ("Committee") to provide independent advice, assistance, and recommendations with respect to oversight of the internal and external audit functions of Millcreek.

Composition and Requisite Skills

The Committee is comprised of two members of the City Council and certain identified members of the Millcreek staff. This ensures that investigations regarding the work of management, external auditors, and internal auditors remain confidential until reports are made public to the City Council. The Committee shall include: two members of the City Council, one of whom shall be the City Treasurer, the Millcreek City Manager, the City Attorney, and the Finance Director.

The Committee members should collectively possess the knowledge of accounting, auditing, and financial reporting needed to understand and evaluate Millcreek's financial statements, the external audit, and the entity's internal audit activities. Accordingly, the Committee's members, collectively, should:

- 1) Possess the requisite knowledge necessary to understand technical and complex financial reporting issues.
- 2) Possess the ability to communicate with auditors, public finance officers, and the City Council.
- 3) Possess knowledge about internal controls, separation of duties, financial statement audits, and management/operational audits. If Committee members do not have sufficient knowledge of internal control or financial affairs, they must obtain this knowledge through a financial expert (either a volunteer or a paid advisor). The financial expert advisor must:
 - a. Be independent of management,
 - b. Be present for meetings,
 - c. Not be a member of the Committee, and
 - d. Do not vote on Committee actions.

Duties and Responsibilities

The duties and responsibilities of the Committee include the following:

1) External Audit Focus

- a. Provide recommendations regarding the selection of the external auditor
- b. Meet with the external auditor prior to commencement of the audit to, among other things, review the engagement letter.
- c. Review and discuss with the external auditor any risk assessment of the entity's fiscal operations developed as part of the auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards, if applicable.
- d. Receive and review the draft annual audit report and accompanying draft management letter, including the external auditor's assessment of the entity's system of internal controls, and, working directly with the external auditor, assist the governing body in interpreting such documents.
- e. Make a recommendation to the City Council on accepting the annual audit report.
- f. Review every corrective action plan developed by Millcreek management and assist the City Council in implementing such plans.

2) Internal Audit Focus

- a. Make recommendations to the City Council body regarding the appointment of the internal auditor or financial expert.
- b. Assist in the oversight of the internal audit function, including reviewing the annual internal audit plan to ensure that high-risk areas and key control activities are periodically evaluated and tested, and reviewing the results of internal audit activities.
- c. Review significant recommendations and findings of the internal auditor.
- d. Monitor management's implementation of the internal auditor's recommendations.
- e. Participate in the evaluation of the performance of the internal audit function.
- f. Oversee Hotline complaints received and investigated by the internal auditor.

3) Administrative Matters

- a. Hold regularly scheduled meetings.
- b. Review and revise these Committee guidelines, as necessary.

Membership

The membership duties of the Committee include the following:

Attachment A

- 1) Good Faith – Members of the Committee shall perform their duties in good faith, in a manner they reasonably believe to be in the best interests of Millcreek, with such care as a generally prudent person in a similar position would use under similar circumstances.
- 2) Confidentiality – In the course of their duties and responsibilities, Committee members may have access to confidential information. The Committee shall have an obligation to Millcreek to maintain the confidentiality of such information.

Meetings and Notification

The Committee shall meet as needed upon the call of the City Manager or any two Committee members, but at a minimum of four (4) times each fiscal year. An agenda for each meeting should be prepared by the Millcreek Finance Director and distributed in advance of the meeting for reasonable review and consideration. Such distribution shall include all supporting documents and other relevant materials.

The Millcreek Finance Director shall prepare Finance minutes. Minutes shall include:

- 1) Agenda,
- 2) Time, date, and place of the meeting,
- 3) Names of members present and absent,
- 4) Substance of all matters proposed, discussed, or decided by the Committee
- 5) Findings requiring further investigation, and
- 6) Items to report to the City Council.

Decision-Making Process

A vote of a simple majority of the total membership of the Committee shall reach all decisions. The Committee shall not meet unless a quorum is present in person or present electronically. A quorum constitutes a simple majority of the total members of the Committee.

Reporting Requirements

The Committee has the duty and responsibility to report its activities to the City Council at the regular City Council meeting following an Audit Committee Meeting. Periodic written reports of the Committee's activities are an important communication link between the Audit Committee and the City Council on key decisions and responsibilities. The Committee's reporting requirements are to:

- 1) Report on the scope and breadth of committee activities so that the City Council is kept informed of the Committee's work.
- 2) Provide minutes or a summary of meeting minutes, which clearly record the actions and recommendations of the Committee.
- 3) Report on their review of Millcreek's draft annual financial audit report and accompanying management letter and their review of significant findings.
- 4) Report on their review of audits from other regulatory agencies regarding Millcreek operations (e.g., workers' compensation, stormwater protection, workplace safety).
- 5) Report on suspected fraud, waste, or abuse, or significant internal control findings and activities of the internal control function.

Attachment A

- 6) Report on indications of material, repeated, or significant instances of non-compliance with laws or Millcreek policies and regulations.
- 7) Report on any other matters that the Committee believes should be disclosed to the City Council.

Review of Audit Committee Guidelines

The Committee should periodically review the adequacy of these guidelines and recommend modifications to the Council for their review and approval.

MILLCREEK, UTAH
RESOLUTION NO. 26-14

**A RESOLUTION OF THE MILLCREEK COUNCIL APPROVING AN INTERLOCAL
COOPERATIVE AGREEMENT WITH THE UTAH DIVISION OF FORESTRY, FIRE,
AND STATE LANDS COOPERATIVELY DISCHARGE THEIR JOINT
RESPONSIBILITIES FOR PROTECTING NON-FEDERAL LAND FROM
WILDLAND FIRE**

WHEREAS, the Millcreek Council (“*Council*”) met in regular session on June 8, 2026, to consider, among other things, approving an Interlocal Cooperative Agreement with the Utah Division of Forestry, Fire, and State Lands (“FFSL”) to cooperatively discharge their joint responsibilities for protecting non-federal land from wildland fire; and

WHEREAS, Utah Code § 65A-8-203 required a county, municipality, or certain other eligible entity and the State of Utah, by and through FFSL, to cooperatively discharge their joint responsibilities for protecting non-federal land from wildland fire; and

WHEREAS, under Utah Administrative Code R652-122-200, R652-121-400, and R652-121-600, the FFSL and the City are authorized to enter into agreements with each other for joint or cooperative action; and

WHEREAS, the Council has determined that it is in the best interest of the inhabitants of Millcreek to approve the Interlocal Cooperative Agreement with the FFSL, a copy of which is attached hereto (“*Agreement*”); and

WHEREAS, the Agreement sets forth the purpose thereof, the extent of participation of the parties, and the rights, duties, and responsibilities of the parties.

NOW, THEREFORE, BE IT RESOLVED that the Agreement is approved, and that the Mayor and Recorder are hereby authorized and directed to execute and deliver the same.

This Resolution assigned No. 26-14, shall take effect immediately on passage.

PASSED AND APPROVED by the Council this 8th day of June 2026.

MILLCREEK COUNCIL

By: _____
Cheri Jackson, Mayor

ATTEST:

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Upi	Yes	No

COOPERATIVE AGREEMENT

This Cooperative Agreement (the “Agreement”) is made and entered into this ____ day of _____ 2025 (the “Effective Date”), by and between the Utah Division of Forestry, Fire and State Lands (“FFSL”) and _____ Millcreek _____ (the “Participating Entity”). FFSL and the Participating Entity may sometimes be referred to in this Agreement individually as a Party or, collectively, as the Parties.

RECITALS

- A. Pursuant to Utah Code § 65A-8-203, this Cooperative Agreement is required for a county, municipality, or certain other eligible entity and the State of Utah, by and through FFSL, to cooperatively discharge their joint responsibilities for protecting non-federal land from wildland fire.
- B. The Participating Entity is a county, municipality, or other Eligible Entity, as defined in Section I of this Agreement.
- C. The Participating Entity is eligible to enter into a Cooperative Agreement under Utah Administrative Code R652-122-200, R652-121-400, and R652-121-600.
- D. FFSL provided to the Participating Entity, and the Participating Entity signed and returned to FFSL, the Annual Participation Commitment Statement before the Effective Date of this Agreement.
- E. The fire department or equivalent fire service provider under contract with, or delegated by, the Participating Entity on unincorporated land meets minimum standards for wildland fire training, certification, and suppression equipment based upon nationally accepted standards, determined by FFSL.

AGREEMENT

I. Definitions

For the purposes of this Agreement:

- 1. “Annual Participation Commitment Report” means a report prepared by the Participating Entity, detailing the expenditures and activities conducted in compliance with the Participation Commitment during the past calendar year.
- 2. “Annual Participation Commitment Statement” means a statement, signed by both FFSL and the Participating Entity, detailing both the monetary value of the Participation Commitment for the upcoming calendar year and the detailed activities the Participating Entity plans to perform to fulfill their Participation Commitment for that year.

3. “Catastrophic Wildfire” means fires whose size and intensity cause significant impacts to State and local economies, critical infrastructure, the environment, and private landowners.
4. “Cooperative Agreement” means the same as the term is defined in Utah Admin. Code R652-1-200.
5. “Delegation of Fire Management Authority” means the acceptance by FFSL of responsibility for:
 - i. Managing a wildfire; and
 - ii. The cost of fire suppression, as described in Utah Code § 65A-8-203.
6. “Direct Expenditure” means funds spent by a Participating Entity to implement wildland fire prevention, preparedness, or mitigation efforts both agreed to between the Parties and approved by FFSL.
7. “Direct Payment” means an alternative method of meeting all, or part, of the participation commitment by paying FFSL directly, as per Utah Code § 65A-8-203.4.
8. “Eligible Entity” means the same as the term is defined in Utah Code § 65A-8-203.
9. “Extended Attack” means actions taken in response to wildland fire after Initial Attack.
10. “Firefighter” means an individual trained in wildland firefighting techniques and assigned to a position of hazardous duty.
11. “Initial Attack” means actions taken by the first resources to arrive at any wildland fire incident, including, without limitation, size-up, patrolling, monitoring, holding action, or aggressive suppression action.
12. “In-Kind Activity” means an activity for wildland fire prevention, preparedness, or mitigation efforts both agreed to between the Parties and approved by FFSL. The value of an In-Kind Activity shall be determined by using the rate calculated by the Independent Sector, <https://www.independentsector.org/>.
13. “Minimum Billing Threshold” means the dollar value of expenses not charged to the Participating Entity but incurred by FFSL, on behalf of the Participating Entity, on Initial Attack prior to Delegation of Fire Management Authority.
14. “Participation Commitment” means prevention, preparedness, and mitigation actions and expenditures, including those identified in an FFSL-approved CWPP or equivalent wildland fire preparedness plan, undertaken by a Participating Entity to reduce the risk of wildland fire and meet the intent of Utah Code §§ 65A-8-202 and 65A-8-202.5.
15. “Participating Entity” means an Eligible Entity with a valid Cooperative Agreement.

II. Term.

1. The term of this Agreement shall be five (5) years from the Effective Date.

III. Participation Commitment.

1. Annual Statement.

- a. FFSL shall send the Participating Entity an Annual Participation Commitment Statement at least three (3) months in advance of the end of each calendar year under the term of this Agreement.
- b. Upon receipt of an Annual Participation Commitment Statement, the Participating Entity shall complete the annual plan portion of the Annual Participation Commitment Statement outlining the actions they intend to take that address the wildfire threat. The Participating Entity shall send the completed annual plan to FFSL for review and approval within sixty (60) days of receipt of an Annual Participation Commitment Statement.
- c. Upon receipt of the Participating Entity's annual plan, FFSL shall review the annual plan. FFSL may request additional information before approving the annual plan. Upon FFSL's approval of the annual plan, FFSL shall sign and send the Annual Participation Commitment Statement to the Participating Entity for signature.
- d. Upon receipt of the signed Annual Participation Commitment from FFSL, the Participating Entity's chief executive shall sign and return the fully executed Annual Participation Commitment Statement to FFSL by the deadline provided. In the event the Participating Entity fails to sign and return the Annual Participation Commitment Statement by the deadline provided, FFSL shall terminate this Agreement at the conclusion of the last calendar year in which the Participating Entity complied with this requirement.

2. Fulfillment.

- a. The Participating Entity shall fulfill its Participation Commitment, determined by FFSL, pursuant to Utah Admin. Code R652-122-800 and R652-122-200(5)(c).
- b. The Participating Entity shall fulfill its Participation Commitment through direct expenditures, direct payment, in-kind activities, or any combination of the three.

3. Consultation.

- a. The Participating Entity may consult with FFSL to identify valid Participation Commitment actions and activities, based on the Participating Entity's FFSL-approved CWPP or equivalent wildfire preparedness plan.

4. Accounting.

- a. The Participating Entity shall account for its respective Participation Commitment activities and expenditures through the Utah Wildfire Assessment Risk Portal ("UWRAP").

- b. Beginning January 1, 2025, all qualifying Participation Commitment expenditures and activities count toward the Participating Entity's first full-year Participation Commitment.
- c. The value of Participation Commitment expenditures and activities may, with approval of FFSL, carry-over to the next calendar year.
- d. At FFSL's discretion, the value of capital improvement actions may carry-over for up to five (5) years and the value of non-capital improvement actions may carry-over for up to three (3) years.
- e. The Participating Entity must receive written approval from FFSL before pursuing carry-over for a specific action under Section III(4)(c) of this Agreement.
- f. Amounts reported annually in excess of Participation Commitment shall not carry-over without written approval under this Section III(4).

5. Reporting.

- a. The Participating Entity shall record and account for its Participation Commitment actions and expenditures in UWRAP.
- b. The Participating Entity shall provide an annual accounting of its actions and expenditures to FFSL for review and approval in the manner and form specified by FFSL.
- c. The Participating Entity shall account for, track, and report any year-to-year carry-over under Section III(4)(c) of this Agreement in UWRAP.
- d. FFSL may review and verify records related to the Participating Entity's Participation Commitment at any time.
- e. FFSL may deny records related to the Participating Entity's Participation Commitment deemed by FFSL to be unverifiable, incorrect, or not approved in the Participating Entity's signed Participation Commitment Statement.

6. Calculation.

- a. FFSL shall calculate the Participation Commitment based on a wildfire risk assessment by acres (the "Risk Assessment"), conducted by FFSL, and the historic fire cost average ("Fire Cost Average") in the Participating Entity's jurisdiction, pursuant to Utah Admin. Code R652-122-300, R652-122-400, and R652-122-500.
- b. The Risk Assessment calculation shall be adjusted for inflation using the Consumer Price Index.
- c. FFSL shall calculate the Fire Cost Average based on historic suppression costs accrued within the Participating Entity's jurisdictional boundary. The Fire Cost Average shall only include wildland fire suppression costs accrued and paid by FFSL on behalf of a Participating Entity within the Participating Entity's jurisdictional boundary. The Fire Cost Average may include State-

paid costs after Delegation of Fire Management Authority and Transfer of Fiscal Responsibility has occurred within the Participating Entity's jurisdictional boundary.

- d. The Fire Cost Average shall be calculated on a rolling, ten-year average, dropping the highest and lowest cost years and adjusting for inflation using the Consumer Price Index. Each ten-year average shall contain eight data points.

7. Appeals.

- a. Where permitted by Utah Admin. Code R652-122, the Participating Entity may appeal a decision regarding its Participation Commitment by submitting a written appeal that states the reasons for the disagreement to the State Forester within ninety (90) days of the occurrence of the reason for disagreement.

IV. Initial Attack.

1. The Participating Entity shall have primary responsibility for Initial Attack ("IA") on all nonfederal lands within the response area of the Participating Entity or within the response area of any delegee of the Participating Entity.
2. IA may include different resources based on fire danger, fuel type, values to be protected, and other factors.
3. FFSL shall determine effective wildfire IA pursuant to the definition of IA under this Agreement and Utah Code 65A-8-202, defining IA as what is reasonable for the Participating Entity.
4. The Participating Entity shall have financial responsibility for all IA costs within their jurisdictional boundary, other than the cost of aviation assets.
5. FFSL shall have financial responsibility for all IA aviation asset costs.

V. Delegation of Fire Management Authority and Transfer of Fiscal Responsibility.

1. Delegation of Fire Management Authority and the transfer of fiscal responsibility to FFSL for the wildfire at issue shall occur simultaneously with one of the following events:
 - a. The involvement of state-owned or federally-owned lands in the wildfire;
 - b. The order, beyond pre-planned dispatch, of firefighting resources through an Interagency Fire Center;
 - c. The request, by the local fire official on scene, of the Participating Entity with jurisdiction; or
 - d. The decision of the State Forester, after consultation with local authorities.
2. Upon Delegation of Fire Management Authority to FFSL, FFSL, or its designee, shall be the primary incident commander in a unified command environment with the agency having jurisdiction.

3. The occurrence of aviation assets on pre-planned dispatch, as established by the State, shall not cause an automatic Delegation of Fire Management Authority.

VI. Extended Attack.

1. Immediately upon Delegation of Fire Management Authority, the incident commander shall record a timestamp via radio with the Interagency Fire Center servicing the incident.
2. The Crew Time Report (“CTR”) or Shift Ticket of all resources not covered by a no-cost local agreement, such as an automatic aid system or other inter-local agreement, shall also reflect the timestamp recorded in Section VI(1).
3. Immediately upon Delegation of Fire Management Authority, a new CTR or Shift Ticket shall be started for all resources to be used in the Extended Attack.
4. All incident commanders named on the incident organizer shall sign delegation documentation. Resource needs shall be reevaluated in the transition from IA to Extended Attack.
5. Upon Delegation of Fire Management Authority, and if the Participating Entity is compliant with relevant statutes, regulations, and the terms of this Agreement, FFSL shall be financially responsible for wildland fire suppression costs incurred beyond IA.

VII. Wildland Fire Response Training and Certification.

1. The Participating Entity shall ensure Firefighters providing IA within the Participating Entity’s jurisdiction are trained in NWCG S130 Firefighter Training and S190 Introduction to Wildland Fire Behavior.
2. The Participating Entity shall ensure firefighters providing IA within the Participating Entity’s jurisdiction have completed RT130 Annual Fireline Safety Refresher Training prior to each statutory “closed fire season,” as defined in Utah Code § 65A-8-211.
3. Upon Delegation of Fire Management Authority, FFSL may release from IA, or reassign to other firefighting duties, any Firefighter not certified as a NWCG Wildland Firefighter II.

VIII. Wildland Fire Response Equipment Standards.

1. The Participating Entity shall ensure engines, water tenders, hand tools, and water handling equipment used for response to wildland fire on nonfederal land within the Participating Entity’s jurisdiction meet the National Wildfire Coordinating Group standards and, if applicable, the FFSL Fire Department Manual standards.

IX. Wildland Fire Cost Recovery Actions.

1. Pursuant to Utah Code Title 65A and Utah Admin. Code R652, and when an investigation reasonably shows a person or persons started a wildfire by acting

in a negligent, reckless, or intentional manner, the Participating Entity shall initiate a civil action to recover all wildland fire costs incurred for a particular fire (“Cost Recovery Action”), except for when Delegation of Fire Management Authority has occurred. FFSL shall assist the Participating Entity in a Cost Recovery Action under this Section IX(1).

2. Costs recovered by the Participating Entity beyond the costs, including legal fees in pursuing the Cost Recovery Action, incurred by the Participating Entity itself shall be distributed amongst all other entities with incurred suppression costs.
3. The value of costs incurred and recovered by the Participating Entity may reduce the Participating Entity’s Historic Fire Cost Average and Participation Commitment.
4. If the Participating Entity does not intend to initiate a Cost Recovery Action under Section IX(1), the Participating Entity shall immediately notify FFSL.
5. FFSL may initiate a Cost Recovery Action at any time, including when Delegation of Fire Management Authority has occurred and upon notice by the Participating Entity under Section IX(4).

X. Probation Status.

1. At the end of each calendar year, FFSL shall review the Participating Entity’s compliance with the terms of this Agreement.
2. If the Participating Entity is found to be in noncompliance, FFSL shall place the Participating Entity on “Probation Status” and provide the Participating Entity with a “Probation Notice” including:
 - a. Notice of the Probation Status;
 - b. The reason for the Probation Status;
 - c. The action(s) the Participating Entity must take to remedy the Probation Status; and
 - d. The time frame within which the Probation Status may be remedied.
3. If the reason for the Probation Status is the Participating Entity’s failure to fulfill its Participation Commitment for the previous calendar year:
 - a. The Participating Entity shall fulfill its Participation Commitment for the previous year and its Participation Commitment for the current calendar year within the Probation Notice time frame;
 - b. FFSL shall credit the Participating Entity’s Participation Commitment expenditures and actions toward the Participating Entity’s outstanding obligation before it may credit the expenditures and actions toward the current obligation;
 - c. FFSL may, based on evidence of a good faith effort to comply with Section X(3)(a) and at the sole discretion of FFSL, extend the Probation Notice time frame if the underlying noncompliance is not timely remedied; and

- d. FFSL shall lift the Probation Status if the underlying noncompliance is remedied within the Probation Notice time frame.
4. If the reason for the Probation Status is the Participating Entity's noncompliance with one or more terms of this Agreement, apart from a failure to fulfill its Participation Commitment:
 - a. The Participating Entity shall remedy the underlying noncompliance that led to the Probation Status within the Probation Notice time frame.
 - b. FFSL shall lift the Probation Status if the underlying noncompliance is remedied within the Probation Notice time frame.
 - c. FFSL may, pursuant to Section XI, revoke this Agreement if the underlying noncompliance is not remedied within the Probation Notice time frame.
5. For the duration of the Probation Status, this Agreement remains valid.
6. FFSL may, pursuant to Section XI, revoke this Agreement if the underlying noncompliance is not remedied within the Probation Notice time frame.

XI. Revocation.

1. FFSL may revoke this Agreement by providing written notice to the Participating Entity more than forty-five (45) days from the start or end of the statutory fire season, as defined in Utah Code 65A-8-211.
2. If the Participating Entity signed and returned the Annual Participation Commitment Statement to FFSL, a revocation by FFSL shall be effective in the calendar year following the year the Annual Participation Commitment Statement was signed and returned.
3. The Participating Entity may revoke this Agreement by:
 - a. Providing written notice to FFSL of its intent to revoke this Agreement; or
 - b. By failing to sign and return the Annual Participation Commitment Statement to FFSL, unless a written extension for return has been granted by FFSL.
4. Any revocation of this Agreement is considered a termination of the Agreement.
5. If either FFSL or the Participating Entity revokes this Agreement, the Participating Entity may only enter into a new CWS cooperative agreement with FFSL if the Participating Entity meets the requirements under Utah Administrative Code R652-121-600 and the Participating Entity pays FFSL all outstanding wildfire suppression costs in full.
6. If FFSL revokes this Agreement after the Participating Entity was placed on Probation Status, the Participating Entity shall be responsible for all costs of wildfire suppression incurred by FFSL within the Participating Entity's jurisdiction from the date of the Probation Notice to the revocation of this Agreement.

7. A revocation of this Agreement by FFSL may be informally appealed to the State Forester within thirty (30) days of the notice of revocation being provided.

XII. Renewal, Amendment, and Compliance with Applicable Laws.

1. If neither FFSL nor the Participating Entity revoke this Agreement under Section XI, this Agreement may renew for a consecutive five (5) year term.
2. There is no limit to the number of terms this Agreement may renew for.
3. The terms of this Agreement may be amended at any time by the written agreement of both Parties.
4. The terms of this Agreement shall be subject to and, at the end of each five (5) year term, amended as necessary to comply with Utah Code Title 65A and Utah Admin. Code R652.
5. This Agreement is made pursuant to the provisions of all applicable laws and subject to the rules and regulations of the departments and agencies of the State of Utah presently in effect and to such laws, rules, and regulations as may be hereafter promulgated.

XIII. Community Wildfire Preparedness Plan.

1. The Participating Entity shall adopt a Community Wildfire Preparedness Plan (“CWPP”) or, subject to FFSL’s approval, equivalent wildland fire preparedness plan. The Participating Entity shall update the CWPP or equivalent wildland fire preparedness plan within five (5) years of the Effective Date of this Agreement.
2. The Participating Entity shall implement prevention, preparedness, and mitigation actions identified in its CWPP.

XIV. Wildland Urban Interface.

1. The Participating Entity shall comply with all statutes, regulations, policies, and other requirements relating to wildland urban interface property, including those requirements agreed to by the Parties in the Wildland Urban Interface Agreement. *See Exhibit B.*

XV. Miscellaneous.

1. This Agreement shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Agreement shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
2. At all times during this Agreement, the Participating Entity shall comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements.
3. The Participating Entity shall be fully liable for the actions of its agents, employees, officers, and partners and shall fully indemnify, defend, and save

harmless FFSL and the State of Utah from all claims, losses, suits, actions, damages, and costs of every name and description arising out of the Participating Entity's performance of this Agreement to the extent caused by any intentional wrongful act or negligence of the Participating Entity, its agents, employees, officers, or partners, without limitation; provided, however, the Participating Entity shall not indemnify for that portion of any claim, loss, or damage arising hereunder due to the fault of FFSL. In the event there is a conflict between this provision and Utah Code § 65A-8-216 or other provisions of State law, State law shall govern. The Parties are governmental entities under the Utah Governmental Immunity Act (the "Immunity Act"). Nothing contained herein shall be construed in any way to modify the limits of liability set forth in the Immunity Act or the basis for liability as established in the Immunity Act. Nothing contained herein shall be construed as a waiver by any Party of any defenses or limits of liability available under the Immunity Act and other applicable law. The Parties maintain all privileges, immunities, and other rights granted by the Immunity Act and all other applicable law.

4. The Participating Entity agrees to abide by the following federal and State employment laws, including: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e), which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90, which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990, which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order 2019-1, dated February 5, 2019, which prohibits unlawful harassment in the workplace. The Participating Entity further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of the Participating Entity's employees.
5. The Participating Entity may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of FFSL.
6. A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege. No waiver of any term of this Agreement is valid unless in writing.
7. The invalidity or unenforceability of any provision, term, or condition of this Agreement shall not affect the validity or enforceability of any other provision, term, or condition of this Agreement, which shall remain in full force and effect.
8. This Agreement constitutes the entire agreement between the Parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.

9. In the event of any conflict or disagreement between this Agreement and any applicable statute or regulation, the statute or regulation shall control.

UTAH DIVISION OF FORESTRY, FIRE AND STATE LANDS

_____ FFSL Area Manager Signature	_____ Name	_____ Date
_____ State Forester/Division Director Signature	_____ Name	_____ Date

PARTICIPATING ENTITY

_____ Chief Executive Signature	_____ Name	_____ Date
------------------------------------	---------------	---------------

APPROVED AS TO FORM
UTAH ATTORNEY GENERAL’S OFFICE

 <u>Connor Arrington (Sep 4, 2025 09:42:23 MDT)</u>	<u>Connor Arrington</u>	<u>09/04/2025</u>
Assistant Attorney General Signature	Name	Date

MILLCREEK, UTAH
ORDINANCE NO. 26-39

**AN ORDINANCE REGULATING THE USE OF MUNICIPAL PICKLEBALL COURTS;
PROHIBITING NON-PICKLEBALL ACTIVITIES, INCLUDING SOCCER AND THE
USE OF WHEELED VEHICLES; AND PROVIDING FOR ENFORCEMENT**

WHEREAS, the Millcreek Council (“Council”) met in regular session on June 8, 2026, to consider, among other things, regulating the use of municipal pickleball courts; prohibiting non-pickleball activities, including soccer and the use of wheeled vehicles; and providing for enforcement; and

WHEREAS, the City has constructed and maintains municipal pickleball courts for the recreational use of pickleball participants; and

WHEREAS, the municipal outdoor pickleball courts are constructed with specialized surfacing systems that are susceptible to damage from non-pickleball activities and use by wheeled vehicles; and

WHEREAS, use of the municipal pickleball courts for activities other than pickleball has resulted in damage to court facilities, interference with intended recreational use, and safety concerns for court users; and

WHEREAS, Utah municipalities are authorized under Utah Code Ann. § 10-8-84 to regulate the use, maintenance, and protection of municipal parks and recreational facilities.

NOW, THEREFORE, BE IT ORDAINED that the following provisions are hereby adopted:

13.04.310 Regulating the Use of Municipal Pickleball Courts; Prohibiting Non-Pickleball Activities.

13.04.311 Purpose.

The purpose of this Chapter is to preserve municipal pickleball courts for their intended use, protect public facilities from damage, promote public safety, and ensure equitable access for pickleball participants.

13.04.312 Definitions.

As used in this Section:

“Municipal Pickleball Court” means any outdoor court owned, operated, leased, or maintained by the City that is designated for the sport of pickleball, whether for exclusive or shared recreational use.

“Wheeled vehicle or device” means any device, conveyance, or apparatus designed to transport, or capable of transporting, a person or property upon one or more wheels, whether powered by human effort, gravity, mechanical power, electric power, or any other means of propulsion.

13.04.313 Permitted Use.

Municipal pickleball courts shall be used solely for the playing of pickleball and activities reasonably incidental thereto, subject to applicable City rules and regulations.

13.04.314 Prohibited Activities.

The following activities are prohibited on any municipal pickleball court:

- A. Playing, practicing, or conducting drills for sports or activities other than pickleball, including but not limited to soccer, football, baseball, lacrosse, hockey, or similar activities.
- B. Kicking, throwing, striking, or propelling balls, equipment, or other objects against pickleball nets, net posts, fencing, or other court facilities, except as reasonably necessary during the normal play of pickleball.
- C. Conducting athletic training exercises, conditioning activities, team practices, or organized drills unrelated to pickleball.
- D. Operating, riding, or bringing onto a municipal pickleball court any wheeled vehicle or device, including bicycles, scooters, skateboards, roller skates, roller blades, hoverboards, or similar devices; provided, however, that this subsection does not apply to wheelchairs or other mobility devices used by persons with disabilities.

13.04.315 Enforcement.

Any person who violates any provision of this Chapter may be directed by an authorized City employee or law enforcement officer to cease the prohibited activity and to leave the municipal pickleball court area. Each violation constitutes a civil infraction punishable by a civil penalty of three hundred dollars (\$300). If the violator is a minor, the minor and the minor’s parent or legal guardian shall be jointly and severally liable for the civil penalty, to the extent permitted by law.

13.04.316 Severability.

If any provision of this ordinance is determined to be invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

This ordinance shall take effect upon passage, approval, and publication as required by law.

PASSED AND APPROVED this 8th day of June 2026.

MILLCREEK

By: _____

Cheri Jackson, Mayor

ATTEST:

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No

CERTIFICATE OF POSTING

I, the duly appointed recorder for Millcreek, hereby certify that:

ORDINANCE 26-39: AN ORDINANCE REGULATING THE USE OF MUNICIPAL PICKLEBALL COURTS; PROHIBITING NON-PICKLEBALL ACTIVITIES, INCLUDING SOCCER AND THE USE OF WHEELED VEHICLES; AND PROVIDING FOR ENFORCEMENT was passed and adopted the 8th day of June, 2026 and certifies that a copy of the foregoing Ordinance 26-39 was posted in accordance with Utah Code 10-3-711 this ____ day of June 2026.

Elyse Sullivan, City Recorder

MILLCREEK, UTAH
RESOLUTION NO. 26-15

**A RESOLUTION OF THE MILLCREEK COUNCIL APPROVING APPOINTMENTS
TO THE PLANNING COMMISSION**

WHEREAS, the Millcreek Council ("*Council*") met in regular meeting on June 8, 2026, to consider, among other things, approving appointments to the Planning Commission; and

WHEREAS, Section 18.03.010 of the Millcreek Code of Ordinances provides that Members of the Planning Commission shall be appointed by the Mayor, with the advice and consent of the Council and it also provides that the appointment shall be made by resolution of the Council; and

WHEREAS, the Mayor hereby nominates Christian Larsen, Jacob Richardson, and Robert Peterson as a member of the Planning Commission; and

WHEREAS, the Council has given advice regarding the appointments of such members and hereby consents to such appointments; and

WHEREAS, after careful consideration, the Council has determined that it is in the best interest of the health, safety, and welfare of the residents of Millcreek to consent to such appointments.

NOW, THEREFORE, BE IT RESOLVED that the Council consents to the appointment of Christian Larsen, Jacob Richardson, and Robert Peterson as members of the Planning Commission, serving a term that will end on June 30, 2030.

This Resolution, assigned No. 26-15, shall take effect immediately upon passage.

PASSED AND APPROVED by the Council this 8th day of June, 2026.

MILLCREEK COUNCIL

By: _____
Cheri Jackson, Mayor

ATTEST:

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No

MILLCREEK, UTAH
ORDINANCE NO. 26-40

**AN ORDINANCE APPROVING THE DISPOSITION OF CERTAIN SURPLUS
PUBLIC PROPERTY**

WHEREAS, the Millcreek Council (“Council”) met in regular session on June 8, 2026, to consider, among other things, approving the disposition of certain public property; and

WHEREAS, Millcreek (“the City”) purchases tangible items for providing municipal services; and

WHEREAS, such items are purchased with public funds, the City desires to be good stewards of public funds and the assets and supplies purchased with public funds; and

WHEREAS, the City recognizes that these items are no longer useful to the City’s municipal operations; and

WHEREAS, Millcreek understands that members of the public may find such items useful; and

WHEREAS, Millcreek Code 2.22.170 requires the Council to establish a “minimum bid” for the items to be surplus; and

WHEREAS, the City has determined that the value as established by the Public Surplus website will establish a minimum bid and using the Public Surplus website will provide the highest and best economic return to the City,

NOW, THEREFORE, BE IT ORDAINED by the City Council that the items listed on Exhibit A shall be deemed as surplus property, that the value established by the Public Surplus website, plus the website, will establish the minimum bid, and that using the Public Surplus website will provide the highest and best economic return to the City.

PASSED AND APPROVED this 8th day of June 2026.

MILLCREEK

By: _____
Cheri Jackson, Mayor

ATTEST:

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No

CERTIFICATE OF POSTING

I, the duly appointed recorder for Millcreek, hereby certify that:
ORDINANCE 26-40: AN ORDINANCE APPROVING THE DISPOSITION OF CERTAIN
SURPLUS PUBLIC PROPERTY was adopted the 8th day of June 2026 and that a copy of the
foregoing Ordinance 26-40 was posted in accordance with Utah Code 10-3-711 this ____ day of
June, 2026.

Elyse Sullivan, City Recorder

Millcreek Surplus Items

Item & Details	Qty	Unit Price	estimated proceeds
Presented to Council on June 08, 2026;			
Lockers 18 compartments, cream color, 1 unit			32.00
Lockers 18 compartments, cream color, 1 unit			32.00
Rolling Carts with 8 Shelves for a Bin	6	10.00	60.00
Drone - DJI Phantom 4 RTK Package			2,000.00
Total estimated proceeds			2,124.00

FY27 General Fund Budget Changes to Tentative Budget



	FY2025 Actual	FY2026 CY Budget	FY2026 projected	FY2027 Tentative	Changes to Tentative Bdgt 05/26/26	Changes to Tentative Bdgt 06/08/26	FY2027 Revised
General Fund Revenues							
Art Market 2 (Fall)						35,000	35,000 Art Market 21 (Fall - Glass Market - New Market)
Budgetary Use of Fund Balance		350,276		192,940	348,000		540,940
					348,000	35,000	
General Fund Expenditures							
							\$16,050,000 - UPD Law Enforcement Contract (+ rounding) 5,000 - Law Enforcement - Events / Security 800,000 - SLCO Animal Services Contract \$16,855,000 - Total
Public Safety Department	16,745,989	17,435,500	17,210,052	16,505,000	350,000		16,855,000 FY27 UPD Law Enforcement Contract: \$16,455,107 - FY26 final contract 389,007 - FY27 increase 2.36% \$16,844,114 - FY27 law enforcement contract < 800,000> - Use of Precinct Fund Balance \$16,044,114 - FY27 assessment
Programs - General Promise Programs	17,002	131,000	131,000	210,000			210,000 \$200,000 - Asian Association \$10,000 - Promise programs (Produce Pals, Millcreek Futures, Child Supervision, SpyHop, community literacy programs, and digital skills)
Finance Department - Software	147	10,000	-	10,000		500	10,500 Purchase Order module quote = \$10,492 Reclass within Dept
Finance Department - Professional Service	37,625	38,500	29,600	45,000		(500)	44,500 Reclass within Dept
Comm Life - Events Department	1,057,397	1,203,000	1,027,114	1,417,100	(2,000)		1,415,100 Department Request: \$2,000 - Inflatable Screen repairs Change to Tentative Budget: Screen will be purchased before 06/30
Comm Life - Public Markets						35,000	35,000 Art Market 21 (Fall - Glass Market - New Market)
					348,000	35,000	

General Fund Revenues by Category		Revised Estimated Revenue	General Gov't	Law Enforcemt	Other Public Safety	PW/ Roads	Public Markets	Recreation	Events	Total / Hash
	Property Taxes (all types)	12,573,559		12,573,559						12,573,559
	Property Taxes (new growth)	-		-						-
	General Sales & Use; Transient Room Taxes	15,615,000	15,615,000							15,615,000
	Energy Sales and Use; Cable; Telecom Tax	4,200,000		4,200,000						4,200,000
	SLCO 5th x 5th Sales Tax (P2)	700,000				700,000				700,000
	Transit & Highway Tax	1,400,000				1,400,000				1,400,000
	Business Licenses	765,000	765,000							765,000
	Bldg Permits; Encroachment; Special Events	1,350,441			1,000,000	350,441				1,350,441
	State Grants (HB244)	400,000				400,000				400,000
	Class C Road Funds	2,800,000				2,800,000				2,800,000
	Liquor Taxes	90,000		90,000						90,000
	Local Grants	105,000	105,000							105,000
	Plan Checking, Building Admin, P&Z Fees	641,500	600,000		41,500					641,500
	Public Market Revenue	320,000					320,000			320,000
	Rec - HUB Admissions & Equip Rental	660,000						660,000		660,000
	Recreation - HUB & VO Taxable Sales	15,000						15,000		15,000
	Recreation & VO Programming	80,000						80,000		80,000
	CL Events Admissions	85,000							85,000	85,000
	Lease Rev - Business Leases	60,000	60,000							60,000
	Rentals - Booth / Equipment	29,000					29,000			29,000
	Rentals - Venues	206,500							206,500	206,500
	Interdepartment Admin Fees	360,560	360,560							360,560
	Code Compliance Fees	100,000			100,000					100,000
	Miscellaneous Revenue	56,500	55,000		1,500					56,500
	Interest Income	625,000	625,000							625,000
	Contributions from Private Sources	240,000	240,000							240,000
	Interfund Transfers-In	164,500						164,500		164,500
	Budgetary Use of Fund Balance	540,940	540,940							540,940
	Totals	44,183,500	18,966,500	16,863,559	1,143,000	5,650,441	349,000	919,500	291,500	44,183,500

General Fund Expenditures by Department		Revised Estimated Revenue	General Gov't	Law Enforcemt	Other Public Safety	PW/ Roads	Public Markets	Recreation	Events	Total / Hash
	4110 - Mayor and Council	612,500	612,500							612,500
	4210 - City Manager	339,950	339,950							339,950
	4220 - Justice Court	170,000	170,000							170,000
	4230 - Legal	400,000	400,000							400,000
	4240 - Public Safety	16,855,000		16,855,000						16,855,000
	4250 - Promise	712,400	712,400							712,400
	4310 - Recorder	191,700	191,700							191,700
	4410 - Building Services Department	1,689,500			1,689,500					1,689,500
	4510 - Communication	1,215,250	1,215,250							1,215,250
	4520 - Emergency Preparedness	186,950	186,950							186,950
	4610 - Economic Development	329,250	329,250							329,250
	4710 - Finance	970,000	970,000							970,000
	4720 - Human Resources	268,500	268,500							268,500
	4730 - Non departmental	311,500	311,500							311,500
	4740 - Business Licensing	203,000	203,000							203,000
	4810 - Facilities	1,783,750	1,783,750							1,783,750
	4830 - Fleet	116,000	116,000							116,000
	4840 - I.T.	795,000	795,000							795,000
	4910 - Planning	1,390,000	1,390,000							1,390,000
	5110 - Engineering	8,583,000				8,583,000				8,583,000
	5710 - CL Admin	443,250	443,250							443,250
	5720 - Events	1,415,100							1,415,100	1,415,100
	5730 - Public Markets	1,024,000					1,024,000			1,024,000
	5740 - Recreation	849,500						849,500		849,500
	9000 - Debt Service	2,173,400	2,173,400							2,173,400
	9000 - Transfers & Contributions	1,155,000	1,155,000							1,155,000
	Totals	44,183,500	13,767,400	16,855,000	1,689,500	8,583,000	1,024,000	849,500	1,415,100	44,183,500
		-	5,199,100	8,559	(546,500)	(2,932,559)	(675,000)	70,000	(1,123,600)	-

General Fund Balance

FY2025 audited → estimated FY2027

	FY2025 Audited		FY26 Projected		FY27 Budgeted		
Fund Balance - Beg of Year	15,248,366	→	Fund Balance - Beg of Year	14,394,051	→	Fund Balance - Beg of Year	15,699,258
Change in Fund Balance	(834,615)		Change in Fund Balance	2,305,207		Change in Fund Balance	(540,940)
			Less Final transfer-out	(1,000,000)			
Fund Balance - End of Year	14,394,051	→	Fund Balance - End of Year	15,699,258	→	Fund Balance - End of Year	15,158,318
Rev (less transfers-in)	41,990,370		Rev (less transfers-in)	44,512,027		Rev (less transfers-in)	43,478,060
Fund Bal as % x Revenue	34%		Fund Bal as % x Revenue	35%		Fund Bal as % x Revenue	35%

FY27 General CIP Budget Changes to Tentative Budget



Changes to FY2026-27

General CIP Tentative Budget

Account Description	FY2025 Actual	FY2026 projected	FY2027 Tentative	Changes to Tentative Bdgt 05/26/26	Changes to Tentative Bdgt 06/08/26	FY2027 Revised
Revenue						
Addition to (Use of) Fund Bal	6,259,903	3,004,956	3,282,850	(125,000)	60,000	3,217,850
				(125,000)	60,000	Total Changes to CIP Revenue
Expenditures						
Traffic Calming / Driver Feedback Signs	50,000	50,000	50,000		50,000	100,000 Council requested change for additional DFS or other traffic calming mitigation
City Center Plaza	49,912	217,500	520,000	(125,000)		395,000
						Tentative Budget: \$ 20K Build Storefront for Bookstore \$ 50K 1st Floor Public Mkt Nook \$ 125K Splash Pad Shade Structure \$ 325K 4th Floor office expansion buildout Changes to Tentative Budget: <\$125K> Shade Structure finished FY26
Parking Structure	3,774,957	500,000			10,000	10,000 Parking level 6 - pavilion/awning/canopy
				(125,000)	60,000	Total Changes to CIP Expenditures
Beginning Fund Balance	16,264,800	10,004,897	6,799,941			6,799,941
Addition to (Use of) Fund Balance	(6,259,903)	(3,204,956)	(3,282,850)			(3,217,850)
Ending Fund Balance	10,004,897	6,799,941	3,517,091			3,582,091

General CIP Fund Balance

FY2025 audited → estimated FY2027

	FY2025 Audited	FY2026 Projected	FY2027 Revised
Fund 450 CIP - Revenue	5,991,466	1,433,325	1,686,150
Fund 450 CIP - Expenditures	12,251,369	4,638,281	4,904,000
Change in Fund Balance	(6,259,903)	(3,204,956)	(3,217,850)
Fund Balance - Beg of Year	16,264,800	10,004,897	6,799,941
Change in Fund Balance	(6,259,903)	(3,204,956)	(3,217,850)
Fund Balance - End of Year	10,004,897	6,799,941	3,582,091

**Fund: 100 - General Fund
Expenditures**

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Tentative	Changes to Tentative Bdgt 05/26/26	Changes to Tentative Bdgt 06/08/26	FY2027 Revised	
		FY2025 Actual	FY2026 projected	FY2027 Tentative	Changes to Tentative Bdgt 05/26/26	Changes to Tentative Bdgt 06/08/26	FY2027 Revised	
General Fund Revenues								
100-5730-8211	Art Market 2 (Fall)					35,000	35,000	Art Market 21 (Fall - Glass Market - New Market)
Budgetary Use of Fund Balance				192,940	348,000		540,940	
					348,000	35,000		
General Fund Expenditures								
100-4240-XXX	<u>Public Safety Department</u>	16,745,989	17,210,052	16,505,000	350,000		16,855,000	\$16,050,000 - UPD Law Enforcement Contract (+ rounding) 5,000 - Law Enforcement - Events / Security <u>800,000</u> - SLCO Animal Services Contract \$16,855,000 - Total
								FY27 UPD Law Enforcement Contract: \$16,455,107 - FY26 final contract <u>389,007</u> - FY27 increase 2.36% \$16,844,114 - FY27 law enforcement contract <u>< 800,000 ></u> - Use of Precinct Fund Balance \$16,044,114 - FY27 assessment
100-4250-8300	Programs - General Promise Programs	17,002	131,000	210,000			210,000	\$200,000 - Asian Association \$10,000 - Promise programs (Produce Pals, Millcreek Futures, Child Supervision, SpyHop, community literacy programs, and digital skills)
100-4710-2510	Finance Department - Software	147	-	10,000		500	10,500	Purchase Order module quote = \$10,492
100-4710-3100	Finance Department - Professional Service	37,625	29,600	45,000		(500)	44,500	Reclass within Dept
100-5720-2605	Comm Life - Events Department	1,057,397	1,027,114	1,417,100	(2,000)		1,415,100	Department Request: \$2,000 - Inflatable Screen repairs Change to Tentative Budget: Screen will be purchased before 06/30
100-5730-8211	Comm Life - Public Markets					35,000	35,000	Art Market 21 (Fall - Glass Market - New Market)
					348,000	35,000		

city of millcreek, utah



FY27 TENTATIVE BUDGET

Mayor Cheri Jackson

City Council Silvia Catten
Thom DeSirant
Nicole Handy
Bev Uipi

City Manager Mike Winder

Finance Director/Budget Officer Lisa Dudley

Table of Contents



Welcome to Millcreek.....	3
Elected Officials.....	4
Budget Message	5
Budget Timeline	7
Organization Chart.....	8
Strategic Plan Objectives	9
General Fund Rev. & Exp. Budget Summary.....	13
General Fund Revenue Budget.....	15
General Fund Expenditure Budget.....	18
Mayor & City Council	18
City Manager.....	18
Justice Court, Legal Department, & Public Safety ...	19
Promise Program	20
Recorder's Office.....	21
Building Services & Code Enforcement	21
Communications & Information Center	22
Emergency Preparedness	23
Economic Development.....	24
Finance.....	25
Human Resources	26
Non-Departmental.....	27

Business Licensing.....	27
Facilities.....	28
Vehicle Maintenance	29
I.T. & Computers.....	29
Planning & Zoning	30
Public Works & Engineering.....	31
Community Life Administration.....	33
Community Life Events.	34
Community Life Public Market.....	36
Community Life Recreation.....	37
Transfers & Contributions	38
Community Reinvestment Agency Fund Budgets	39
Interfund Loan Debt Service Schedules.....	46
Millcreek Community Foundation Budget.....	49
Capital Improvement Fund Budget	50
5-Year Capital Outlay Plan	55
Park Impact Fee Budget	58
Storm Water Fund Budget.....	59
5-Year Plan	62
Interfund Transfers.....	63
Employee Census	64
Fee Schedule.....	65

Welcome



Incorporated in December 2016, Millcreek is one of Salt Lake County's newest cities—and already Utah's 12th largest, with about 64,300 residents.

With easy access to year-round outdoor recreation and a strong spirit of community and volunteerism, Millcreek is a place residents are proud to call home.

What makes Millcreek special is its people: a vibrant mix of longtime families and newcomers who bring fresh energy and rich cultural traditions.

CELEBRATING OUR



10th ANNIVERSARY



MILLCREEK

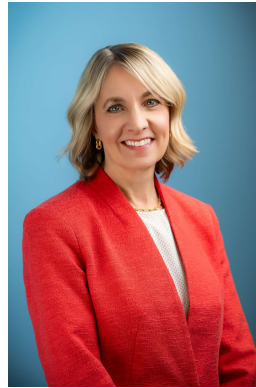


Elected Officials



VISION STATEMENT

Innovating ways
to serve our
community.



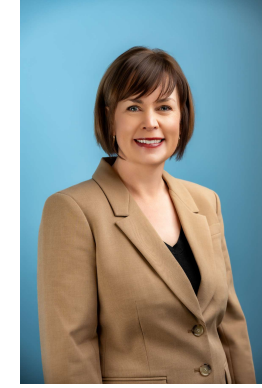
Cheri Jackson
Mayor



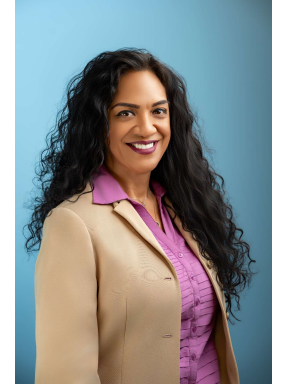
Silvia Catten
*Councilwoman
District 1*



Thom DeSirant
*Councilman
District 2*



Nicole Handy
*Councilwoman
District 3*

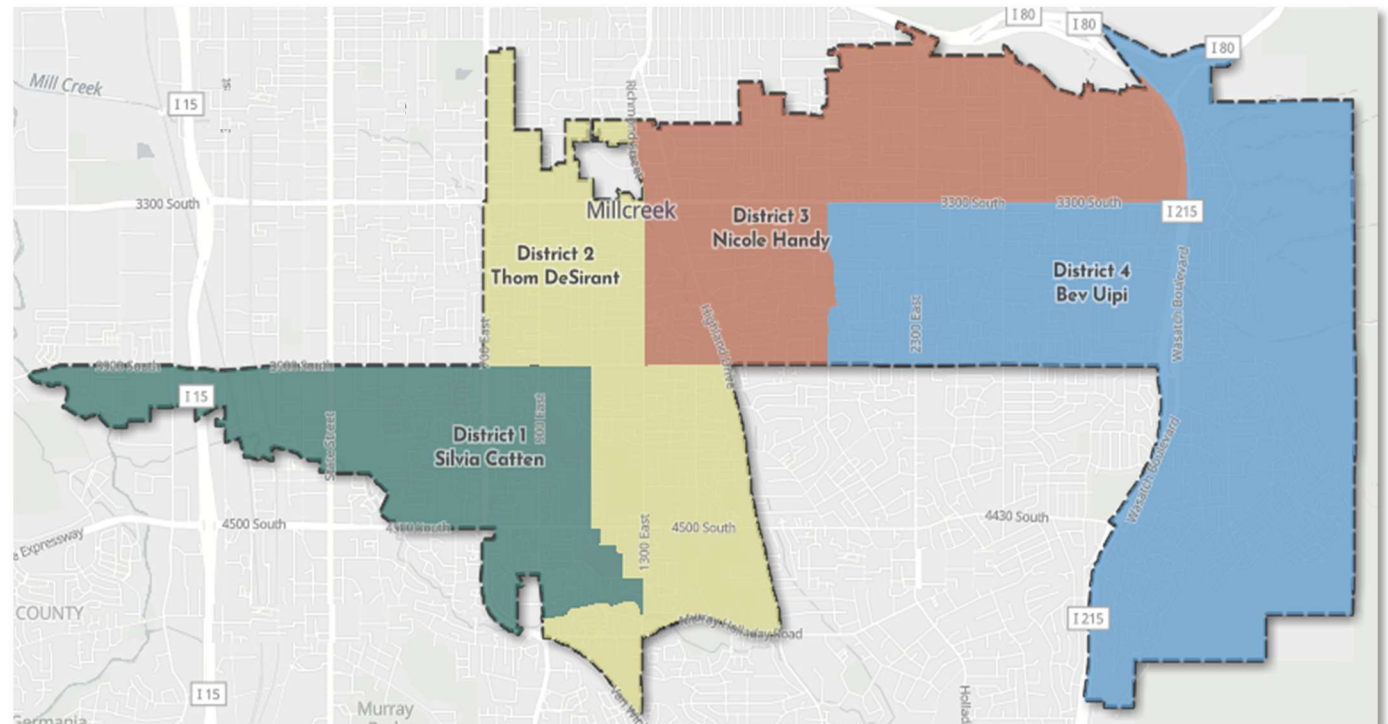


Bev Uipi
*Councilwoman
District 4*



MOTTO

Connected by
Nature.



Budget Message



We are pleased to submit for your consideration the FY2026-2027 Tentative Budget. Notably, this budget does not include an increase in property tax revenue. Given ongoing uncertainty in the broader economy and variability in sales tax growth, both revenues and expenditures have been conservatively estimated.

GENERAL HIGHLIGHTS

- Proposed revenues and expenditures remain largely flat compared to the current year, with an overall increase of approximately \$83,000.
- The General Fund is balance with a \$192,675 use of fund balance.
- The General Fund Balance is projected at \$15.7 million, representing 35% of total projected revenue, which meets the maximum allowed under State code. Millcreek Common East phase of the City Center complex. Aside from the revenues and expenditures related to the debt issuance, the tentative budget is virtually flat with an increase of 1.4% over the current year's budget.

PUBLIC SAFETY

Public Safety continues to be the City's largest expenditure.

- The contract with the Unified Police Department (UPD) will increase by less than 5% (\$749,000). This increase will be fully offset through the use of Millcreek Precinct reserves.
- Millcreek has helped contain UPD shared services and administrative costs by hosting the UPD Administration Department on the third floor of the new City Hall.
- The contract with Salt Lake County Animal Services includes a 5% increase over the current year.

PERSONNEL

The Tentative Budget includes three new full-time positions (FTEs):

- Building Department: Parking Enforcement
- Finance Department: Purchasing and workload support
- Engineering Department: CAD Technician (funded 30% General Fund / 70% Stormwater Utility Fund)
- Facilities Administrative Assistant: Workload support



Retaining talented and high-quality employees is a key focus of City management. The City recognizes that competitive pay is crucial to retention; with that in mind, the tentative budget includes a 3% cost of living adjustment (COLA) along with a 1.5% merit increase for all regular full-time and regular part-time employees.

PEHP Health insurance premiums increased by 8.6%, shared with the employees on an 85% City / 15% employee basis. The City continues to offer both high deductible and traditional health insurance plans.

PROJECTS

- \$1.25 million is allocated for major maintenance projects, including pavement preservation and the evaluation/design for replacement of the Canyon Rim Park irrigation system.
- \$1 million in General Fund resources is committed to Millcreek Common Phase II, with completion anticipated in late spring to early summer 2027.

FINANCIAL STEWARDSHIP

The City's most recent financial audit reported no adverse findings and recognized Millcreek as a well-managed organization with strong financial controls. We extend our appreciation to City Treasurer and Councilwoman Silvia Catten, the Finance team, and all City employees for their responsible financial management and dedication.

With confidence in the City's financial position and future, we respectfully present this Tentative Budget to the Mayor and City Council for consideration.

Sincerely,

Lisa Dudley
Finance Director and Budget Officer

Mike Winder
City Manager

Budget Timeline



JANUARY 14, 2026

Council Special Meeting: Annual Strategic Planning Meeting

JANUARY 15-30, 2026

Budget Officer Prepares Budget Worksheets (Operating Accounts)
Human Resources (HR) Requests Staffing Changes from Departments
HR Researches CPI for Potential COLA

JANUARY 30, 2026

Budget Worksheets to Dept Heads (Operating Accounts)

FEBRUARY 1-28, 2026

Budget Officer Meets Individually with Dept Heads to Discuss FY27 Needs
Data Gathered Regarding Increases by Outside Providers (e.g., UPD, SLCo PW & Animal Control, RMP, etc.)
HR Completes FY27 Employee FTE Census
Department Budget Worksheets Due Back to Budget Officer

MARCH 1-31, 2026

Project Revenues
Prepare Capital Project Budgets (CIP & Parks Impact)
Prepare Community Reinvestment Agency (CRA) Budgets
Prepare Storm Water Budget
Prepare Millcreek Community Foundation (MCF) Budget
Prepare 5-yr Capital Plan

MARCH 9, 2026

Council Work Meeting: FY27 Budget Discussion

MARCH 23, 2026

Council Regular Meeting: Open and Amend FY26 Budget
CRA Meeting: Open and Amend FY26 Budget
MCF Meeting: Open and Amend FY26 Budget

APRIL 13, 2026

Council Regular Meeting: FY27 Budget Discussion

APRIL 15-30, 2026

Prepare FY27 Budget Book

APRIL 27, 2026

Council Work Meeting: FY27 Budget Discussion

MAY 11, 2026

Council Regular Meeting:

- Open and Amend FY26 Budget
- Present Tentative Budgets
- Present Millcreek Municipal Fee Schedule & 5-yr Capital Plan
- Tentatively Adopt Tentative Budgets

CRA Meeting:

- Open and Amend FY26 Budget
- Present Tentative Budgets
- Tentatively Adopt Tentative Budgets

MCF Meeting:

- Open and Amend FY26 Budget
- Present Tentative Budgets
- Tentatively Adopt Tentative Budgets

MAY 26, 2026

Council Work Meeting:

- FY27 Budget Discussion
- Discuss Interfund Loan Schedules
- Discuss 5-yr Capital Plan

JUNE 8, 2026

Council Regular Meeting Public Hearings:

- Tentative Budgets
- Elected Officials Payscale
- Dept Heads and Deputy Directors Payscale
- Municipal Employees Payscale

JUNE 19, 2026

Complete TC693 (online at taxrates.us.gov)

JUNE 22, 2026 (if not raising property tax revenue)

Council Regular Meeting:

- Open and Amend FY26 Budget
- Adopt FY27 Final Budgets
- Adopt Certified Property Tax Revenue and Tax Rate

CRA Meeting:

- Open and Amend FY26 Budget
- Adopt FY27 Final Budget

MCF Meeting:

- Open and Amend FY26 Budget
- Adopt FY27 Final Budget

JULY 22, 2026

File Adopted Budgets with Regulatory Agencies

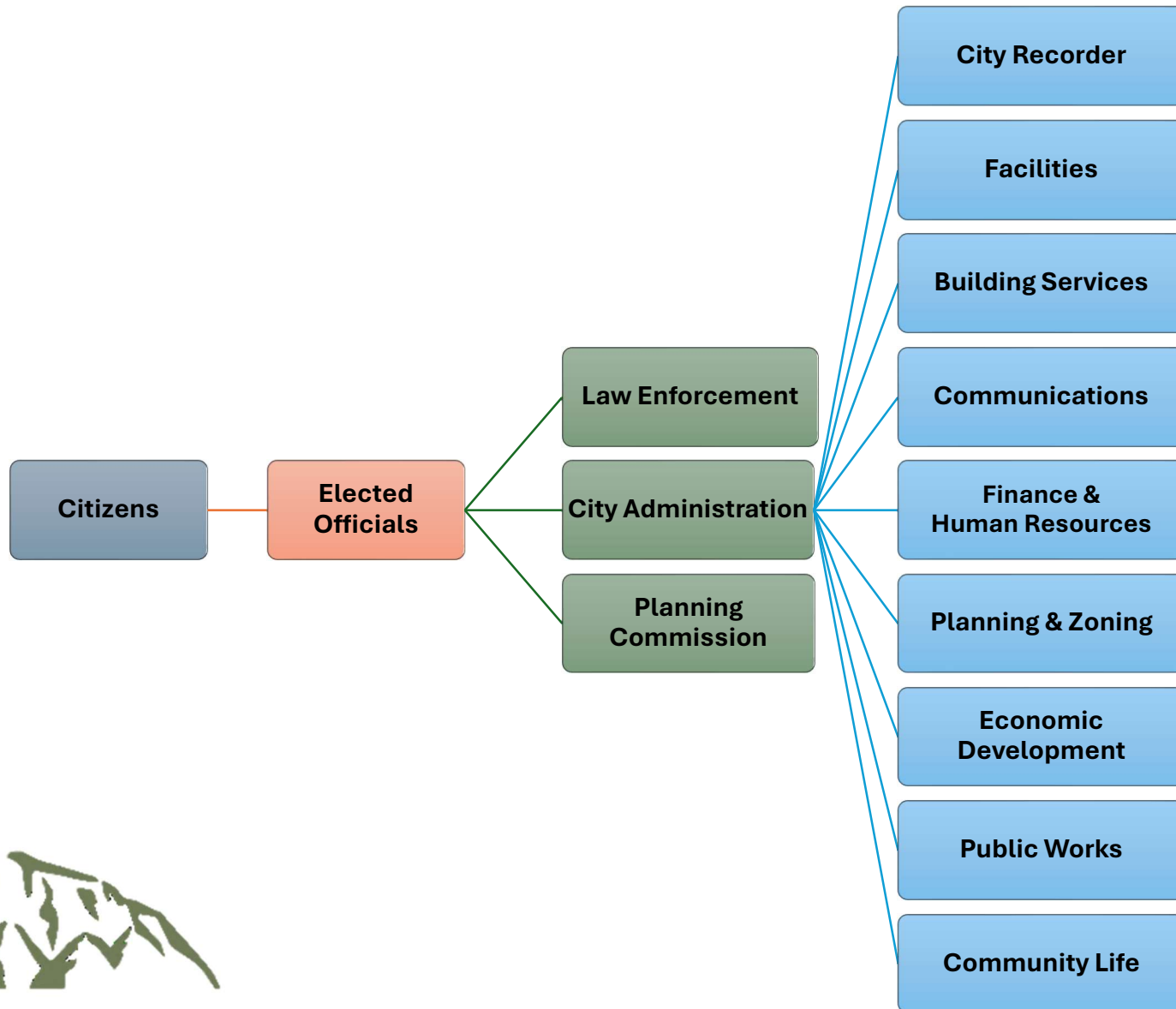
AUGUST 2026 (only if raising property tax revenue)

Council Regular Meeting:

- Public Hearing – Truth in Taxation (date TBD by SLCo Auditor's Office)
- Adopt Property Tax Revenue and Tax Rate
- Adopt Final Budget

CRA Meeting: Adopt FY27 Final Budget

Organization Chart



Strategic Plan Objectives



Great Connections

Millcreek strives to offer a range of pedestrian, bicycling, transit, and vehicle transportation choices through a cohesive network of safe and reliable streets and trails that connect all residents to their destinations.

Objectives

- Multimodally connect people and land uses regionally and locally throughout the City.
- Establish and maintain convenient multimodal connections between neighborhoods, local destinations, employment and activity centers, and neighboring municipalities.
- Proactively consider and incorporate the needs of senior and youth populations in all relevant transportation planning and project decisions.
- Improve the safety and visual image of the community by enhancing the look and feel of major corridors and protecting our scenic viewsheds.
- Preserve the transportation system for the future by implementing appropriate system maintenance and refurbishment.
- Actively plan for advancing techniques and trends in transportation planning.
- Lay the groundwork for intercity transit connections and for more robust, choice-based transit within the City and larger region.
- Manage stormwater and flood control systems as a vital and integrated community asset.

Outdoor Lifestyle

Millcreek is the gateway to recreation with opportunities from the Wasatch Mountains to the Jordan River, including majestic views of the mountains, expansive parks, and accessible trails, creeks, and open spaces.

Objectives

- Improve access and quality of parks and open space for all areas of Millcreek.
- Meet changing demographics by incorporating special use facilities in Millcreek parks.
- Emphasize preservation of undeveloped open space and natural areas that combine the preservation of the most environmentally sensitive areas with other values including low impact recreation.
- Update and create parks and recreation facilities to address changing needs and population growth.
- Ensure adequate and sustainable funding for parks, recreation and open space assets.
- Identify and maintain recreational access to Mill Creek Canyon, Neff's Canyon, Mt. Olympus, and Grandeur Peak for all residents and visitors.
- Identify and maintain recreational access to Jordan River Parkway for all residents and visitors.
- Develop an interconnected trail, park, and open space system within Millcreek.



Enhanced Culture

Millcreek embraces the cultural and demographic diversity of its residents and businesses, and supports and promotes a variety of arts, cultures, and education opportunities as essential parts of an engaged community and life-long learning.

Objectives

- Ensure the accessibility and diversity of arts and culture opportunities throughout the City.
- Support affordable cultural spaces in all neighborhoods, especially Meadowbrook and villages where they are accessible to a broad range of people, and where they can help activate the public realm.
- Make Millcreek a place where all residents feel they can attend community events and participate in neighborhood life, where they help each other, contribute to the vitality of the City, and create a sense of belonging.
- Preserve and advance Millcreek's historic and cultural resources. When feasible, integrate themes and features into design and development that represent Millcreek's history and heritage.
- Strengthen and diversify the range of educational and lifelong learning opportunities and resources in Millcreek.

Vibrant Gathering Places

Millcreek's centers are the heart of community activity, characterized by walkability, unique spaces, commercial areas, and character compatible with Millcreek neighborhoods.

Objectives

- Design new development to respond to and enhance the distinctive physical historic aesthetic and cultural qualities of its location, while accommodating growth and change.
- Ensure that sign location and design are responsive to site context and compatible with the surrounding character.
- Emphasize placemaking throughout the City with design and programming that supports a distinctive identity and experience.
- Focus growth in a Citywide network of centers that provide healthy, equitable and sustainable access to services and housing and preserve the City's character and sense of place.
- Continue to grow and support The City Center as the mixed-use, cultural, and economic heart of the City.
- Continue to grow and support the Meadowbrook/Main Street Urban Center.
- Continue to grow and support the identified village centers and maintain valley and mountain views.
- Create unique, desirable, and vibrant places and features in Millcreek.
- Support complementary infill development and land use investment in the mature and developed areas of the City.



Thriving Economy

Millcreek's economic diversity thrives by being inviting, supporting local businesses, attracting an innovative and adaptive workforce, investing in amenities that promote a better quality of life, and encouraging a range of business sizes and types.

Objectives

- Diversify and expand Millcreek's economic base to create a robust economy that offers a wide range of employment opportunities, goods, and services.
- Cultivate a business culture that allows existing establishments to grow in place, draws new firms to Millcreek and encourages more homegrown enterprises.
- Build on Millcreek's emerging recreation and outdoor lifestyle identity as an economic development strategy.
- Leverage the City's livability as a workforce and economic driver; create a city brand that supports growth and leverages existing community and economic assets.
- Enhance the physical environment by creating new amenities that help attract and retain new businesses and residents.
- Provide high-quality infrastructure and technology Citywide.
- Promote environmentally sustainable efforts and initiatives in the public and private sector.

Health & Environment

Millcreek supports environmental and human health by establishing and protecting open spaces; protecting healthy fish and wildlife habitats; providing active transportation options; improving local water and air quality; improving access to nutritious foods; and other sustainable practices.

Objectives

- Ensure access to nutritious, affordable, and safe food for an active, healthy life.
- Promote a healthy and diverse tree canopy to enhance neighborhood livability, provide habitat, and improve air and water quality.
- Creatively increase green space throughout the City to give more residents opportunities to enjoy nature.
- Commit to green design, efficient energy use, wise water use, and high performing buildings and landscapes throughout Millcreek.
- Promote sustainable practices in the preservation, development, and maintenance of Millcreek's natural and built environments.
- Implement standards, policies, and practices that encourage and support enhanced air and water quality.
- Require that new development protects the treasured views of Mount Olympus, the Oquirrh Mountains, the Great Salt Lake, and other significant viewsheds from roadways, frequented public areas, community gateways, and other public places.
- Strengthen resiliency to natural disasters and climate realities through development patterns, hazard mitigation, and education.



Unique Neighborhoods

Millcreek is a city of attractive, proud, stable, unique, and emerging neighborhoods that offer a variety of home types, vibrant gathering areas, and access to quality community amenities.

Objectives

- Preserve and enhance the physical elements that define each neighborhood's character.
- Strive for a variety of housing choices in types, styles, and costs of housing throughout Millcreek.
- Prioritize the development of effective neighborhood-scale plans and programs for those areas with the most potential for change and need for protection.
- Inform and engage with neighborhoods, community councils, and individual residents during zoning and rezoning processes, capital improvement planning, and decisions on City facilities and services.
- Support unique and innovative community design elements and features such as community gardens, live/workspaces, and neighborhood gathering places.
- Encourage and support the integration of appropriate mixed-use development in selected neighborhoods.
- Enhance mobility and connectivity between neighborhoods across Millcreek.

Engaged Community

Millcreek seeks community engagement through communication and transparency to achieve long-term sustainable outcomes, processes, and relationships.

Objectives

- Respond to the needs and concerns of the community in a professional and respectful manner.
- Provide ample opportunities for community volunteerism and participation.
- Support an environment of open, two-way communication with citizens and stakeholders.

Fiscally Responsible Government

Millcreek supports a fiscally responsible government through compliance with the Utah Fiscal Procedures Act along with a transparent budget process, conservative spending, and meticulous debt management.

Objectives

- Ensure strict compliance with the Utah Fiscal Procedures Act and Generally Accepted Accounting Principles (GAAP).
- Conservatively use debt for only long-term capital project needs.
- Maintain a fund balance of at least 15% of the current general fund budget.

General Fund Revenue & Expenditure Budget Summary



	Tentative Revenue Estimate	General Gov't	Law Enforcement	Other Public Safety	PW/ Roads	Public Markets	Recreation	Events	Total / Hash
<i>General Fund Revenue</i>									
Property Taxes (all types)	12,573,559		12,573,559						12,573,559
Property Taxes (new growth)	-		-						-
General Sales and Use Tax	15,600,000	15,600,000							15,600,000
Energy Sales and Use Tax	3,500,000		3,500,000						3,500,000
Transient Room Tax	15,000	15,000							15,000
SLCO 5th x 5th Sales Tax (P2)	700,000				700,000				700,000
Transit & Highway Tax	1,400,000				1,400,000				1,400,000
Cable Franchise & Telecom Taxes	700,000		700,000						700,000
Business Licenses	765,000	765,000							765,000
Bldg Permits	1,000,000			1,000,000					1,000,000
Encroachment and Special Event Permits	350,441				350,441				350,441
Federal Grants	-	-							-
State Grants (HB244)	400,000				400,000				400,000
Class C Road Funds	2,800,000				2,800,000				2,800,000
Liquor Taxes	90,000		90,000						90,000
Local Grants	105,000	105,000							105,000
Plan Checking & Other Bldg Fees	491,500	491,500							491,500
Planning & Zoning Fees	150,000	150,000							150,000
Public Market Revenue	285,000					285,000			285,000
Rec - HUB Admissions & Equip Rental	660,000						660,000		660,000
Recreation - HUB & VO Taxable Sales	15,000						15,000		15,000
Recreation & VO Programming	80,000						80,000		80,000
CL Events Admissions	85,000							85,000	85,000
Lease Rev - Business Leases	60,000	60,000							60,000
Rentals - Booth / Equipment	29,000					29,000			29,000
Rentals - Venues	206,500							206,500	206,500
Lease Rev - Econ Dvlmt Properties	-	-							-
Interdepartment Admin Fees	360,560	360,560							360,560
Code Compliance Fees	100,000			100,000					100,000
Miscellaneous Revenue	56,500	56,500							56,500
Interest Income	625,000	625,000							625,000
Contributions from Private Sources	240,000	240,000							240,000
Interfund Transfers-In	164,500						164,500		164,500
Budgetary Use of Fund Balance	192,940	192,940							192,940
Totals	43,800,500	18,661,500	16,863,559	1,100,000	5,650,441	314,000	919,500	291,500	43,800,500



General Fund Revenue & Expenditure Budget Summary– cont'd

	Tentative Revenue Estimate	General Gov't	Law Enforcement	Other Public Safety	PW/ Roads	Public Markets	Recreation	Events	Total / Hash
<i>General Fund Expenditures</i>									
4110 - Mayor and Council	612,500	612,500							612,500
4210 - City Manager	339,950	339,950							339,950
4220 - Justice Court	170,000	170,000							170,000
4230 - Legal	400,000	400,000							400,000
4240 - Public Safety	16,505,000		15,705,000	800,000					16,505,000
4250 - Promise	712,400	712,400							712,400
4310 - Recorder	191,700	191,700							191,700
4410 - Building Services Department	1,689,500			1,689,500					1,689,500
4510 - Communication	1,215,250	1,215,250							1,215,250
4520 - Emergency Preparedness	186,950	186,950							186,950
4610 - Economic Development	329,250	329,250							329,250
4710 - Finance	970,000	970,000							970,000
4720 - Human Resources	268,500	268,500							268,500
4730 - Non departmental	311,500	311,500							311,500
4740 - Business Licensing	203,000	203,000							203,000
4810 - Facilities	1,783,750	1,783,750							1,783,750
4830 - Fleet	116,000	116,000							116,000
4840 - I.T.	795,000	795,000							795,000
4910 - Planning	1,390,000	1,390,000							1,390,000
5110 - Engineering	8,583,000				8,583,000				8,583,000
5710 - CL Admin	443,250	443,250							443,250
5720 - Events	1,417,100							1,417,100	1,417,100
5730 - Public Markets	989,000					989,000			989,000
5740 - Recreation	849,500						849,500		849,500
9000 - Debt Service	2,173,400	2,173,400							2,173,400
9000 - Transfers & Contributions	1,155,000	1,155,000							1,155,000
Totals	43,800,500	13,767,400	15,705,000	2,489,500	8,583,000	989,000	849,500	1,417,100	43,800,500

	FY2025 Audited		FY26 Projected		FY27 Budgeted
Fund Balance - Beg of Year	15,248,366	Fund Balance - Beg of Year	14,394,051	Fund Balance - Beg of Year	15,699,258
Change in Fund Balance	(834,615)	Change in Fund Balance	2,305,207	Change in Fund Balance	-
		Less Final transfer-out	(1,000,000)		
Fund Balance - End of Year	14,394,051	Fund Balance - End of Year	15,699,258	Fund Balance - End of Year	15,699,258
Revenue (less transfers-in)	41,990,370	Revenue (less transfers-in)	44,512,027	Revenue (less transfers-in)	43,443,060
34%		35%		36%	

General Fund Revenue Budget



Account Number	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	Budget Notes
RevSource: 31 - TAXES					
100-3100-3101	Property Tax - Current	11,904,626	11,903,559	11,903,559	New growth amount unknown
100-3100-3102	Property Tax - PY Delinquent	224,488	200,000	200,000	
100-3100-3103	Property Tax - Fee in Lieu	432,220	450,000	450,000	
100-3100-3104	Property Tax - Misc Collections	(2,341)	20,000	20,000	
100-3130-3131	Sales and Use Tax	15,444,994	15,656,186	15,600,000	
100-3130-3132	Energy Sales & Use Tax - Electricity	2,259,523	2,534,474	2,500,000	
100-3130-3133	Energy Sales & Use Tax - Natural Gas	1,198,930	1,132,854	1,000,000	
100-3130-3135	Transient Room Taxes	11,657	17,099	15,000	
100-3130-3137	Public Transit Tax (P2)	32,762	701,996	700,000	5th of the 5th CountyOption Sales Tax - restricted for transportation
100-3130-3138	Highway & Transit Taxes	1,380,330	1,393,217	1,400,000	
100-3140-3141	Franchise Taxes - Cable, Fiber	520,839	506,817	500,000	
100-3140-3142	Franchise Taxes - Telecom	46,659	207,757	200,000	
Source Category Totals		33,454,686	34,723,959	34,488,559	
RevSource: 32 - LICENSE & PERMITS					
100-3200-3210	Business Licenses	745,706	750,000	750,000	
100-3200-3211	Alcohol Beverage Licenses	2,925	15,000	15,000	
100-3200-3213	Special Event Permits	400	400	441	
100-3200-3221	Building Permits	1,136,646	1,029,191	1,000,000	
100-3200-3226	Encroachment Permits	385,359	350,000	350,000	
Source Category Totals		2,271,036	2,144,591	2,115,441	
RevSource: 33 - INTERGOVERNMENTAL REVENUE					
100-3310-3311	Federal Grants	30,278	9,000	-	No Federal EMPG funding for FY2027
100-3320-3321	State Grants	7,848	455,000	400,000	HB244 - funding for UDOT loan payment
100-3320-3325	Class C Road Funds	2,937,819	2,920,591	2,800,000	
100-3320-3327	State Liquor Allotment	82,076	86,676	90,000	
100-3330-3331	Local Grants	143,421	179,500	105,000	SLCo - Coalitions that Care (Promise support) TRCC - Arts Master Plan (proj will span FYs)
Source Category Totals		3,201,441	3,650,767	3,395,000	



General Fund Revenue Budget– cont'd

Account Number	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	Budget Notes
RevSource: 34 - CHARGES FOR SERVICES					
100-3420-3422	Inspection Fees	6,030	5,220	6,000	
100-3420-3423	Building Department Admin Fees	37,992	42,777	35,500	
100-3420-3425	Plan Review Fees	282,620	387,442	450,000	
100-3420-3426	Zoning and Subdivision Fees	125,978	255,362	150,000	
100-3440-3443	Sales Rev - Public Markets	246,767	262,313	285,000	
100-3450-3451	Rec Admissions - Adv Hub	356,628	409,796	410,000	Summer Camp
100-3450-3452	Rec Equipment Rentals - Adv Hub	203,535	250,893	250,000	
100-3450-3453	Rec Taxable Sales - Adv Hub & VO!	7,956	23,908	15,000	Dowdle Puzzle sales
100-3450-3455	Rec Programs Reg Fees - Adv Hub	30,131	40,479	40,000	Lessons; Mammoth Hockey
100-3450-3456	Rec Programs Reg Fees - VO	20,085	40,000	40,000	Camp Tracy; Millfreaks
100-3450-3458	Comm Life Events Admissions	55,494	85,000	85,000	
100-3460-3460	Lease Rev - Business Leases - % x Sales	41,408	38,000	40,000	
100-3460-3461	Lease Rev - Business Leases - Flat Rent	10,986	20,000	20,000	Coffee trailer @400 per month Flower Kiosk @400 per month
100-3460-3462	Rentals - Booth/Equip - Bus Council Mkts	13,132	4,000	4,000	
100-3460-3464	Rentals - Booth/Equip - CL Events & Mkts	6,316	27,375	25,000	
100-3460-3466	Rentals - Venue - Sixth Floor	122,698	126,560	125,000	
100-3460-3467	Rentals - Venue - Adventure Hub	22,351	34,165	35,000	Alpenglobes rentals included
100-3460-3468	Rentals - Venue - Millcreek Common Plaza	42,995	27,176	30,000	Plaza buyouts
100-3460-3469	Rentals - Catering & Beverage	19,980	13,834	15,000	
100-3460-3470	Rentals - Comm Partner Events	464	1,500	1,500	Dutch Kings Day, 1.5K
100-3460-3475	Lease Rev - Econ Dev Properties	48,525	50,561	-	Woodbury manages EconDev properties
100-3490-3491	Interdepartmental Admin Fees	253,525	355,825	360,560	\$120,000 - from Stormwater Utility \$ 70,350 - from Millcreek Center CRA \$ 98,110 - from West Millcreek CRA \$ 5,000 - from Woodland Ave CRA \$ 67,100 - from MedTech CRA
Source Category Totals		1,955,598	2,502,187	2,422,560	
RevSource: 35 - Fines and Forfeitures					
100-3500-3520	Code Compliance Fines	46,910	87,384	100,000	parking enforcement
Source Category Totals		46,910	87,384	100,000	



Account Number	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	Budget Notes
RevSource: 36 - MISCELLANEOUS REVENUES					
100-3600-3601	Miscellaneous Revenue	2,771	4,000	5,000	
100-3600-3602	Cash Over and Short	20		-	
100-3600-3610	Interest Income	759,724	704,015	600,000	
100-3600-3611	Interest - Property Taxes	58,596	53,588	25,000	
100-3600-3612	Building Surcharge - .15% x 1%	1,388	1,490	1,500	
100-3600-3615	Reimbursements & Rebates	25,524	288,547	50,000	
100-3620-3621	Donations	60		-	
	Source Category Totals	848,082	1,051,639	681,500	
RevSource: 37 - OTHER FINANCING SOURCES					
100-3700-3710	Interfund Transfers	154,000	158,000	164,500	Comm Foundation transfer - Sponsorships
	Source Category Totals	154,000	158,000	164,500	
RevSource: 38 - CONTRIBUTIONS - PRIVATE SOURCES					
100-3800-3810	Contributions - Promise Program	182,388	265,000	150,000	United Way Donation (Promise support)
100-3800-3820	Contributions - Bus Council Sponsorships	2,800	10,000	10,000	
100-3800-3835	Contributions - Comm Life Private Grants	-	5,500	-	
100-3800-3840	Contributions - Other	27,429	6,000	10,000	
100-3800-3850	Naming Rights	-	65,000	70,000	new contract for naming rights anticipated
	Source Category Totals	212,617	351,500	240,000	
RevSource: 39 - INTERFUND TRANSACTIONS / USE OF FUND BAL					
100-3900-3920	Budgetary Use of Fund Balance	-		192,940	
	Source Category Totals	-	-	192,940	
	Total Gen Fund Revenue	42,144,370	44,670,027	43,800,500	

General Fund Expenditure Budget



Mayor & Council

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Mayor & Council					
100-4110-1100	Salaries - Reg FT & PT Employees	112,413	112,214	125,000	includes medical stipend
100-4110-1400	Employee Benefits	94,178	93,905	110,000	
100-4110-2100	Books, Subscriptions, I & Memberships	130,960	130,655	150,000	\$60,000 - ULCT \$75,000 - Central Wasatch Commission \$ 5,000 - JR Commission \$10,000 - Other
100-4110-2230	Conference & Training Registrations	8,202	16,133	10,000	ULCT (5 EEs) Nat'l League of Cities (NLC) (5 EEs)
100-4110-2235	Employee Travel	17,990	20,000	20,000	ULCT (5 EEs) Nat'l League of Cities (NLC) (5 EEs)
100-4110-2240	Uniforms	186	546	1,000	
100-4110-2245	Meeting Expenses	5,051	7,445	3,500	
100-4110-3100	Professional Service	126,000	145,333	150,000	\$120,000 - Federal Lobbyists \$ 30,000 - State Lobbyists
100-4110-6100	Miscellaneous Exp	1,477	4,714	10,000	
100-4110-8200	Events	-	127,500	3,000	Conference of Mayors host
100-4110-8300	Rock Your Block			30,000	\$24,000 - Rock Your Block mini-grants \$ 6,000 - Other
Department Totals		496,457	658,446	612,500	

City Manager

City Manager					
100-4210-1100	Salaries - Reg FT & PT Employees	221,896	232,296	250,000	50% City Mgr/Econ Dev Director
100-4210-1400	Employee Benefits	70,926	61,521	70,000	50% Assistant City Manager
100-4210-2100	Books, Subscriptions, I & Memberships	150	214	2,500	ICMA 1,200, UCMA ULCT (2 EEs)
100-4210-2230	Conference & Training Registrations	1,680	9,333	5,000	Nat'l League of Cities (NLC) (1 EE) ICMA - National (2 EEs) UCMA - St. Geo (1 EE) ULCT (1 EE)
100-4210-2235	Employee Travel	1,411	14,517	7,500	Nat'l League of Cities (NLC) (1 EE) ICMA - National (2 EEs) UCMA - St. Geo (1 EE)
100-4210-2240	Uniforms	-	-	200	
100-4210-2245	Meeting Expenses	5,294	3,056	2,500	hosted City Managers' Lunch moved to events line
100-4210-2400	Office Supplies	-	-	250	
100-4210-3100	Professional Service	-	-	-	
100-4210-6100	Miscellaneous Exp	-	912	1,500	
100-4210-8200	Events - City Managers' Lunch			500	hosted City Managers' Lunch
Department Totals		301,356	321,849	339,950	



General Fund Expenditure Budget– cont'd

Justice Court

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Justice Court					
100-4220-3200	Contract Services	137,459	145,000	170,000	FY25 actual was higher than Holladay's projected amount
	Department Totals	137,459	145,000	170,000	

Legal Department

Legal Department					
100-4230-2230	Conference & Training Registrations	118			
100-4230-3100	Professional Service	296,780	215,816	400,000	budgetary 5% increase Run detail ledger - itemize payments
100-4230-3110	City Hall Property Line Issue				
100-4230-4100	Settlement Agreements	-	120,000	-	
	Department Totals	296,898	335,816	400,000	

Public Safety

Public Safety					
100-4240-3210	Law Enf - UPD Contract	16,014,554	16,455,108	15,700,000	contract increase of 4.55% = (\$749,000) Budgetary use of \$800,000 x Precinct Fund Bal to mitigate increase in law enforcement contract
100-4240-3215	Law Enf - Events and Security	1,988	5,000	5,000	
100-4240-3220	Animal Control Contract	729,447	749,944	800,000	contract increase of 5%
	Department Totals	16,745,989	17,210,052	16,505,000	



General Fund Expenditure Budget– cont'd

Promise Program

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Promise Program					
100-4250-1100	Salaries - Reg FT & PT Employees	245,930	304,168	330,000	Supported by UW and SLCo CTC grant
100-4250-1200	Wages - Non-Benefit PT & Seasonal	7,538	-		
100-4250-1300	Overtime	1,386	397	1,000	
100-4250-1400	Employee Benefits	105,628	111,057	110,000	
100-4250-2100	Books, Subscriptions, l & Memberships	-		300	Utah Housing Coalition Membership (x1 EE) American Society Public Administrators (x1 EE) NDIA Affiliation + Membership (x1 EE)
100-4250-2230	Conference & Training Registrations	1,436	300	3,500	Digital Navigation Training (x1 EE) Bryce Canyon Conference Legislative Preview Breakfast (x4 EEs) Get Healthy UT Conference Winter Summit Wallace Foundation (x 1 EE - UW reimbursed) PMP Certification (x1 EE)
100-4250-2235	Employee Travel	2,907	2,462	3,500	St. George Conference (x1 EE) Wallace Foundation (x 1 EE - UW reimbursed)
100-4250-2240	Uniforms	323	978	1,000	Event and work shirts for whole team
100-4250-2245	Meeting Expenses	680	512	1,000	Food for meetings
100-4250-2400	Office Supplies	99	115	150	
100-4250-2450	Printing	60	-	150	
100-4250-2605	Sm Tools, Minor Equip, Supplies	77	-	-	
100-4250-3100	Professional Service	313	375	500	10-8-2 Studies as needed
100-4250-3200	Contracted Services	-	1,032	3,300	Spy Hop - digital arts
100-4250-6100	Miscellaneous Expenditures	4,128	1,300	2,000	
100-4250-8105	Silvestrini High School Scholarships	-	8,000	8,000	2 recipients x 4 High School
100-4250-8200	Events	20,308	13,091	21,000	Bike Rodeo 911 Day of Service Welcoming Week/Resource Fair Volunteer Appreciation After school Digital Arts event Block Party (grant funded) Winter Clothing Drive Spy Hop Art Showcase
100-4250-8250	Youth Council	8,790	16,804	7,000	Registration for Day on the hill Millcreek-hosted Youth Council Conference Banners for Seniors Food for meetings Sub for Santa
100-4250-8300	Programs - General Promise Programs	17,002	131,000	210,000	Contribution to Asian Association
100-4250-8301	Programs - Fire Relief Council Appropriation	-	11,500	-	FY26 actual was emergency expenditure
100-4250-8302	Programs - Fire Relief Private Donations	-	98,368	-	FY26 actual was emergency expenditure
100-4250-8303	Programs - Winter clothing Drive	-	2,201	10,000	
Department Totals		416,605	703,660	712,400	



General Fund Expenditure Budget– cont'd

Recorder's Office

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Recorder's Office					
100-4310-1100	Salaries - Reg FT & PT Employees	123,872	128,564	142,000	includes 25% x Deputy Recorder
100-4310-1300	Overtime	1,973	2,001	2,500	
100-4310-1400	Employee Benefits	30,630	35,400	40,000	
100-4310-2100	Books, Subscriptions.I & Memberships	500	700	700	IIMC UMCA GSLCRA Notary Licenses
100-4310-2230	Conference & Training Registrations	1,055	753	1,500	UMCA (fall & spring)
100-4310-2235	Employee Travel	605	-	1,000	UMCA (fall & spring)
100-4310-2400	Office Supplies	10	-	150	
100-4310-2415	Advertising and Public Notices	48	-	1,000	
100-4310-2510	Software	172	3,259	2,500	OtterAI, Municode
100-4310-3200	Contracted Services	6,563	28,878	-	No election in FY27
100-4310-6100	Miscellaneous Expenditures	76	48	350	
Department Totals		165,503	199,602	191,700	

Building Services & Code Enforcement

Building Services and Code Enforcement					
100-4410-1100	Salaries - Reg FT & PT Employees	919,221	899,898	1,050,000	New FTE - Parking Enforcement Officer
100-4410-1300	Overtime	153	568	1,000	
100-4410-1400	Employee Benefits	380,256	379,764	468,000	
100-4410-2100	Books, Subscriptions.I & Memberships	3,313	4,200	4,000	
100-4410-2230	Conference & Training Registrations	9,978	13,000	12,000	
100-4410-2235	Employee Travel	1,782	3,715	5,000	
100-4410-2240	Uniforms	3,896	3,093	4,000	
100-4410-2245	Meeting Expenses	574	550	1,000	
100-4410-2400	Software	438	816	1,500	
100-4410-2450	Printing	120	765	1,000	
100-4410-2605	Sm Tools, Minor Equip, Supplies	299	398	1,000	
100-4410-3100	Professional Service	40,671	80,000	80,000	Guardian Law - Administrative Law Judge West Coast Code Consultants Shums Coda Associates - St. Marks Review
100-4410-3200	Contracted Services	3,105	3,944	5,000	Abatement Romac
100-4410-6100	Miscellaneous Expenditures	708	-	1,000	
100-4410-6200	Bank Fees & CC Processing Fees	-	55,661	55,000	Nicole to project
Department Totals		1,364,516	1,446,373	1,689,500	



General Fund Expenditure Budget– cont'd

Communications & Information Center

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Communications					
100-4510-1100	Salaries - Reg FT & PT Employees	475,664	507,905	540,000	
100-4510-1200	Wages - Non-Benefit PT & Seasonal	11,874	1,796	15,000	Intern July - Aug / May - June
100-4510-1300	Overtime	5,218	3,763	4,000	
100-4510-1400	Employee Benefits	185,533	213,203	225,000	
100-4510-2100	Books, Subscriptions.I & Memberships	307	7,500	6,500	\$5,000 - Utah Water Ways \$1,090 - Membership & Certification (1 EE)
100-4510-2230	Conference & Training Registrations	3,534	2,000	3,750	\$1,750 - PIO Conference St George (4 EEs) \$2,000 - 3CMA x (1EE)
100-4510-2235	Employee Travel	700	3,000	3,000	\$2,000 - PIO Conference St George (4 Ees) \$1,000 - 3CMA (1 EE)
100-4510-2240	Uniforms	529	194	500	
100-4510-2245	Meeting Expenses	1,272	1,489	2,000	
100-4510-2400	Office Supplies	881	1,219	2,000	Photography, winter banners, etc.
100-4510-2410	Postage and Shipping	115,066	99,000	110,000	Newsletter postage
100-4510-2415	Advertising and Public Notices	23,685	4,661	10,000	Photography, winter banners, etc.
100-4510-2450	Printing	91,407	147,000	150,000	Newsletter \$10,000 x 12 School newsletters \$3,000 x 9 months
100-4510-2510	Software			12,500	Ask JoJo AI Software for website
100-4510-2605	Sm Tools, Minor Equip, Supplies	203	90	500	
100-4510-3100	Professional Service	925	2,500	2,500	10-8-2 studies
100-4510-3200	Contracted Services	4,556	26,142	30,000	Newsletter graphic design
100-4510-6100	Miscellaneous Expenditures	7,537	1,772	3,000	
100-4510-8100	Community Councils - Obsolete Acct	17,723	13,200	-	now included in 100-4510-8105
100-4510-8105	Contributions to 10-8-2 Organizations	40,280	3,375	85,000	\$ 6,500 - Cyn Rim Citizens Citizens' Council \$ 5,000 - Community Councils (admin / events) \$63,000 - Arts Council / Community Theater (funding included in Arts Council) \$ 6,500 - East Millcreek Lion's Club \$ 4,000 - Misc. Requests
100-4510-8200	Events	66	-	-	
100-4510-8300	Programs - Community Programs	31,533	10,000	10,000	Rain barrel program Recycle program - shredding truck
Department Totals		1,018,492	1,049,808	1,215,250	



General Fund Expenditure Budget– cont'd

Emergency Preparedness

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Emergency Preparedness				
100-4520-1100	Salaries - Reg FT & PT Employees	87,127	87,321	98,000
100-4520-1300	Overtime	741	1,183	1,000
100-4520-1400	Employee Benefits	27,538	40,429	49,000
100-4520-2100	Books, Subscriptions, I & Memberships	851	1,507	1,000 UEMA
100-4520-2230	Conference & Training Registrations	700	595	1,000 CERT Trainer certification
100-4520-2235	Employee Travel	865	856	5,000 Dept to itemize
100-4520-2240	Uniforms	567	-	700
100-4520-2245	Meeting Expenses	-	-	1,000 Meals & Snacks - CERT day long final class
100-4520-2400	Office Supplies	62	-	-
100-4520-2410	Advertising and Public Notices	-	-	-
100-4520-2450	Printing	-	-	1,000 CERT & Chipper Days Printing
100-4520-2605	Sm Tools, Minor Equip, Supplies	5,008	3,423	22,250 \$ 5,000 - replenish CERT bags inventory (sold to participants) \$15,000 - 2 UPD compatible radios (for events) \$ 2,500 - Titan HST Emerg Alert Sys (500 users)
100-4520-2670	Utilities - Starlink	4,508	2,468	5,000
100-4520-6100	Miscellaneous Expenditures	285	203	1,000
100-4520-8200	Events - Emergency Preparedness	-	381	1,000 refreshments for CERT training
Department Totals		128,253	138,366	186,950



General Fund Expenditure Budget– cont'd

Economic Development

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Economic Development				
100-4610-1100	Salaries - Reg FT & PT Employees	187,442	195,148	216,000 50% City Mgr/Econ Dev Director
100-4610-1200	Wages - Non-Benefit PT & Seasonal	-	-	-
100-4610-1300	Overtime	169	-	250
100-4610-1400	Employee Benefits	61,223	64,295	70,000
100-4610-2100	Books, Subscriptions.I & Memberships	1,578	1,000	6,500 \$5,000 - EDCU \$1,500 - Other memberships
100-4610-2230	Conference & Training Registrations	1,650	812	3,500
100-4610-2235	Employee Travel	2,771	1,718	3,000
100-4610-2240	Uniforms	203	209	250
100-4610-2245	Meeting Expenses	1,702	636	2,500
100-4610-2400	Office Supplies	478	370	500
100-4610-2450	Printing	-	1,568	3,500 Welcome to the Neighborhood packets Restaurant vouchers
100-4610-2600	Bldg Maint / Utilities - Rental Properties	22,254	7,145	Woodbury now managing Econ Dvlpmnt rentals
100-4610-2605	Sm Tools, Minor Equip, Supplies	16	-	250
100-4610-3100	Professional Service	-	62	-
100-4610-6100	Miscellaneous Expenditures	3,041	37	3,000 Printing restaurant vouchers RDA database fee Business photographs
100-4610-8200	Events - Business Council	16,353	2,297	5,000 Bus Council Meet-N-Eat (3 EE x 12 months) Community Bus Council events Bus Council Board of Director Retreat Bus Council Board of Direct Holiday Social Networking events
100-4610-8205	Events - Business Council Gala	-	8,811	5,000
100-4610-8210	Events - Business Council Markets	-	810	10,000 Fall Market and 9/11 Tribute
Department Totals		298,880	284,916	329,250



General Fund Expenditure Budget– cont'd

Finance

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Finance Department				
100-4710-1100	Salaries - Reg FT & PT Employees	586,163	525,881	652,000
				FTE - Purchasing/Budget Analysis 75% Fin/HR Director 50% HR Manager/Finance Asst
100-4710-1200	Wages - Non-Benefit PT & Seasonal			-
100-4710-1300	Overtime	3,155	721	2,000
				OT during budget and yr end
100-4710-1400	Employee Benefits	195,240	174,880	230,000
				UGFOA GFOA IOFM Grants AGA Norther UT Chapter AGA
100-4710-2100	Books, Subscriptions, l & Memberships	1,105	3,219	3,500
				UGFOA St. George x 3 GFOA National x 1 Tyler User Conference x 2 Grants Training Accounting Training (1099; Payroll; AP)
100-4710-2230	Conference & Training Registrations	4,281	5,564	12,000
				UGFOA St. George x 3 GFOA National x 1 Tyler User Conference x 2 Grants Training Accounting Training (1099; Payroll; AP)
100-4710-2235	Employee Travel	8,011	7,500	10,000
				UGFOA St. George x 3 GFOA National x 1 Tyler User Conference x 2 Grants Training Accounting Training (1099; Payroll; AP)
100-4710-2240	Uniforms	123	-	500
100-4710-2245	Meeting Expenses	535	1,491	1,500
100-4710-2400	Office Supplies	1,956	2,731	2,000
100-4710-2450	Printing	-	500	1,000
				ACFR, PAFR, Budget in Brief
100-4710-2510	Software	147	-	10,000
				Purchase Order Module for AIS
100-4710-2605	Sm Tools, Minor Equip, Supplies	-	16	-
100-4710-3100	Professional Service	37,625	29,600	45,000
				Annual Audit - now ACFR
100-4710-6100	Miscellaneous Expenditures	142	102	500
	Department Totals	838,482	752,204	970,000



General Fund Expenditure Budget– cont'd

Human Resources

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Human Resources					
100-4720-1100	Salaries - Reg FT & PT Employees	-	109,012	105,000	25% Fin/HR Director 50% HR Manager/Finance Asst
100-4720-1300	Overtime	-	647	1,000	
100-4720-1400	Employee Benefits	-	42,695	43,500	
100-4720-2100	Books, Subscriptions, I & Memberships	878	1,103	1,000	SHRM x 2 SLSHRM x 2 HRCI x 1
100-4720-2230	Conference & Training Registrations	118	690	500	SLSHRM SHRM - certification renewal HRCI - certification renewal
100-4720-2235	Employee Travel	-	194	500	
100-4720-2245	Meeting Expenses	122	345	500	
100-4720-2400	Office Supplies	750	1,133	1,000	
100-4720-2455	Recruitment	2,204	2,870	5,000	\$300 avg / job posting
100-4720-2510	Software	-	2,654	-	Qualtrix - Survey software
100-4720-2605	Sm Tools, Minor Equip, Supplies	-	-	-	
100-4720-3100	Professional Service	12,755	12,810	15,000	Supervisor Training series HR consultants
100-4720-3205	Drug Screens and Background Cks	2,942	985	4,000	Drug screenings Background checks
100-4720-4200	Insurance - Workers Compensation	35,511	41,150	46,500	ULGT quote is increase of approx \$5000 over CY this includes a small emod increase and projected payroll growth Projected FY26 amt = \$41,150 + \$5,000
100-4720-6100	Miscellaneous Expenditures	1,021	1,000	1,000	
100-4720-8200	Events - EE Benefits Fair	192	-	1,500	Event is held in May
100-4720-8300	Programs - EE Tuition Reimbursement	9,244	7,500	15,000	Currently 1 EE is using the program; 2nd EE will begin higher education program in Fall
100-4720-8301	Programs - EE Wellness Program	43,200	32,500	20,000	
100-4720-8302	Programs - EE Safety Program	1,860	7,200	7,500	Annual Safety Program through ULGT
Department Totals		110,797	264,490	268,500	



General Fund Expenditure Budget– cont'd

Non- Departmental

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Non Departmental					
100-4730-2100	Books, Subscriptions.I & Memberships	2,564	2,000	2,500	memberships shared between departments: e.g., Costco; Amazon Business
100-4730-2210	Employee Engagement	23,252	20,000	25,000	
100-4730-2400	Office Supplies	9,400	10,000	12,000	
100-4730-2410	Postage and Shipping	6,347	20,000	24,000	\$16,000 general postage and supplies \$ 2,200 postage machine lease (\$550 / qtr) \$ 5,000 folding machine lease (\$1250 / qtr) \$ 800 rounding & misc
100-4730-2450	Printing	-	-	-	
100-4730-2605	Sm Tools, Minor Equip, Supplies	1,325	1,942	2,000	paper plates, utensils, etc. breakroom supplies
100-4730-3100	Professional Services	-	-	-	
100-4730-4100	Insurance - Liability	89,500	115,000	130,000	ULGT quote is increase of approx \$14K over CY this is driven by audited payroll growth, with stable loss performance
100-4730-4105	Insurance - Property	16,446	78,000	100,000	ULGT increase of approx \$22K over CY due to higher property values, a newly added structure and broader property insurance market conditions
100-4730-6100	Miscellaneous Expenditures	752	168	1,000	
100-4730-6200	Bank Fees & CC Processing Fees	66,975	6,415	15,000	Nicole to project
Department Totals		216,559	253,525	311,500	

Business Licensing

Business Licensing					
100-4740-1100	Salaries - Reg FT & PT Employees	134,349	146,135	145,000	75% Business License Administrator
100-4740-1300	Overtime	587	432	750	
100-4740-1400	Employee Benefits	49,578	52,758	53,000	
100-4740-2100	Books, Subscriptions.I & Memberships	50	-	500	business license association
100-4740-2230	Conference & Training Registrations	645	294	1,500	UBLA x 2
100-4740-2235	Employee Travel	1,166	254	1,500	UBLA x 2
100-4740-2240	Uniforms	95	-	-	
100-4740-2400	Office Supplies	41	-	250	
100-4740-2605	Sm Tools, Minor Equip, Supplies	-	-	-	
100-4740-6100	Miscellaneous Expenditures	70	83	500	
Department Totals		186,580	199,957	203,000	



General Fund Expenditure Budget– cont'd

Facilities

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Facilities					
100-4810-1100	Salaries - Reg FT & PT Employees	275,409	270,788	343,000	FTE requested - Admin Assistant
100-4810-1200	Wages - Non-Benefit PT & Seasonal	8,075	12,374	12,000	
100-4810-1300	Overtime	3,098	1,742	2,500	
100-4810-1400	Employee Benefits	118,241	116,941	166,000	
100-4810-2100	Books, Subscriptions, l & Memberships	1,132	324	2,000	
100-4810-2230	Conference & Training Registrations	1,087	1,790	3,500	
100-4810-2235	Employee Travel	-	-	1,500	
100-4810-2240	Uniforms	1,692	610	2,500	
100-4810-2245	Meeting Expenses	230	435	250	
100-4810-2400	Office Supplies	2,305	438	500	
100-4810-2605	Sm Tools, Minor Equip, Supplies	54,050	70,669	115,000	
100-4810-2610	Janitorial Supplies	18,869	16,270	10,000	
100-4810-2615	Splash Pad Testing and Chemicals	6,240	10,287	100,000	
100-4810-2650	Maintenance - Machinery and Equip	16,620	9,434	10,000	
100-4810-2655	Maintenance - Bldgs and Grounds	310,375	550,000	300,000	FY26 actual includes flood damage
100-4810-2656	Maintenance - Parking Structures	-	-	100,000	47% x parking structure maint (shared w/The Westerly apartment complex)
100-4810-2670	Utilities - Water and Sewer	34,150.10	21,193.20	40,000.00	
100-4810-2675	Utilities - Natural Gas	43,870.52	42,175.55	65,000.00	
100-4810-2680	Utilities - Electricity	171,235.19	185,844.00	240,000.00	
100-4810-2690	Utilities - Garbage and Recycling	14,335.11	13,029.19	20,000.00	
100-4810-3200	Contracted Services	182,168	183,203	225,000	<u>Ongoing Maintenance Contracts:</u> Janitorial Contract (RBM) HVAC (Trane, CCI, Archer) Elevators Fire Suppression Pest Control MC and Mt. Aire Streetscape (Lawn Butler) Opus Green lawn care (Lawn Butler) City Hall plant care (Cactus and Tropicals)
100-4810-6100	Miscellaneous Expenditures	9,412.80	10,250.77	15,000.00	
100-4810-7250	Cap Outlay - Bldg Improvements	9,305.58	19,542.84	-	Buildout of 4th FL - Fund 450 CIP
100-4810-7300	Cap Outlay - Other Improvements	-	-	-	
100-4810-7400	Cap Outlay - Furniture, Fixtures, and Equip	9,709.74	-	10,000.00	
Department Totals		1,291,610	1,537,340	1,783,750	



General Fund Expenditure Budget– cont'd

Vehicle Maintenance

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Vehicle Maintenance					
100-4830-2100	Books, Subscriptions.I & Memberships	-	-	-	
100-4830-2510	Software			9,000	Ford Pro - vehicle maint software ~ \$750 / month
100-4830-2605	Sm Tools, Minor Equip, Supplies	2,602	3,590	5,500	
100-4830-2620	Fuel	21,114	18,703	40,000	
100-4830-2650	Maintenance - Vehicle	29,630	26,075	40,000	
100-4830-4100	Insurance - Auto	20,209	19,664	20,000	ULGT quote includes a reduction of \$4K due to excellent performance; Budget same as CY, anticipate addition of new vehicles.
100-4830-6100	Miscellaneous Expenditures	578	1,500	1,500	
100-4830-7500	Cap Outlay - Vehicle Acquisitions	40,794	-	-	Vehicle purchases s/b in CIP
Department Totals		114,927	69,531	116,000	

I.T. & Computers

I.T. and Computers					
100-4840-2510	Software	220,712	355,600	375,000	Itemize City-wide software (e.g. Office 365)
100-4840-2605	Sm Tools, Minor Equip, Supplies	89,471	58,513	50,000	Non-capital computers, monitors, etc.
100-4840-2670	Utilities - Internet	114,710	71,134	95,000	Comcast Lumen / Level 3 Financing
100-4840-2671	Utilities - Office Desk Phones	-	14,623	20,000	First Digital GoTo Communication
100-4840-2672	Utilities - Cell Phones	-	30,748	40,000	AT&T Mobility / FirstNet
100-4840-3100	Professional Service	184,559	130,652	165,000	Les Olson - outside IT contract
100-4840-6100	Miscellaneous Expenditures	-	-	-	
100-4840-7450	Cap Outlay - I.T. Equipment	-	20,000	50,000	single items or group of component items in total > \$10,000 w/ useful life of > 1 year
Department Totals		609,453	681,271	795,000	



General Fund Expenditure Budget– cont'd

Planning & Zoning

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Planning and Zoning				
100-4910-1100	Salaries - Reg FT & PT Employees	832,440	801,869	870,000
100-4910-1300	Wages - Non-Benefit PT & Seasonal	24,760	3,771	4,000
100-4910-1400	Employee Benefits	301,257	294,264	320,000
100-4910-2100	Books, Subscriptions, I & Memberships	3,077	3,500	3,500
100-4910-2230	Conference & Training Registrations	6,757	7,000	7,000
100-4910-2235	Employee Travel	7,369	4,161	6,000
100-4910-2240	Uniforms	351	-	500
100-4910-2245	Meeting Expenses	4,406	4,708	5,000
100-4910-2400	Office Supplies	106	112	500
100-4910-2410	Postage and Shipping	9,404	1,297	2,000
100-4910-2450	Printing	816	31	1,000
100-4910-2510	Software	5,833	35,000	37,500
100-4910-2605	Sm Tools, Minor Equip, Supplies	367	-	500
100-4910-3100	Professional Service	100,267	100,000	125,000
100-4910-3200	Contracted Services	8,942	5,441	6,000
100-4910-6100	Miscellaneous Expenditures	264	2,000	1,500
	Department Totals	1,306,416	1,263,154	1,390,000

dept to itemize

dept to itemize

dept to itemize

iWorq

ESRI (shared w/ Engineering)

Art Master Plan (completion)

General Plan update

Tree Canopy study

Historic Preservation reviews



General Fund Expenditure Budget– cont'd

Public Works & Engineering

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
PW / Engineering					
100-5110-1100	Salaries - Reg FT & PT Employees	522,317	522,901	582,000	new FTE CAD Tech (30% PW / 70% SW) 75% PW Director 55% Engineering Admin
100-5110-1200	Wages - Non-Benefit PT & Seasonal	5,000	-	-	
100-5110-1300	Overtime	1,863	1,116	1,500	
100-5110-1400	Employee Benefits	210,288	204,813	252,000	
100-5110-2100	Books, Subscriptions, l & Memberships	865	467	2,500	UAPA Memberships ASCE Memberships PE Licensing (2 EE) AASHTO (Design manuals, etc.)
100-5110-2230	Conference & Training Registrations	6,311	2,833	10,500	Utah Transportation Conference (3 EEs) APWA (3 EEs) UCEA (3 EEs) LTAP
100-5110-2235	Employee Travel	2,963	1,986	4,500	UCEA (3 EEs) - held in St George and Logan \$500/FTE - include shirts, boots, coats, PPE
100-5110-2240	Uniforms	1,871	1,478	2,500	
100-5110-2245	Meeting Expenses	994	639	1,000	
100-5110-2400	Office Supplies	351	25	1,500	
100-5110-2510	Software	11,634	45,000	45,000	ESRI (split w/ planning and SW) iWorq DLT Solutions Auto Cad Nearmap State of Utah (Sub cm GPS)
100-5110-2605	Sm Tools, Minor Equip, Supplies	2,050	305	2,500	
100-5110-2670	Utilities - Traffic Signals and Lights	41,096	39,077	50,000	
100-5110-3100	Professional Service	79,720	249,276	75,000	TUF study to be finished by Aug 30 Transportation Master Plan Update Parley's Trail Feasibility Study (TLC)
100-5110-3200	Contracted Services - SLCo PW Contract	5,307,540	5,310,000	5,800,000	\$6,800,000 - SLCo Contract (Split \$5,800,000 PW / \$1,000,000 SW)
100-5110-3203	Contracted Services - Pavement Preservation	-	500,000	750,000	<u>Department Request:</u> \$ 500,000 - remaining FY26 proj that span FY \$1,000,000 - new request <u>Budget Officer / Admin Changes:</u> \$ 500,000 - remaining FY26 proj that span FY \$ 250,000 - new request
100-5110-3205	Contracted Services - SLCo Parks Maint	475,207	377,075	500,000	SLCo parks maintenance contract



General Fund Expenditure Budget— cont'd

Public Works & Engineering cont'd

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
100-5110-3210	Contracted Services - Irrigation Repairs			500,000	<u>Department Request:</u> \$1,000,000 - CanyonRim irrigation replacement
					<u>Budget Officer / Admin Changes:</u> \$ 500,000 - placeholder until reliable estimate is determined
100-5110-6100	Miscellaneous Expenditures	2,327	6,000	2,500	
	Department Totals	6,672,397	7,262,992	8,583,000	



General Fund Expenditure Budget— cont'd

Community Life Administration

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Comm Life - Administration				
100-5710-1100	Salaries - Reg FT & PT Employees	120,821	121,245	133,000
100-5710-1400	Employee Benefits	51,859	51,555	58,000
100-5710-2100	Books, Subscriptions.I & Memberships	4,259	7,486	10,000
				\$ 260 - Spotify \$3,800 - Music Licensing (ASCAP, BMI, SECAC) \$5,000 - Now Playing Utah \$ 355 - URPA \$ 450 - Visit Salt Lake \$450
100-5710-2230	Conference & Training Registrations	820	1,113	1,000
				URPA (1 employee) St. George Local conferences
100-5710-2235	Employee Travel	1,177	3,050	1,000
100-5710-2240	Uniforms	94	-	500
100-5710-2245	Meeting Expenses	1,206	2,448	3,000
100-5710-2400	Office Supplies	127	392	2,500
100-5710-2415	Advertising and Public Notices	-	30,000	45,000
				MC & Grandview advertising; MC Signs
100-5710-2510	Software	-	13,800	44,000
				\$ 1,100 - Sling (Staff Scheduling - Rec) \$ 10,000 - Roller \$ 3,600 - Constant Contact \$ 2,000 - VO website \$ 1,656 - Bubble (Special Permits) \$ 360 - Craft my PDF \$ 420 - Pryro Music Service \$ 780 - When I Work (Staff Scheduling - events) \$ 730 - Square Space (VO and MC Websites) \$10,000 - Placer-AI (AI-Foot Traffic) \$ 3,000 - Prissm (event floorplans) \$ 2,800 - Eventeny (event planning) \$ 960 - CANVA (8 users) \$ 3,000 - Market Wurks (farmers' market layout) \$ 260 - Airtable (social media content calendar) \$ 3,000 - New POS for Public Market
100-5710-3200	Contracted Services	76,898	42,494	95,000
				\$18,000 Gen marketing service \$48,000 Social Media (5 accounts) \$24,000 Cultural Liasions \$ 5,000 Special Event Permit - Phase II (new)
100-5710-6100	Miscellaneous Expenditures	9	15	250
100-5710-6200	Bank Fees & Processing Fees	-	39,245	50,000
	Department Totals	257,271	312,842	443,250



General Fund Expenditure Budget– cont'd

Community Life Events

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Comm Life - Events					
100-5720-1100	Salaries - Reg FT & PT Employees	230,495	297,700	367,000	
100-5720-1200	Wages - Non-Benefit PT & Seasonal	77,713	65,907	58,000	
100-5720-1300	Overtime	1,429	156	1,000	
100-5720-1400	Employee Benefits	83,081	100,468	120,000	
100-5720-2100	Books, Subscriptions, I & Memberships	2,170	6,414		all memberships moved to 100-5710-2100
100-5720-2230	Conference & Training Registrations	890	1,104	1,000	URPA (2 EEs) St. George
100-5720-2235	Employee Travel	1,553	2,000	1,500	URPA (2 EEs) St. George
100-5720-2240	Uniforms	2,139	776	2,000	
100-5720-2245	Meeting Expenses	368	-	400	
100-5720-2400	Office Supplies	215	-	-	
100-5720-2410	Postage and Shipping	-	-	-	
100-5720-2415	Advertising and/or Public Notices	38,954	-	-	
100-5720-2450	Printing	3,953	-	-	
100-5720-2605	Sm Tools, Minor Equip, Supplies	18,884	20,948	25,000	Tents, tables, sandwich boards, etc.
100-5720-3200	Contracted Services	6,010	8,500	10,000	Cleaning for event venue rentals
100-5720-6100	Miscellaneous Expenditures	540	2,975	5,000	
ADD Account	Capital Outlay	-	-	2,000	Inflatable Screen repairs
100-5720-8210	Comm Partnerships - Cultural/Heritage	97,323	99,789	155,100	Cultural Liasons move to 100-5710 *Marketing expenses included. \$18,000 - Dia de Los Muertos \$12,000 - Greek Festival (New) \$26,000 - Pacific Islander Skate Night \$8,000 - Pacific Islander Heritage Month (New) \$26,000 - Mi Gente - Hispanic Heritage Month \$ 3,100 - Indigenous Peoples' Day \$ 8,000 - Black History Month \$ 8,000 - Women's History Month \$26,000 - Juneteenth \$ 7,000 - Pride \$13,000 - Cinco de Mayo
100-5720-8220	Comm Partnerships - Art, Music, Theater, Liter	5,681	8,932	9,000	\$6,000 - Millcreek Arts Festival \$3,000 - Curbside Theater
100-5720-8230	Comm Partnerships - Recreation, Sports, Athle	21,796	12,312	54,000	\$29,600 - Doxie Derby & Practice Night (Ticketed & Sponsored) \$12,000 - World Cup Watch Parties (New) \$ 6,200 - International Softball Tournament \$ 6,200 - Phase II Grand Opening - (New)
100-5720-8240	Comm Partnerships - Private Entity Fundraising	2,736	-	-	



General Fund Expenditure Budget– cont'd

Community Life Events cont'd

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
100-5720-8250	Comm Partnerships - Holidays	8,115	15,099	32,900 \$ 2,600 - Holiday Tree Lighting \$ 6,200 - Santa or Grinch Holiday Party \$ 5,600 - Lunar New Year \$ 2,600 - July 4th Parade \$ 2,600 - Solstice \$ 1,300 - Hanukkah \$11,200 - Pioneer Day (formerly Pie & Root Beer) \$ 800 - Easter Egg Hunt
100-5720-8260	Comm Partnerships - Education	5,851	1,020	6,000 Earth Day
100-5720-8265	Comm Partnerships - Food	2,631	4,495	19,500 \$16,500 - Soundbites and Sunset Mkt (\$1500 x 9 shows - April / May) \$ 3,000 - America 250 Potluck (New)
100-5720-8271	Venture Out! - Festivals	86,134	1,711	85,000 Sponsored
100-5720-8272	Venture Out! - Movies	14,216	13,463	18,000 Sponsored
100-5720-8273	Venture Out! - Camp Tracy	80,327	84,926	90,000 Sponsored & Ticketed
100-5720-8274	Venture Out! - Night Out Against Crime	2,625	4,566	5,500 Sponsored
100-5720-8275	Venture Out! - Street Parties	3,366	3,147	10,500 Sponsored
100-5720-8279	Venture Out! - Non-cash Sponsorship Fulfillme	-	-	- requires 10-8-2 study
100-5720-8281	Holidays - Hearts Afire	11,035	13,543	11,000 Ticketed
100-5720-8282	Holidays - Independence Eve	31,330	45,913	45,000 Ticketed
100-5720-8283	Holidays - Millfreaks	22,031	29,102	23,000 Sponsored & Ticketed
100-5720-8284	Holidays - Magic Ice Show	60,944	71,428	63,000 Ticketed
100-5720-8285	Holidays - Big Boom Bash & Early Eve	44,455	40,917	45,000 Ticketed
100-5720-8286	Holidays - Holiday / Seasonal Decorations	66,589	61,711	136,200 Holiday Tree 8,000 Plaza Tree Lights 8,000 Holiday, other Holiday, \$23,000 Snowflake Poles 7,200 Ornaments 10,000 (New) Paseo 4 seasonal looks \$80,000 (New)
100-5720-8290	Events - Miscellaneous Events	9,684	840	2,000 <u>Department Request:</u> \$10,000 - unplanned / last minute requests <u>Budget Officer / Admin Changes:</u> \$ 2,000 - Admin recommendation
100-5720-8291	Events - Bingo	12,129	7,253	13,500 Sponsored & Donations
400-5720-8300	Programs-Obsolete Acct	8	-	- Obsolete Acct
	Department Totals	1,057,397	1,027,114	1,417,100



General Fund Expenditure Budget– cont'd

Community Life Public Market

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Comm Life - Public Markets				
100-5730-1100	Salaries - Reg FT & PT Employees	158,584	222,740	282,000
100-5730-1200	Wages - Non-Benefit PT & Seasonal	54,356	42,649	42,000
100-5730-1300	Overtime	8,717	53	500
100-5730-1400	Employee Benefits	53,833	79,097	112,000
100-5730-2100	Books, Subscriptions, I & Memberships	100	334	800
100-5730-2230	Conference & Training Registrations	54	1,404	3,000
100-5730-2235	Employee Travel	-	1,875	4,000
100-5730-2240	Uniforms	1,440	808	2,000
100-5730-2245	Meeting Expenses	438	126	750
100-5730-2400	Office Supplies	476	341	750
100-5730-2410	Postage and Shipping	-	-	100
100-5730-2415	Advertising and/or Public Notices - Obsolete	7,438	-	-
100-5730-2450	Printing	5,391	-	1,000
100-5730-2510	Software	-	1,800	-
100-5730-2605	Sm Tools, Minor Equip, Supplies	10,400	4,181	10,000
100-5730-3200	Contracted Services	85,202	58,285	68,000
100-5730-6100	Miscellaneous Expenditures	968	112	1,000
100-5730-6200	Bank Fees & CC Processing Fees	14,516	17,879	20,000
100-5730-7400	Cap Outlay - Furniture, Fixtures, and Equip	83,174	-	10,000
100-5730-8200	Farmers Market	21,044	26,958	61,500
100-5730-8203	Front-end Vendors	3,210	3,731	3,000
100-5730-8205	1330 Design Collective	18,458	17,825	25,000
100-5730-8210	Art Market	14,368	11,277	35,000
100-5730-8215	Craft Lake Makers Mart	48,552	5,932	35,000
100-5730-8216	The Bazaar	6,862	696	1,000
100-5730-8217	Farmers' Market SNAP / DBL UP	571	94	600
100-5730-8218	Great Outdoors Market	15,516	6,000	25,000
100-5730-8219	Holiday Shoppes	80,717	82,570	115,000
100-5730-8220	Kids Market	3,000	10,791	25,000
100-5730-8221	Millcreek Mercantile Market	23,200	47,580	45,000
100-5730-8222	Mini Markets	-	770	5,000
100-5730-8223	Vinyl Revival	28,999	4,960	30,000
100-5730-8224	Electric Alley Arcade	12,915	19,053	25,000
Department Totals		762,499	669,922	989,000



General Fund Expenditure Budget– cont'd

Community Life Recreation

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Comm Life - Recreation				
100-5740-1100	Salaries - Reg FT & PT Employees	232,800	278,319	314,000
100-5740-1200	Wages - Non-Benefit PT & Seasonal	201,785	158,086	200,000
100-5740-1300	Overtime	3,205	1,503	2,000
100-5740-1400	Employee Benefits	102,273	135,378	155,000
100-5740-2100	Books, Subscriptions.I & Memberships	3,866	5,348	4,500
				Climbing Wall Association US Figure Skating Association Learn to Skate Coaches memberships
100-5740-2230	Conference & Training Registrations	7,188	4,017	5,000
				URPA (5 EEs) Nat'l Alliance for Youth Sports certification (6 EEs) Rollercon (1 EE) Las Vegas Climbing Wall Training (on site) Climbing Wall Summit (local training)
100-5740-2235	Employee Travel	6,541	1,786	5,000
				URPA (5 EEs) St. George Rollercon (1 EE) Las Vegas
100-5740-2240	Uniforms	4,338	3,939	4,000
100-5740-2245	Meeting Expenses	600	702	500
100-5740-2400	Office Supplies	1,346	1,004	1,000
100-5740-2410	Postage and Shipping	-	22	-
100-5740-2415	Advertising and/or Public Notices- Obsolete	7,963	-	-
				Obsolete Acct
100-5740-2450	Printing	4,056	3,183	4,500
				Plaza recreation banners
100-5740-2520	Purchase of Resale Items	624	965	3,000
100-5740-2605	Sm Tools, Minor Equip, Supplies	39,521	29,740	45,000
				Skates, climbing, ice matts, skate branding, and mini golf gear, pavillion furniture, barricades
100-5740-3200	Contracted Services	-	312	7,000
				graphic design for signage Roller Software consultant
100-5740-6100	Miscellaneous Expenditures	879	1,856	2,500
100-5740-8300	Programs - Fitness / Health	36,516	-	1,500
				Yoga / Pilates Fitness programs Street hockey
100-5740-8301	Programs - Community Recreation	-	4,618	15,000
				Playtivities Summer Camp Birthday Parties Aplenglobes
100-5740-8302	Programs - Roller Skating	-	23,938	20,000
100-5740-8303	Programs - Ice Skating	-	20,227	15,000
100-5740-8304	Programs - Climbing Wall	-	15,277	15,000
				Zamboni branding Regular Climb and Dry Tooling
100-5740-8305	Programs - MiniGolf / SkateCyn/ TreeHouse	-	-	30,000
				\$ 5,000 - general (New) \$25,000 - Commercial-grade games for Tree House / Toybox (New)
Department Totals		653,500	690,222	849,500



General Fund Expenditure Budget– cont'd

Transfers & Contributions

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Transfers and Contributions					
100-9000-5101	Series 2021 Debt Svc - Principal Pymt	750,000	785,000	825,000	
100-9000-5201	Series 2021 Debt Svc - Interest Pymt	1,029,500	1,000,000	953,000	
100-9000-5210	UDOT Loan Debt Svc - Principal Pymt	-	317,968	323,350	
100-9000-5215	UDOT Loan Debt Svc - Interest Pymt	-	77,399	72,050	
100-9000-5300	Cost of Issuance	-	-	-	
100-9000-9010	Transfer to Other Funds	5,627,811	2,500,000	1,000,000	Transfer to Phase II CIP
100-9000-9020	Budgetary Addition to Fund Balance	-	-	-	
100-9000-9150	Lease Payments	-	-	-	
100-9000-9210	Contribution to Other Governments	143,076	206,000	155,000	\$61,000 to SLC (for meat cleaver) \$90,000 to UPD (alcohol allotment)
Department Totals		7,550,387	4,886,367	3,328,400	
Total Gen Fund Expenditures		42,998,683	42,364,820	43,800,500	
Total Gen Fund Revenues		43,717,875	44,670,027	43,800,500	
Change in General Fund Balance		719,192	2,305,207	-	

Community Reinvestment Agency (CRA) Fund Budgets



Summary

Account Description	Millcreek Cntr Fund 201	West Millcreek Fund 202	Woodland Ave Fund 203	Olympus Hills Fund 204	MedTech Fund 205	Housing Fund 220
Revenues						
Tax Increment - Millcreek Prop Taxes	160,952	282,405	16,275		163,300	
Tax Increment - Other Governments	1,245,838	2,170,315	83,600		1,077,890	
Interest Income	5,000	200,000			100,000	
Interfund Transfer-in for 2025 Debt Svc	1,232,000					917,775
Proceeds from Interfund Loan	525,000					
Repayment of Interfund Loan		450,000				
Total Revenues	3,168,790	3,102,720	99,875	-	1,341,190	917,775
Expenditures						
Tax Increment Commitments	100,000	500,000	22,000		100,000	
Project Infrastructure Improvements		1,150,000				
Administrative Expenses	70,350	98,110	5,000		67,100	
Housing Projects						575,000
Series 2019 Debt Svc - Principal	395,000				-	
Series 2019 Debt Svc - Interest	691,000				-	
Interfund Debt Svc - Principal	350,000				-	
Interfund Debt Svc - Interest	100,000				-	
Series 2025A&B Debt Svc - Interest	1,232,000				-	
Transfer to CRA Housing Fund	211,025	490,550	15,000		201,200	
Transfer to Millcreek Common Phase II			60,000			1,500,000
Interfund Loan to Other CRA Proj Areas		525,000				
Total Expenditures	3,149,375	2,763,660	102,000	-	368,300	2,075,000
Addition to (Use of) Fund Balance	19,415	339,060	(2,125)	-	972,890	(1,157,225)
 FY25 Ending Fund Balance	 555,457	 4,654,734	 20,938	 (4,566)	 -	 598,780
FY26 Projected Change in Fund Balance	169,097	1,804,147	59,325	10,000	972,890	808,550
Projected Beginning Fund Balance	724,554	6,458,881	80,263	5,434	972,890	1,407,330
Addition to (Use of) Fund Balance	19,415	339,060	(2,125)	-	972,890	(1,157,225)
FY27 Estimated Ending Fund Balance	743,969	6,797,941	78,138	5,434	1,945,780	250,105



Millcreek Center – Fund 201

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Revenue					
201-3100-3101	Tax Increment - Millcreek Prop Taxes	136,145	160,950	160,952	Budget = 2025 Tax Increment received
201-3330-3334	Tax Increment - Other Governments	1,005,891	1,245,840	1,245,838	Budget = 2025 Tax Increment received
201-3600-3610	Interest Income	2,375	5,000	5,000	Interest on unspent bond proceeds is booked in Fund 452 East Common Project fund
201-3700-3710	Interfund Transfer-In		956,000	1,232,000	Series 2025 Debt Service
201-3700-3715	Proceeds from Debt - Series 2025A		21,075,000		
201-3700-3716	Proceeds from Debt - Series 2025B		3,925,000		
201-3700-3720	Proceeds from Interfund Loan	2,649,500	580,500	525,000	from West Millcreek CRA
201-3700-3721	Proceeds from Bond Premium - 2025A		125,292		
		3,793,911	28,073,582	3,168,790	
Expenditures					
201-5310-2700	Tax Increment Commitments	90,730	90,730	100,000	TIF agreement: SLCo Gen Fund and Library
201-5310-2900	Administrative Expenses (5%)	55,625	70,350	70,350	5% x 2025 Tax Increment
201-5310-6100	Miscellaneous Exp	667	1,000	-	
201-9000-5101	Series 2019 Debt Svc - Principal	140,000	280,000	395,000	Debt Service Schedule
201-9000-5201	Series 2019 Debt Svc - Interest	718,300	708,000	691,000	Debt Service Schedule
201-9000-5210	Interfund Debt Svc - Principal	273,346	347,520	350,000	Debt Service Schedule
201-9000-5215	Interfund Debt Svc - Interest	89,529	106,560	100,000	Debt Service Schedule
201-9000-5220	Series 2025A&B Debt Svc - Principal				Interest only until Dec 2029
201-9000-5225	Series 2025A&B Debt Svc - Interest		956,000	1,232,000	Debt Service Schedule
201-9000-5300	Cost of Issuance		328,000		
201-9000-9010	Transfer to CRA Housing Fund (15%)	171,350	211,025	211,025	15% x 2025 Tax Increment
201-9000-9011	Transfer to Millcreek Common East		24,805,300		
		1,539,547	27,904,485	3,149,375	
	Addition to (Use of) Fund Balance	2,254,364	169,097	19,415	
	Beginning Fund Balance	(1,698,907)	555,457	724,554	
	Addition to (Use of) Fund Balance	2,254,364	169,097	19,415	
	Ending Fund Balance	555,457	724,554	743,969	

The Millcreek City Center CRA was created in 2019 to assist in creating Millcreek's new City Center, Millcreek Common. This project aims to create a downtown City Center and will include community gathering spaces, plazas, and a mix of uses to promote civic pride and enhance the city's tax base—all while supporting local businesses and helping them thrive. Over the next 20 years, 75-80% of all new property tax revenue will be reinvested back into this project area for improvements such as Millcreek Common and the implementation of new sidewalks, streetlights, planter boxes, parking spaces, and structures. For more information on this project, please visit <https://millcreekut.gov/275/Millcreek-Center-CRA>.



West Millcreek – Fund 202

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Revenue					
202-3100-3101	Tax Increment - Millcreek Prop Taxes	254,890	282,405	282,405	Budget = 2025 Tax Increment received
202-3330-3334	Tax Increment - Other Governments	1,868,243	2,170,315	2,170,315	Budget = 2025 Tax Increment received
202-3600-3601	Miscellaneous Revenue		324,500		
202-3600-3610	Interest Income	296,357	300,000	200,000	
202-3700-3720	Repayment of Interfund Loan	367,823	461,087	450,000	
		2,787,313	3,538,307	3,102,720	
Expenditures					
202-5310-2700	Tax Increment Commitments	231,324	550,000	500,000	\$275,000 - Artesian Springs \$225,000 - Opus Green
202-5310-2710	Housing Projects				
New Acct	Project Infrastructure Improvements			1,150,000	C/G/S on Gordon Avenue (project shared w/ SW)
202-5310-2900	Administrative Expenses (4%)	84,950	98,110	98,110	4% x 2025 Tax Increment
202-9000-9010	Transfer to CRA Housing Fund (20%)	424,630	490,550	490,550	20% x 2025 Tax Increment
202-9000-9015	Interfund Loan to Other CRA Proj Areas	2,654,500	595,500	525,000	to Millcreek Ctr CRA
		3,395,404	1,734,160	2,763,660	
	Addition to (Use of) Fund Balance	(608,090)	1,804,147	339,060	
	Beginning Fund Balance	5,262,825	4,654,734	6,458,881	
	Addition to (Use of) Fund Balance	(608,090)	1,804,147	339,060	
	Ending Fund Balance	4,654,734	6,458,881	6,797,941	

The West Millcreek CRA was transferred to the Millcreek Community Reinvestment Agency from Salt Lake County at the beginning of 2019. This project area includes 184 acres of multi-residential, minor commercial, and light industrial uses and is bordered by 200 East, I-15, 3900 South, and Big Cottonwood Creek. Recent focuses of this CRA include the completion of the Artesian Springs apartment complex, and the development of the Opus Green townhomes project which will include a trail walk and a children's park. The goal of this CRA is to bring increased property tax revenue to the participating taxing entities, who will receive 20% of the tax increment until the project is complete. Until then, over the next 20 years, 80% will be reinvested into this project area by the Millcreek Community Reinvestment Agency. For more information on this project, please visit <https://www.millcreekut.gov/293>



Woodland Ave – Fund 203

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Revenue					
203-3100-3101	Tax Increment - Millcreek Prop Taxes	3,394	16,275	16,275	Budget = 2025 Tax Increment received
203-3330-3334	Tax Increment - Other Governments	15,260	83,600	83,600	Budget = 2025 Tax Increment received
203-3700-3720	Proceeds from Interfund Loan	5,000	5,000	-	
		23,654	104,875	99,875	
Expenditures					
203-5310-2700	Tax Increment Commitments	1,188	21,500	22,000	TIF agreement:
203-5310-2900	Administrative Expenses (5%)	950	4,050	5,000	SLCo Gen Fund and Library
203-5310-3100	Professional Services	-			5% x 2025 Tax Increment
203-9000-5210	Interfund Debt Svc - Principal	2,445	5,000		
203-9000-5215	Interfund Debt Svc - Interest	225			
203-9000-9010	Transfer to CRA Housing Fund (15%)	2,800	15,000	15,000	15% x 2025 Tax Increment
New Acct	Transfer to Phase II Fund 452			60,000	funding source for MC Phase II
		7,608	45,550	102,000	
	Addition to (Use of) Fund Balance	16,046	59,325	(2,125)	
	Beginning Fund Balance	4,892	20,938	80,263	
	Addition to (Use of) Fund Balance	16,046	59,325	(2,125)	
	Ending Fund Balance	20,938	80,263	78,138	

The Woodland Avenue CRA lies within the boundaries of Millcreek's new City Center, but the parcels within the new CRA were only annexed into Millcreek in July 2020; thus, Millcreek needed to create a new CRA to capture the tax increment to support the new City Center. This project aims to assist the Millcreek City Center CRA in creating a downtown City Center that will include community gathering spaces, plazas, and a mix of uses to promote civic pride and enhance the city's tax base—all while supporting local businesses and helping them thrive. Millcreek plans on triggering the Woodland Ave CRA on or before March 1, 2023. Over the 20 years following the trigger date, 75-80% of all new property tax revenue will be reinvested into this project area for improvements such as Millcreek Common and the implementation of new sidewalks, streetlights, planter boxes, parking spaces, and structures. For more information on this project, please visit <https://millcreekut.gov/431/Woodland-Avenue-CRA>.



Olympus Hills – Fund 204

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Revenue				
204-3700-3720	Proceeds from Interfund Loan		10,000	
		-	10,000	-
Expenditures				
204-5310-2900	Administrative Expenses (5%)	-		
204-9000-5210	Interfund Debt Svc - Principal	1,828		
204-9000-5215	Interfund Debt Svc - Interest	450		
204-9000-9010	Transfer to CRA Housing Fund (15%)			
		2,278	-	-
	Addition to (Use of) Fund Balance	(2,278)	10,000	-
	Beginning Fund Balance	(2,288)	(4,566)	5,435
	Addition to (Use of) Fund Balance	(2,278)	10,000	-
	Ending Fund Balance	(4,566)	5,435	5,435

The Mt. Olympus Shopping Center was completed in 1963, and Interstate 215 was completed on the east bench in 1969, leaving a narrow strip of undeveloped land between Wasatch Boulevard and the freeway. Elway Porsche would build their automobile dealership in a portion of that space if the community could help subsidize the costly parking structure required by the space constraints. The Olympus Hills CRA was put to work in 2023 to help gather property tax increment to reimburse Elway Porsche for this infrastructure. For more information on this project, please visit <https://millcreekut.gov/276/Olympus-Hills-CRA>.



MedTech CRA – Fund 205

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Revenue					
205-3100-3101	Tax Increment - Millcreek Prop Taxes		163,300	163,300	Budget = 2025 Tax Increment received
205-3330-3334	Tax Increment - Other Governments		1,077,890	1,077,890	Budget = 2025 Tax Increment received
205-3600-3610	Interest Income		100,000	100,000	
		-	1,341,190	1,341,190	
Expenditures					
205-5310-2700	Tax Increment Commitments		100,000	100,000	Max TIF agreement \$100,000/yr
205-5310-2900	Administrative Expenses (5%)		67,100	67,100	5% x 2025 Tax Increment
205-5310-3100	Professional Services		-	-	
205-9000-9010	Transfer to CRA Housing Fund (15%)		201,200	201,200	15% x 2025 Tax Increment
		-	368,300	368,300	
	Addition to (Use of) Fund Balance	-	972,890	972,890	
	Beginning Fund Balance	-		972,890	
	Addition to (Use of) Fund Balance	-	972,890	972,890	
	Ending Fund Balance	-	972,890	1,945,780	

The MedTech CRA was adopted in the spring of 2021. This project area includes approximately 91 acres of commercial and institutional uses. This project aims to enable the development of a new medical tower with an enhanced façade at St. Mark's Hospital and influence the redevelopment of commercial and office space within the Project Area. This CRA aims to bring increased property tax revenue to the participating taxing entities, who will receive between 20-30% of the tax increment until the project is complete. Millcreek plans on triggering the MedTech CRA on or before March 1, 2025. Over the 20 years following the trigger date, 70-80% of all new property tax revenue will be reinvested into this project area for improvements such as the enhanced façade for St. Mark's Hospital and the implementation of new sidewalks, streetlights, and improved transit stops. For more information on this project, please visit <https://millcreekut.gov/392/MedTech-CRA>.



CRA Aggregate Housing – Fund 220

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Revenue				
220-3900-3910	Transfer from Other Funds	598,780	808,550	917,775
				\$211,350 - Millcreek Ctr CRA \$495,000 - Millcreek West CRA \$ 12,200 - Woodland Hills CRA \$ 90,000 - MedTech CRA
		598,780	808,550	917,775
Expenditures				
220-5310-2710	Housing Projects			575,000
				\$800,000 - Villa Vista (MC29 UT Housing Corp 18-month schedule - attainable housing) 23 units x \$50K with half project in FY27 and half in FY28
220-9000-9020	Transfer to Other Funds			1,500,000
	Budgetary Addition to Fund Balance			MC Phase II
		-	-	2,075,000
	Addition to (Use of) Fund Balance	598,780	808,550	(1,157,225)
	Beginning Fund Balance	-	598,780	1,407,330
	Addition to (Use of) Fund Balance	598,780	808,550	(1,157,225)
	Ending Fund Balance	598,780	1,407,330	250,105

By state law, each Community Reinvestment Area must use at least 10% of the tax increment collected to support the city's affordable housing goals. Some of Millcreek's CRA project areas have even budgeted 15% or 20% of their increment for this important cause. In 2024, the CRA Affordable Housing Account was created to act as a repository of the funds created from these disparate CRAs. Having the affordable housing dollars all in one place will make it easier for policy makers to effectively leverage them for the public good.



Interfund Loan Debt Service Schedules

Interfund Loan Amortization Chart Due To West Millcreek CRA from City Center CRA

FY20 Loan					FY21 Loan					For Years FY22-FY24					FY25A Loan					FY25B Loan					FY26 Loan				
Loan amt (pv) 603,505					Loan amt (pv) 71,656					Loan amt (pv) 1,699,304					Loan amt (pv) 650,000					Loan amt (pv) 580,500					Loan amt (pv) 580,500				
Date of Loan 6/30/2020					Date of Loan 6/30/2021					Date of Loan 6/30/2024					Date of Loan 6/30/2025					Date of Loan 6/20/2026					Date of Loan 6/20/2026				
Interest rate (rate) 0.50%					Interest rate (rate) 0.58%					Interest rate (rate) 4.50%					Interest rate (rate) 5.34%					Interest rate (rate) 4.50%					Interest rate (rate) 4.50%				
Total # of periods (Nper) 10					Total # of periods (Nper) 6					Total # of periods (Nper) 10					Total # of periods (Nper) 8					Total # of periods (Nper) 8					Total # of periods (Nper) 8				
Number pymts / year 1					Number pymts / year 1					Number pymts / year 1					Number pymts / year 1					Number pymts / year 1					Number pymts / year 1				
Payment Date	Period	Period	Payment Amount	Interest	Principal	Period	Period	Payment Amount	Interest	Principal	Period	Period	Payment Amount	Interest	Principal	Period	Period	Payment Amount	Interest	Principal	Period	Period	Payment Amount	Interest	Principal	Fiscal Year	Total FY Debt Svc Pymts	Total Interest Pd	Total Principal Pd
30-Jun-21	1		(3,017.53)	(3,017.53)		1		(415.60)	(415.60)																	FY2021	(3,433.13)	(3,433.13)	-
30-Jun-22	2		(2,722.50)	(2,722.50)		2		(347.33)	(347.33)																	FY2022	(3,069.83)	(3,069.83)	-
30-Jun-23	3		(2,426.00)	(2,426.00)		3		(278.67)	(278.67)																	FY2023	(2,704.67)	(2,704.67)	-
30-Jun-24	4		(2,128.02)	(2,128.02)		4		(209.61)	(209.61)																	FY2024	(2,337.62)	(2,337.62)	-
30-Jun-25	5	1	(101,162.72)	(1,828.54)	(99,334.18)	5	1	(35,864.54)	(340.14)	(35,724.40)	1		(5214,756.02)	(76,468.68)	(138,287.35)											FY2025	(351,783.29)	(78,437.36)	(273,345.93)
30-Jun-26	6	2	(101,358.43)	(1,527.57)	(99,830.85)	6	2	(36,001.87)	(70.27)	(35,931.60)	2		(214,756.02)	(70,245.74)	(144,510.28)	1		(101,956)	(34,710)	(67,246)	1		(88,009)	(26,123)	(61,887)	FY2026	(454,072.24)	(106,553.59)	(347,518.65)
30-Jun-27	7	3	(101,555.10)	(1,225.10)	(100,330.01)						3		(214,756.02)	(63,742.78)	(151,013.24)	2		(101,956)	(31,119)	(70,837)	2		(88,009)	(23,338)	(64,672)	FY2027	(418,267.05)	(96,086.95)	(322,180.10)
30-Jun-28	8	4	(101,752.77)	(921.11)	(100,831.66)						4		(214,756.02)	(56,947.19)	(157,808.84)	3		(101,956)	(27,336)	(74,620)	3		(88,009)	(20,427)	(67,582)	FY2028	(418,464.71)	(85,204.68)	(333,260.03)
30-Jun-29	9	5	(101,951.42)	(615.60)	(101,335.81)						5		(214,756.02)	(49,845.79)	(164,910.24)	4		(101,956)	(23,352)	(78,604)	4		(88,009)	(17,386)	(70,623)	FY2029	(418,663.36)	(73,813.09)	(344,850.27)
30-Jun-30	10	6	(102,151.06)	(308.57)	(101,842.49)						6		(214,756.02)	(42,424.83)	(172,331.20)	5		(101,956)	(19,154)	(82,802)	5		(88,009)	(14,208)	(73,801)	FY2030	(418,863.00)	(61,887.63)	(356,975.38)
30-Jun-31											7		(214,756.02)	(34,669.92)	(180,086.10)	6		(101,956)	(14,733)	(87,223)	6		(88,009)	(10,887)	(77,122)	FY2031	(316,711.94)	(49,402.55)	(267,309.40)
30-Jun-32											8		(214,756.02)	(26,566.05)	(188,189.97)	7		(101,956)	(10,075)	(91,881)	7		(88,009)	(7,417)	(80,593)	FY2032	(316,711.94)	(36,640.95)	(280,070.99)
30-Jun-33											9		(214,756.02)	(18,097.50)	(196,658.52)	8		(101,956)	(5,168)	(96,787)	8		(88,009)	(3,790)	(84,220)	FY2033	(316,711.94)	(23,265.95)	(293,445.99)
30-Jun-34											10		(214,756.02)	(9,247.87)	(205,508.16)											FY2034	(214,756.02)	(9,247.87)	(205,508.16)
30-Jun-35																										FY2035			
(620,225.55) (16,720.55) (603,505.00)					(73,117.63) (1,461.63) (71,656.00)					(2,147,560.23) (448,256.34) (1,699,303.89)					(815,647.35) (165,647.35) (650,000.00)					(704,075.23) (123,575.23) (580,500.00)					(3,656,550.75) (632,085.86) (3,024,464.89)				

First Interfund Loan Payment
For Series 2019 Debt Svc FY20-24
Total = (363,328.54) ☒

What should have happened				
Year	Beg of Year	Additions*	Deletions	End of Year
FY2020	-	603,505		603,505
FY2021	603,505	721,800		1,325,305
FY2022	1,325,305	721,800		2,047,105
FY2023	2,047,105	721,800		2,768,905
FY2024	2,768,905	721,800		3,490,705
Totals		3,490,705	-	

Debt Table for Audit Note Disclosure				
Fiscal Yr / Loan Series	Beg of Year	Additions*	Deletions	End of Year
FY2020	-	603,505		603,505
FY2021	603,505	71,656		675,161
FY2022	675,161	(67,347)		607,814
FY2023	607,814			607,814
FY2024	607,814			607,814
FY2025A	607,814	1,699,304	(362,874)	✓
FY2025B		650,000		✓ 2,594,244
FY2026	2,594,244	580,500	(455,000)	✓ 2,719,744
Totals		3,537,618	(817,874)	



Interfund Loan Debt Service Schedules cont'd

Interfund Loan Amortization Chart Due To West Millcreek CRA from Woodland Ave CRA

For Years FY22-FY24					FY25 Loan				FY26 Loan					for FY24 Professional Services			
Loan amt (pv)					5,000				Loan amt (pv)					5,000			
Interest rate (rate)					4.50%				Interest rate (rate)					4.50%			
Total # of periods (Nper)					2				Total # of periods (Nper)					5			
Number pymts / year					1				Number pymts / year					1			
Payment Date	Period	Payment Amount	Interest	Principal	Period	Payment Amount	Interest	Principal	Fiscal Year	Total FY Debt Svc Pymts	Total Interest Pd	Total Principal Pd					
30-Jun-24																	
30-Jun-25	1	(2,669.99)	(225.00)	(2,444.99)					FY2025	(2,669.99)	(225.00)	(2,444.99)					
30-Jun-26	2	(2,669.99)	(114.98)	(2,555.01)	1	(1,138.96)	(225.00)	(913.96)	FY2026	(3,808.95)	(339.98)	(3,468.97)					
30-Jun-27	3				2	(1,138.96)	(183.87)	(955.09)	FY2027	(1,138.96)	(183.87)	(955.09)					
30-Jun-28	4				3	(1,138.96)	(140.89)	(998.07)	FY2028	(1,138.96)	(140.89)	(998.07)					
30-Jun-29	5				4	(1,138.96)	(95.98)	(1,042.98)	FY2029	(1,138.96)	(95.98)	(1,042.98)					
30-Jun-30					5	(1,138.96)	(49.05)	(1,089.91)	FY2030	(1,138.96)	(49.05)	(1,089.91)					
30-Jun-31																	
30-Jun-32																	
30-Jun-33																	



Interfund Loan Debt Service Schedules cont'd

Interfund Loan Amortization Chart Due To West Millcreek CRA from Olympus Hills CRA

For Years FY22-FY24					FY25 Loan				FY26 Loan				for FY24 Professional Services							
Loan amt (pv)					10,000				Loan amt (pv)				10,000				Total = (2,277.92)			
Interest rate (rate)					4.50%				Interest rate (rate)				4.50%							
Total # of periods (Nper)					5				Total # of periods (Nper)				5							
Number pymts / year					1				Number pymts / year				1							
Payment Date	Period	Payment Amount	Interest	Principal	Period	Payment Amount	Interest	Principal	Fiscal Year	Total FY Debt Svc Pymts	Total Interest Pd	Total Principal Pd								
30-Jun-24																				
30-Jun-25	1	(2,277.92)	(450.00)	(1,827.92)					FY2025	(2,277.92)	(450.00)	(1,827.92)								
30-Jun-26	2	(2,277.92)	(367.74)	(1,910.17)					FY2026	(2,277.92)	(367.74)	(1,910.17)								
30-Jun-27	3	(2,277.92)	(281.79)	(1,996.13)	1	(2,277.92)	(450.00)	(1,827.92)	FY2027	(4,555.83)	(731.79)	(3,824.05)								
30-Jun-28	4	(2,277.92)	(191.96)	(2,085.96)	2	(2,277.92)	(367.74)	(1,910.17)	FY2028	(4,555.83)	(559.70)	(3,996.13)								
30-Jun-29	5	(2,277.92)	(98.09)	(2,179.82)	3	(2,277.92)	(281.79)	(1,996.13)	FY2029	(4,555.83)	(379.88)	(4,175.95)								
30-Jun-30					4	(2,277.92)	(191.96)	(2,085.96)	FY2030	(2,277.92)	(191.96)	(2,085.96)								
30-Jun-31					5	(2,277.92)	(98.09)	(2,179.82)	FY2031	(2,277.92)	(98.09)	(2,179.82)								
30-Jun-32																				
30-Jun-33																				

Millcreek Community Foundation Budget



Fund: 250 - Millcreek Community Foundation 501(c)(3)

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Revenue				
250-3330-3331	Local Grants	2,500	5,700	13,000 Request for ZAP Grant
250-3600-3610	Interest Income	-	-	1,000
250-3700-3710	Transfer from Other Funds	1,500	-	
250-3800-3810	Promise - Sponsorships and Donations	1,500	15,000	5,000
				\$ 14,500 - Cultural Sponsorships
250-3800-3830	VO! Sponsorships and Donations	151,117	165,000	161,500 \$142,000 - Venture Out Sponsorships
				\$ 5,000 - Public Market Sponsorships
				\$ TBD - Signature Events Sponsorships
250-3800-3835	VO! Non-cash Donations	-	-	
250-3800-3840	Arts - Sponsorships and Donations	750	-	
250-3800-3850	Monuments - Sponsorships and Donations	-	-	
250-3900-3920	Budgetary Use of Fund Balance	-	4,080	
		157,367	189,780	180,500
Expense				
250-4250-8300	Promise Programs	1,063	6,500	5,000 UTA passes
250-5720-6100	Miscellaneous Expenditures	-	-	
250-5720-6200	Bank Fees and Charges	1,729	3,000	3,000
250-9000-9010	Transfer to Other Funds	154,000	180,280	172,500 Transfer to Gen Fund for VO events operations
250-9000-9210	Contribution to Millcreek	-	-	
		156,792	189,780	180,500
		575	-	
	Beginning Fund Balance	54,325	54,900	-
	Change in Fund Balance	575	-	180,500
	Ending Fund Balance	54,900	54,900	180,500

Capital Improvement Fund Budget



Summary

Account Description	General CIP Fund 450	MC Phase II Fund 451	MC East/North Fund 452	Park Impact Fund 460
Revenues				
Federal Grants	180,000			
State Grants	495,000	1,000,000		
Local Grants	881,150	1,500,000		
Impact Fee Revenue				75,000
Interest Income	100,000		500,000	15,000
Proceeds from Sale of Capital Assets	30,000		2,900,000	
Transfers-In from General Fund		1,000,000		
Transfers-In from Park Impact Fund		50,000		
Transfers-In from CRA Funds		60,000	1,500,000	
Total Revenues	1,686,150	3,610,000	4,900,000	90,000
Expenditures				
Land Acquisition			3,100,000	
General CIP / Roadway Projects	150,000			
HB244 Transportation Projects	200,000			
CDBG Projects	180,000			
Sidewalk Projects	1,641,000			
Traffic Calming / Driver Feedback Signs	50,000			
Active Transportation Projects	8,000			
Lighting Projects	50,000			
City Center Plaza	520,000			
Design and Construction		5,000,000	17,500,000	
Amenities		50,000		
Professional / Legal Services			50,000	
Infrastructure		1,000,000		
Vehicle and Equipment Purchases	170,000			
Tenant Relocation and Incentives			179,000	
Transfer to CRA - Series 2025 Debt Svc			1,232,000	
Transfer to MC Phase II	2,000,000			50,000
Total Expenditures	4,969,000	6,050,000	22,061,000	50,000
Addition to (Use of) Fund Balance	(3,282,850)	(2,440,000)	(17,161,000)	40,000
FY25 Ending Fund Balance	10,004,898	3,179,080	-	36,728
FY26 Projected Change in Fund Balance	(3,004,956)	(2,470,000)	18,226,500	15,236
Projected Beginning Fund Balance	6,999,942	709,080	18,226,500	51,964
Addition to (Use of) Fund Balance	(3,282,850)	(440,000)	(17,161,000)	40,000
FY27 Estimated Ending Fund Balance	3,717,092	269,080	1,065,500	91,964



General Capital Improvement Projects (CIP) – Fund 450

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Revenue					
450-3310-3311	Fed CDBG - Reimbursable Grant	254,540	50,000	180,000	Moss Elementary Project will span fiscal years; No CDBG award in FY27
450-3310-3312	Intergovernmental Revenue	3,181	563,505		
450-3320-3321	State Grants - HB 244	500,000			UDOT loan in Gen Fund
450-3320-3322	State Grants	-	40,000	495,000	Design of Safe Route State grant amount = \$400K; City match = \$135K project will span fiscal years; design in FY25 and construction in FY26
450-3320-3331	Local Grants			881,150	SLCo Grant for Morrissey C/G/S Project City match = \$0.00
450-3600-3601	Miscellaneous Revenue	30,000	479,820		
450-3600-3610	Interest Income	522,646	300,000	100,000	
450-3700-3730	Proceeds from Sale of Land	14,148			
450-3700-XXXX	Proceeds from Vehicle Surplus - New Acct			30,000	Vehicle rotation schedule (3 vehicles/year)
450-3800-3840	Contributions - Private Grants	40,640			
450-3900-3910	Transfer from Other Funds	4,626,311			
Total Revenues		5,991,466	1,433,325	1,686,150	



General Capital Improvement Projects (CIP) – Fund 450 cont'd

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Expenditures				
450-5410-5210	Debt Svc - Principal HB 244 Loan	312,757		- Obsolete Account
450-5410-5215	Debt Svc - Interest Exp HB 244 Loan	82,610		- Obsolete Account
450-5410-7100	Land Acquisition	2,533,739		-
450-5410-7310	General PW Capital Projects	1,389,304		150,000 2300 E Roundabout Design Concept Only
450-5410-7311	HB244 Transportation Projects	249,379		200,000 1300 East: 3300 S to Lorraine Dr City Match: \$200K FY27 + \$400K FY28
450-5410-7315	CDBG Projects	19,219	25,781	180,000
450-5410-7320	Sidewalk Projects	219,088	555,000	1,591,000 \$215K - Birch/2700 E (Fed \$1.171M, City \$215K) \$495K - 700 East (State: \$400K, City: \$135K) \$881K - Morrissey SW - SLCo Grant (\$881,106)
450-5410-7321	50/50 Sidewalk Program	43,281	50,000	50,000
450-5410-7330	Traffic Calming / Driver Feedback Signs	50,000	50,000	50,000
450-5410-7350	Active Transportation Projects	366,970	510,000	8,000 \$8,000 Parley's Bike connection Wasatch Blvd - Begins May18th - Full reimbursement
450-5410-7360	Lighting Projects	34,802	50,000	50,000
450-5410-7370	City Center Plaza	49,912	17,500	520,000 \$ 20K Build Storefront for Bookstore \$ 50K 1st Floor Public Market Nook \$125K Splash Pad Shade Structure \$ 325K 4th Floor West Wing office buildout
450-5410-7375	Parking Structure	3,774,957	500,000	
450-5410-7380	Park & Open Space Projects/Amenities	625,352	180,000	
New Acct	Vehicles and Equipment Purchases			170,000 \$ 40,000 - Parking Enforcement Officer \$130,000 - Vehicle rotation schedule (3 / year)
450-5410-9010	Transfer to Other Funds	2,500,000	2,500,000	2,000,000 MC Phase II
Total Expenditures		12,251,369	4,438,281	4,969,000
Addition to (Use of) Fund Balance		(6,259,903)	(3,004,956)	(3,282,850)
Beginning Fund Balance		16,264,800	10,004,898	6,999,942
Change in Fund Balance		(6,259,903)	(3,004,956)	(3,282,850)
Ending Fund Balance		10,004,898	6,999,942	3,717,092



Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Revenue				
451-3310-3312	Federal Grants - Capital	-	2,500,000	
451-3320-33XX	State Grants - Capital			1,000,000 UORG Grant
451-3330-3332	Local Grants - Capital	-		1,500,000 SLCo TRCC Grant
451-3900-3910	Transfer from Other Funds	4,170,000	2,250,000	3,110,000
				\$1,000,000 - Gen Fund
				\$2,000,000 - CIP (Fund 450)
				\$ 50,000 - Park Impact Fees
				\$ 60,000 - Woodland Ave CRA
		4,170,000	4,750,000	5,610,000
Expenditures				
451-5410-7370	MC Phase II - Design & Construction	990,920	7,220,000	5,000,000
New Acct	Chambers Ave and Woodland Ave			1,000,000
New Acct	MC Phase II - Other Amenities			50,000
				\$10K - Putter Box
				\$40K - 19th hole construction
451-9000-9010	Transfer to Other Funds			
		990,920	7,220,000	6,050,000
	Addition to (Use of) Fund Balance	3,179,080	(2,470,000)	(440,000)
	Beginning Fund Balance	-	3,179,080	709,080
	Change in Fund Balance	3,179,080	(2,470,000)	(440,000)
	Ending Fund Balance	3,179,080	709,080	269,080



CIP Millcreek East Common / Millcreek Common North – Fund 452

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Revenue					
452-3600-3610	Interest Income	-	750,000	500,000	
450-3700-3730	Proceeds from Sale of Land	-		2,900,000	\$1.4 million Condo air rights \$1.5 million Hotel
452-3900-3910	Transfer from Other Funds	-	24,805,500	1,500,000	\$1.5 Million - from CRA Housing Fund
452-3900-3920	Budgetary Use of Fund Balance	-	25,555,500	4,900,000	
Expenditures					
452-5410-3100	Professional Services	-	50,000	50,000	Legal Services
452-5410-7100	Land Acquisition	-	3,600,000	3,100,000	Millcreek North property
452-5410-7310	East Common - Design	-	500,000	1,000,000	
	East Common - Construction		350,000	16,500,000	\$11.0 Million - Parking structure \$ 5.5 Million - Retail
452-5410-7315	East Common - Tenant Relocation	-	973,000	154,000	\$ 50K Moving SLC Strength next door \$104K Lease to Woodbury for Fine Arts space
452-5410-7320	East Common - Tenant Incentives	-	900,000	25,000	\$ 25K Incentive to Josie Jennings (x 20 yrs)
452-9000-9010	Transfer to Other Funds	-	956,000	1,232,000	Series 2025 Debt Svc Payment - Interest only
452-9000-9020	Budgetary Addition to Fund Balance	-	7,329,000	22,061,000	
		-	18,226,500	(17,161,000)	
	Beginning Fund Balance	-	-	18,226,500	
	Change in Fund Balance	-	18,226,500	(17,161,000)	
	Ending Fund Balance	-	18,226,500	1,065,500	



5-Year Capital Outlay Plan

Account / Project Description	Funding Source	FY2026 Projected	YR1 FY2027	YR2 FY2028	YR3 FY2029
Fund 450 - Capital Improvements Fund					
<u>Land Acquisition</u>					
Purchase of Real Property	Gen Fund				
<u>Roadway Projects</u>					
General PW Projects	Gen Fund				
Skyline HS Intersection	Gen Fund				
2000 E 3300 S to City line (phase II)	Gen Fund				
1300 E 4500 S to 4145 S	Gen Fund				
Highland Drive: 3300 S to City boundary	City Match				
2300 E Roundabout	Gen Fund		150,000		
<u>HB244 Transportation Projects</u>					
HB244 Debt Service Payment	HB244				
HB244 Transportation Projects	HB244				
2000 E - Phase I (70%/30% shared with SWUF)	HB244				
900 E 3900 S to 4500 S safety improvements	HB244				
2000 E 3300 S to City line (phase II)	HB244				
1300 East: 3300 S to Lorraine Dr	HB244		200,000	400,000	
<u>CDBG Projects</u>					
CDBG Projects	CDBG / HUD Grant	25,781	180,000		
<u>Sidewalks</u>					
Sidewalk Projects		515,000			
50/50 sidewalk program	City/Prop Owners	50,000	50,000		
Safe Route - UDOT Grant	State Grant		400,000		
Safe Route - City Match	City Match	40,000	95,000		
Birch Drive / 2700 E Upland Terrace Elementary	Gen Fund		215,000		
Morrissey	SLCo Grant		881,000		
2700 East: 3300 S to Evergreen	seeking grants				
3300 S: 2300 E to Pioneer Street	seeking grants				
<u>Traffic Calming</u>					
Driver Feedback Signs (DFSS)	Gen Fund	50,000	50,000		
Other	Gen Fund				



5-Year Capital Outlay Plan cont'd

Account / Project Description	Funding Source	FY2026 Projected	YR1 FY2027	YR2 FY2028	YR3 FY2029
<u>Active Transportation Projects</u>					
Active Transportation Projects					
3900 S Wasatch to JR Parkway	Gen Fund				
JR Trailhead overrun	Gen Fund				
3900 South Multi-use Path (MUP)	UT Trail Network				
Wasatch Blvd MUP	Trans Choice	510,000			
Wasatch Blvd MUP - 3800 S to 3300 S	seeking grants				
Parley's Bike Connection TLC Grant	City Match		8,000		
<u>Lighting Projects</u>					
Lighting Projects	Gen Fund	50,000	50,000		
<u>City Center Plaza</u>					
City Center Plaza					
EV Power Installation	Gen Fund				
Chambers Ave Street Light	Gen Fund				
Miscellaneous	Gen Fund				
Completion of Flower Towers	Gen Fund				
Beer Garden fence	Gen Fund	17,500			
Additional signage - east side of City Hall	Gen Fund				
<u>Parking Structure</u>					
Completion of Parking Structure	Gen Fund	500,000			
<u>Parks & Open Space</u>					
City Center Plaza	Gen Fund				
Playground - Fortuna Park	Gen Fund	148,635			
Building Improvements	Gen Fund		395,000		
Millcreek Common Plaza	Gen Fund		125,000		
<u>Vehicles and Capital Equipment</u>					
Vehicle Purchases	Gen Fund		170,000		
LED Screen	Vehicle Surplus Contribution	30,000			



5-Year Capital Outlay Plan cont'd

Account / Project Description	Funding Source	FY2026 Projected	YR1 FY2027	YR2 FY2028	YR3 FY2029
<u>Transfer to Other Funds</u>					
Millcreek Common Phase II	COVID Grant				
Transfer to Fund 452 East Common	Land Sale		2,900,000		
		1,936,916	5,869,000	400,000	-
Fund 451 - Millcreek Common Phase II					
<u>Parks & Open Space - Phase II</u>					
Design and Construction	LWCF Grant	2,500,000			
	COVID \$\$	2,500,000			
	TRCC Grant		1,500,000		
	UORG		1,000,000		
	Impact Fees		155,000		
	Woodland CRA		115,000		
Design and Construction	Gen Fund	2,220,000	3,409,080		
Chambers Ave	Gen Fund		500,000		
Woodland Ave	Gen Fund		500,000		
Mini-golf Putter Box	Gen Fund		10,000		
Mini-golf 19th-hole Construction	Gen Fund		40,000		
		7,220,000	7,229,080	-	-
Fund 452 - East Common / Millcreek North					
<u>Hotel, Condos, Parking Garage</u>					
Professional Services	Series 2025 Bond	50,000	50,000		
Land Acquisition	Series 2025 Bond	3,600,000	3,100,000		
Design	Series 2025 Bond	500,000	1,000,000		
Construction	Series 2025 Bond	350,000	16,500,000		
Tenant Relocation	Series 2025 Bond	973,000	154,000		
Tenant Incentives	Series 2025 Bond	900,000	25,000	25,000	
Debt Service	Series 2025 Bond	956,000	1,232,000	1,232,000	
Other / Additional Project Costs	Series 2025 Bond			8,500	
		7,329,000	22,061,000	1,265,500	-

Park Impact Fee Budget



Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
Revenue				
460-3420-3421	Park Impact Fees	27,578	75,000	75,000
460-3600-3610	Interest Income	32,274	1,500	15,000
		59,851	76,500	90,000
Expense				
460-5410-7380	Park Impact Fee Reimbursements	-	61,264	
460-9000-9010	Transfer to Other Funds	670,000	-	50,000 to MC Phase II
		670,000	61,264	50,000
	Revenue over (under) Expenditures	(610,149)	15,236	40,000
	Beginning Fund Balance	646,877	36,728	51,964
	Change in Fund Balance	(610,149)	15,236	40,000
	Ending Fund Balance	36,728	51,964	91,964

Storm Water Fund Budget



Fund 510 - Stormwater Utility Fund

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
Revenue					
510-3310-3311	Federal Grants	-	400,000	450,000	Neff's Canyon Debris Basin Phase I Design
510-3420-3420	Storm Water Fees	3,179,226	3,516,647	3,550,000	rates increase 2.3% ea year
510-3600-3601	Miscellaneous Revenue	80			
510-3600-3610	Interest Income	198,225	180,000	150,000	
510-3900-3920	Budgetary Use of Fund Balance			2,308,500	
		3,377,530	4,096,647	6,458,500	
Expense					
510-5610-1100	Salaries - Reg FT & PT Employees	459,036	528,679	655,000	FTE for CAD Design - Split 30% Gen Fund / 70% SW
510-5610-1200	Wages - Non-benefit PT & Seasonal	26,275	10,856	15,000	
510-5610-1300	Overtime	2,045	2,590	4,500	
510-5610-1400	Employee Benefits	165,805	171,772	250,000	
510-5610-2100	Books, Subscriptions & Memberships	4,603	7,000	7,500	\$3200 - Center for Watershed Protection \$3600 - MS4 Permit \$ 500 - misc manuals \$ 200 - rounding
510-5610-2230	Conferences & Training Registration	4,381	5,000	5,000	CWP (2 Employees) Utah APWA (4 Employees) UFSMA (1 Employee) UAPA (2 Employees) USU LTAP (2 Employees) Rounding
510-5610-2235	Employee Travel	5,978	7,500	7,500	CWP (2 Employees) Utah APWA (4 Employees) UFSMA (1 Employee) UAPA (2 Employees) USU LTAP (2 Employees) Rounding
510-5610-2240	Uniforms	1,030	1,000	1,000	
510-5610-2400	Office Supplies	168	500	500	



Fund 510 - Stormwater Utility Fund

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested	
510-5610-2510	Software	11,413	25,000	30,000	POSM Software DLT Solutions / AutoCad Nearmap Utilisync
510-5610-2605	Sm Tools, Minor Equip, Supplies	4,411	20,000	22,500	\$20,000 - routine purchases \$ 2,500 - Computer for FTE CAD Design
510-5610-2620	Fuel	3,948	5,000	10,000	
510-5610-2650	Vehicle Maintenance	1,069	2,500	10,000	
510-5610-2800	Depreciation Expense	534,505		-	Non-cash item; not a budgetary item
510-5610-2900	Administrative Expenses	112,000	115,000	120,000	2.3% increase
510-5610-3100	Professional Services	190,574	200,000	400,000	SW Masterplan Update - spans fiscal years Central Avenue Miscellaneous / Other projects
510-5610-3200	Contracted Services	343,971	500,000	1,000,000	SLCo contracted system maintenance
510-5610-3203	System Maintenance & Repairs	-	110,000	200,000	Neffs Creek culverts; Other
510-5610-3205	Contracted SW Billing Service	84,000	94,000	100,000	RMP \$8000 / month
510-5610-6100	Miscellaneous Exp.	4,020	4,000	10,000	
510-5610-7340	Cap Outlay - Storm Drain System	229,789	1,500,000	3,000,000	\$500K - 1/3 x Gordon Ave C/G/S \$1 Million - Central Avenue \$700K - Scott Avenue \$800K - Other
510-5610-7345	Cap Outlay - Grant Expenditures	-	500,000	600,000	Neff's Canyon Debris Basin 75% Grant funded 25% City match
510-5610-7450	Cap Outlay - IT Equipment	-	10,000	10,000	
510-5610-9020	Budgetary Addition to Fund Balance	-		-	
		2,189,021	3,820,398	6,458,500	
		1,188,509	276,250	-	



Fund 510 - Stormwater Utility Fund

Account #	Account Description	FY2025 Actual	FY2026 projected	FY2027 Requested
	Beginning Fund Balance	24,669,381	25,857,889	26,134,139
	Change in Fund Balance	1,188,509	276,250	-
	Ending Fund Balance	25,857,889	26,134,139	26,134,139
	Cash on Hand	4,217,788	2,500,000	2,500,000
	Cash Reserves - PW Facility	2,050,000	4,000,000	4,100,000



5-Year Plan

Account / Project Description	Funding Source	FY2026 Projected	YR1 FY2027	YR2 FY2028	YR3 FY2029
Fund 510 - Stormwater Utility Fund					
Neff's Canyon Debris Basin	SWUF	380,000	600,000		
Small Projects - Misc	SWUF	60,000			
Emergency Projects	SWUF	193,178	200,000	200,000	200,000
2000 E - Phase II	SWUF	1,000,000			
Orchard Drive	SWUF	716,725			
Astro Way	SWUF	540,277			
Central Ave (Main to Trax)	SWUF		1,000,000		
Other Capital projects	SWUF		800,000	2,500,000	2,500,000
Scott Avenue (700 E to 900 E)	SWUF		700,000		
Gordon Avenue	SWUF		500,000		
Equipment	SWUF	10,000	10,000		
		2,900,180	3,810,000	2,700,000	2,700,000

Interfund Transfers



Account Description	Gen Fund Fund 100	Millcreek Cntr CRA Fund 201	W Millcreek CRA Fund 202	Woodland CRA Fund 203	Olympus Hills CRA Fund 204	MedTech CRA Fund 205	CRA Housing Fund 220	Community Foundation Fund 250	CIP Fund 450	Phase II Fund 451	Millcreek East / North Fund 452	Park Impact Fund 460	SWUF Fund 451
Revenues													
Interfund Admin Fees	360,560												
Interfund Transfers - Sponsorships	164,500												
Interfund Loan - Proceeds		525,000											
Interfund Loan - Debt Service			450,000										
Interfund Transfers - from Gen Fund										1,000,000			
Interfund Transfers - from CIP										2,000,000			
Interfund Transfers - from Park Impact										50,000			
Interfund Transfers - CRAs							917,775			60,000	1,500,000		
Interfund Transfers - 2025 Debt Svc		1,232,000											
Total Revenues	525,060	1,757,000	450,000	-	-	-	917,775	-	-	3,110,000	1,500,000	-	-
Expenditures													
Interfund Admin Fees		70,350	98,110	5,000		67,100							120,000
Interfund Transfers - Sponsorships					164,500								
Interfund Loan to Other CRA Proj Areas			525,000										
Interfund Loan		450,000				-							
Transfer to CRA Housing Fund		211,025	490,550	15,000		201,200							
Interfund Transfers - 2025 Debt Svc								1,232,000					
Interfund Transfers - Phase II	1,000,000			60,000			1,500,000		2,000,000			50,000	
Total Expenditures	1,000,000	731,375	1,113,660	80,000	164,500	268,300	1,500,000	-	3,232,000	-	-	50,000	120,000
Net Transfers-In (Out)	(474,940)	1,025,625	(663,660)	(80,000)	(164,500)	(268,300)	(582,225)	-	(3,232,000)	3,110,000	1,500,000	(50,000)	(120,000)

Employee Census



Department	FY27	FY26	FY25	FY24	FY23
Mayor & City Council	2.50	2.50	2.50	2.50	2.50
Mayor	0.50	0.50	0.50	0.50	0.50
City Council	2.00	2.00	2.00	2.00	2.00
Administration	1.00	1.00	1.00	1.00	1.00
City Manager	0.50	0.50	0.50	0.50	0.50
Assistant City Manager	0.50	0.50	0.50	0.50	0.50
Promise Program	4.50	4.50	3.00	3.00	2.00
Promise Program Manager	0.00	0.00	1.00	1.00	1.00
Promise Program Director	1.00	1.00	0.00	0.00	0.00
Promise Economic Wellbeing Coordinator	1.00	1.00	1.00	1.00	1.00
Promise Health Coordinator	1.00	1.00	1.00	1.00	0.00
Promise Education Coordinator	1.00	1.00	0.00	0.00	0.00
Promise Program Specialist	0.50	0.50	0.00	0.00	0.00
Promise Intern	0.00	0.00	0.50	1.00	2.00
City Recorder	1.25	1.25	1.25	1.25	1.25
City Recorder	1.00	1.00	1.00	1.00	1.00
Deputy City Recorder	0.25	0.25	0.25	0.25	0.25
Building Services	12.00	11.00	11.00	10.00	10.00
Building Services Director/Building Official	1.00	1.00	1.00	1.00	1.00
Assistant Building Official	0.00	0.00	0.00	0.00	0.00
Plans Examiner	1.00	1.00	1.00	1.00	1.00
Building Inspector	3.00	3.00	3.00	3.00	3.00
Business License Inspector	1.00	1.00	1.00	0.00	0.00
Permit Technician	1.00	1.00	1.00	1.00	2.00
Code Compliance Inspector	4.00	3.00	3.00	3.00	3.00
Building Services Administrative Assistant	1.00	1.00	1.00	1.00	0.00
Communications	7.50	8.00	7.00	7.00	5.00
Communications Director	1.00	1.00	1.00	1.00	1.00
Communications Specialist	1.00	1.00	0.00	0.00	0.00
Communications Intern	0.50	0.00	0.00	0.00	0.00
Marketing Manager	1.00	1.00	1.00	1.00	0.00
Marketing & Communications Coordinator	1.00	1.00	1.00	1.00	1.00
Emergency/Risk Manager	1.00	1.00	1.00	1.00	1.00
Public Information Manager	1.00	1.00	1.00	1.00	0.00
Information Center Manager	0.00	1.00	1.00	1.00	1.00
Information Center Technician	1.00	1.00	1.00	1.00	1.00
Economic Development	1.50	1.50	1.50	1.50	1.50
Economic Development Director	0.50	0.50	0.50	0.50	0.50
Economic Development Assistant	0.00	1.00	1.00	1.00	1.00
Economic Development Assistant/Business Council Administrator	1.00	0.00	0.00	0.00	0.00
Millcreek Common	26.25	28.75	25.50	22.00	21.00
Millcreek Common Executive Director/City Events Director	1.00	1.00	1.00	1.00	1.00
Events Manager	1.00	1.00	1.00	1.00	1.00
Special Events Planner	1.00	1.00	0.00	0.00	0.00
Private Events Planner	0.50	0.50	0.00	0.00	0.00
Event Planning Assistant	0.00	0.00	1.00	1.00	1.00
Event Production Manager	1.00	1.00	1.00	1.00	1.00
Event Production Team Lead	1.00	1.00	0.00	0.00	0.00
Event Production Assistant	0.00	0.00	0.50	1.00	0.50
Production Team Member	2.25	1.75	0.50	0.00	0.00
Business Development Manager	0.00	0.00	1.00	1.00	0.00
Market & Partnership Manager	1.00	1.00	0.00	0.00	0.00
Market & Community Partnership Coordinator	1.00	1.00	0.00	0.00	0.00
Market Operations Supervisor	0.50	0.50	0.00	0.00	0.00
Market Planner/Team Lead	1.00	1.00	0.00	0.00	0.00

Department	FY27	FY26	FY25	FY24	FY23
Millcreek Common	26.25	28.75	25.50	22.00	21.00
Market Concierge Team Member	1.00	3.00	5.50	2.00	0.00
Senior Recreation Manager	1.00	1.00	1.00	1.00	0.00
Recreation Manager	1.50	2.50	2.00	2.00	3.00
Recreation Sport Lead	0.50	0.50	0.00	0.00	0.00
Recreation Shift Lead	3.00	3.00	3.00	3.00	2.50
Recreation Crew Member	8.00	8.00	8.00	8.00	11.00
Finance & Human Resources	8.75	7.75	6.75	7.25	6.25
HR/Finance Director	1.00	1.00	1.00	1.00	1.00
Deputy Treasurer	1.00	1.00	0.00	0.00	0.00
Senior Accountant	0.00	0.00	1.00	1.00	0.00
HR/Finance Coordinator	0.00	0.00	0.00	0.50	0.50
HR/Finance Assistant	0.00	0.00	0.00	0.00	0.00
HR/Finance Technician	1.00	1.00	1.00	1.00	1.00
Finance Technician	1.00	1.00	0.00	0.00	0.00
Human Resource Manager	1.00	1.00	1.00	1.00	1.00
Grants Manager	1.00	1.00	1.00	1.00	1.00
Purchasing Administrator	1.00	0.00	0.00	0.00	0.00
Business License & Lease Administrator	0.75	0.75	0.75	0.75	0.75
Deputy Business License Administrator	1.00	1.00	1.00	1.00	1.00
Facilities Administration	4.50	4.00	4.00	5.00	4.00
Facilities Director	1.00	1.00	1.00	1.00	1.00
Facilities Manager	1.00	1.00	1.00	1.00	1.00
Facilities Support Manager	0.00	0.50	0.50	0.50	0.50
Facilities Assistant	1.00	1.00	1.00	1.00	0.00
Facilities Administrative Assistant	1.00	0.00	0.00	0.00	0.00
Zamboni Driver	0.50	0.50	0.50	1.50	1.50
Legislative Services	0.00	0.00	0.00	0.00	0.00
Legislative Policy Director	0.00	0.00	0.00	0.00	0.00
IT/Facilities Manager	0.00	0.00	0.00	0.00	0.00
Legislative Analyst	0.00	0.00	0.00	0.00	0.00
Planning & Zoning	8.50	9.50	8.50	8.50	8.50
Planning & Zoning Director	0.50	0.50	0.50	0.50	0.50
Long Range Planning Manager	0.00	1.00	1.00	1.00	1.00
Current Planning Manager	1.00	1.00	1.00	1.00	1.00
Planner	3.00	2.00	2.00	3.00	3.00
Planning Permit Technician	0.00	1.00	1.00	0.00	0.00
Planning Administrative Assistant	1.00	1.00	0.00	0.00	0.00
Deputy City Engineer	1.00	1.00	1.00	1.00	1.00
Development Review Engineer	2.00	2.00	1.00	1.00	1.00
Development Review Specialist	0.00	0.00	1.00	1.00	1.00
Public Works	12.50	11.50	11.50	10.50	10.50
Public Works Director/City Engineer	1.00	1.00	1.00	1.00	1.00
Public Works Operations Manager	1.00	1.00	1.00	1.00	1.00
Public Works Permit Manager	1.00	1.00	1.00	1.00	1.00
Staff Engineer	1.00	1.00	1.00	1.00	1.00
CAD Technician	1.00	0.00	0.00	0.00	0.00
Stormwater Engineer	1.00	1.00	1.00	1.00	1.00
Stormwater Operations Coordinator	0.00	0.00	1.00	1.00	1.00
Stormwater Operations Manager	1.00	1.00	0.00	0.00	0.00
Stormwater Inspector	2.00	2.00	2.00	2.00	2.00
Construction Inspector	1.00	1.00	1.00	1.00	1.00
Senior GIS Analyst	1.00	1.00	0.00	0.00	0.00
GIS Analyst	1.00	1.00	1.00	1.00	1.00
GIS Intern	0.50	0.50	1.50	0.50	0.50
Total Full-Time Equivalent Employees	90.75	91.25	83.50	79.50	73.50

Fee Schedule



#	DESCRIPTION	CODE	FEE
BUILDING PERMIT FEES			
All valuations are calculated using the current International Code Council (ICC) Building Valuation Data, except under certain circumstances, which are calculated by project cost. *Current ICC Building Valuation Data			
Permit Types			
1	Building Permit	15-08-030	*Based on current ICC Valuation Table
2	Demolition Permit	15-08-030	*Based on current ICC Valuation Table
3	Mechanical, Electrical, Plumbing Permits (Circuit, Electrical Service Charge, Power to Panel, Temporary Panel, Furnace/AC, Ductwork, Water Heater, Re-Pipe, etc.)	15-16-020	\$70.00
4	Mechanical, Electrical, Plumbing Permits - Additional Appliances, Fixtures, etc.	15-16-020	\$20.00/additional item
5	Grading Permit	15-08-030	*Based on current ICC Valuation Table
6	Retaining Wall Permit	15-08-030	*Based on current ICC Valuation Table
7	Manufactured Home Permit	15-08-030	\$200.00
Solar Permits			
8	Base Solar Permit (Charged with KWA Fee)	15-08-030	\$70.00
9	KWA (In addition to Base Solar Permit)	15-08-030	\$30.00
10	Plan Review Fee (Solar)	15-08-030	\$100.00
Re-Roof Permits			
11	Re-roof (Residential)	15-08-030	\$70.00
	Re-roof (Commercial) based on valuation below:		
12	\$1-\$9,999	15-08-030	\$150.00
13	\$10,000-\$49,999	15-08-030	\$300.00
14	\$50,000-and up	15-08-030	\$500.00
Window and Door (Replacement only with no other work) Permits			
15	Window and Door (Residential)	15-08-030	\$70.00
16	Window and Door (Commercial)	15-08-030	*Based on current ICC Valuation Table
Plan Review Fees			
17	Plan Review Fee (Hourly)	15-08-030	\$120.00/hour
18	Plan Review Fee (Identical Plans)	15-08-030	\$100.00
19	Plan Review Fee (Residential)	15-08-030	40% of Building Permit Fee
20	Plan Review Fee (Commercial)	15-08-030	65% of Building Permit Fee
21	Substantial Improvement/Substantial Damage Determination	15-08-040	\$120.00
22	Wildland-Urban Interface Code Review	15-08-040	\$120.00
Inspection Fees			
23	Re-inspection	15-08-040	\$75.00
24	Overtime/After Hour/Same Day Requests	15-08-040	\$120.00/hour
Administrative Fees			
25	Canceled Building Permit Fee	15-08-040	25% of Building Permit Fee
26	Building without Permit Penalty	15-08-040	100% of Building Permit Fee
27	Permit Re-instatement Fee	15-08-040	1/2 of Building Permit Fee or \$200.00, whichever is less
28	Board of Appeals Hearing	15-08-040	\$300.00



#	DESCRIPTION	CODE	FEE
BUILDING PERMIT FEES			
All valuations are calculated using the current International Code Council (ICC) Building Valuation Data, except under certain circumstances, which are calculated by project cost. *Current ICC Building Valuation Data			
State Surcharge			
29	Applicable State Surcharge on all permits	15-08-040	1% of Building Fees
BUILDING PERMIT AND INSPECTION FEES VALUATION TABLE			
Value of Project			Bldg Permit Fee
30	Less Than \$2,000	15-08-030	\$76.50
31	\$2,001 to \$25,000	15-08-030	\$76.50 for the first \$2,000 + \$16.50 for each additional \$1,000 or fraction thereof, up to and including \$25,000
32	\$25,001 to \$50,000	15-08-030	\$456 for the first \$25,000 + \$12 for each additional \$1,000 or fraction thereof, up to and including \$50,000
33	\$50,001 to \$100,000	15-08-030	\$765 for the first \$50,000 + \$8.50 for each additional \$1,000 or fraction thereof, up to and including \$100,000
34	\$100,001 to \$500,000	15-08-030	\$1,181 for the first \$100,000 + \$6.50 for each additional \$1,000 or fraction thereof, up to and including \$500,000
35	\$500,001 to \$1,000,000	15-08-030	\$3,781 for the first \$500,000 + \$5.50 for each additional \$1,000 or fraction thereof, up to and including \$1,000,000
36	Over \$1,000,001	15-08-030	\$6,531 for the first \$1,000,000 + \$4.50 for each additional \$1,000 or fraction thereof
BUSINESS LICENSE FEES			
Annual Business Licensing Fees (new business license or annual renewals)			
37	Home Business	5-08-080	\$55.00
38	Home Based Daycare	5-08-080	\$145.00
39	Group Homes	5-08-080	\$145.00
40	Booth Rental	5-08-080	\$55.00
41	Short-Term Rental	5-19-060	\$145.00
42	Seasonal License	5-08-080	\$200.00
43	Temporary License	5-08-080	\$115.00
44	Large Scale Event Temporary License	5-08-080	\$125.00
45	Solicitor ID	5-17-060	\$65.00
46	Penalty Fee for Renewal Fees Outstanding After 30 Days of Original Notice Date	5-08-080	25% of Renewal Fee
47	Penalty Fee for Renewal Fees Outstanding After 60 Days of Original Notice Date	5-08-080	100% of Renewal Fee
Disproportionate License Fees - In addition to a \$145.00 base licensing fee, the City Council has determined that a disproportionate level of municipal services are provided to certain businesses within the City in comparison with those level of services provided to other businesses and residents within the City, based on the disproportionate use of police services. The following businesses are subject to the associated fees related to the disproportionate cost of police services.			
48	Business License - Annual Base Fee (applicable disproportionate fee shown separately)	5-08-040	\$145.00
49	Annual Disproportionate Fees (in addition to the \$145.00 Base License Fee):		



#	DESCRIPTION	CODE	FEE
BUSINESS LICENSE FEES			
50	Assisted Living	5-08-040	\$10/bed
51	Automotive Dealers - if < 1 Acre	5-08-040	\$344.00
52	Automotive Dealers - if > 1 Acre	5-08-040	\$400.00
53	Automotive and Transportation Services	5-08-040	\$344.00
54	Bank/Finance	5-08-040	\$825.00
55	Business and Professional Services	5-08-040	\$178.00
56	Contracted Services - Construction, Landscaping, etc.	5-08-040	\$172.00
57	Convenience Store	5-08-040	\$1,970.00
58	Day Care	5-08-040	\$272.00
59	Education and Clubs	5-08-040	\$230.00
60	Entertainment	5-08-040	\$185.00
61	Grocery Stores	5-08-040	\$1,543.00
62	Legal Services	5-08-040	\$178.00
63	Movie Theaters	5-08-040	\$1,900.00
64	Gyms	5-08-040	\$205.00
65	Industrial, Manufacturing, and Wholesale	5-08-040	\$230.00
66	Lodging	5-08-040	\$1,000.00
67	Massage	5-08-040	\$130.00
68	Medical Center	5-08-040	\$2,294.00
69	Medical Professional	5-08-040	\$130.00
70	Personal and Home Services	5-08-040	\$130.00
71	Restaurant w/ Alcohol	5-08-040	\$275.00
72	Fast Food and Take-Out	5-08-040	\$275.00
73	Restaurants and Food (no Alcohol)	5-08-040	\$240.00
74	Retail - if < 5,000 sq. ft.	5-08-040	\$142.00
75	Retail - between 5,001-25,000 sq. ft.	5-08-040	\$446.00
76	Retail - if > 25,001 sq. ft.	5-08-040	\$1,579.00
77	Storage Units	5-08-040	\$150.00
78	Sexually Oriented Business	5-08-040	\$1,970.00
79	Outcall Service Businesses	5-08-040	\$250.00
Long Term Rental Fees - include an annual fee and a disproportionate fee based on number of units			
80	Long-Term Rentals - Annual Base Fee	5-08-040	\$40.00
81	Annual Disproportionate Fees (in addition to the \$40.00 Base License Fee)	5-08-040	\$20.00/unit
Alcohol Related Licensing Fees (new alcohol license or annual renewal)			
82	Single Event	6-10-110	\$110.00
83	Off-premise Beer Retailer	6-10-110	\$60.00
84	Beer-Only Restaurant	6-10-110	\$60.00
85	On-Premise Beer Tavern	6-10-110	\$60.00
86	Resort	6-10-110	\$60.00
87	Wholesale Beer	6-10-110	\$60.00
88	Restaurant Liquor	6-10-110	\$60.00
89	Manufacturing	6-10-110	\$155.00



#	DESCRIPTION	CODE	FEE
BUSINESS LICENSE FEES			
90	Recreational On-Premise Beer Retailer	6-10-110	\$60.00
91	Limited Restaurant Liquor	6-10-110	\$60.00
92	Club Liquor	6-10-110	\$60.00
93	Reception Center	6-10-110	\$60.00
94	Temporary Beer Event	6-10-110	\$100.00
CODE ENFORCEMENT FINES AND FORFEITURES			
95	Civil Penalty - From 11 to 30 Days	1-18-230	\$100.00/day out of compliance
96	Civil Penalty - After 30 Days	1-18-230	\$200.00/day out of compliance
97	Abatement	1-18-265	Actual Cost
98	Code Enforcement Re-inspection	1-18-185	\$75/re-inspection
PUBLIC WORKS FEES			
Administrative Fees - Public Works (PW)			
99	50/50 Curb, Gutter, Sidewalk (CGS) Program Application Fee	14-12-027	No fee
100	Incomplete PW Application / Non-compliance	14-16-030	\$50.00
101	Penalty for working without a permit in the Public Right of Way (in addition to permit fee)	14-16-035	100% of permit
102	Excavation Permit Administrative Fee	14-16-040	\$50.00
Right of Way Improvement Fees [3.48.010]			
Right of Way Excavation / Encroachment Permits			
103	Dumpster / Moving Pod (up to 7 days)	14.16.040	No charge
104	Penalty for Dumpster / Moving Pod (greater than 7 days)	14.16.040	\$50/day
105	Paved Surfaces (all hard surfaces)	14-36-010	\$250.00 minimum + \$0.50/sq. ft. over 500 sq. ft.
106	Unpaved Surfaces (grass, dirt, gravel, etc.)	14-36-010	\$125.00 minimum + \$0.25/sq. ft. over 500 sq. ft.
107	Permit Extensions for excavations and encroachments	14-16-040(a)	1/2 of original fee
108	Sidewalk Closure Fee (after 72 hour grace period; includes emergency repairs)	14-16-040	\$25.00/day for full or partial closure
109	Traffic Control or Obstructions on local roads (remaining after 72-hr grace period)	14-16-040	\$100.00/day for full or partial lane
110	Traffic Control or Obstructions on arterial and major collector roads (daily fee / lane or partial lane, which is closed or obstructed)	14-16-040	\$125.00/day for each lane or partial lane
111	Traffic Control or Obstructions for emergency repairs on any road (remaining after 72-hr grace period)	14-16-040(b)	\$50.00/day for each lane or partial lane
112	Bicycle Lane or Shoulder Obstruction Fee (daily fee for each lane or shoulder which is closed or obstructed)	14-16-040	\$25.00/day for full or partial closure
DEVELOPMENT FEES			
Bond Fees			
Administrative Fees - Engineering Bond			
113	Bond Administration Fee	3-56-060	\$100.00
114	Bond Forfeiture [see Bond Agreement]	3-56-060	up to 100% of bond amount
115	Partial Release Inspection	3-56-070	\$100.00
116	Bond Re-inspection Fee	3-56-080	\$100/re-inspection
Administrative Fees - Landscape Bond			
117	Bond Administration Fee	3-56-060	\$100.00
118	Bond Forfeiture [see Bond Agreement]	3-56-060	up to 100% of bond amount
119	Partial Release Inspection	3-56-070	\$100.00



#	DESCRIPTION	CODE	FEE
DEVELOPMENT FEES			
120	Bond Re-inspection Fee	3-56-080	\$100/re-inspection
LAND USE FEES			
Legislative Decisions			
121	General Plan Text Amendment	18-15-010 (a)	\$1,000.00
122	General Plan Future Land Use Map Amendment	18-15-010 (a)	\$2,000.00
123	Land Use Code Text Amendment	18-15-010 (b)	\$1,000.00
124	Zoning Map Amendment	18-15-010 (c)	\$2,000.00
125	Development Agreement	18-15-010 (d)	\$1,500.00
Administrative Decisions - Subdivisions			
126	Minor Subdivision - Regular Residential with Optional Pre-Application Consultation and Concept Review	18-15-020 (a)	\$1,200.00
127	Minor Subdivision - Regular Residential without Optional Pre-Application Consultation and Concept Review	18-15-020 (a)	\$2,000.00
128	Minor Subdivision - All Other Minor Subdivisions	18-15-020 (a)	\$1,200.00
129	Major Subdivision - Regular Residential with Optional Pre-Application Consultation and Concept Review	18-15-020 (b)	\$2,000.00
130	Major Subdivision - Regular Residential without Optional Pre-Application Consultation and Concept Review	18-15-020 (b)	\$3,000.00
131	Major Subdivisions - All Other Major Subdivisions	18-15-020 (b)	\$2,000.00
132	Subdivision Amendment for Minor Plat Adjustments	18-15-020 (d)	\$1,000.00
133	Simple Boundary Adjustment	18-15-020 (e)	\$250.00
134	Full Boundary Adjustment	18-15-020 (e)	\$500.00
135	Public Street or Municipal Utility Easement Vacation - By Plat	18-15-020 (g)	\$500.00 plus applicable subdivision fee
136	Public Street or Municipal Utility Easement Vacation - By Ordinance	18-15-020 (g)	\$1,000.00
Administrative Decisions - Other Land Use Decisions			
137	Conditional Use Permit	18-15-030 (a)	\$1,200.00 plus site plan approval fee, if applicable
138	Site Plan Approval for Signs, Fences, and Accessory Buildings, Excluding Accessory Dwelling Units	18-15-030 (b)	\$100.00
139	Site Plan Approval for All Other Developments in Sensitive Lands - Level 1 - Review of Alluvial Fans, Rockfall/Landslide/Debris Flow Studies, and or Surface Fault Rupture Analysis	18-15-030 (b)	\$1,600.00
140	Site Plan Approval for All Other Developments in Sensitive Lands - Level 2 - Review of Any Other Surface or Subsurface Feature in Sensitive Lands	18-15-030 (b)	\$1,000.00
141	Site Plan Approval for All Other Developments - Not in Sensitive Lands	18-15-030 (b)	\$800.00
142	Change of Use Permit for All Other Uses	18-15-030 (c)	\$500.00
143	Minor Site Plan Amendment	18-15-030 (d)	\$500.00
144	Compliance Determination for an Internal or Attached Accessory Dwelling Unit	18-15-030 (e) 18-74-040 (d)	\$250.00
145	Compliance Determination for a Detached Accessory Dwelling Unit	18-15-030 (e) 18-74-040 (d)	\$250.00 plus site plan approval fee
146	Permitted Use Approval or Reasonable Accommodation Determination for Residential Facilities for Persons With a Disability	18-15-030 (f)	\$1,000.00 plus site plan approval fee
147	Eligible Facility Request for a Wireless Telecommunications Facility	18-15-030 (g)	\$800.00
148	Sign Permit for a Single Sign	18-15-030 (h)	\$250.00
149	Sign Permit for Multiple Signs	18-15-030 (h)	\$250.00 plus site plan approval fee
150	Temporary Use Permit	18-15-030 (i)	\$250.00
151	Classification Request	18-15-030 (j)	\$500.00
152	City Council Review of a Classification Request Determination	18-15-030 (j)	\$1,000.00



#	DESCRIPTION	CODE	FEE
LAND USE FEES			
Administrative Decisions - Nonconformities and Variances			
153	Nonconformities Determination	18-15-040 (a)	\$100.00
154	Expansion or Enlargement of a Noncomplying Structure	18-15-040 (b)	\$600.00
155	Variances	18-15-040 (c)	\$600.00
Other Administrative Fees			
156	Neighborhood Compatibility Modification	18-34-090, 18-36-090, 18-37-090, 18-66-100	\$250.00
157	Legal Status of a Lot or Parcel	18-12-020 (a)	\$100.00
158	Zoning Compliance Letter	18-12-020 (a)	\$100.00
159	Extensions of Land Use Approvals	18-12-030	\$500.00
160	Street Dedication as Part of a Building Permit, Site Plan Approval, Change of Use Permit, Minor Site Plan Amendment, or Conditional	15-28-030	\$100.00
161	Appeals of Land Use Decisions	18-04-010	\$600.00
162	Public Notice Mailings	18-13-060 (e)	\$1.50/notice
Small Wireless Facility Deployment License and Application Fees			
163	Collocate existing or replacement utility poles or wireless support structures	16-20-070	\$100.00/collocation
164	Install, modify, or replace a utility pole in connection with a permitted use	16-20-070	\$250.00/utility pole
165	Install, modify, or replace a utility pole in connection with a discretionary use	16-20-070	\$1,000.00/utility pole
166	Master Site Agreement and Site License	16-20-070	See Agreements
Planning and Engineering Plan Checking Fees			
Planning and Engineering Checking Fee for Subdivision Development:			
167	Engineering Review Fee for Subdivision Development	3-48-020	6% of Engineering bond
168	Planning Review Fee for Subdivision Development	3-48-020	6% of Landscape bond
Planning and Engineering Checking Fee for Non-Subdivision Development:			
169	Engineering Review Fee for Non-Subdivision Development	3-48-030	4.5% of Engineering bond
170	Planning Review Fee for Non-Subdivision Development	3-48-030	4.5% of Landscape bond
171	Road dedication without plat	3-48-040	\$150.00
Address Change Fees			
172	SLCo Assignment of Address	3-42-010	Actual SLCO Cost must be paid in advance
Surveying Review Fees:			
173	Surveying Charge		Actual SLCO Cost must be paid in advance
174	Review of Geologic and/or Technical Reports		Actual Cost must be paid in advance
175	Traffic and Parking Study	11-26-040	Actual Cost must be paid in advance
STORMWATER QUALITY FEE, PENALTY, AND FINE SCHEDULES			
Control Measure Fine (By Violation)			
176	Working without a SWPPP permit	17-22-180	\$500.00/occurrence



#	DESCRIPTION	CODE	FEE
STORMWATER QUALITY FEE, PENALTY, AND FINE SCHEDULES			
177	Best management practice failure	17-22-180	\$500.00/occurrence
178	Tracking mud on roadway	17-22-180	\$300.00/occurrence
179	Failure to clean up or report spills	17-22-180	\$250.00/occurrence
180	Failure to conduct stormwater inspections	17-22-180	\$100.00/occurrence
181	Failure to maintain stormwater records	17-22-180	\$100.00/occurrence
182	Plan Administration - Each SWPPP application requires administration and written documentation such as but not limited to; inspections, training, SWPPP amendments, closeout documents etc.	17-22-180	\$1,000.00
Illicit Discharge Fine (By Violation) - Stormwater violation schedule for illicit discharges common to construction and maintenance activities. It is a violation to discharge pollutants. The presence of BMP's does not excuse an illicit discharge. Illicit discharges are divided into the following categories.			
183	Sediment	17-22-180	\$250.00/day
184	Cementations material	17-22-180	\$500.00/day
185	Paints and solvents	17-22-180	\$500.00/day
186	Solid waste	17-22-180	\$500.00/day
187	Sanitary waste	17-22-180	\$2,000.00/day
188	Fuels	17-22-180	\$1,000.00/day
189	Fertilizers	17-22-180	\$500.00/day
190	Organics	17-22-180	\$250.00/day
191	Cleasers	17-22-180	\$500.00/day
192	Remediation fee (if City services are utilized)	17-22-180	\$5,000.00
Stormwater Utility Fee			
193	Monthly - based on residential unit	17-30-070	\$10.73
194	Stormwater ERU Credit Application Review Fee	17-30-070	\$40.00
IMPACT FEES			
Park Impact Fees			
195	Single-Family Residential	Ordinance 19-08	\$494.68
196	Multi-Family Residential	Ordinance 19-08	\$440.75
MISCELLANEOUS FEES			
Labor costs for GRAMA requests			
197	Commensurate Services Rendered - Salary of the lowest paid employee who has the necessary skill and training to perform the request	3-12-040	First 15 minutes free
198	Audio, video, photographs, or other media	3-12-030	Actual Cost
199	CDs	3-12-030	Actual Cost
200	Thumb Drives	3-12-030	Actual Cost
201	Fee for Delivery: USPS	3-12-050	Actual Cost
Copies (Including copies for GRAMA requests)			
202	Copies - Black & White (up to 11x17)	3-12-030	\$0.50
203	Copies - Color (up to 11x17 in)	3-12-030	\$1.00
204	Copies - Black & White (larger than 11x17in)	3-12-030	\$2.50
205	Copies - Color (larger than 11x17 in)	3-12-030	\$5.00
206	Plotter copies (Bond paper)	3-12-030	\$2.00/sq. ft.
207	Plotter copies (Photo paper)	3-12-030	\$5.00/sq. ft.



#	DESCRIPTION	CODE	FEE
Business Council Event Fees			
208	Booth Rental	3-12-030	\$50.00
209	Canopy	3-12-030	\$100.00
210	Table and 2 Chairs	3-12-030	\$25.00
211	Booth Equipment Package (includes booth rental, canopy, table, and 2 chairs)	3-12-030	\$175.00
Election Fees			
212	Candidate Declaration Filing Fee (includes write-ins) - May be waived with Affidavit of Impecuniosity	2-11-020	\$50.00
213	Nomination Petition Filing Fee - May be waived with Affidavit of Impecuniosity	2-11-020	\$50.00
214	Campaign Finance Statement Penalty	2-11-010	\$50.00
215	Conflict of Interest Disclosure Statement Penalty	2-11-050	\$100.00
Miscellaneous Fees			
216	Declaration of Mutual Commitment	2-10-050	\$10.00
217	Postage	3-12-030	Actual Cost - USPS
RECREATION FEES			
Millcreek Common Rentals			
218	Ice Skates, Roller Skates, or Climbing Equipment	3-54-010	\$5.00/session (sessions vary)
219	Skate Helper	3-54-010	No fee
220	Chalk Bag	3-54-010	\$2.00
221	Locker, 12"x12"x12"	3-54-010	\$2.00 for every 90 minutes
222	Ice Skate Sharpening Service	3-54-010	\$10.00/pair
Millcreek Common Admission			
223	Ice Skating (admission only)	3-54-010	\$7.00/session (sessions vary)
224	Roller Skating (admission only)	3-54-010	\$7.00/session (sessions vary)
225	Climbing Wall (admission only)	3-54-010	\$7.00/session (sessions vary)
226	Ice Skating Punch Pass (admission only)	3-54-010	\$50.00 (10 sessions)
227	Ice Skating Punch Pass (admission + equipment rental)	3-54-010	\$100.00 (10 sessions)
228	Roller Skating Punch Pass (admission only)	3-54-010	\$50.00 (10 sessions)
229	Roller Skating Punch Pass (admission + equipment rental)	3-54-010	\$100.00 (10 sessions)
230	Climbing Wall Punch Pass (admission only)	3-54-010	\$50.00 (10 sessions)
231	Climbing Wall Punch Pass (admission + equipment rental)	3-54-010	\$100.00 (10 sessions)
232	Season Ice Skate Access Pass (admission only)	3-54-010	\$150.00
233	Season Roller Skate Access Pass (admission only)	3-54-010	\$150.00
234	Season Climbing Wall Access Pass (admission only)	3-54-010	\$150.00
235	Season Ice Skate Pass (includes admission, ice skate rental, estimated 100 skating days, excludes blackout dates)	3-54-010	\$250.00
236	Season Roller Skate Pass (includes admission, roller skate rental, estimated 180 skating days, excludes blackout dates)	3-54-010	\$250.00
237	Season Climbing Wall Pass (includes admission, climbing equipment rental, excludes blackout dates)	3-54-010	\$250.00
238	Special Millcreek Events (roller skating, ice skating, and climbing)	3-54-010	No fee
239	Special Event Discount (includes sponsored events and specified holidays)	3-54-010	Free admission, \$5.00/skate rental
240	School Groups and After-School Group Discount (includes admission and equipment)	3-54-010	\$5.00/person
241	Group Discounts - Roller Skating, Ice Skating, or Climbing (for groups of 25 or more)	3-54-010	\$2.00 off regular admission price
242	Military/First Responder Discount for Single Day/Single Activity (ID must be presented)	3-54-010	\$2.00 off regular admission price
243	Military/First Responder Discount for Roller Skating, Ice Skating, or Climbing Season Passes (ID must be presented)	3-54-010	10% off regular season pass price
244	Millcreek City and Millcreek Precinct Unified Police Department Employees Discount (does not apply to season passes)	3-54-010	No fee



Fee Schedule – cont'd

#	DESCRIPTION	CODE	FEE
RECREATION FEES			
245	City-Supported Organization Recreation Passes	3-54-010	No fee
Millcreek Common Event - Tickets			
246	Holiday Event Ticket	3-54-010	\$3.00 - \$5.00/person
247	Community Event Tickets	3-54-010	\$3.00 - \$25.00/person
248	Summer Day Camp	3-54-010	\$185.00/Session
249	Special Event Admission	3-54-010	\$5.00 - \$25.00/person
250	Climbing Course: Top Rope Climbing - 2 hours	3-54-010	\$14.00 + \$5.00 equipment rental (if applicable)
251	Climbing Course: Lead Climbing - 4 hours	3-54-010	\$28.00 + \$5.00 equipment rental (if applicable)
252	Climbing Course: Basic Climbing Skills -1 hour	3-54-010	\$7.00 + \$5.00 equipment rental (if applicable)
253	Full Experience Holiday Event Ticket (includes 6th floor)	3-54-010	\$25.00/person
254	Millcreek City and Millcreek Precinct Unified Police Department Employees Discount (admission only)	3-54-010	No fee
Millcreek Common Event - Venue Rental			
255	Conference Room Only, 8:00 a.m. - 4:00 p.m. (Cleaned up by 4:00 p.m.)*	3-54-010	\$100.00/hour
256	Conference Room Only, 4:00 p.m. - 10:00 p.m. (Cleaned up by 11:00 p.m.)*	3-54-010	\$200.00/hour
257	Sun Deck Only, 8:00 a.m.-4:00 p.m. (Cleaned up by 4:00 p.m., 2-hour minimum)*	3-54-010	\$100.00/hour
258	Sun Deck Only, 4:00 p.m. - 10:00 p.m. (Cleaned up by 11:00 p.m., 2-hour minimum)*	3-54-010	\$200.00/hour
259	Entire Plaza Buy-Out, 8:00 a.m. - 4:00 p.m., M-TH, Cleaned up by 4:00 p.m. Must be approved by Mayor and City Council. (Discounts are not permitted)	3-54-010	\$3,500.00 (6-hour minimum)
260	Entire Plaza Buy-Out, 4:00 p.m. - 10:00 p.m., M-TH, Cleaned up by 11:00 p.m. Must be approved by Mayor and City Council. (Discounts are not permitted)	3-54-010	\$6,000.00 (6-hour minimum)
261	Ice Loop Rental for Hockey Lessons	3-54-010	\$250.00/hour
262	Community Partner Event Plaza Rental	3-54-010	\$1,500.00
263	Community Room, Prefunction 1, Green Room, Balcony, 8:00 a.m. - 4:00 p.m. (Cleaned up by 4:00 p.m.)*	3-54-010	\$1,900.00 Mon-Wed, \$2,250.00 Thurs-Sun
264	Community Room, Prefunction 1, Green Room, Balcony, 4:00 p.m. - 10:00 p.m. (Cleaned up by 11:00 p.m.)*	3-54-010	\$2,500.00 Mon-Wed, \$3,200.00 Thurs-Sun
265	Multipurpose Room, 8:00 a.m. - 4:00 p.m. (Cleaned up by 4:00 p.m.)*	3-54-010	\$800.00
266	Multipurpose Room, 4:00 p.m. - 10:00 p.m. (Cleaned up by 11:00 p.m.)*	3-54-010	\$1,000.00
267	Kitchen*	3-54-010	\$200.00
268	City Hall Forum, 8:00 a.m. - 4:00 p.m. (Cleaned up by 4:00 p.m.) Limited Availability*	3-54-010	\$1,000.00
269	City Hall Forum, 4:00 p.m. -10:00 p.m. (Cleaned up by 11:00 p.m.) Limited Availability*	3-54-010	\$1,000.00
270	Alpenglobe - 2 hours	3-54-010	\$100.00
271	Catering Commission	3-54-010	10% of food + nonalcoholic beverage sales
272	Not for Profit Discount on Venue Rental (Cannot be combined with any other discounts)	3-54-010	50% off original cost
273	Millcreek Resident/Businesses Discount on Venue Rental (Cannot be combined with any other discounts)	3-54-010	20% off original cost
274	Millcreek City Employee Discount on Venue Rental and Dance Floor #1 (Cannot be combined with any other discounts; not taxable according to IRS)	3-54-010	20% off original cost
275	Millcreek City Employee Discount on Venue Rental and Dance Floor #2 (Cannot be combined with any other discounts; taxable fringe benefit in accordance with IRS)	3-54-010	75% off original cost
276	Government Discount - City Supported (as defined by City policy and approved by City Council)	3-54-010	100% off original cost
277	Venture Gold Sponsorship Room Discount (as approved by City Council)	3-54-010	50% off original cost
*Discounts are not permitted in December except for Venture Gold Sponsors			



#	DESCRIPTION	CODE	FEE
RECREATION FEES			
<i>Millcreek Common Event - Birthday Parties</i>			
278	Birthday Parties	3-54-010	\$40.00 - \$300.00
279	Additional Guest Party Favors	3-54-010	\$3.00/person
<i>Booth Fees During Special Events</i>			
	Tier 1 (estimated attendance over 1,000+):		
280	Vendor	3-54-010	\$150.00
281	Food	3-54-010	\$250.00
282	Speciality Market	3-54-010	10% of table sales
	Tier 2 (estimated attendance under 1,000):		
283	Vendor	3-54-010	\$75.00
284	Food	3-54-010	\$100.00
	Tier 3:		
285	Farmers Market - Farms	3-54-010	\$25.00
286	Farmers Market - Farm Season Pass	3-54-010	\$270.00
287	Farmers Market - Prepared Foods	3-54-010	10% of sales
288	Farmers Market - Food Trucks/Tent	3-54-010	10% of sales
289	Farmers Market - Craft Vendors	3-54-010	\$25.00
290	Speciality Mini Market	3-54-010	10% of table fees or 10% of sales of organizer
<i>Micro-Retail Storefronts (Public Market at Millcreek Common)</i>			
291	10' x 10' Market Store Fronts	3-54-010	25% of sales from consigned goods
<i>Central Market Stands (Public Market at Millcreek Common)</i>			
292	8' x 8' Market Stands	3-54-010	25% of sales from consigned goods
<i>Millcreek Common Miscellaneous Rentals and Services</i>			
293	21' x 21' Dark Maple Dance Floor	3-54-010	\$400.00
294	Booth Power connection	3-54-010	\$45.00/piece
295	Built in AV Services with no support staff	3-54-010	No fee
296	Millcreek Common Plaza Paver	3-54-010	\$250.00/paver
Recreation Fees - Venture Out Programs			
297	Camp Tracy:		
298	Cabin and Tent Rental	3-54-010	\$150.00 - \$300.00
299	Campsite Rental	3-54-010	\$100.00 - \$150.00
300	Day Passes	3-54-010	\$10.00/pass
301	Meals	3-54-010	\$5.00 - \$16.00/person
302	Crafts and Classes	3-54-010	\$1.00 - \$10.00
303	Activity Fees	3-54-010	\$5.00 - \$10.00
304	Discount for Non-Profits (excluding food purchases)	3-54-010	50% off original cost
305	Millcreek City and Millcreek Precinct Unified Police Department Employees Lesson/Camp/Class Discount	3-54-010	20% off original cost
Permits			
306	Special Event Permits	14-58-090	\$50.00
307	Block or Street Parties	14-58-090	No fee

Prepared By:
City of Millcreek Finance Department

Lisa Dudley, *HR-Finance Director*

Nicole Pack, *Deputy Treasurer*

Stephanie Hampton, *HR Manager*



1330 E. Chambers Ave
Millcreek, UT 84106
(801) 214-2700
millcreekUT.gov

Millcreek City FY27 Pay Scale

(includes 3% COLA)

Grade	Low	Average	High	Current / Recommended Grade Assignments
34	187,368.52	224,837.81	269,787.71	City Manager / Econ Development Director
	90.08	108.10	129.71	
33	178,431.49	214,113.38	256,944.89	
	85.78	102.94	123.53	
32	171,573.01	205,887.61	247,065.14	
	82.49	98.98	118.78	
31	161,837.33	194,231.27	233,046.63	
	77.81	93.38	112.04	
30	154,158.10	184,963.25	221,969.14	
	74.11	88.92	106.72	
29	146,809.89	176,158.62	211,377.12	Assistant City Manager / Planning & Zoning Director Finance / HR Director City Engineer / Public Works Director
	70.58	84.69	101.62	
28	139,814.73	167,751.21	201,336.76	
	67.22	80.65	96.80	
27	134,431.94	161,318.33	193,582.00	
	64.63	77.56	93.07	
26	126,817.44	152,172.10	182,602.11	
	60.97	73.16	87.79	
25	120,793.23	144,934.21	173,907.82	
	58.07	69.68	83.61	
24	115,011.75	138,027.33	165,632.80	
	55.29	66.36	79.63	
23	109,539.20	131,451.45	157,754.99	Deputy City Engineer
	52.66	63.20	75.84	
22	104,331.45	125,184.50	150,230.23	Building Services Director / Chief Building Official Facilities Director Community Life Director Deputy City Treasurer
	50.16	60.18	72.23	
21	99,366.44	119,226.49	143,080.62	Promise Director Stormwater Engineer
	47.77	57.32	68.79	
20	94,622.09	113,555.34	136,284.06	Communications Director
	45.49	54.59	65.52	
19	90,120.49	108,126.93	129,774.38	
	43.33	51.98	62.39	
18	85,839.54	103,007.45	123,595.69	City Recorder HR Manager Staff Engineer II
	41.27	49.52	59.42	
17	81,735.14	98,086.57	117,703.89	Building Inspector III Current Planning Manager Public Works Operations Manager Purchasing Manager (FY27 Requested FTE) Marketing Manager Senior Plans Examiner
	39.30	47.16	56.59	
16	77,851.39	93,430.50	112,098.94	Emergency / Risk Manager Development Review Engineer / Special Projects Coordinator Senior GIS Analyst Public Information Manager Marketing & Communications Coordinator
	37.43	44.92	53.89	

Millcreek City FY27 Pay Scale

(includes 3% COLA)

Grade	Low	Average	High	Current / Recommended Grade Assignments
15	74,144.18	88,973.02	106,758.79	
	35.65	42.78	51.33	
14	70,613.50	84,736.20	101,683.44	Stormwater Operations/Construction Manager Event Manager Facilities Manager Market & Partnership Manager Senior Recreation Manager Senior Code Compliance Inspector
	33.95	40.74	48.89	
13	67,259.36	80,698.00	96,850.84	
	32.34	38.80	46.56	
12	64,059.69	76,880.46	92,216.83	Grants Manager Plans Examiner I Planner II Business License Code Compliance Inspector Business License & Lease Administrator / Deputy City Recorder
	30.80	36.96	44.34	
11	60,992.42	73,217.37	87,825.55	Code Compliance Inspector II Building Inspector I Building Permit Technician III Public Works Inspector II Stormwater Inspector II Economic Development Assistant / Business Council Administrator
	29.32	35.20	42.22	
10	58,101.67	69,730.84	83,677.00	GIS Analyst II Planner I Promise Economic Wellbeing Coordinator Promise Health Coordinator Promise Education Coordinator Production Manager
	27.93	33.52	40.23	
9	55,321.27	66,398.76	79,660.86	
	26.60	31.92	38.30	
8	52,695.33	63,221.15	75,865.38	Recreation Sport Manager HR-Finance Technician CAD Technician (FY27 Requested FTE) Market Operations Supervisor - Reg PT
	25.33	30.39	36.47	
7	50,179.73	60,220.08	72,268.51	Deputy Business License Administrator Public Works Permit Manager Code Compliance Inspector I Parking Code Compliance Inspector (FY27 Requested FTE)
	24.12	28.95	34.74	
6	47,774.45	57,351.41	68,826.10	Market & Community Partnerships Coordinator
	22.97	27.57	33.09	
5	45,501.58	54,615.13	65,538.16	Facilities Administrative Assistant (FY27 Requested FTE) Planning Administrative Assistant Building Services Administrative Assistant Communications Specialist Facilities Assistant Special Event Planner - Reg PT Private Event Planner - Reg PT Promise Program Specialist - Reg PT
	21.88	26.26	31.51	

Millcreek City FY27 Pay Scale

(includes 3% COLA)

Grade	Low	Average	High	Current / Recommended Grade Assignments
4	43,361.10	52,033.32	62,448.82	
	20.85	25.02	30.02	
3	41,286.83	49,539.79	59,447.75	Information Center Technician I - Reg PT Market Planner & Team Lead - Reg PT
	19.85	23.82	28.58	
2	39,344.96	47,178.65	56,645.27	Climbing Wall Supervisor - Reg PT Production Team Lead - Reg PT Market Concierge Team Member - Seasonal
	18.92	22.68	27.23	
1	30,893.41	39,389.10	49,650.12	Intern - Seasonal Production Team Member - Seasonal Zamboni Driver - Seasonal Recreation Shift Lead - Seasonal Recreation Crew Member - Seasonal
	14.00	18.94	23.87	

Elected Officials	
Mayor	43,000
Council	17,000

MILLCREEK, UTAH
ORDINANCE NO. 26-37

**AN ORDINANCE ENACTING A NEW COMPENSATION SCHEDULE/PAYSCALE
FOR EXECUTIVE MUNICIPAL OFFICERS AND STATUTORY EMPLOYEES
FOR FISCAL YEAR 2026-27**

WHEREAS, the Millcreek Council (“Council”) met in regular session on June 8, 2026, to consider, among other things, an ordinance adopting a new compensation schedule/pay scale for executive municipal officers and statutory employees; and

WHEREAS, Utah Code Section 10-3-818 requires, among other things, that the City publish public notice and hold separate public hearings on proposed compensation increases for executive municipal officers and their deputies and statutory employees before adopting those increases; and

WHEREAS, the Council desires to attract and retain talented individuals and understands that fair and marketable compensation is required to do so; and

WHEREAS, for the fiscal year ending June 30, 2027, the Council intends to approve a 3.0% cost of living adjustment and up to a 1.5% merit increase, which raises the compensation schedule as set forth on the attached compensation schedules (“Compensation Schedules”); and

WHEREAS, on May 20, 2026, the Council caused notice of the public hearing to be posted for June 8, 2026, during the regular Council Meeting, as the time and place to hold a public hearing to allow for public comment related to the Compensation Schedules for executive municipal officers and statutory employees; and

WHEREAS, proper noticing has been given and public comment has been taken.

NOW, THEREFORE, BE IT ORDAINED that:

- A. That the Compensation Schedules for executive municipal officers and statutory employees increases by the 3.0% cost of living adjustment and up to a 1.5% merit increase is hereby approved, and
- B. The Compensation Schedules shall remain in effect until such time that the Council approves an ordinance to make revisions to the Compensation Schedules.

This Ordinance assigned Ordinance No. 26-37 shall take effect July 1, 2026, and deposited and recorded in the office of the City Recorder and accepted as required herein.

PASSED AND APPROVED this 8th day of June 2026.

MILLCREEK COUNCIL

By: _____
Cheri Jackson, Mayor

ATTEST:

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No

CERTIFICATE OF POSTING

I, the duly appointed recorder for Millcreek, hereby certify that:

ORDINANCE 26-37: AN ORDINANCE ENACTING A NEW COMPENSATION SCHEDULE/PAYSCALE FOR EXECUTIVE MUNICIPAL OFFICERS AND EMPLOYEES FOR FISCAL YEAR 2026-27 was passed and adopted the 8th day of June, 2026 and certifies that a copy of the foregoing Ordinance 26-37 was posted in accordance with Utah Code 10-3-711 this ____ day of June 2026.

Elyse Sullivan, City Recorder

Millcreek City FY27 Pay Scale

(includes 3% COLA)

Grade	Low	Average	High	Current / Recommended Grade Assignments
34	187,368.52	224,837.81	269,787.71	City Manager / Econ Development Director
	90.08	108.10	129.71	
33	178,431.49	214,113.38	256,944.89	
	85.78	102.94	123.53	
32	171,573.01	205,887.61	247,065.14	
	82.49	98.98	118.78	
31	161,837.33	194,231.27	233,046.63	
	77.81	93.38	112.04	
30	154,158.10	184,963.25	221,969.14	
	74.11	88.92	106.72	
29	146,809.89	176,158.62	211,377.12	Assistant City Manager / Planning & Zoning Director Finance / HR Director City Engineer / Public Works Director
	70.58	84.69	101.62	
28	139,814.73	167,751.21	201,336.76	
	67.22	80.65	96.80	
27	134,431.94	161,318.33	193,582.00	
	64.63	77.56	93.07	
26	126,817.44	152,172.10	182,602.11	
	60.97	73.16	87.79	
25	120,793.23	144,934.21	173,907.82	
	58.07	69.68	83.61	
24	115,011.75	138,027.33	165,632.80	
	55.29	66.36	79.63	
23	109,539.20	131,451.45	157,754.99	Deputy City Engineer
	52.66	63.20	75.84	
22	104,331.45	125,184.50	150,230.23	Building Services Director / Chief Building Official Facilities Director Community Life Director Deputy City Treasurer
	50.16	60.18	72.23	
21	99,366.44	119,226.49	143,080.62	Promise Director Stormwater Engineer
	47.77	57.32	68.79	
20	94,622.09	113,555.34	136,284.06	Communications Director
	45.49	54.59	65.52	
19	90,120.49	108,126.93	129,774.38	
	43.33	51.98	62.39	
18	85,839.54	103,007.45	123,595.69	City Recorder HR Manager Staff Engineer II
	41.27	49.52	59.42	
17	81,735.14	98,086.57	117,703.89	Building Inspector III Current Planning Manager Public Works Operations Manager Purchasing Manager (FY27 Requested FTE) Marketing Manager Senior Plans Examiner
	39.30	47.16	56.59	
16	77,851.39	93,430.50	112,098.94	Emergency / Risk Manager Development Review Engineer / Special Projects Coordinator Senior GIS Analyst Public Information Manager Marketing & Communications Coordinator
	37.43	44.92	53.89	

Millcreek City FY27 Pay Scale

(includes 3% COLA)

Grade	Low	Average	High	Current / Recommended Grade Assignments
15	74,144.18	88,973.02	106,758.79	
	35.65	42.78	51.33	
14	70,613.50	84,736.20	101,683.44	Stormwater Operations/Construction Manager Event Manager Facilities Manager Market & Partnership Manager Senior Recreation Manager Senior Code Compliance Inspector
	33.95	40.74	48.89	
13	67,259.36	80,698.00	96,850.84	
	32.34	38.80	46.56	
12	64,059.69	76,880.46	92,216.83	Grants Manager Plans Examiner I Planner II Business License Code Compliance Inspector Business License & Lease Administrator / Deputy City Recorder
	30.80	36.96	44.34	
11	60,992.42	73,217.37	87,825.55	Code Compliance Inspector II Building Inspector I Building Permit Technician III Public Works Inspector II Stormwater Inspector II Economic Development Assistant / Business Council Administrator
	29.32	35.20	42.22	
10	58,101.67	69,730.84	83,677.00	GIS Analyst II Planner I Promise Economic Wellbeing Coordinator Promise Health Coordinator Promise Education Coordinator Production Manager
	27.93	33.52	40.23	
9	55,321.27	66,398.76	79,660.86	
	26.60	31.92	38.30	
8	52,695.33	63,221.15	75,865.38	Recreation Sport Manager HR-Finance Technician CAD Technician (FY27 Requested FTE) Market Operations Supervisor - Reg PT
	25.33	30.39	36.47	
7	50,179.73	60,220.08	72,268.51	Deputy Business License Administrator Public Works Permit Manager Code Compliance Inspector I Parking Code Compliance Inspector (FY27 Requested FTE)
	24.12	28.95	34.74	
6	47,774.45	57,351.41	68,826.10	Market & Community Partnerships Coordinator
	22.97	27.57	33.09	
5	45,501.58	54,615.13	65,538.16	Facilities Administrative Assistant (FY27 Requested FTE) Planning Administrative Assistant Building Services Administrative Assistant Communications Specialist Facilities Assistant Special Event Planner - Reg PT Private Event Planner - Reg PT Promise Program Specialist - Reg PT
	21.88	26.26	31.51	

Millcreek City FY27 Pay Scale

(includes 3% COLA)

Grade	Low	Average	High	Current / Recommended Grade Assignments
4	43,361.10	52,033.32	62,448.82	
	20.85	25.02	30.02	
3	41,286.83	49,539.79	59,447.75	Information Center Technician I - Reg PT Market Planner & Team Lead - Reg PT
	19.85	23.82	28.58	
2	39,344.96	47,178.65	56,645.27	Climbing Wall Supervisor - Reg PT Production Team Lead - Reg PT Market Concierge Team Member - Seasonal
	18.92	22.68	27.23	
1	30,893.41	39,389.10	49,650.12	Intern - Seasonal Production Team Member - Seasonal Zamboni Driver - Seasonal Recreation Shift Lead - Seasonal Recreation Crew Member - Seasonal
	14.00	18.94	23.87	

Elected Officials	
Mayor	43,000
Council	17,000

Millcreek FY27 Director and Deputy Compensation Increases				
Title	COLA	Merit	Market Adjstmt	Total Increase
City Manager/Economic Development Director	3.00%	1.50%		4.50%
Assistant City Manager/Planning & Zoning Director	3.00%	1.50%		4.50%
Current Planning Manager	3.00%	1.50%		4.50%
City Attorney			4.00%	4.00%
Building Services Director	3.00%	1.50%		4.50%
City Recorder	3.00%	1.50%		4.50%
Deputy City Recorder	3.00%	1.50%		4.50%
Communications Director	3.00%	1.50%		4.50%
Marketing Manager	3.00%	1.50%		4.50%
Emergency/Risk Manager	3.00%	1.50%		4.50%
Facilities Director	3.00%	1.50%		4.50%
Facilities Manager	3.00%	1.50%		4.50%
HR/Finance Director	3.00%	1.50%		4.50%
Deputy Treasurer	3.00%	1.50%		4.50%
HR Manager	3.00%	1.50%		4.50%
Millcreek Common Executive Director/City Event Director	3.00%	1.50%		4.50%
Events Manager	3.00%	1.50%		4.50%
Market & Partnership Manager	3.00%	1.50%		4.50%
Senior Recreation Manager	3.00%	1.50%		4.50%
Promise Program Director	3.00%	1.50%		4.50%
Public Works Director/City Engineer	3.00%	1.50%		4.50%
Deputy City Engineer	3.00%	1.50%		4.50%

MILLCREEK, UTAH
ORDINANCE NO. 26-38

**AN ORDINANCE ENACTING COMPENSATION INCREASES FOR EXECUTIVE
MUNICIPAL OFFICERS AND THEIR CHIEF ASSISTANT(S) OR DEPUTY FOR
FISCAL YEAR 2026-27**

WHEREAS, the Millcreek Council (“Council”) met in regular session on June 8, 2026, to consider, among other things, an ordinance adopting an increase for executive municipal officers and their chief assistant(s) or deputies; and

WHEREAS, Utah Code Section 10-3-818 defines executive municipal officer as they apply to Millcreek positions as: a) the City Manager, b) the Assistant City Manager, c) the City Attorney, d) other Department Heads, and e) the chief assistant(s) and/or deputy(ies) of the other executive officers; and

WHEREAS, Utah Code Section 10-3-818 requires, among other things, that the City publish public notice and hold a public hearing on proposed compensation increases for executive municipal officers and their deputies before adopting those increases; and

WHEREAS, the Council desires to attract and retain talented individuals and understands that fair and marketable compensation is required to do so; and

WHEREAS, for the fiscal year ending June 30, 2027, the Council intends to approve a 3.0% cost of living adjustment and up to a 1.5% merit increase for its executive municipal officers and their chief assistant(s) or deputy(ies); and

WHEREAS, on May 20, 2026, the Council caused notice of the public hearing to be posted for June 8, 2026, during the regular Council Meeting, as the time and place to hold a public hearing to allow for public comment related to the Compensation Schedules for executive municipal officers and employees; and

WHEREAS, proper noticing has been given and public comment has been taken.

NOW, THEREFORE, BE IT ORDAINED that:

- A. Salary increases for the City’s executive municipal officers their assistant(s) and/or deputy(ies) by a 3.0% cost of living adjustment and up to a 1.5% merit increase is hereby approved, and
- B. The adopted increases shall remain in effect until such time that the Council approves an ordinance to make revisions to the approved salaries.

This Ordinance assigned Ordinance No. 26-38 shall take effect July 1, 2026, and deposited and recorded in the office of the City Recorder and accepted as required herein.

PASSED AND APPROVED this 8th day of June 2026.

MILLCREEK COUNCIL

By: _____
Cheri Jackson, Mayor

ATTEST:

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No

CERTIFICATE OF POSTING

I, the duly appointed recorder for Millcreek, hereby certify that:

ORDINANCE 26-38: AN ORDINANCE ENACTING A NEW COMPENSATION SCHEDULE/PAYSCALE FOR EXECUTIVE MUNICIPAL OFFICERS AND EMPLOYEES FOR FISCAL YEAR 2026-27 was passed and adopted the 8th day of June, 2026 and certifies that a copy of the foregoing Ordinance 26-38 was posted in accordance with Utah Code 10-3-711 this ____ day of June 2026.

Elyse Sullivan, City Recorder

Millcreek FY27 Director and Deputy Compensation Increases				
Title	COLA	Merit	Market Adjstmt	Total Increase
City Manager/Economic Development Director	3.00%	1.50%		4.50%
Assistant City Manager/Planning & Zoning Director	3.00%	1.50%		4.50%
Current Planning Manager	3.00%	1.50%		4.50%
City Attorney			4.00%	4.00%
Building Services Director	3.00%	1.50%		4.50%
City Recorder	3.00%	1.50%		4.50%
Deputy City Recorder	3.00%	1.50%		4.50%
Communications Director	3.00%	1.50%		4.50%
Marketing Manager	3.00%	1.50%		4.50%
Emergency/Risk Manager	3.00%	1.50%		4.50%
Facilities Director	3.00%	1.50%		4.50%
Facilities Manager	3.00%	1.50%		4.50%
HR/Finance Director	3.00%	1.50%		4.50%
Deputy Treasurer	3.00%	1.50%		4.50%
HR Manager	3.00%	1.50%		4.50%
Millcreek Common Executive Director/City Event Director	3.00%	1.50%		4.50%
Events Manager	3.00%	1.50%		4.50%
Market & Partnership Manager	3.00%	1.50%		4.50%
Senior Recreation Manager	3.00%	1.50%		4.50%
Promise Program Director	3.00%	1.50%		4.50%
Public Works Director/City Engineer	3.00%	1.50%		4.50%
Deputy City Engineer	3.00%	1.50%		4.50%



**Minutes of the
Millcreek City Council
May 11, 2026
5:00 p.m.
Work Meeting
7:00 p.m.
Regular Meeting**

The City Council of Millcreek, Utah, met in a public work meeting and regular meeting on May 11, 2026, at City Hall, located at 1330 E. Chambers Avenue, Millcreek, UT 84106. The meeting was recorded for the City's website and had an option for online public comment.

PRESENT:

Council Members

Cheri Jackson, Mayor
Silvia Catten, District 1
Thom DeSirant, District 2
Nicole Handy, District 3
Bev Uipi, District 4 (electronic, arrived 5:35pm)

City Staff

Mike Winder, City Manager
Elyse Sullivan, City Recorder
John Brems, City Attorney
Kurt Hansen, Facilities Director
Francis Lilly, Assistant City Manager
Lisa Dudley, HR-Finance Director
Rita Lund, Communications Director
Kayla Mayers, Promise Program Director
Brad Sanderson, Current Planning Manager

Attendees: Rick Hansen, Chief Petty-Brown, Mike Wickersham, Joe and Jen Romero, Becky Whitaker, Corinne Moon, Brett Johanson, Ryan Greene, Katie and Erik Olson, Hailey Wolfenbarger, Roan Hardin, Megan Engelen, Glade Sowards

WORK MEETING – 5:00 p.m.

TIME COMMENCED: 5:01 p.m.

Mayor Jackson called the work meeting to order.

Council Member Catten moved to reorder the agenda to item number 2. Council Member DeSirant seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

2. Wallace Foundation Presentation; Kayla Mayers, Promise Program Director

Kayla Mayers provided an update on the regional, "Advancing Opportunities for Adolescents" initiative supported by the Wallace Foundation. She explained that the initiative is part of a broader partnership with Promise Partnership Utah, through which the Millcreek and South Salt Lake region was selected as one of seven communities nationwide to receive funding and support aimed at transforming youth development systems. Mayers reviewed the

initiative's mission and vision, which focuses on ensuring adolescents in Millcreek and South Salt Lake experience belonging, hope, opportunity, and support while creating youth-centered systems that remove barriers and expand access to resources and opportunities.

Mayers noted that the initiative aligns closely with the city's existing goals related to 100% graduation and meeting basic needs. She explained that the Wallace Foundation defines adolescence broadly, ranging from ages 10 to 25, and emphasized the initiative's focus on reframing adolescence as a period of growth, possibility, and exploration rather than risk and vulnerability. She discussed the research-based approach guiding the work, including findings related to adolescent brain development and the importance of supportive relationships, opportunities for skill-building, cultural competency, family and community integration, and meaningful out-of-school-time programs.

She further explained that the initiative is currently in its design phase, during which community partners are gathering input directly from youth through surveys and focus groups, with particular attention given to reaching youth who are furthest from opportunity. Feedback collected during this phase will inform a pilot program planned for the following year to better serve underserved youth populations. Mayers stated that lessons learned from the pilot phase will help establish a long-term regional youth development system intended to continue beyond the Wallace Foundation's direct involvement, which is anticipated through 2031.

Council Member DeSirant asked if more staff would be hired. Mayers explained that there is currently no finalized plan for how funds associated with the Wallace Foundation initiative will ultimately be allocated. She stated that the funding is presently held by Promise Partnership Utah, which distributes funds to participating partners as needed. Mayers emphasized that future funding decisions will be guided by feedback gathered directly from youth through surveys and engagement efforts, noting that youth input is a central priority of the initiative and will help determine where resources are most effectively directed.

Mayers also noted that some initial funding will come to the city to support staff time spent coordinating with regional partners, planning, designing programs, and conducting youth outreach and engagement activities. She added that while future funding opportunities for Millcreek are possible, any decisions regarding how funds are ultimately used within the city would be subject to future consideration and approval by the council. The council asked how much the funding was. Mayers said a little over \$5 million.

3. Quarterly Promise Program Update; Kayla Mayers, Promise Program Director

Kayla Mayers presented the Promise Program quarterly report covering activities and initiatives from February through April. She shared that the Millcreek Interfaith Council has transitioned to a community-led model, with a new chair announced at the most recent meeting. The new structure will allow the group to meet monthly rather than quarterly and focus more directly on initiatives identified by the community. Mayers also reported that the recent community block party was successful, featuring 20 participating organizations, 128 skaters, and an estimated attendance of approximately 200 to 250 residents.

Within the economic well-being focus area, Mayers highlighted continued success of the Ride Millcreek program, which began distributing UTA transit passes in August 2025. She noted increasing participation in the program, including use by Granite Park students living at Bud

Bailey Apartments to travel to school and by families associated with Roosevelt Elementary. She also provided updates on the city's housing navigation efforts, now referred to as the "Community Compass" program, which is expanding to include additional community resources. During the quarter, 14 residents received housing navigation assistance, including two families directly connected to rental assistance funding. She explained that staff are improving follow-up and tracking efforts to better measure successful outcomes for residents seeking housing support.

Mayers also reviewed several education-related initiatives, including a collaboration with Big Brothers Big Sisters at Cottonwood High School that provided a field trip to the University of Utah College of Pharmacy for 16 students. She highlighted ongoing partnerships between schools and the library system, noting that 41 students at Cottonwood High School signed up for library cards, providing greater access to literacy resources and online tutoring services.

In the health and safety focus area, Mayers discussed the work of the Healthy Millcreek Coalition under the Communities That Care framework. Using student health and risk behavior data, the coalition identified three priority areas: increasing parental awareness of the harms of underage drinking, increasing youth awareness of vaping risks, and increasing awareness of the dangers associated with drug use. She noted that awareness and prevention messaging had already been incorporated into recent community events. Mayers also reported on Earth Day field trips held in partnership with the Community Life team, during which 72 youth participated in educational activities related to water conservation and sustainability.

Looking ahead, Mayers outlined several upcoming community events and initiatives planned for May through July, including the Mayor's Star of Excellence event, continued Interfaith Council meetings, the Youth Council end-of-year party, the Spy Hop art showcase, weekly tech classes at Bud Bailey, a community blood drive, a food access walk audit funded through a Get Healthy Utah grant, World Refugee Day support activities, the Produce Pals program, Canyon Rim Day of Service participation, and a summer after-school camp program. She concluded by noting that, despite summer often being viewed as a slower season, numerous community engagement and support activities are planned throughout the coming months.

Council Member DeSirant moved the Unified Fire Authority Quarterly report to the end of the agenda. Council Member Catten seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

4. Planning Matters First Readings:

- a. ZM-26-006, Rezone Request from the Residential (R-1-8) Zone and Residential Mixed (RM) Zone to the Commercial (C) Zone at 1398 E Luck Lane; Brad Sanderson, Current Planning Manager**

Brad Sanderson presented two related first-reading land use applications concerning property located at 1398 East Luck Lane. He explained that the first application involved a proposed rezone of an approximately 0.88-acre parcel currently containing three separate zoning designations, including commercial, RM, and single-family residential zoning. The property currently contains a former residence that has been converted into office space used by Woodhaven counseling center. Sanderson stated that the proposal would

consolidate the parcel into a single commercial zone, noting that the site is situated closer in grade and character to the adjacent commercial properties along Highland Drive, including nearby retail development, than to the lower-elevation single-family neighborhood to the west.

Sanderson noted that, because of the property's proximity to residential neighborhoods, staff recommended a zone condition limiting permitted uses on the site to office-oriented and lower-impact commercial uses, including medical offices, dental offices, general office uses, personal services, financial institutions, and reception or event centers. He explained that the associated text amendment application relates in part to the proposed allowance of reception centers, which are currently permitted only as indoor uses within commercial zones and are not allowed within the existing residential zoning designations on the property.

Sanderson reviewed the surrounding neighborhood context, including the existing tree-lined corridor and grade separation between the commercial corridor and nearby residential areas. Sanderson also summarized the public outreach process, including a neighborhood meeting, open house, and Planning Commission hearing held in April. He reported that the East Mill Creek Community Council submitted a negative recommendation regarding both the rezone and the associated text amendment application, while the Millcreek Community Council requested additional time for consideration of the text amendment and did not express the same level of opposition to the rezone itself.

Sanderson stated that several residents attended the public meetings and expressed concerns regarding both the proposed rezone and the related text amendment, particularly regarding the potential impacts of future commercial and event-related uses near the adjacent single-family neighborhood. He concluded by noting that the item was being presented as a first reading and that no formal action was required at that time, though he offered to answer questions from the council or the public.

Mayor Jackson clarified that the rezone was separate from the request to allow outdoor reception centers to the commercial zone. Sanderson confirmed.

b. ZT-25-006, Adding "Outdoor Reception Center" in the Commercial (C) Zone; Brad Sanderson, Current Planning Manager

Brad Sanderson presented a proposed text amendment affecting all commercial zoning districts citywide. He explained that the amendment would modify existing regulations governing reception and event centers in commercial zones. Under the current code, reception and event centers are permitted only as indoor uses, while outdoor reception uses are prohibited within 300 feet of a residential zoning boundary. Sanderson clarified that the 300-foot setback is measured from any portion of the outdoor venue to the residential zone boundary and noted that the subject property at 1398 East Luck Lane is not deep enough to accommodate an outdoor event space under the current regulations.

Sanderson explained that the applicant's proposal would allow outdoor reception and event centers within commercial zones without a minimum setback from residential zones, provided they function as an accessory use to an established office or retail use. Rather than permitting such uses outright, staff proposed allowing them through a conditional use

process so each application could be evaluated individually by the Planning Commission. He noted that the conditional use framework would allow the city to impose site-specific conditions related to hours of operation, sound and noise levels, lighting, occupancy limits, and other operational impacts that may affect nearby residential areas.

Sanderson further explained that staff developed the proposed language following prior council directions to explore business-friendly approaches that could still address neighborhood compatibility concerns. The proposal also includes updated definitions and operational standards for outdoor event centers, including references to activities such as weddings, receptions, birthday celebrations, and similar gatherings. Sanderson stated that staff considered the current code language to be the preferred approach because the existing 300-foot buffer helps reduce impacts on nearby residential neighborhoods during evenings and weekends, when event activity is typically highest and residents are most likely to be home. He noted that indoor event uses are viewed as less impactful because sound, lighting, and related activity are generally contained within a building.

Sanderson concluded that staff's recommendation was to retain the current code language rather than adopt the proposed amendment, though he emphasized that the council could modify the proposal as desired. He also reminded the council that the amendment would apply broadly across all commercial zones citywide and was not limited solely to the subject property under consideration.

Mayor Jackson asked for public comment. There was none.

5. Community Clean Energy Program Designed by the Utah Renewable Communities Presentation; Mayor Cheri Jackson

Mayor Jackson provided an overview and update regarding the regional Clean Energy Program, noting that Millcreek joined the initiative in 2019 following enabling state legislation. She explained that former Mayor Silvestrini previously served on the program's board of directors, while she served as the alternate and participated on the Program Design Committee. Since Mayor Silvestrini's retirement, Mayor Jackson has served as Millcreek's primary representative on the board, with the city also serving as the program treasurer and Council Member DeSirant serving as the alternate on the Program Design Committee. She noted that the program has been in development for approximately seven years and has involved extensive coordination among participating communities, Rocky Mountain Power, and other stakeholders.

Mayor Jackson explained that the program is intended to provide Utah residents with access to cleaner and more renewable energy sources through Rocky Mountain Power by offsetting participating communities' energy usage with renewable energy generation. The long-term goal is to achieve net 100% renewable or clean energy offsets for participating communities, thereby helping reduce reliance on coal-powered and other less environmentally friendly energy sources while maintaining grid reliability. She clarified that the program does not eliminate traditional energy generation entirely but instead seeks to offset equivalent energy usage through renewable sources added to the grid.

The mayor reviewed the program's history and approval process, including passage of the enabling legislation in 2019, participation by 23 initial communities, and subsequent

execution of governance and utility agreements by 19 participating communities. She stated that the program application was submitted to the Utah Public Service Commission by Rocky Mountain Power, with supporting testimony provided by participating communities, including Millcreek. Mayor Jackson reported that the Public Service Commission approved the program order on March 4, initiating a 90-day deadline for participating communities to adopt ordinances formally joining the program prior to June 2.

Mayor Jackson also outlined current renewable energy participation options available through Rocky Mountain Power, including the Blue Sky program, subscriber solar programs, and private rooftop solar installations. She explained that under the new program, eligible residential customers in participating communities would automatically be enrolled unless they choose to opt out. The initial estimated residential program cost would be approximately \$4 per month, including a small contribution toward a low-income assistance component designed to ensure equitable participation opportunities. Customers participating in certain earlier rooftop solar net-metering programs would be ineligible to participate.

The mayor emphasized that participation remains voluntary because residents and businesses may opt out of the program, noting that there will be an extended opt-out period both before and after the program begins appearing on utility bills. She stated that Rocky Mountain Power will provide mailed notifications to customers and that the city will also conduct extensive public outreach through newsletters, email communications, and social media to ensure residents are informed about the program and their options. Mayor Jackson further explained that non-residential customers would be charged based on energy usage and would likewise retain the ability to opt out.

Mayor Jackson discussed future rate adjustments, explaining that any program rate changes would be subject to review and approval by the Utah Public Service Commission through the same regulatory process used for utility rate changes generally. She noted that the Commission's order indicated there was no evidence suggesting significant future cost increases and that program costs may decrease after the initial years once reserve balances are established. She concluded by reviewing the anticipated timeline for program implementation, including notice periods, billing preparation, and the commencement of the opt-out process.

Council Member Handy asked about changing of property ownership. Mayor Jackson said new customers would be given the same notice and cancellation period. The fee is not meant to be punitive but a deterrent to provide some stability to the program.

Mayor Jackson reviewed the ordinance required for Millcreek to formally participate in the regional Clean Energy Program, explaining that participating communities must adopt the ordinance within 90 days of the Utah Public Service Commission's approval order issued in March, making the deadline June 2. She noted that the ordinance had been developed over several years with assistance from the Utah Renewable Communities and legal counsel, including attorney Phil Russell, a Millcreek resident, with involvement from City Attorney John Brems and representatives from participating communities. Mayor Jackson stated that the ordinance includes background information, legal findings, and participation requirements for each community.

The mayor explained that adoption of the ordinance by the City Council would enroll Millcreek as a participating community, after which eligible Rocky Mountain Power customers within the city would automatically be enrolled in the program unless they choose to opt out. Mayor Jackson noted that Millcreek has already participated financially in the program's development process, including contributions toward agency operations, legal counsel, consultants, and program design work. She added that some residents who strongly supported the initiative contributed funds to help Millcreek participate as an early member community.

Mayor Jackson further explained that the pooled funding from participating communities has supported development costs, including consultants and legal representation during review by the Division of Public Utilities and the Office of Consumer Services. She stated that Millcreek will also reimburse Rocky Mountain Power for the cost of providing required customer notices related to the program, though staff anticipated those costs would remain relatively limited. She clarified that if the city chooses not to opt out its own municipal facilities, the city would participate as a customer and would be billed accordingly for those facilities. However, the ordinance specifies that Millcreek would not be responsible for additional program-related costs beyond those identified.

Mayor Jackson concluded by stating that the ordinance would be scheduled for consideration on the May 26 agenda prior to the June 2 deadline and noted that representatives from the Utah Renewable Communities agency would be available to answer questions during the process.

Council Member DeSirant noted Rocky Mountain Power has publicly said they have no intention of building any clean energy in the next 20 years. Council Member Catten brought up that this was something that residents wanted. Council Member Uipi asked about future fees going up or down based on the percentage of residents staying in the program.

Glade Sowards, Senior Energy & Climate Program Manager for Salt Lake City and alternate board member and head of the Program Design Committee, addressed questions regarding the potential impact of customer opt-outs from the program. He explained that participation projections estimate approximately 80% participation among residential customers, 30% among small and medium-sized businesses, and 5% among large businesses, resulting in a weighted average eligible load of 39.9% across the 19 participating communities. Sowards stated that resource acquisition will be approached incrementally, with initial resources intentionally sized conservatively to allow participation rates to stabilize before additional resources are procured. This strategy is intended to avoid overcommitting resources beyond actual program demand.

Sowards further explained that the program is establishing both administrative and resource reserves upfront to cover several years of anticipated net program costs, creating a financial buffer to protect against participation uncertainty. Before any power purchase agreement takes effect, sufficient reserve funding must be established to ensure the program remains financially stable. He noted that this reserve structure was also referenced in comments from the Public Service Commission, which indicated that program costs may decline over time once reserve targets are achieved and participation levels stabilize.

Sowards added that the company's program application anticipates an initial four-year reserve build-up phase, during which rates would remain at the higher end to establish the required reserves. Following this phase, the program would transition into a maintenance phase where projected rates could decrease significantly and potentially become negative if excess reserves are ultimately returned to customers. Sowards noted that actual outcomes may vary as additional resources are acquired over time, which could extend the reserve build-up period. He explained that the program sought approval for higher initial rates in order to establish reserves early enough to take advantage of federal tax incentives before they expire, thereby helping secure more reasonably priced resources for customers in the long term.

Council Member Uipi asked for clarification regarding the projected participation rates of 80% for residential customers, 30% for small businesses, and 5% for large businesses. Specifically, she inquired whether these projections were intended to apply collectively across all participating cities or as expectations for each individual city. She further questioned whether some cities could potentially bear a disproportionate share of participation responsibility if other cities failed to meet the projected thresholds.

Sowards responded that the participation projections were developed using the combined eligible kilowatt-hour load from all 19 participating communities, each of which has a different customer composition. He explained that some communities are primarily residential, while others include larger industrial customer bases, resulting in varying outcomes when applying the projected participation rates. Sowards noted that, among the seven communities that had already adopted the ordinance, approximately 74% of eligible customers and 69% of projected participating customers had already been achieved.

Sowards emphasized that resource acquisition would be scaled to match actual program participation, with the program initially procuring only a fraction of the resources ultimately needed to achieve net-100 goals. The program intends to monitor participation and rate stabilization through approximately May of the following year, when termination fees are expected to take effect and most customers will likely have finalized their participation decisions. At that point, the program will evaluate whether additional resources are necessary. Sowards also explained that the Utah Renewable Communities (URC) board has established voting safeguards requiring a significant approval threshold if projected program rates increase by more than 10% above initial estimates. This process includes supermajority approval requirements based on both participating community votes and customer load, ensuring participating communities maintain oversight regarding future program cost increases.

Council Member Uipi asked if the program would be opened to additional cities at a future point and if they would come in at a new rate. Sowards said that there was not an option for additional communities to join under state statute. Council Member Uipi asked if residents could opt back in after opting out. Sowards explained that the current program application does not prohibit customers from rejoining the program at a later date after opting out. However, he noted that the Utah Division of Public Utilities, a participating party in the Public Service Commission docket proceedings, raised concerns about the potential for a "perverse incentive" in which customers might choose to join the program later when rates are lower. Sowards stated that while the Commission stopped short of formally prohibiting later enrollment in its final approval, it directed the parties involved in the docket proceedings to

further evaluate the issue and develop potential solutions. He explained that Rocky Mountain Power and the URC communities have been tasked with discussing whether any program or rule changes are necessary to discourage such behavior and, if appropriate, returning to the Commission with proposed modifications for consideration.

Council Member Handy wondered how residents would know that Rocky Mountain Power was following through. Sowards clarified that the URC board maintains an ongoing and active role in the program beyond the initial application process. He explained that while Rocky Mountain Power submitted the application on behalf of the participating communities, the program functions as a partnership between the utility and the URC communities. Sowards stated that the URC board is responsible for voting on whether to proceed with acquiring additional energy resources, noting that several resources have already been selected and are currently in contract negotiations. He emphasized that future resource acquisitions will also require board approval through additional voting processes.

Sowards further explained that URC representatives continue to work closely with Rocky Mountain Power during implementation through bi-weekly meetings focused on resolving operational and administrative details, including billing and customer communication matters. He noted that each participating community has both a voting member and an alternate on the URC board, including Mayor Jackson. Following program implementation, voting power will be scaled according to the kilowatt-hours enrolled in the program. Sowards added that the board will continue addressing governance and operational matters in upcoming meetings to ensure all processes are fully established before transitioning into the next phase of program administration.

Council Member DeSirant asked who owned the clean energy resources. Sowards explained that, under the governing statute, energy resources for the program may either be owned directly by the utility company or by third-party developers. He stated that, for the initial tranche of resources, the program intends to utilize power purchase agreements, under which the developers would retain ownership of the facilities while entering into 25-year contracts to provide energy to the program. Sowards noted that this approach is common within the energy industry and stated that the majority of Rocky Mountain Power's existing solar resources have similarly been procured through power purchase agreement arrangements.

1. Unified Fire Authority Quarterly Report; Chief Jon Wilde

Chief Jon Wilde presented the Unified Fire Authority (UFA) quarterly report for the first quarter of 2026, noting that total incident responses for the quarter were 1,463, a decrease from 1,638 incidents in the fourth quarter of 2025. He highlighted that UFA units achieved an emergency response time of six minutes and 46 seconds or less for 90% of calls, improving upon the previous quarter's response time of six minutes and 51 seconds. Chief Wilde also noted that annual call volumes have steadily increased, with 5,775 calls in 2023, 5,742 calls in 2024, and 6,088 calls in 2025, indicating that the department is likely to remain near or above 6,000 calls annually if current trends continue.

Chief Wilde reviewed the Community Risk Assessment previously presented to the city in February, explaining that the assessment evaluates community-specific risks and service demands in order to guide decisions regarding staffing, station locations, apparatus deployment, and emergency response strategies. He stated that the assessment is based on data

collected from 2022 through 2024 using sources including Salt Lake County records, UFA response data, and geographic mapping software. He noted that Millcreek has approximately \$6.1 billion in protected structural value. The report also indicated that emergency medical service (EMS) calls continue to comprise the majority of UFA responses, though the percentage has slightly declined over recent years, while service calls such as lift assists and smoke detector assistance have increased modestly.

Chief Wilde reported that 73% of emergency responses occurred within seven minutes from the time a 911 call was answered to unit arrival, and 88% occurred within nine minutes. He further stated that UFA personnel exited stations and began responding within two minutes or less on 86% of calls, approaching the department's 90% performance goal. He explained that station design and training efforts continue to focus on reducing turnout times, which are among the few response variables directly under departmental control. Additional information presented included call distribution trends by time of day and day of week, showing consistent activity throughout the day and relatively even call volume across the week. Chief Wilde also reviewed mapping data related to structure fire response coverage, noting that the National Fire Protection Association recommends an effective firefighting force of 17 firefighters on scene within eight minutes. He stated that most areas of Millcreek are well covered within that timeframe, while response times increase in more eastern areas such as Olympus Cove due to distance and terrain.

Chief Wilde also summarized several UFA-wide accomplishments from 2025, including more than 64,000 unit responses, successful DEA audits with no adverse findings related to controlled substance tracking, and extensive community outreach efforts such as station tours and fire safety education. Within Millcreek specifically, 63 documented station tours were conducted during the year. He discussed ongoing initiatives to address emerging operational challenges, including the low-acuity response unit housed at Station 101, which has responded to nearly 400 calls and is being evaluated as a model for expansion to other communities.

Chief Wilde highlighted recent workforce development and leadership training efforts, including a multi-day emergency management simulation exercise conducted through Mission Centered Solutions. He also announced that there will be upcoming free CPR classes, the graduation of seven new firefighter recruits, the enrollment of seven future paramedic students, and the continued success of community outreach events such as the Station 106 pancake breakfast.

Council Member Uipi asked what residents should do when they see fireworks being set off in the restricted areas of Millcreek. Chief Wilde recommended talking to neighbors in advance to educate, but it was a police matter to regulate.

6. Staff Reports

There were no reports.

7. Discussion of Agenda Items, Correspondence, and/or Future Agenda Items

There was none.

Council Member DeSirant moved to adjourn the work meeting at 6:35 p.m. Council Member Catten seconded. Mayor Jackson called for the vote. Council Member Catten

voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

REGULAR MEETING – 7:00 p.m.

TIME COMMENCED: 7:01 p.m.

1. Welcome, Introduction and Preliminary Matters

1.1 Pledge of Allegiance

Mayor Jackson called the meeting to order and led the pledge of allegiance.

1.2 Mayor's Star of Excellence Awards

Mayor Jackson said the award was being given to the top 50 juniors who have the highest GPAs and are students in Granite School District. The mayor and council recognized and congratulated the students for their excellence in academic achievement. The mayor presented the Mayor's Star of Excellence awards to the following students: Lucy Adler, Mia Anderson, Benjamin Ball, Kate Barnhisel, Rebecca Bauman, Daphne Billeter, Isabel Bruin, Ella Buchanan, Kaia Burr, Natalie Colton, Ruby Corey, Marco DalCanto, Nora Edwards, Ella Engelen, Cole Gale, Samuel Grant, Eleanore Greene, Molly Hanks, Roan Hardin, Hiro Inouye, Vin Jansen, Megan Johanson, Symon Kim, Amelia Kirkham, Eric Larsen, Angie Liu, Vivienne Martin, Adelaide Mott, Elizabeth Norton, Audrey Olson, George Pehrson, Paige Proctor, George Puglsey, James Schwartz, Kai'nalū Siu, Zachary Smith, Sofia Stahle, Thomas Sunderland, William Towers, Andrea Vallejos, Abram Wilson, Sophie Winterton, Walker Wolfenbarger, Forest Young, Victor Young, and Sarah Zhang.

1.3 Public Comment

Joe Romero, Aurora Circle, addressed the Council regarding proposed changes to Title 18 related to lot and parcel coverage regulations. He stated that he had been working collaboratively with city staff over several months to discuss the issue through ongoing dialogue and correspondence aimed at understanding the various perspectives involved. He expressed support for a forthcoming Title 18 text amendment anticipated to be presented stating that the proposed revisions would better align with industry standards and guidance from the American Planning Association. Romero noted that the changes would provide Millcreek property owners with greater flexibility to make modest additions to their homes in a manner consistent with common practices throughout other communities. He encouraged the council to support the proposed amendment following Planning Commission review and expressed hope that the proposal would ultimately be adopted through ordinance.

Andrei Tarrasov appreciated the Millcreek Newsletter but noted it lacked contact information for the editor.

Laura Renshaw, Manager of the Millcreek Library, expressed appreciation for the city's academic excellence awards, noting that many of the students and families recognized are frequent library patrons. She commented on the strong connection she observes between library use and academic achievement. Renshaw shared that the library has implemented informal "study breaks" for teens, during which staff provide treat bags to students

observed studying at the library. She noted that many students regularly utilize the library's study rooms, dry erase boards, and collaborative spaces for group projects and academic work. Renshaw also highlighted a new library scavenger hunt program centered around locating hidden ducks throughout the library. She explained that the program includes both an easy and a more advanced version designed for teens, adults, and ambitious younger participants. The advanced challenge requires participants to locate ten hidden ducks over a three-month period, encouraging repeat visits and teamwork. Participants who complete the challenge receive a rubber duck prize and entry into an additional prize drawing. She noted that scavenger hunts have been highly requested by patrons and that the program has been well received. Renshaw discussed ongoing collaboration with Elise Summers from the Business Council and Mike Winder regarding outreach to new residents. She stated that the library hopes to assist in distributing informational packets to individuals who are new to the community, further strengthening partnerships between the library and the city.

2. Financial Matters

2.1 Public Hearing to Consider Amending the Fiscal Year 2025-2026 General Fund Budget

Lisa Dudley presented the fourth General Fund budget amendment for the fiscal year, noting that adjustments were primarily based on year-to-date actual revenues and expenditures. She explained that revenue amendments included interdepartmental administrative fees tied to community reinvestment area budgets, updated property tax and tax increment settlements for 2025, interest income adjustments based on actuals, and recognition of private grants and contributions received for Community Life programs. She emphasized the importance of aligning budgeted transfers with actual year-end activity to maintain compliance and ensure sufficient fund balance levels.

Dudley reported an additional transfer from the General Fund to the Capital Improvement Program (CIP) to support Millcreek Common Phase Two funding commitments. She noted that departmental expenditure amendments were largely routine, including adjustments within facilities for building and grounds maintenance due to flood-related repairs, with insurance reimbursements accounted for separately from expenditures. She also identified funding adjustments for professional services, including the Arts Master Plan and the Roosevelt Village study, to ensure sufficient budget authority for those planning efforts. Additional amendments consisted primarily of internal reclassifications within departments with no net impact to the overall budget, reflecting minor adjustments to align expenditures with available appropriations.

Dudley further described updates to CRA funds based on actual tax increment receipts, noting that budgeted amounts are initially based on prior-year figures until final county valuations are received. She outlined adjustments across multiple project areas, including Millcreek Center, West Millcreek, Woodland Avenue, Olympus Hills (which has not yet generated increment), and Med Tech (which began generating increment in 2025). She also explained the consolidation of CRA housing allocations into an aggregate housing fund to clearly reflect available resources for housing purposes. Finally, she noted minor adjustments in the Community Foundation fund based on actual sponsorship revenues supporting recreation programs, with corresponding transfers used to offset general fund personnel and operational costs. Dudley indicated that similar CRA and Foundation

presentations would be repeated in subsequent meetings due to their interrelated structure with the General Fund and CIP.

Council Member DeSirant moved to open the public hearing. Council Member Handy seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

There were no comments.

Council Member DeSirant moved to close the public hearing. Council Member Catten seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

2.2 Discussion and Consideration of Ordinance 26-21, Amending the 2025-26 Fiscal Year Budget

Council Member DeSirant moved to approve Ordinance 26-21, Amending the 2025-26 Fiscal Year Budget. Council Member Handy seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

2.3 Discussion and Consideration of Resolution 26-12, Acknowledging Receipt of the Tentative Budget on May 11, 2026; and Tentatively Adopting the Tentative Budget Pursuant to the Requirements of Utah Code Ann. § 10-6-111 for the Fiscal Year Beginning July 1, 2026, and Ending June 30, 2027

Lisa Dudley presented the tentative budget and outlined required procedural actions under state law, noting that the City Council must formally establish the date, time, and place for the public hearing on the budget at the meeting in which the tentative budget is adopted. She stated that the public hearing is currently scheduled for the June 8 City Council meeting, with final adoption of the certified tax rate and budget scheduled for June 22, in accordance with statutory deadlines, though both dates may be adjusted by the Council as needed.

Dudley explained that the proposed budget remains essentially flat compared to the current fiscal year, with a total variance of less than \$83,000. She highlighted the revised general fund revenue summary format, which categorizes revenues by their intended use, including public safety, roads, and general operations. She noted that property taxes, sales and use taxes, franchise fees, and liquor tax revenues are primarily allocated to law enforcement and public safety functions, while other revenues support additional public safety services such as building inspections, code enforcement, and animal control. She also described designated transportation-related revenues, including county option sales taxes, transit and highway taxes, encroachment permit fees, and state grant funding associated with HB 244, which supports debt service for previously issued road-related bonds.

Dudley further reviewed the expenditure summary, noting that the total proposed budget for the upcoming fiscal year is approximately \$43 million, with Public Safety comprising the largest share at approximately \$15.7 million. She indicated that the updated presentation allows for clearer alignment between revenues and expenditures by functional category.

She also summarized the CIP budget, including separate funds established for Phase Two projects, Millcreek Common East and North, and park impact fees, to ensure clear tracking of funding sources and avoid duplication of allocated resources. Dudley reviewed the multi-year capital plan, which spans three to five years and includes roadway, sidewalk, traffic calming, facility, parking structure, and equipment projects, as well as stormwater infrastructure investments. She emphasized that the five-year plan is a flexible planning tool that evolves annually based on council priorities, funding availability, and project feasibility, and does not represent fixed commitments. She noted that project timing and scope, such as preliminary funding allocations for conceptual design work, may change as priorities are refined through future budget cycles and governing body direction.

Council Member DeSirant moved to approve Resolution 26-12, Acknowledging Receipt of the Tentative Budget on May 11, 2026; and Tentatively Adopting the Tentative Budget Pursuant to the Requirements of Utah Code Ann. § 10-6-111 for the Fiscal Year Beginning July 1, 2026, and Ending June 30, 2027. Council Member Handy seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

The Council indicated that June 8th would work for the budgetary public hearings and June 22nd for the final adoption of the budget.

2.4 Presentation of the Millcreek Municipal Fee Schedule and 5 Year Capital Plan

Lisa Dudley noted that the city's fee schedule is included at the end of the budget book she provided to the council beginning on page 65. She explained that staff works with department heads to compile and incorporate any proposed updates, which are presented for council consideration and highlighted in red within the document. Dudley pointed out that a few minor changes are reflected on page 69. She further stated that the fee schedule is typically brought forward alongside budget amendments when necessary; however, no fee schedule revisions were included with the current budget amendment. She concluded by noting that the current version of the fee schedule included in the budget book represents the most up-to-date information available for the upcoming fiscal year.

Council Member Catten moved to reorder the agenda and move item 3.6 which is amending Title 13 code ahead of 3.1. Council Member DeSirant seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

3. Business Matters

3.6 Discussion and Consideration of Ordinance 26-18, Amending Title 13 of the Millcreek Code of Ordinances Prohibiting Motor Vehicles on Trails

John Brems said the ordinance would make it unlawful to operate street legal e-motorcycles on parks, trails, or sidewalks, and illegal to operate them on the highway if they are not street legal. Also, if a minor commits a violation, then the parents or legal guardians are jointly liable. The fine is \$300 and possible forfeiture of the bike.

Sergeant Allen, UPD, explained that the proposed ordinance update is intended to align city code with new state legislation that became effective May 6, 2026, addressing the rapidly evolving classification of electric bicycles and electric motorcycles. He noted that a variety of new electric vehicle types and brands have entered the market quickly, creating enforcement challenges due to previously unclear or outdated statutory definitions. Sgt. Allen stated that recent state law changes now provide clearer classifications, and the city's ordinance is being updated accordingly to improve consistency and enforceability. He further explained that prior versions of the ordinance created confusion among officers regarding how to classify and enforce violations related to different types of electric vehicles, including determining which vehicles were legal and which were not. The updated ordinance is intended to clarify definitions and enforcement standards so that officers can more easily and consistently apply the law in the field.

Mayor Jackson noted there has been damage to parks due to the e-motorcycles.

Council Member DeSirant moved to approve Ordinance 26-18, Amending Title 13 of the Millcreek Code of Ordinances Prohibiting Motor Vehicles on Trails. Council Member Catten seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

3.1 Public Hearing to Consider a Nonmonetary Contribution of Discounted Room Rentals for Various Entities

Mike Winder noted that two numerical corrections are required within the ordinance and that the associated attachment has been significantly revised and provided to the Council. He explained that state law permits municipalities to offer discounted facility rentals for specified purposes, provided those purposes are formally identified by the governing body and that total discounts do not exceed one percent of the city's prior fiscal year budget. He stated that the proposed framework is consistent with current city practice and outlined the categories of facility rental discounts included in the ordinance.

Winder reported that nonprofit organizations recognized under IRS 501(c) status would continue to receive a 50% discount, subject to verification requirements and payment by the qualifying nonprofit entity. He further described a category of governmental and community partner organizations, including professional associations and civic groups, which receive a 100% discount when hosting meetings or events in city facilities. He also noted that "Gold Venture Out" sponsors receive a 50% rental discount as part of their sponsorship benefits, and that trade partners, such as Open Sky, receive venue credits as part of negotiated agreements, though such credits may not always be fully utilized.

Winder additionally clarified the distinction between exclusive facility rentals, such as full Plaza buyouts, and non-exclusive community events, which are open to the public and subject to different fee structures. He noted that non-exclusive community partner events generate revenue rather than constituting discounts. Winder reported that total facility rental discounts for the prior year amounted to approximately \$420,050, which remains within the statutory cap of one percent of the City's approximately \$43 million general fund budget, or about \$429,000.

Winder concluded by stating that the ordinance revisions include correcting the budget reference to the proper general fund amount and ensuring the calculated statutory cap aligns with state law. He emphasized that the city is operating near the allowable threshold while maintaining extensive community partnerships and facility use programs, and that the proposed changes ensure compliance and clarity in administration of facility rental discounts.

Council Member DeSirant moved to open the public hearing. Council Member Catten seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

There were no comments.

Council Member DeSirant moved to close the public hearing. Council Member Catten seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

3.2 Discussion and Consideration of Ordinance 26-24, Appropriating a Nonmonetary Contribution of Discounted Room Rentals for Various Entities

Council Member Catten moved to approve Ordinance 26-24, Appropriating a Nonmonetary Contribution of Discounted Room Rentals for Various Entities, including changes in the ordinance that the municipality's budget for the 2025-26 fiscal year is \$43 million and also that non-monetary contributions are not expected to exceed \$429,999 which is less than 1% city's budget, and the new exhibit. Council Member Handy seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

3.3 Discussion and Consideration of Ordinance 26-22, Amending and Restating Title 14 Chapter 58 of the Millcreek Code of Ordinances with Respect to Special Events

John Brems rewrote the special events code to include specific categories and clarified that a permit was needed to consumer beer and alcohol in Canyon Rim Park.

Council Member DeSirant moved to approve Ordinance 26-22, Amending and Restating Title 14 Chapter 58 of the Millcreek Code of Ordinances with Respect to Special Events.

Council Member Handy seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

3.4 Discussion and Consideration of Ordinance 26-23, Adding Title 14 Chapter 59 to the Millcreek Code of Ordinances with Respect to Millcreek Common and City Offices

John Brems explained that the proposed ordinance establishes clear parameters for the use of city offices. Under the ordinance, it is unlawful to use or operate in these spaces without an approved rental agreement. He noted that such agreements may be authorized by the city manager, assistant city manager, city events director, or city events manager. Brems added that he has already prepared a standard agreement form, so applicants will simply need to complete the form as part of the rental process.

Council Member Uipi asked if renters are given rental expectations. Brems said they are in the application.

Council Member Handy moved to approve Ordinance 26-23, Adding Title 14 Chapter 59 to the Millcreek Code of Ordinances with Respect to Millcreek Common and City Offices. Council Member DeSirant seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

3.5 Discussion and Consideration of Resolution 26-11, Approving an Interlocal Cooperative Agreement with Salt Lake County for Projects Along the Jordan River Trail in Millcreek

Mike Winder reported that Millcreek has successfully secured multiple grants, aided by the work of grant writer Kristofer Land and strong partnerships with county and state agencies. He noted that funding from the Utah Division of Forestry, Fire and State Lands has supported improvements at Millcreek's Jordan River Trailhead, including the installation of restrooms in a prior year and the recent addition of "adventure play" features. Winder explained that the proposed interlocal agreement with Salt Lake County formalizes the arrangement under which the city passes both the grant funds and the required local match to the county, which then constructs the improvements on county-owned property and assumes ownership and ongoing maintenance. He stated that this agreement is consistent with previous interlocal arrangements for the Jordan River Trailhead, where Millcreek secures funding and residents benefit from the amenities while the county maintains the facilities.

Council Member Catten moved to approve Resolution 26-11, Approving an Interlocal Cooperative Agreement with Salt Lake County for Projects Along the Jordan River Trail in Millcreek. Council Member Handy seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

4. Reports

4.1 Mayor's Report

Mayor Jackson reported that the city held its third Transportation Utility Fee open house, noting that attendance was higher than at the prior two sessions combined. She expressed appreciation for the strong turnout, while observing that a delay in the city newsletter was disappointing, and invited residents with questions or feedback on the fee to contact the city as staff and council continue to research and evaluate the proposal. She also described recent ride-alongs with all three Millcreek fire stations, including time with the low-acuity unit highlighted by Chief Wilde, and commended Fire Chief Burchett and the department for creatively deploying that unit to handle appropriate medical calls without deploying a full fire engine, thereby maintaining service levels while helping control costs. In addition, she reported that she and Council Member Catten attended a recent UFA pancake breakfast, which was a positive family event, though she noted they would like to see greater Millcreek participation. The mayor announced that former Mayor Silvestrini launched his "Civics 101" series at City Hall, with weekly Thursday evening classes designed to educate residents about local, county, and state government and how to engage effectively; she emphasized that each session is stand-alone, so residents may attend even if they missed the first class. Mayor Jackson further highlighted the well-attended Millcreek Promise Block Party, which showcased after-school program participants and helped connect families with Promise services. She reported that work has begun on the city's Arts Master Plan in partnership with Union Creative, with the goal of more intentionally integrating arts into the community's identity and noted that scaffolding has been erected on the adjacent western building in preparation for a new mural expected to be completed by the end of the month.

Mayor Jackson reported on several community initiatives. She clarified that the newly announced Citizens Assembly is not a new city community council, but a one-time, issue-focused body of randomly selected residents drawn from volunteers through a lottery-style process. The inaugural topic will be civility in local government, public interactions, and campaigns, with the goal of fostering constructive dialogue and addressing rising polarization, an effort being undertaken in partnership with the group UniFi and led locally by Millcreek resident John Kessler; she noted this may be the first such citizens assembly in the United States. The mayor also announced that the "Rock Your Block" mini-grant program is now accepting applications through May 29 for small neighborhood improvement projects, such as beautification efforts or minor infrastructure enhancements, and reminded councilmembers to identify a representative from each district to serve on the grant review board, which will meet in early June. Finally, she described the city's first Millcreek City Preparedness Council meeting, organized by Emergency Manager Chris Catalano and attended by representatives from UFA, UPD, Salt Lake County Emergency Management, the U.S. Forest Service, Millcreek Promise, city communications, and city finance, among others. She stated that the council will meet a few times per year to clarify roles, strengthen interagency relationships, and ensure effective coordination and communication in the event of a major disaster.

4.2 City Council Member Reports

Council Member Uipi announced her "Close to Home Conversation" would be held May 19. Council Member Handy reported she attended the Canyon Rim Citizens Association meeting. Council Member DeSirant noted he attended two events wherein former mayor

Jeff Silvestrini was recognized. Council Member Catten reported she attended the Millcreek Community Council meeting.

5.3 Staff Reports

Francis Lilly informed the council that staff will be bringing forward a set of zoning code amendments, including a proposed change to how lot and parcel coverage is calculated in single-family, two-family, and agricultural (R-1, R-2, and A-zone) neighborhoods. He reviewed the history of Millcreek’s “belt and suspenders” approach, adopted around 2008–2009, which added lot coverage limits, building height controls, and building envelope standards to traditional setback requirements in order to manage house size and neighborhood character on lots of varying sizes. Currently, lot and parcel coverage is measured by everything under a roof (principal and accessory buildings), excluding uncovered features such as driveways, sidewalks, and open patios or decks. Lilly explained that, while some Utah cities also measure by roof area, many jurisdictions use building footprint, and Millcreek already more precisely regulates roof elements (such as eave projections and building envelopes). Staff therefore recommends a technical but minor change to calculate lot and parcel coverage using the total area of building footprints (measured at the exterior walls or, for covered porches, at the base of supporting columns) divided by the total lot area. He noted that this approach better reflects functional concerns such as permeability, green space, air and light, and stormwater management, while still addressing aesthetic and massing issues. The change would modestly assist applicants—such as the resident who raised this issue—in designing small additions that fit within the standards, though it may slightly increase the cost and complexity of neighborhood compatibility analyses for modifications. Lilly stated that, notwithstanding those tradeoffs, staff supports the amendment and anticipates bringing an ordinance to the council on May 26, following a Planning Commission recommendation expected on May 20.

5. New Items for Subsequent Consideration

There was none.

6. Calendar of Upcoming Meetings

- Historic Preservation Commission Mtg., 5/14/26, 6:00 p.m.
- Planning Commission Mtg., 5/20/26, 5:00 p.m.
- City Council Mtg. 5/26/26 7:00 p.m. TUESDAY

ADJOURNED: Council Member DeSirant moved to adjourn the meeting at 8:49 p.m. Council Member Catten seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

APPROVED: _____ Date
Cheri Jackson, Mayor

Attest: _____
Elyse Sullivan, City Recorder