

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
April 23, 2015

PRESENT: Michael Johnson, Michael Callahan, Julianne Duffin, Mark Williams, Ryan Zollinger, Cindy Cummings, Stephanie Eggleston, Tara Hobbs, Harry Meadows, Gary Larsen, Bob Fotheringham, Craig W. Buttars, Jake Young, James Thatcher, Peter Whelan, Shane Reed, Zan Murray, Chris and Crystal Jensen, Tori Nyman, Alec Johnson, Gabriel Whelan, Chris Slater, Trey Hustad, Samuel Whelan, Ronan Melani, Stratford Simmons, Quint Casperson, and Kai Casperson.

Minutes taken by Secretary Stephanie Eggleston. Due to a malfunction in the recording, there is no audio available from the meeting.

Call to Order/Roll Call

Mayor Michael Johnson welcomed everyone to the Council Meeting calling the meeting to order at 7 p.m. The roll call indicated Mayor Michael Johnson and Councilmembers Michael Callahan, Cindy Cummings, Julianne Duffin, Mark Williams, and Ryan Zollinger were in attendance. Recorder Rose Mary Jones was excused; also Treasurer Tara Hobbs and Secretary Stephanie Eggleston were present.

Opening Remarks/Pledge of Allegiance

Councilmember Ryan Zollinger welcomed everyone to the meeting, including Cub Scout Troop #305 from Millville. Troop #305 led those present in the Pledge of Allegiance.

Approval of agenda and time allocations

The agenda for the City Council Meeting of April 23, 2015 was reviewed. **Councilmember Julianne Duffin moved to approve the agenda with a request to add a report from the Youth Councilmember, Tori Nyman, as the first action item.** Councilmember Mark Williams seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. (A copy of the agenda is included as Attachment “A”.)

Approval of minutes of the previous meeting

The Council reviewed the minutes of the City Council Meeting held April 9, 2015.

Councilmember Mark Williams moved to approve the minutes for April 9, 2015.

Councilmember Michael Callahan seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. (A copy of the draft minutes is included as Attachment “B”.)

Youth Council Report

Youth Councilmember Tori Nyman reported the Youth Council attended a Youth Conference in March. There were three motivational speakers who were very inspiring. The theme of the

conference was about Soul and Service. In April, the Youth Council helped with the city Easter Celebration which was a success. In May, the Youth Council will have an End of the Year party. In June, the Youth Council will be helping with the City Celebration for Millville Days.

Report on Planning Commission Meeting held April 16, 2015

Councilmember Zollinger asked Harry Meadows what the memorandum stated for Mond-Aire estates. Harry Meadows said it was an outline showing all previous issues that had been addressed and an approved final checklist. The Planning Commission feels comfortable moving forward with Mond-Aire Heights Subdivision. (A copy of the draft Planning Commission minutes is included as Attachment "C".)

Information regarding Cache Valley Transit District

Tricia Cronin handed out a Cache Valley Transit District 2014 Performance Packet. This report shows ridership numbers and other statistics for the year. Ms. Cronin did not have time to answer questions but did notify the council of upcoming meetings; at which time the councilmembers in attendance could ask questions and give input. There will be discussion on the "Faire Free" issue. The meetings are scheduled for May 27th and June 24th at 5:45 p.m. at BATC room 40. (A copy of the information provided is included as Attachment "D".)

Request for a business license for Little Explorers Academy Preschool – 370 North 300 East

Crystal Jensen asked for a business license for a preschool. She stated there would be a limited number of students attending. She does not think there will be a problem with traffic, as far as picking children up and dropping them off. There were no questions from the councilmembers.

Councilmember Ryan Zollinger moved to approve the request for a business license for Little Explorers Academy Preschool. Councilmember Cindy Cummings seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. (A copy of the business license application is included as Attachment "E".)

Cache County Water Master Plan/Consideration to Create a Water Conservancy District

Bob Fotheringham handed out a brochure titled "Cache County Water Master Plan". He said water conservation and water protection are two additional needs facing Cache Valley. He presented a map of the Bear River Allocation. He also presented a map of Preliminary Possible Water Projects. He discussed cost and possible start dates. He noted the possible increase in county population in the future.

Craig Buttars explained the importance of creating a Water Conservancy District by pointing out three key reasons: 1. secure our Bear River allocation; 2. promote water conservation; and 3. safeguard adequate amounts of water for the future.

Bob Fotheringham emphasized the importance of forming a district to protect current water rights. He spoke about some concerns such as, what a Water District will and will not do. He asked if there are any questions.

Mayor Johnson asked if the Water District has tax authority. Mr. King said there is a limit but yes, it has tax authority.

Bob Fotheringham continued, reemphasizing the value of water and the cost to protect it. He gave some examples of communities investing in Water Districts. He pointed out the state is requiring a district in order to participate in decision making. A district gives the community more power and authority. The Water District may be brought about by two different means. The brochure explains both processes – by Resolution or by Petition.

Harry Meadows asked how many people are on the board. Bob Fotheringham said there are up to eleven members on the board. All members must be elected or appointed.

Councilmember Callahan asked if the city would be able to sell or lease water rights after the Water District is formed. Bob Fotheringham said there are many different possibilities to choose from within a Water District. Councilmember Callahan said this will be good for the future.

Mayor Johnson asked if there are any other questions. There were none.

Councilmember Callahan requested the Cache County Water Master Plan booklet be put on the next meeting's agenda as a discussion item. (A copy of this information will be on file at the City Office.)

Councilmember Julianne Duffin moved to return to item 5.D. Request for a business license for G & E Wholesales Produce in the Zollinger Complex. Councilmember Cummings seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

Request for a business license for G & E Wholesales Produce in the Zollinger Complex – 1000 North 1000 West – Building 28, Suite 108

Jose is a partner with Lazaro Guerra representing G & E Wholesales Produce. Harry Meadows asked Jose if he would be processing the produce. Jose said yes. Harry Meadows gave Jose the state paperwork necessary for the Department of Agriculture requirements. Jose states they will not be selling to the public but wholesale distribution only.

Councilmember Michael Callahan moved to approve the request for a business license for G & E Wholesales Produce in the Zollinger Complex. Councilmember Cummings seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. (A copy of the business license application is included as Attachment "F".)

Proposal on Form-Based Code

Jake Young gave councilmembers a handout titled Millville City – Commercial Design Ordinance. He pointed out examples of recently constructed buildings in downtown Logan. He discussed the question of whether Millville could support a Commercial Center. He noted examples in North Logan City and explained the development process.

Councilmember Zollinger asked what kind of time line the city is looking at for plans. Mr. Young said approximately four months.

Councilmember Lance Zollinger moved to put the Proposal on Form-Based Code on the next agenda as a discussion item. Councilmember Duffin seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. (A copy of the information is included as Attachment “G”.)

Interlocal Agreement with Cache County School District/Conditional Use Permit

Zan Murray explained three specific additional exhibits to the agreement; 1. Plans, 2. Roadway Corridor Study and 3. Manual Design and Construction Standards. He discussed the changes of responsibilities to be borne by the district. There was also discussion on the differences there may be between the original agreement and the cost of the new add-ons from the city. Councilmembers would like to see a balance between the costs that have been reduced by the city and the cost of the add-ons requested by the city.

Exhibit D titled Project Improvement Costs was explained and discussed. The exhibit shows the upgraded costs from section 5.b. of the Interlocal Agreement.

Councilmember Zollinger requested the school district be responsible for road improvements to 550 North Main. He added that it may not need to be improved right now but most likely at sometime in the future. If the CCCOG money doesn’t come through, the school district should be held responsible for the road improvement.

Zan Murray will get a revised copy of the Interlocal Agreement to the county as soon as possible. He will be available to meet with the council again the week of May 11th for final approval. (A copy of the information reviewed is included as Attachment “H”.)

Quarterly Financial Report for 3rd Quarter 2015

Treasurer Tara Hobbs reviewed with the councilmembers the Profit & Loss Budget vs. Actual from July 2014 through March 2015. (A copy of the report is included as Attachment “I”.)

Bills to be paid

The bills were presented. They are as follows:

Mike Johnson	50.00	Water
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BILLS (Continued)--

Tara Hobbs	41.20	Water
Julianne Duffin	22.09	Easter
Cindy Cummings	790.58	General
Olson and Hoggan	285.00	Legal
Tex-Net Inc.	960.44	Road
Millville City Corporation	3,764.26	General/Park
Questar	103.62	Park/Building
Maverik	193.35	Water
Utah Geological Survey	659.88	Water
Utah Water Users Association	100.00	Water
Century Link	176.83	Water
Bear River Health Department	40.00	Water
Ecosystems Research	184.00	Water
Riverside Carwash	27.67	Stormwater
Jones Simkins	77.80	General/Water
Rocky Mountain Power	1,157.57	Street Lights
Utah Local Governments Trust	248.55	Insurance
Cache Valley Bank	50.00	General
Salary Register	8,977.26	

Councilmember Mark Williams moved to pay the bills. Councilmember Cummings seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

City Reports

Roads/Sidewalks:

Gary Larsen stated there has been progress made on the bridge. The trees that were marked have been removed. The storm drain is a go.

City Parks:

Gary Larsen said the city parks signs are ready to be picked up. The splash pad is scheduled to open Memorial Day Weekend.

Culinary Water System:

Gary Larsen said the ASR project is in the monitoring stage. The stormwater fair is next Tuesday and Wednesday at the Cache County Fair Grounds.

Gary Larsen gave a demonstration using the white board to show what might happen if the city water is contaminated.

Discussion item 6.B. Review of Ordinance for Private Roads will be postponed until the next council meeting.

Councilmember Reports

Councilmember Julianne Duffin said the Mini-Miss Millville pageant was a complete success. Everything went exceptionally well.

She also stated the school district has narrowed down the choices for the name, color, and mascot for the new high school.

Councilmember Callahan said the Mond-Aire Estates is getting close to final approval.

Gary Larsen said Millville City has been helping Nibley City by giving them clean drinking water if needed.

(A copy of the Councilmember Reports is included as Attachment “J”.)

Other items for Future Agendas

Zan Murray requested the Millville City Sewer Master Plan be put on the May 14th meeting agenda as a discussion item.

The Mayor added he has requested a 3% increase in wages for city employees. He has also requested an increase for the councilmembers and mayor. He asked the councilmembers to let him know if this needed to be a discussion item for the next meeting’s agenda.

Adjournment

Councilmember Cindy Cummings moved to adjourn. Councilmember Julianne Duffin seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. The meeting adjourned at 10 p.m.

ATTACHMENT "A"

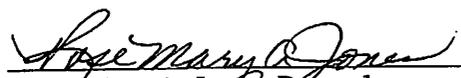
NOTICE AND AGENDA

Notice is hereby given that the Millville City Council will hold their regularly scheduled council meeting on Thursday, April 23, 2015, at the Millville City Office, 510 East 300 South in Millville, Utah, which meeting shall begin promptly at 7 p.m. (Please note the time given to each agenda item is an approximate time.)

1. Call to Order / Roll Call – Mayor Michael Johnson.
2. Opening Remarks / Pledge of Allegiance – Councilmember Ryan Zollinger.
3. Approval of agenda and time allocation.
4. Approval of minutes of the previous meeting – April 9, 2015.
5. Action Items—
 - A. Report on P & Z Meeting held April 16, 2015—Development Coordinator Harry Meadows—7:03 p.m.
 - B. Information regarding Cache Valley Transit District – Tricia Cronin – 7:05 p.m.
 - C. Request for a business license for Little Explorers Academy Preschool – 370 North 300 East - Crystal Jensen – 7:10 p.m.
 - D. Request for a business license for G & E Wholesales Produce in the Zollinger Complex – 1000 North 1000 West – Building 28, Suite 108 – Lazaro Guerra – 7:13 p.m.
 - E. Cache County Water Master Plan / Consideration to Create a Water Conservancy District – Josh King – 7:15 p.m.
 - F. Proposal on Form-Based Code – Jake Young – 7:30 p.m.
 - G. Interlocal Agreement with Cache County School District/Conditional Use Permit – Mayor Michael Johnson / Councilmember Julianne Duffin – 7:45 p.m.
 - H. Quarterly Financial Report for 3rd Quarter 2015 – Treasurer Tara Hobbs – 8 p.m.
 - I. Bills to be paid.
6. Discussion Items—
 - A. City Reports.
 1. Roads/Sidewalks – Superintendent Gary Larsen.
 2. City Parks – Superintendent Larsen.
 3. Culinary Water System – Superintendent Larsen.
 - B. Review of Ordinance for Private Roads – Development Coordinator Harry Meadows.
 - C. Councilmember Reports.
 - D. Other items for Future Agendas.
7. Adjournment.

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Rose Mary Jones at (435)752-8943 at least three working days prior to the meeting.

Notice was posted on April 20, 2015, a date not less than 24 hours prior to the date and time of the meeting and remained so posted until after said meeting. A copy of the agenda was sent electronically to the Utah Public Meeting Notices website (<http://www.utah.gov/pmn/index.html>) on April 20, 2015.


Rose Mary A. Jones, Recorder

ATTACHMENT "B"

MILLVILLE CITY COUNCIL MEETING
City Hall - 510 East 300 South - Millville, Utah
April 9, 2015

PRESENT: Michael Johnson, Michael Callahan, Julianne Duffin, Mark Williams, Rose Mary Jones, Tara Hobbs, Harry Meadows, Gary Larsen, Bob Bates, Amy Eskelsen, Christian Wilson, Frank Smith, Chad Jensen

Call to Order/Roll Call

Mayor Michael Johnson welcomed everyone to the Council Meeting calling the meeting to order at 7:02 p.m. The roll call indicated Mayor Michael Johnson and Councilmembers Michael Callahan, Julianne Duffin, and Mark Williams were in attendance with Councilmembers Cindy Cummings and Ryan Zollinger excused; also Treasurer Tara Hobbs and Recorder Rose Mary Jones were present.

Opening Remarks/Pledge of Allegiance

Mayor Johnson invited all to join him as he led those present in the pledge of allegiance.

Approval of agenda and time allocations

The agenda for the City Council Meeting of April 9, 2015 was reviewed. **Councilmember Callahan moved to approve the agenda as published.** Councilmember Duffin seconded. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused. (A copy of the agenda is included at Attachment "A".)

Approval of minutes of the previous meeting

The Council reviewed the minutes of the City Council Meeting held March 26, 2015.

Councilmember Duffin moved to approve the minutes for March 26, 2015.

Councilmember Callahan seconded. There was a clerical correction made to the minutes. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger being excused. (A copy of the minutes is included as Attachment "B".)

Report on Planning Commission Meeting held April 2, 2015

Commissioner Jim Hart was unable to attend the Council Meeting to report on the Planning Commission Meeting held April 2, 2015. The Council reviewed the minutes as drafted. (A copy of the minutes is included as Attachment "C".) The Council had no questions on the minutes.

Consideration of a Business License – For The Dog LLC

Amy Eskelsen requested a business license for a business named For The Dog LLC at 35 East 300 South. As this business was working with dogs, there was a question raised about the dogs barking and whether this would be a concern for the neighbors. Ms. Eskelsen explained the dogs would be on a leash and the owners would be present with their dogs. She would have her dogs confined inside her home during the trainings. This is an obedience class to help individuals teach their dogs and to help them become better animal owners.

Councilmember Williams moved to approve the business license for For The Dog LLC. Councilmember Duffin seconded. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused. (A copy of the business license application is included with the minutes as Attachment “D”.)

Consideration of Rezone Request on Parcels 03-037-0019, 03-037-0020, and 03-037-0055 from Open Space to Residential-1 / City Zoning Map Update

Mayor Johnson indicated this agenda item was for consideration to rezone parcels 03-037-0019, 03-037-0020, and 03-037-0055 from Open Space to Residential-1 and to update the City Zoning Map. As required by law, the time allotment for concerns to the request following the public hearing had expired and nothing was submitted within the ten days as specified.

Councilmember Duffin moved to adopt Ordinance 2015-[2] – Martha Balph Property Rezone with the property parcels listed and also to update the zoning map.

Councilmember Williams seconded. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused. (A copy of the ordinance and zoning map as revised is included with the minutes as Attachment “E”.)

Report from Cache County Sheriff’s Office

Sheriff Chad Jensen introduced himself to the Council reviewing with them his service with law enforcement over the past several years. As the newly elected Sheriff, he has made some changes within the department. He has reevaluated the costs for services and determined the cost for patrol to be lowered from \$53 per hour to \$48.54 per hour. He had also revised descriptions for administrative positions, utilizing the officers to be involved in more than one area. There had been a trial period where officers would do 10-hour shifts on patrol; this did not work well and they are now back on 8-hour shifts. With the administrative savings, more officers are being hired to give better service to the community.

Mayor Johnson asked for input on any items the Council should be aware of. There was discussion about the high school which is being built and the need for additional services in the next year. The Sheriff’s Office has a contract with the school district to provide services for the schools. Sheriff Jensen explained that when the high school opens—there will be a large presence of officers for the first few months to get the students trained on the rules in the area.

There was also discussion about the elementary school and the concerns for having traffic and safety problems. Sheriff Jensen indicated they appreciate calls from the principals on concerns they have.

Sheriff Jensen also addressed traffic problems they are experiencing at Mountain Crest.

The proposed contracts have a clause in it about providing office space for the officers; however, these will be eliminated in our contracts.

Sheriff Jensen was asked about having patrol on the road going toward the Millville Canyon on Friday evenings from 4 – 7 p.m. There was also concern for the north side of the 450 North road near our North Park; the Sheriff was asked to have this area patrolled and tickets given if parked in the 'No Parking' areas. There was also concern for several beer cans being discarded on the cemetery property.

Mayor Johnson expressed appreciation for their service rendered to our community. He felt the officers were doing a great job, both professionally and in supporting community events.

Cache County Sheriff's Contract for Law Enforcement Services and Animal Control Services

Mayor Johnson had received the contracts for Law Enforcement and Animal Control Services. The Council compared the costs proposed for the current year with those of the past year. For the same coverage, law enforcement costs had been reduced and animal control had remained the same. (A copy of the current contracts as well as last year's contracts are included with the minutes as Attachment "F".)

There was discussion about animal control and getting the dogs registered. Sheriff Jensen reported a deputy will contact the City and follow up on those who have not yet licensed their dogs. The owners will be asked about their ownership and given a certain amount of time to license their dog; they will then receive a citation if it is not completed. Treasurer Tara Hobbs indicated she had already been contacted by a deputy for information to get the licensing completed.

Councilmember Callahan moved to approve the Law Enforcement Contract and the Animal Control Contract as amended with the Law Enforcement Contract amount set at \$16,111 and the Animal Control Contract at \$3,766. Councilmember Williams seconded. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused.

Proposal for Storm Drain on 100 West 100 North

Superintendent Gary Larsen revisited the topic of installing a storm drain on 100 West 100 North. Lance Anderson of Landmark Engineering, representing the school district, proposed having this installed. He had approached the canal company and they are willing to pay \$5,000 toward the project. The school district is also willing to contribute and questioned if the City would participate. This would allow for excess irrigation water to be placed in the drain and would also allow it to be used for storm water. At the last Council Meeting, it was determined this project would benefit a very small area of the community; however, if the diversion of the water was made from the upper canal to the lower canal, this would benefit a significant number of property owners throughout the community in the event of excessive runoff.

The new proposal would be designed with a simpler diversion box; the cost would be less than the original project. The question would be if the City would be willing to expend \$10,000 to \$13,000 towards this project. The project would have to go in prior to the roadway being built.

The road has been staked and the building of it is proposed to start as early as next week. There was also discussion about the sewer line which will be installed in the middle of the right of way and whether there should be stubs installed to properties at this time. Adjacent to the high school property to the east, a parcel of land has been purchased by the Corporation of the President, which is speculated for a seminary building to be built. There would be a need to have water and sewer services installed. When building occurs, curb and gutter would be a requirement along with the storm water disposal and retention. This suggested drain line would also help in mitigating the water from this parcel. The sidewalk on 100 North will be installed soon; the drain line would need to go in before the installation.

Lance Anderson was consulted via telephone to see if a cost could be determined for having the sewer lines stubbed to the homes. It was suggested the cost could range from \$700 to \$1,200 per connection, depending on how many utilities they are required to cross.

Councilmember Callahan suggested having the City write a letter to the Millville Irrigation Company, the Providence Blacksmith Fork Irrigation Company, and the Garr Spring Irrigation Company asking to have a head gate repaired at 300 South and Canal Street, as there is no diversion at this location. It was the consensus of the Council to not become involved in this matter at this time.

The storm drain discussion led into the next agenda item and the motion regarding it was deferred until after that discussion.

Sewer line Extension on 200 North from the Canal to 100 West

Superintendent Larsen indicated it was proposed to have the sewer line extend from the lower canal eastward on 200 North to 100 West. As work on this roadway will begin in the very near

future, a decision should be reached as to this extension and whether to allow stubs to be installed to the properties of current owners determining if they would be allowed to hook onto the line at this time.

Lance Anderson also provided information about the cost for extending the sewer line from the canal to 100 West on 200 North. The cost of installing a manhole would be approximately \$4,500 with the extension totaling about \$12,000.

After deliberation regarding pros and cons for putting in the stubs to the properties, the following was motioned.

Councilmember Duffin moved to participate in the storm water drain line up to \$11,000 and also extend the sewer line from the canal on 200 North to 100 West, not participating in installing the laterals at this time, with the exception of the lateral to the property proposed to house the seminary building. Councilmember Callahan seconded.

The Council discussed the participation in the storm water line and the amount of money it was willing to allocate. It was suggested the amount should be up to \$13,000, so as to not let the project fail for the lack of a couple thousand dollars.

A friendly amendment to the motion was made by Councilmember Williams, amending the amount to \$12,000. Councilmember Callahan seconded. The Council voted with Councilmembers Callahan, Duffin, and Williams voting yes and Councilmembers Cummings and Zollinger excused.

Along with this storm drain project, Superintendent Larsen asked for direction regarding the water service line to Frank Smith's home, which may need to be replaced. It was the consensus of the Council to move forward in upgrading this as needed.

Bills to be paid

The bills were presented. They are as follows:

Stephanie Eggleston	4.03	General
Tara Hobbs	112.70	Water
Rose Mary Jones	420.86	Park
Adria Davis	10.06	P&Z
Rocky Mountain Power—		
North Park	113.22	Park
Shop	183.46	Building
Crossing Guard	17.06	Crossing Guard
Ball Park	7.93	Park
North Well	37.71	Water
Park Well	119.54	Water

BILLS (Continued)--

Water Treatment	39.07	Water
Highline Reservoir	722.92	Water
Public Treasurers Investment Fund	7,667.00	Water
Cache County Service Area	10,498.70	Sanitation
Cache County Service Area	1,710.00	9-1-1
Lowes	49.71	Road
Utah LTAP	45.00	Road
O'Reilly Auto Parts	29.99	Park
Peterson Plumbing Supply	54.40	Park
Comcast	73.75	Water
South Fork Hardware	19.98	Water
AT&T	108.92	Water
J-U-B Engineering	6,122.50	General
Daines and Jenkins	720.00	Legal
Caselle	125.00	Water
Angie Spackman	5.56	Easter
Watkins Printing	253.22	Miss Mill/General/Easter
Don Aslett's Cleaning	86.62	Building
Maceys	15.96	General
Jacketta Sweeping Services	887.50	Road
Tausha Thornton	40.00	Youth Council
Krista Melani	40.00	Youth Council
Bonnie Fuhriman	40.00	Youth Council
Diane Zollinger	40.00	Youth Council
Jill Woolley	40.00	Youth Council
Heidi Checketts	40.00	Youth Council
Michelle Hill	40.00	Youth Council
Charlotte McConckie	40.00	Youth Council
Melanie Nichols	80.00	Youth Council
Deb Low	40.00	Youth Council
Emily Davis	40.00	Youth Council
Nicole Norris	40.00	Youth Council
Alicia Nyman	40.00	Youth Council
Karlette Johnson	40.00	Youth Council
Annette Pehrson	40.00	Youth Council
Crystal Blankenship	40.00	Youth Council
Jennifer Whipple	40.00	Youth Council
Susie Simmons	40.00	Youth Council
Jamie Zollinger	40.00	Youth Council
Pam Waldron	80.00	Youth Council
Mollie Anderson	40.00	Youth Council
Tara Hobbs	40.00	Youth Council
Salary Register	11,521.42	

Councilmember Duffin moved to pay the bills for April 9, 2015. Councilmember Callahan seconded. There was clarification on the cost of pumping to the Highline Reservoir. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused.

City Reports

Roads and Sidewalks:

As the roadway and sidewalk will be built on 100 North, Superintendent Larsen suggested tagging the trees that would need to be removed for this project; this would help to expedite the project making sure everyone is on the same page.

Superintendent Larsen explained that Johnson Construction Company had received the bid to do the dirt work for the new bridge and they are in need of more rip rap to go into the river. A possible transaction is being worked out with them in trading the excess rock the City purchased during the NRCS Project for other materials the City is in need of. This would result in a fair trade with no money being exchanged. More details will be brought to the Council as this develops and becomes final.

City Parks:

Superintendent Larsen reported the RAPZ reimbursement money had been received from the County for the splash pad grant awarded last year.

Culinary Water System:

Superintendent Larsen reported that winter water from Garr Spring has been turned out and is no longer being put into our culinary water system.

The ASR project at the North Well was reported on. There had been 34 million gallons of water injected into the well. The Utah Geological Survey has taken their initial readings. There was a transducer installed; however, it is no longer there, probably at the bottom of the well. As the well is started, samples will be taken and monitored for different substances. Superintendent Larsen explained the City would not receive a permit from Water Quality to continue to inject water into the well next year. It will take about a year for all of the studies to be completed and compiled. At that time, information should be available to see if this is a project that should be continued in the future. There would be an extensive permitting process required for it.

Frank Smith asked the Council to make an on-site visit regarding the removal of trees on the corner of 100 North 100 West. There is a telephone pole to be placed in front of his house

and he questioned the location for this. It was explained the location had not been finalized to date.

Bob Bates asked for clarification on where the sewer lines would be. It was explained the sewer lines would go from the east of the school property on 100 North and 200 North eastward to 100 West.

Other

Mayor Johnson indicated he had been contacted by Christian Wilson of Design West who is in charge of the design for remodeling the Millville Elementary School. As part of the bond which was passed a couple of years ago by the school district, remodeling would be done at the Millville, Providence, and Summit Elementary Schools. It is required by the state that the school district work with the municipality to inform them of their plans.

Mr. Wilson provided to the Council information regarding this remodeling job showing illustrations of what the layout of the remodeled school would look like, as well as the design on the front of the school. The school will stay on a septic system at this time. There will be two kindergarten classrooms, two first grade classrooms, and a gym added onto the school. (A copy of this information is included with the minutes as Attachment "G".)

Verification will be sent to Mr. Wilson indicating the Council had received information on this project.

Review of Business Licenses for 2015

Recorder Jones presented to the Council a list of all of the businesses currently licensed in the City and also those businesses that have chosen to not renew or continue with their business. (A copy of this information is included with the minutes as Attachment "H".)

Councilmember Reports

Councilmember Duffin reported on information for the City Celebration. She was exploring the idea of purchasing a cotton candy machine for the City at a cost of \$500 to \$600. She will look into this in more detail.

The Cache Community Band will be performing for the Celebration and she questioned how many folding chairs are available for use at the event.

Councilmember Duffin is trying to find someone to volunteer to be in charge of the parade this year.

Councilmember Duffin reported on the Interlocal Agreement between Cache County School District and the City. This agreement was reviewed by Councilmembers Duffin and Zollinger as well as Engineer Murray and Superintendent Larsen. There has been some revisions made to this document explaining the responsibilities of both parties, which makes it simpler to understand. This will define who will do what and the dollar amount associated with the varying items. The goal is to receive equal compensation for impacts and what is being provided to the City, as no money is proposed to change hands.

It was requested to have this on the agenda at the next meeting. Information should be available prior to the meeting for the Council to review.

There was also discussion about a roundabout that had been designed on the 300 West road after crossing the new bridge at approximately 2600 South. This roundabout was not requested by the City but is part of the school district's proposal. The cost for the construction of the roundabout was approximated to be \$300,000. It was questioned if the City would be the only one to receive the benefit of this roundabout or if others would also benefit. This should be part of the discussion at the next Council Meeting.

(Councilmember Reports information is included with the minutes as Attachment "I".)

Other Items for Future Agendas

Recorder Jones reported there had been updated animal control licensing information emailed to the Council for their information.

Superintendent Larsen questioned how the contractor would be paid for the sewer line extension to 100 West on 200 North. Mayor Johnson indicated it could be paid through the school district or a check will be cut from the City; the contractor will receive compensation. As soon as a firm number is received, this should be provided for the budget information.

Adjournment

Councilmember Williams moved to adjourn. Councilmember Duffin seconded. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused. The meeting adjourned at 9:02 p.m.

ATTACHMENT "C"

MILLVILLE PLANNING COMMISSION MEETING

City Hall - 510 East 300 South - Millville, Utah

April 16, 2015

1. Roll Call:

Chairman Jim Hart, Commissioners Bonnie Farmer, Lynette Dickey, Garrett Greenhalgh, Rachel Thompson, Larry Lewis (Alt.), and Natalie Smith (Alt.).

Others Present:

Development Coordinator Harry Meadows, Councilman Michael Callahan, Treasurer Tara Hobbs, Dean Boulton, and Ezra Eames. Secretary Adria Davis recorded the minutes.

2. Opening Remarks/Pledge of Allegiance

Chairman Hart opened the meeting at 8:02 p.m.
He led those present in the Pledge of Allegiance.

3. Review and Approval of agenda

The agenda for the Planning Commission meeting of April 16, 2015 was reviewed. A motion was made by Commissioner Lewis (Alt.) to approve the agenda as outlined. Commissioner Dickey seconded. Commissioners Dickey, Farmer, Greenhalgh, Thompson, and Hart voted yes.

4. Review and Approval of the Minutes of the Planning Commission Meeting

The minutes for the meeting of April 2, 2015 were reviewed. A motion was made by Commissioner Farmer recommending approving the minutes as outlined. Commissioner Smith (Alt.) seconded. Commissioners Dickey, Farmer, Greenhalgh, Thompson, and Hart voted yes.

5.A. Consideration for approval of the Mond-Aire Heights Subdivision preliminary drawing. The subdivision is located East of 400 East to 550 East, and North of Center St. to 200 North in Millville.

The city engineer, Zan Murray had prepared a memorandum (see attached) which outlined all of the prior requirements from the previous meeting held May 28, 2014. All of the issues have been addressed with the exception of lot #39, which is not an immediate concern since it will not be developed until phase 3. He feels comfortable moving ahead to the final drawing stage.

The preliminary plat has the following label: DITCH TO CONVEY STORM WATER FROM END OF STREET TO DETENTION BASIN.

This should be changed to RETENTION BASIN. As a retention basin has no release.

On the Plat drawings the road that curves off of 380 East is not labelled and should be listed as 400 East.

The 3 ring binder required with the preliminary drawing documents has never been submitted and is still needed before final approval.

Only one access road will be developed with this first phase since up to 30 homes may be built before requiring a second access road.

Discussion was held regarding which roads would be completed and which would be left as dead ends in this first phase. The council wasn't happy with leaving roads unfinished. It was agreeable to the developers to complete more of the roads to allow for better access at this point. If a few more lots were included in phase 1, then the road at 430 E. could be connected to 100 N. and connect back to 380 E. making a complete loop.

Lots #17 and #18 are not listed on the plat because that area is designated as a retention basin. It is intended as a space for the city to develop a future park. The city will own, develop and maintain this land as they see fit.

The developers are ready to begin as soon as they get the okay from the city and receive their bids for the improvements.

Chairman Hart made a motion to approve the Mond-Aire Heights Subdivision preliminary drawing with the exceptions of:

- 1) Adding lots 65 and 18 to Phase 1.
- 2) Completing the road to connect as a complete loop with the existing road at 380 East.
- 3) Lots 30 and 34 may be added to Phase 1 at the developer's discretion.

Commissioner Dickey seconded. Commissioners Dickey, Farmer, Greenhalgh, Thompson, and Hart voted yes.

6.A. City council report

The commissioners received copies of the minutes from the April 9, 2015 City Council meeting. There were no comments.

6.B. Agenda Items for Next Meeting

Mond-Aire Subdivision Final Drawing

Possible 7 lot subdivision for Verla Olsen Trust

6.C. Other discussion items:

Development Coordinator Meadows needed clarification on the calculating of the city setback. It was reviewed that the setback requirements start their measurements at the property line and measure in from that point creating a buildable space where the home may be situated. The city guidelines are minimums and the home could be built farther away from the property lines if desired.

The commissioners were directed in the next step of setting up electronic access, through an app on their smartphones/IPads.

7. Calendaring of future Planning and Zoning Meeting

The next Planning Commission meeting will be held Thursday, May 7, 2015 at 8:00 p.m.

8. Assignment of Representative for City Council Meeting

There was no commissioner designated to represent the planning commission.

9. Adjournment

Chairman Hart moved to adjourn the meeting at 8:42 p.m.

ATTACHMENT "D"

Cache Valley Transit District



Fast Facts 2014

	Fixed Route	Call-a-Ride
Ridership	1,942,903	28,304
Revenue Hours	52,833	11,416
Ridership per Revenue Hour	36.77	2.48
Revenue Miles	810,448	131,781
Scheduled Trips	173,234	
Percent On-Time	99.65%	99.16%
Wheelchairs loaded	4,809	11,573
Passenger Assists	3,499	16,731
Preventable Accidents	2	0

Current Service Areas

Lewiston	North Logan	Nibley
Richmond	Logan	Hyrum
Smithfield	River Heights	Preston, ID
Hyde Park	Providence	Franklin, ID

Requested Service Areas

Wellsville	Paradise	Tremonton
Mendon		

Requested Services

Sunday	Later evening
Increased service during peak hours	

Special Services and Programs

Call-a-Ride paratransit
 Youth Riders
 Salt Lake Express
 Art in Transit
 Google Trip Planner

Impact on Air Quality

"...it would only take one person to choose to ride the bus over driving a car to reduce the net air pollution in Cache Valley."
 Nielson, J., & Martin, R. (2011). Air-pollutant Emissions from Conventional Diesel, Hybrid Diesel-Electric and Compressed Natural Gas Fueled Buses: Comparative On-road Analysis.

Operations

12 cities	17 routes	3 trippers*
26 fixed route vehicles		
8 paratransit vehicles servicing Richmond-Hyrum		
Interstate service to Idaho		
<i>*periodic routes to assist with rush hour</i>		

Employment

41 Full-time	74 Part-time	19 Board members
--------------	--------------	------------------

Peer Comparative

Ranked against 65 agencies serving communities with populations between 80,000-110,000, CVTD:

- Serves a population of 95,000
- Ranks 5th highest in productivity
- Ranks 32nd in operating costs

Source: National Transit Database

Public Transit Entities in Utah

Basin Transit Authority (Uintah Basin)
 Cache Valley Transit District
 Cedar Transit Authority
 Park City Transit
 SunTran (St. George)
 Utah Transit Authority



- 1989-90 Citizens start a grassroots initiative to put the following two questions on the Logan City ballot: 1st: Shall the city create a Logan Transit District?, 2nd Shall the transit district be funded with a .25% local option sales tax dedicated to mass transit? Voters supported creating and funding the transit district.
- 1992 The Logan Transit District (department of the City of Logan) begins fare-free bus service in Logan in April 1992. A transportation contractor is enlisted to hire and manage all employees. This service consists of three routes on hourly service.
- 1993 682,229 trips were provided the first year, nearly twice the projected 350,000.
- 1997 The Logan Transit District provides over 1 million trips during a single fiscal year with 1,051,569 trips provided.
- 2000 Voters of Richmond, Smithfield, Hyde Park, North Logan, River Heights, Providence, Nibley, Millville and Hyrum approved the formation of and funding for the Cache Valley Transit District.
- 2001 Bus service to the county begins in late August with retired buses leased from UTA. The CVID transit center is completed in September.
- 2003 The Logan and Cache Valley Transit Districts receive the national "Impact Award" by the Community Transportation Association of America
- 2007 In February the Cache Valley and Logan Transit Districts are successfully combined and a new Board consisting of members from each city where service is provided is created. The Board's vision is to provide the highest quality of service and enhancing the quality of life of the citizens its serves.
- 2009 To enable all CVID employees to focus on improving service to Cache Valley, CVID ends the contract with the transportation contractor and all employees become employees of the district.
- 2011 CVID provides over 2 million passengers trips in one calendar year for the first time in history.
- 2012 CVID receives "Thanks for the Lift Award" from the Federal Transit Administration Region 8.
- 2013 The Intermodal Transit Center remodel is completed
- 2014 The CVID park-n-ride is finished and the Google Trip Planner is implemented
- 2015 Missoula Montana begins a three-year pilot project shifting from a fare to a fare-free transit system based on CVID's model. This was done to increase ridership in efforts to improve air quality and relieve traffic congestion

"...Cache Valley Transit was tops overall in the six states that encompass FTA Region 8, reflects the professionalism and dedication of its staff, and the strong support for transit within the Cache Valley community by residents, the University, and businesses."
-- Terry Rosapep, FTA Region 8 Regional Administrator, 2012 "Thanks for the Lift Award"

CVTD Demographic Summary

Cache County

114,721 population 2013
 16.6% poverty rate 2009-2013
 84.8% White 2013
 10.2% Hispanic 2013

Logan City

48,913 population 2013
 28.3% poverty rate 2009-2013
 83.9% White 2010
 13.9% Hispanic 2010

Population with Direct Service

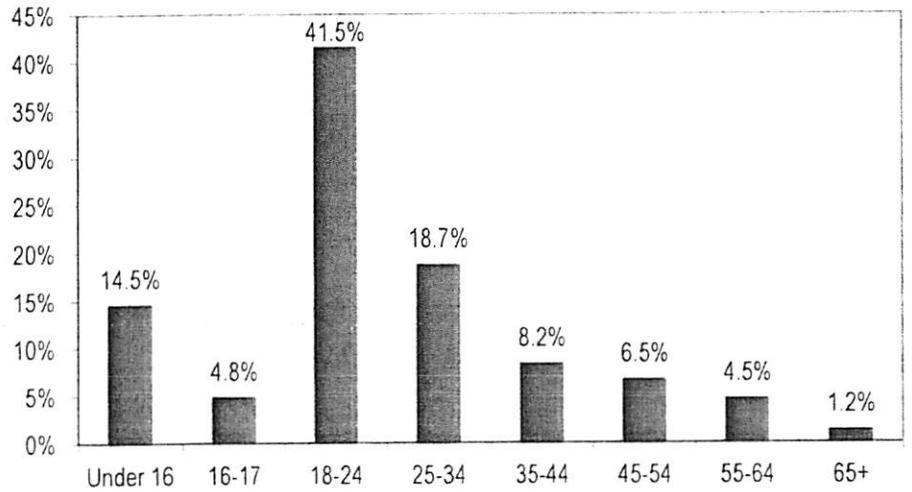
90.00% Cache County population
 8.92% Rural
 81.08% Urban

** The Urban/Rural definition is set by the federal government based on census data

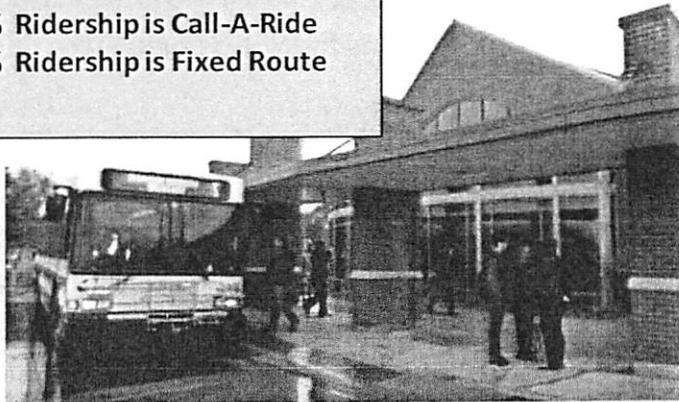
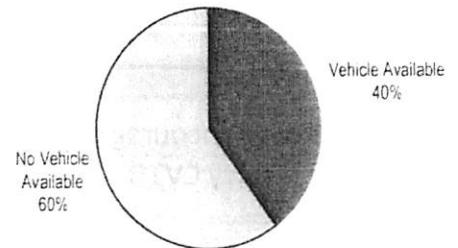
15.05% Mileage is Call-A-Ride
 84.95% Mileage is Fixed Route

01.44% Ridership is Call-A-Ride
 98.56% Ridership is Fixed Route

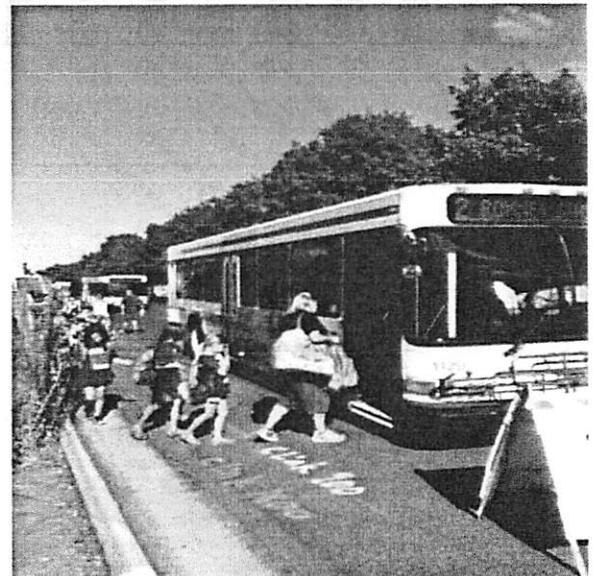
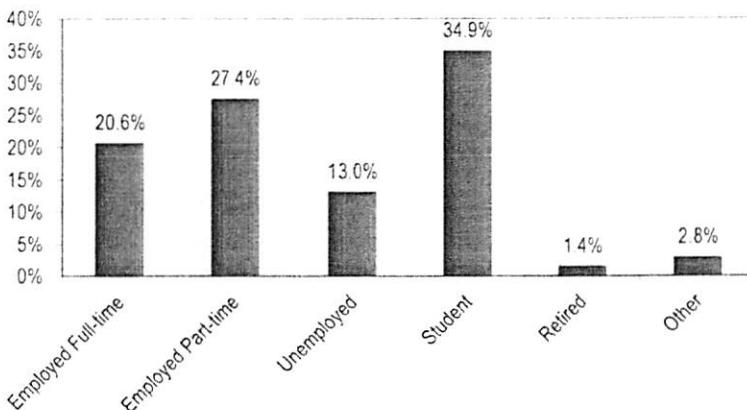
Age of Passengers



Bus Passengers with Personal Vehicles Available for Travel

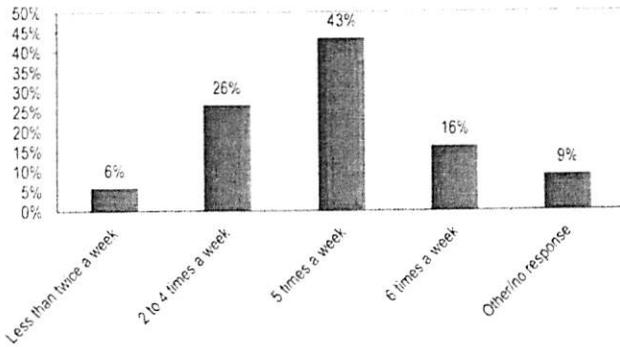


Passenger Employment Status

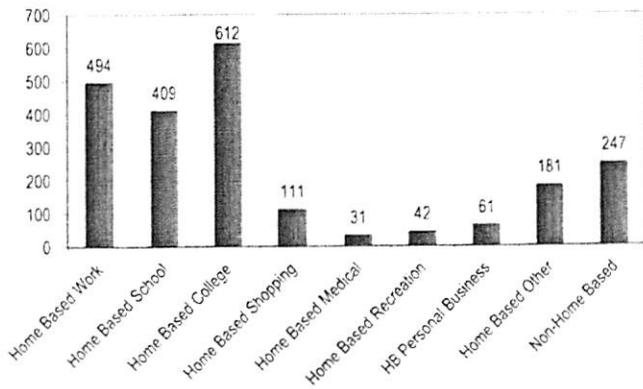


CVTD TRIP INFORMATION

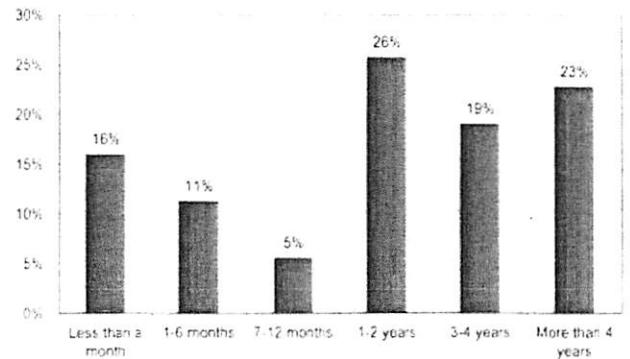
Frequency of CVTD Travel by Passenger



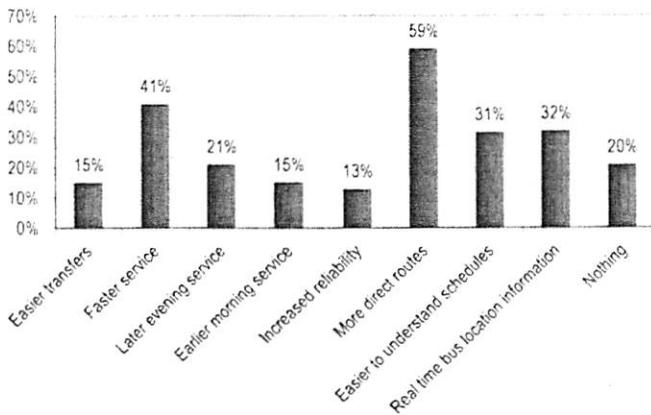
Daily Trips Categorized by Origin to Destination



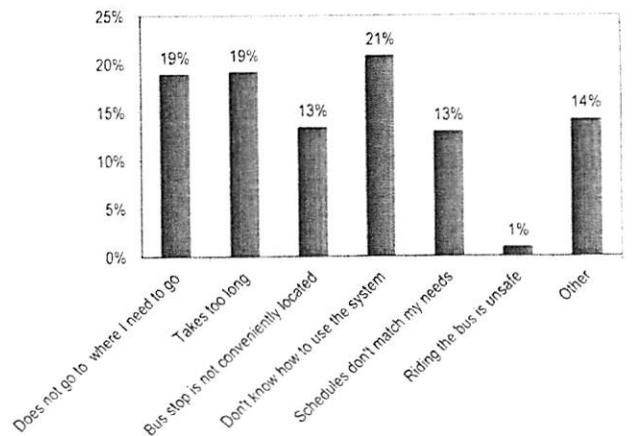
Length of Time Passenger Has Used CVTD



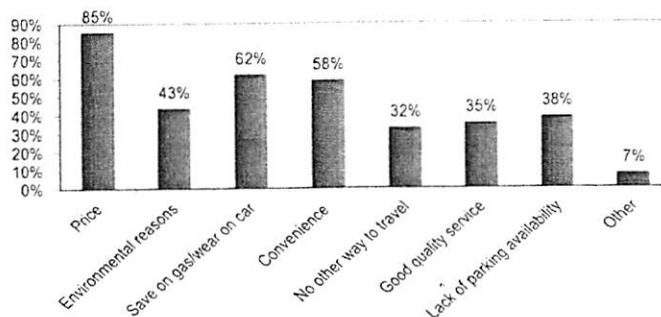
Factors That Would Encourage Respondents to Try CVTD



Reasons for Not Using CVTD



Reasons for Using CVTD



1.9% of CVTD trips serve community members with disabilities



Board Members

Summary of Previous External Audits

Doug Thompson-Chairman

Roger Jones -Vice Chairman

Shaun Bushman

Craig Wright

Tom Hogan

Ron Hornsby

Holly Broome-Hyer

Alma Leonhardt

Sallie Petersen

Rodger Pond

Joy Reyes

Sue Sorenson

Heidi Harper

Patricia Cronin

Glen Schmidt

Jeannie F. Simmonds

Erik Ashcroft

Ron Natali

Norman Larsen

On Wednesday, March 25, 2015, Michael Kidman, representing the auditing firm Jones Simkins, presented a summary of previous independent external audit reports to the Board of the Cache Valley Transit District (CVTD). External audits are conducted to give an opinion on whether financial statements have been properly prepared in accordance with generally accepted accounting principles. The auditing firm conducts the audit according to generally accepted auditing standards. Mr. Kidman made the following statements:

Jones Simkins auditing firm qualifications:

- Is the 9th largest CPA firm in Utah
- **Specializes in governmental auditing:** clients include Cache County and the Space Dynamics Lab
- Meets the qualifications required to audit the use of federal funds

Results of audits:

- CVTD has not had problems with finances, controls over expenditures, receipts, grant management, proper documentation for expenditures, or with filing of federal reports
- Often Jones Simkins has findings with other organizations as a result of audits, even for strong accounting departments. CVTD has a good history of **not having internal control or compliance findings**
- The last triennial audit conducted by the Federal Transit Administration resulted in **no findings in financial or compliance areas**
- FY 2013, CVTD **did not have any compliance issues** based on the Utah State auditor's standards

CVTD expertise:

- CVTD's Administration Director is a **highly qualified CPA** with strong training in federal funding and grant administration
- **Rare among clients,** CVTD's Administration Director is proficient at preparing the district's financial statements
- CVTD's audit committee meets regularly with Jones Simkins, and **has had better financial expertise and communications than many other governmental entities** Mr. Kidman has worked with

In summary, Jones Simkins stated that in the financial arena, including controls and administration of grant funds, **CVTD has done well and needs no additional scrutiny.**

Bringing Communities Together

754 West 600 North Logan, Utah 84321 • Phone: (435) 752-2877 • Fax: (435) 713-6991

SECTION IV: Additional Information

E. Utah State Tax Commission — Sales Tax Number: _____ Not applicable
F. State & federal regulatory agency licensing info: _____ Not applicable
(Not referring to an EIN or entity number)
G. Did you use "One-Stop Online Business Registration" to Register your business with state and federal agencies?
 Completely Partially Not at all I do not know — someone else did it
H. Previous Business Name: _____ Not applicable
I. Previous Business Location: _____ Not applicable

SECTION V: Ownership (Parent business entity and business officer information)

Parent Entity
Parent Business Name: _____ same as "A. Business Name DBA"
State Entity Type: Sole Proprietorship Partnership LLC Corporation Non-Profit Corporation (w/501 c3 letter)

Officers (1)
Officer Name: Crystal Jensen Contact Ph. 435 374 8224
Home Address: 370 N. 300 E. Millville, UT 84326
Street (include unit #) / PO Box Address City, State, Zip
 This person can be contacted in the event of an after-hours police or fire emergency.

- Sole Prop./Partnership: Owner, Local Manager
- LLC: Member, Manager, Local Manager
- Corporation: President, Director, Officer, Local Manager

Officers (2)
Officer Name: _____ Contact Ph. _____
Home Address: _____
Street (include unit #) / PO Box Address City, State, Zip
 This person can be contacted in the event of an after-hours police or fire emergency.

- Sole Prop./Partnership: Owner, Local Manager
- LLC: Member, Manager, Local Manager
- Corporation: President, Director, Officer, Local Manager

SECTION VI: Notification and Verification of Authority

- 1) Mandatory review process – this application does not constitute a business license. All applications are subject to the review process mandated by Title 5 of the Municipal Code. Incomplete applications will not be processed. Decisions on applications will take 15 days (minimum), and are made based on:
(i) the information provided on the application, and
(ii) review of the Mayor and City Council
- 2) Additional Requirements – Under the Municipal Code, additional Business License application requirements are necessitated for some business types.
- 3) Denial of License – Application denial or subsequent license suspension or revocation are most often the result of:
(i) an inaccurate or incomplete application, or failure to update information with the City and/or
(ii) non-compliance with the Municipal Code, Land Use Code, and/or applicable building, fire, and environmental codes.
- 4) Other regulatory bodies – It is the applicant's responsibility to determine and comply with any requirements from other regulatory agencies.
- 5) Signage – Permanent signage requires a separate Sign Permit Application, which is located on the city web site, Millvillecity.org.
- 6) Building alterations – All alterations to buildings or spaces, including electrical, plumbing, and mechanical alterations, require a separate building application.

I/We hereby agree to conduct said business strictly in accordance with the business license regulations as set forth in the Millville City Code, and swear under penalty of law the information contained herein is true.
Crystal Jensen Crystal Jensen 4-14-15
Signature of Owner/Authorized Agent Printed Name Date

SECTION VII: For administration use only

Classification: Conforming Non-Conforming Child Care Home Business Low Impact Medium Impact

Conditional Use: (If box is checked see conditions)

Agree Do not agree Signature: [Signature] Date: 17 APR 2015

Yes No City Council grants permission Signature: _____ Date: _____

FEES \$25.00 PAYMENT TYPE RECEIPT

SECTION IV: Additional Information

E. Utah State Tax Commission — Sales Tax Number: 13962921-004-STE Not applicable

F. State & federal regulatory agency licensing info: _____ Not applicable
(Not referring to an EIN or entity number)

G. Did you use "One-Stop Online Business Registration" to Register your business with state and federal agencies?
 Completely Partially Not at all I do not know — someone else did it

H. Previous Business Name: _____ Not applicable

I. Previous Business Location: _____ Not applicable

SECTION V: Ownership (Parent business entity and business officer information)

Parent Entity

Parent Business Name: _____ same as "A. Business Name DBA"

State Entity Type: Sole Proprietorship Partnership LLC Corporation Non-Profit Corporation (w/501 c3 letter)

Officers (1)

Officer Name: Cristina Esquivel Contact Ph. 208-670-3070 Owner Local Manager

Home Address: P.O. box 683 Snowville UT 84336
Street (include unit #) / PO Box Address City, State, ZIP

This person can be contacted in the event of an after-hours police or fire emergency.

Officers (2)

Officer Name: Julie Aguilar Contact Ph. 720-724-0562 Owner Local Manager

Home Address: 2114 daley dr longmont co. 80501
Street (include unit #) / PO Box Address City, State, ZIP

This person can be contacted in the event of an after-hours police or fire emergency.

SECTION VI: Notification and Verification of Authority

- Mandatory review process** – this application does not constitute a business license. All applications are subject to the review process mandated by Title 5 of the Municipal Code. Incomplete applications will not be processed. Decisions on applications will take 15 days (minimum), and are made based on:
 - the information provided on the application, and
 - review of the Mayor and City Council
- Additional Requirements** – Under the Municipal Code, additional Business License application requirements are necessitated for some business types.
- Denial of License** – Application denial or subsequent license suspension or revocation are most often the result of:
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- Signage** – Permanent signage requires a separate Sign Permit Application, which is located on the city web site, Millvillecity.org.
- Building alterations** – All alterations to buildings or spaces, including electrical, plumbing, and mechanical alterations, require a separate building application.

I/We hereby agree to conduct said business strictly in accordance with the business license regulations as set forth in the Millville City Code, and swear under penalty of law the information contained herein is true.

Jose Esquivel Jose Esquivel 4-16-15
Signature of Owner/Authorized Agent Printed Name Date

SECTION VII: For administration use only

Classification: Conforming Non-Conforming Child Care Home Business Low Impact Medium Impact

Conditional Use: (If box is checked see conditions)

Agree Do not agree **Signature:** [Signature] **Date:** 17 April 2015

Yes No **City Council grants permission** **Signature:** _____ **Date:** _____

FEES \$25.00 **PAYMENT TYPE** RECEIPT

ATTACHMENT "G"

Millville City – Commercial Design Ordinance



Civil Solutions Group – Millville, Utah Commercial Design Ordinance

April 23rd, 2015

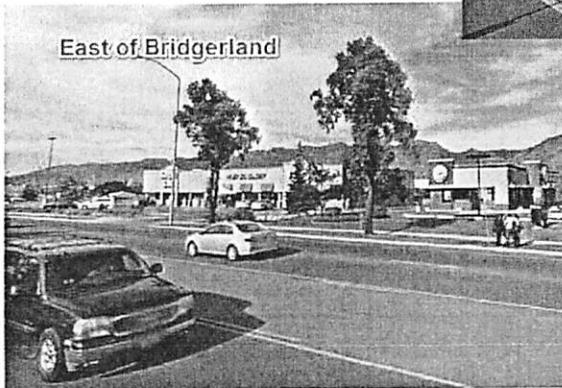
RE: Commercial Design Ordinance

Dear City Council and Mayor,

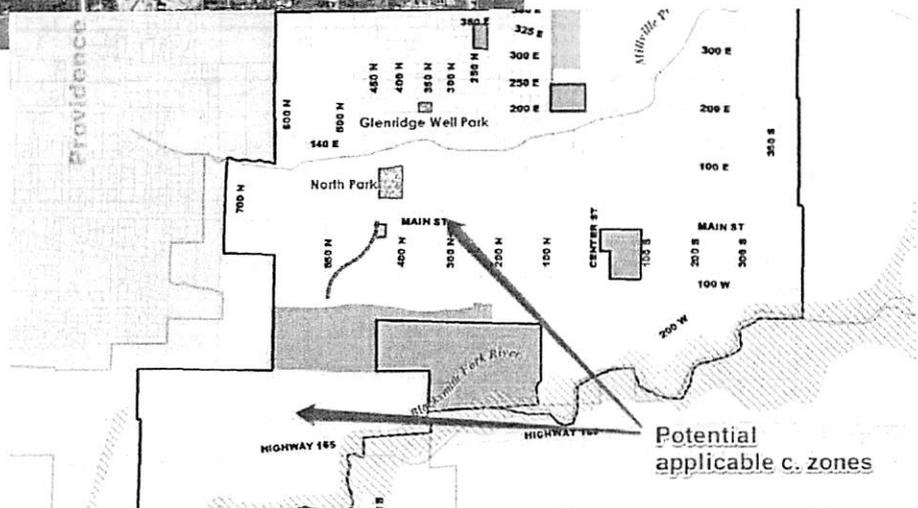
At Civil Solutions Group we are pleased to offer you the following services regarding city planning and design ordinances for your Commercial Zone. Below you will find our proposed services and scope of work.

Background:

1. Zoning and Ordinances matter, many developers, but not all build to the lowest standard or ordinance required by the city. Good planning with proper ordinances will help Millville achieve the buildings and properties that the City desires.
2. Logan City provides a good example with the new Als project. The site design, layout, building types, building facades walks, vegetation and other site elements are direct result of the ordinance.



3. Does Millville have the capability of supporting a commercial center? Highway SR-165 has an Average Daily Traffic count of 13,900+. The high school will have approximately 800-1,000 trips a day. In general major retailers want 2 miles from nearest major retail location, but Millville is only about 1.5 miles from Walmart. However business offices, smaller commercial and maybe light industrial would want to be in Millville.
4. CSG recommends the development of a Steering Committee which should include: City Planner (Harry Meadows), City Council Member, and Planning Commission Member. CSG would work directly with the Steering Committee and they would report to their respective groups. The City Planner would provide input, reviews and oversee final adoption.



CSG Team Experience:

North Logan – City Center and Form Based Code-

CSG was retained by North Logan City to assist with the development of a future city center. The work included planning for the area, developing standards and design driven ordinances (Form-based Code) for the city center and working with a citizen committee, Planning Commission and City Council. The goal was to create a city center that is walkable, economically sustainable, and a destination for people to gather and entertain.



NLC - City Center Plan - by CSG

CSG conducted an online city survey for public input into the planning and ordinances. The city center planning included biking planning, street grid planning, town square land planning, buildings, and open space planning. Services included: City Center Master Planning, Community Workshops Leadership, **design graphics to convey the code**, Form-based Code/City Ordinances, Land-use Zoning Planning, Transportation Planning, Town Square Planning, Trails Planning and 3D Modeling.

North Ogden Downtown Plan, General Plan and Master Planned Community Ordinance –

The CSG Team is currently nearing completion of a Downtown Master Plan for North Ogden and helping establish a strong plan to develop a future downtown in a current suburban crossroads area (Washington/2700 N).

South Salt Lake East Streetcar Neighborhood Form Based Code – In 2014 CSG worked with South Salt Lake and WFRC in developing a form-based code for the S-Line Corridor.

Heber City Form-based Code – This project included the development of a new form-based code for Heber City. The project area included a commercial/residential mixed-use. Jake worked on this project while employed at IBI Group.

Vineyard – CSG is currently developing a town center master plan and design ordinance for Vineyard on the former Geneva Steel property in Utah County.

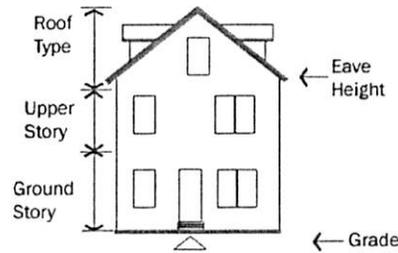
Additional Planning Team Member (John Janson) Experience – West Valley, Pleasant View, Utah Manual for Form-based Codes and Loa.

Design Ordinance Development Process:

1. **CSG Background study.** The CSG Team will review all essential items pertaining to the site(s) include: zoning, general plan, transportation , regional transportation, and adjacent schools.
2. **Kick-off visioning workshop with City Council and Planning Commission**
 - a. Items to be discussed:
 - i. Desired character of commercial area
 1. Does Millville want a unique commercial area or do they want to be anywhere USA?
 - ii. Uses permitted
 - iii. Building types desired
 - iv. Streetscapes desired
3. **Review of comparable codes**
 - a. The CSG team will do a review of applicable codes similar to Millville’s needs and provide the Steering Committee with report and list.
4. **Fieldtrip** – The CSG team proposes 1 fieldtrip.
 - a. Option A local trip: During this trip we will visit local business and talk about how the building design, ordinance and current businesses are working together (or not).
5. **Design features identification workshop for commercial zone** - this meeting will include a discussion to consider the potential design features including: building heights, widths, materials, required glass amount, entrances, landscape, signs and etc.
6. **Design Ordinance/Document Outline and Format** – The CSG Team will develop the outline and format for the design ordinance. This will be shared with the Steering Committee.
7. **Development of First Draft** – The CSG Team will develop the first draft of the design ordinance and land-use/area plan based on the SC workshop. Beginning with the first draft and continuing throughout the project the CSG team will provide Millville with updates.
8. **Steering Committee Work Session** – This meeting with the SC is to review the draft design ordinance draft and problem solve.



9. **Development of Second Draft** – The CSG Team will develop the second draft of the design ordinance. It is anticipated that the second draft will be more detail oriented: whereas the first draft will cover the bigger picture items.



10. **Developer Workshop** – During this workshop we will discuss the Ordinance with invited builders, developers and others to get their feedback. This important step helps developers and the City work together in the future.

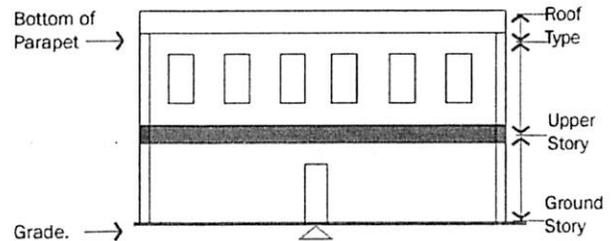


Figure 5.2 (4). Measuring Height.

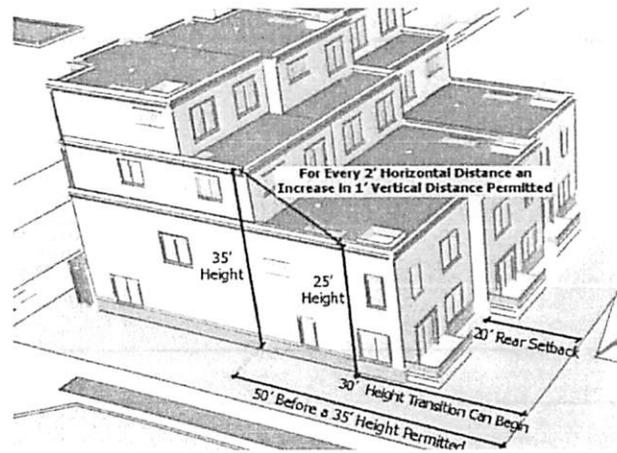
11. **Steering Committee Final Workshop** –

In this the final workshop the Steering Committee and CSG Team will review the feedback from developers and make changes on the design ordinance.

12. **Development of Final Document** – The CSG Team will prepare the final documents and ready it for public hearings.

13. **Public hearing** – Millville City planner will present the ordinance as a public hearing.

14. **Adoption** – Millville City will work to adopt Final Design Ordinance. It is recommended that the City attorney review and approve the ordinance.



15. **Update** – CSG will update the Design Ordinance based on feedback given by the City Council and Planning Commission during hearings and City meetings.



Deliverables:

1. **Site & Inventory and Analysis**
2. **Visioning Document**
3. **Design Ordinance** (Design Guidelines or Form-based Code recommended)
 - a. **This includes the text and graphics to show all the requirements for the zones**
4. **Fieldtrip(s)**
 - a. Local (optional). Travel to be in car or by CVTD.

Fee Schedule

Item	Description	Fee
Planning Scope items	Design Ordinance, Meetings, Workshops, and Deliverables	\$10,800.00
Total		\$10,800.00

Civil Solutions Group will provide the work described above for a fixed fee, in the fee schedule. Any additional work if requested will be pre-negotiated for a fixed sum or hourly rate. Civil Solutions Group will bill Millville monthly as work is completed. Millville City will be responsible for adopting the Ordinance and it is suggested that the City Attorney review the final draft and provide feedback. If accepted CSG will provide Millville City with a contract.

CIVIL SOLUTIONS GROUP, INC.

A handwritten signature in cursive script, appearing to read "Jake Young".

Jake Young,

ATTACHMENT "H"

April 17, 2015

INTERLOCAL AGREEMENT (draft)

THIS INTERLOCAL AGREEMENT ("Agreement"), made by and between the CITY OF MILLVILLE ("City") and the CACHE COUNTY SCHOOL DISTRICT ("District"), together referenced herein as the "Parties," is made pursuant to the Utah Interlocal Cooperation Act, Utah Code Ann. § 11-13-101 et seq., and is made with reference to the following recitals:

WHEREAS, the District owns parcel numbers _____, _____ containing a total of _____ acres. (School Property)

WHEREAS, the District intends to construct a new high school ("School") in the City east of State Road 165 between 100 North and 400 North in Millville; and

WHEREAS, the Parties recognize the benefit of making certain improvements, including roads, water and sewer lines ("Project Improvements"), to upgrade the infrastructure surrounding the School; and

WHEREAS, the Project Improvements are primarily shown in detail on the Construction Set of plans for Cache County High School #3 dated March 21, 2014. Portions of which are referenced by sheet number and are attached and incorporated as Exhibit A.

WHEREAS, Millville City has adopted a Roadway Corridor Study (RCS) Dated October, 2005. Portions of which are attached and incorporated as Exhibit B.

WHEREAS, Millville City has adopted construction standards as outlined in the Manual of Design and Construction Standards (MDCS) in February 2007. Portions of which are attached and incorporated as Exhibit C. The Utah American Public Works Association (APWA) Standards and Specifications, most recent edition, are adopted by reference as part of the MDCS and Exhibit C.

WHEREAS, the Parties desire to delineate each Party's responsibility with respect to the Project Improvements; and

WHEREAS, pursuant to the Utah Interlocal Cooperation Act, any two or more Utah public agencies may enter into an agreement with one another for joint and cooperative action, including undertaking and financing a facility or improvement; and

WHEREAS, the Parties each find and expressly declare the undertaking herein contemplated, including the Project Improvements, (i) is in the best interests of their several citizens and beneficial to their health and welfare, (ii) will enable them to make the most efficient use of their powers, and (iii) will enable them to realize economies of scale and other benefits contemplated by the Interlocal Cooperation Act; and

WHEREAS, all approvals, authorizations, and other actions required to cause this Agreement to be the legal, valid, and binding obligation of each of the Parties have been or will be obtained;

NOW THEREFORE, the City and the District agree as follows:

1. Purpose. The purpose of this Agreement is to set forth the terms and provisions by which the Parties can cooperate with each other in the construction of the Project Improvements as generally described in the recitals above. The foregoing recitals are hereby incorporated into this Agreement by this reference and expressly made a part of the Agreement.
2. Responsibilities to be Borne by the District.
 - a. The District shall improve the intersection at 550 North 300 West by adding a left turn lane going west on 550 North enabling cars to turn South onto 300 West per Exhibit A Sheet C-5.9 and in accordance with MDCS (Exhibit C).
 - b. The District shall dedicate an additional 14 feet of Right-of-Way to widen 300 West south of 550 North from a sixty-six foot (66 ft.) wide cross section to an eighty foot (80 ft.) wide cross section as planned in the Millville Roadway Corridor Study dated October 2005 (Exhibit B).
 - c. The District shall construct roadway improvements as shown in Exhibit A Sheets C-5.0 through C-5.9 and in accordance with the MDCS (Exhibit C), Such improvements shown in Exhibit A may include only a portion of the cross section as defined in the MDCS (Exhibit C) as agreed upon by the City and District.
 - d. The District shall construct a new bridge over the canal on 200 North between the School and 100 West.
 - e. The District shall construct PVC waterline pipe and appurtenances as shown in Exhibit A Sheets C-4.9 to C-4.14 in accordance with the MDCS (Exhibit C).
 - f. The District shall connect two waterline services on 200 North (Bodily Property) to the new water pipe according to the MDCS (Exhibit C).
 - g. The District shall construct sewer line pipe and appurtenances as shown in Exhibit A Sheets C-4.2 to C-4.8 in accordance with the MDCS (Exhibit C).
 - h. The District shall construct the 8" sewer line on 200 North to the intersection of 100 West including associated manholes according to the MDCS (Exhibit C). The manhole at 100 West and 200 North shall include a 5 foot manhole and an 8 inch stub to the east and 10 inch stubs to the north and south.

- i. The District shall construct sewer laterals on 100 North and 200 North from the sewer line to the Right-of-Way line according to the MDCS (Exhibit C).
- j. The District shall construct a five foot diameter manhole in lieu of the four foot diameter manhole as indicated at the intersection of 100 North and 100 West in Exhibit A. This manhole shall have 10 inch stubs to the north, south and east.
- k. The District shall install storm drain piping and appurtenances in the Right of Way as shown in Exhibit A, Sheets C-4.15 to C-4.18 in accordance with the MDCS (Exhibit C).
- l. The District shall restore to existing conditions or construct landscaping improvements adjacent to any disturbance in the right-of-way in accordance with the UPDES Construction General Permit.
- m. The District shall transfer to the City 3.5 irrigation shares (10 acre-feet) in Millville Blacksmith Fork Irrigation Company with points of diversion at the City Wells.
- n. The District shall dedicate public rights-of-way for 300 West to the City limit line, 100 North and 200 North. The District shall also dedicate an easement for the waterline and storm drain facilities through the District property.
- o. The District shall maintain all Project Improvements outside of public rights-of-way except for the 12 inch waterline and infrastructure connected to the Storm Water Detention Basin as shown on C-4.15 of Exhibit A. The District shall maintain the landscaping in and around the Storm Water Detention area.
- p. The District shall provide the required quality control inspection and testing as outlined in the MDCS (Exhibit C). Test results and inspection reports from an independent testing and inspection entity related to Project Improvements will be provided to the City prior to acceptance of Project Improvements.
- q. The District shall complete all aspects of the project occurring in the City in accordance with Utah Code Ann. § 10-9a-305 related to public education entities.
- r. The District shall have the contractor constructing the Project Improvements and utility lines to warrant their work for a period of one year following the final inspection and acceptance of the Project Improvements by the City.

3. Responsibilities to be Borne by the City.

- a. Upon execution of this agreement, the City shall issue the Conditional Use Permit with terms acceptable to the City and District.
 - b. The City shall give fair and equitable consideration for increasing right-of-way widths and asphalt pavement widths to accommodate the RCS (Exhibit B), upsizing of water and sewer lines for future development as credit toward impact fee costs.
 - c. The City shall provide sewer meter as shown on Sheet C-4.3 near SR-165 and 2600 South. Specifically items 4-9 as listed on Detail 1 on sheet C-6.1 of Exhibit A.
 - d. The City shall maintain the public roads and Project Improvements inside the City rights-of-way after acceptance by the City. The City shall also maintain the 12 inch water main through the District Property and infrastructure connected to the Storm Water Detention Basin as shown on C-4.15 of Exhibit A.
 - e. The City will provide quality assurance inspection and testing services as it deems necessary related to Project Improvements and storm water.
4. Additional Rights/Powers of the City.
- a. The City may elect at its sole expense to participate in the construction inspections and acceptance of the work with equal standing to the District's designated representative.
5. Responsibility of Cost.
- a. The following list of items are required to be constructed by the District to meet State and City ordinances and meet current City and industry design standards. The value associated with these items may be considered toward the impact fees required to be paid by the District to the City.
 - i. Roadway improvements for 300 West for a 66 foot right-of-way according to the RCS (Exhibit B) and MDCS (Exhibit C). Curb, gutter and sidewalk associated with the roadway improvements for 300 West not adjacent to District Property are not required to be constructed.
 - ii. Improvements to 550 North 300 West intersection as shown on Sheet C-5.9 of Exhibit A.
 - iii. Roadway improvements to 100 North and 200 North as shown on Sheets C-5.7 and C-5.8 in Exhibit A.

- iv. Culinary waterlines and appurtenances up to and including 8 inches in diameter.
 - v. Sewer lines and appurtenances up to and including 8 inches in diameter.
 - vi. Storm drainage infrastructure of all public rights-of-way.
- b. The following list of items are considered upgrades requested by the City, to be constructed by the District and are considered part of the fair and equitable compensation toward the impact fees to be paid by the District to the City. These upgrades are shown in Exhibit A.
- i. Improvements to widen 300 West from sixty-six feet (66 ft.) to eighty feet (80 ft.). The cost of property to widen the road from sixty-six feet (66 ft) right of way to an eighty foot (80 ft) right of way.
 - ii. Improvements and utilities (water and sewer) from the southeast School Property line on 100 North, east to 100 West.
 - iii. ½ of the improvements and utilities (water and sewer) on 200 North from the east School Property line to the canal and all the cost of improvements and utilities from the canal on 200 North to 100 West.
 - iv. Upgrading the sewer line pipe size from eight inches (8") to ten inches (10"), twelve inches (12"), or fifteen inches (15"). The cost to increase depth of sewer to 550 North.
 - v. Upgrading the waterline pipe size from eight inches (8") to twelve inches (12") within the school property.
 - vi. Materials and installation to upsize the sewer line from eight inches (8") to fifteen inches (15") from 300 West along 2600 South west to Highway 165.
 - vii. Sewer meter, manhole, telemetry, and installation and connection of the meter at the intersection of 2600 South and Highway 165.
 - viii. Water line not required for fire protection on the school property.
 - ix. Water line from the northeast property of the district at 300 West to 550 North.
 - x. Sewer line from the northeast property of the district at 300 West to 550 North.

- xi. Sewer lines east of the east school property line on 100 North and 200 North to 100 West.
- xii. A portion of emergency overflow improvements including gates and pipe for the canal at 100 West and 100 North.

6. Impact Fees.

- a. Transportation Impact fees in the amount of \$1,447,328 were calculated by the City according to Millville City Ordinance 2009-2 using 1,640 Students as indicated in the Traffic Study completed by A Trans dated December of 2013.
- b. Water Impact fees for distribution and source in the amount of \$74,061 were calculated in accordance with Ordinance 2006-3 based upon a student population of 1,640.
- c. The District has constructed upgrades as listed in Section 5.b of this agreement. The cost of these upgrades is detailed in Exhibit D of this agreement and is valued at \$692,308.
- d. With the improvements constructed by the District required by ordinances and standards outlined in Section 5.a, and giving fair and equitable consideration to the District for the upgrades constructed by the District as outlined in Section 5.b; the City and District agree that all impacts by the District to the City have been compensated for and no additional fee is required of the District to the City or from the City to the District.

7. Duration of Agreement. This Agreement shall become effective on the date it has been approved by the executive and legislative bodies of each party or as otherwise required by Utah Code Ann. §11-13-202.5. The Agreement shall remain effective until the completion of the various infrastructure projects and acceptance by the City, and performance by both parties of the terms and conditions of this Agreement.

8. Termination. Termination of this Agreement prior to the expiration of its term is not contemplated. However, this Agreement may be terminated early under the following conditions:

- a. Upon mutual written agreement by the Parties; or
- b. In the event of a material breach of this Agreement by either party, the non-breaching party shall give written notice of the alleged material breach to the other party, with a request that the breach be cured within thirty (30) days of the written notice. In the event the stated breach is not cured within the thirty (30) day time or shorter period, the non-breaching party may terminate this

Agreement by giving a sixty (60) day written notice to the breaching party of termination. Provided, however, additional time shall be allowed as may be required to diligently complete a cure reasonably commenced within the original thirty (30) day period of time. A material breach is defined as intentional or willful neglect of any of the provisions of this Agreement. A non-material breach shall be resolved by the contact persons/representatives of the Parties, provided that the refusal or neglect by either party to cure a non-material breach may be sited as a material breach within the reasonable discretion of the non-breaching party.

9. Damages/Expenses. All costs, damages, and expenses incurred by a non-breaching party because of a default or a breach by the other party of this Agreement shall be the responsibility of the defaulting or breaching party.
10. Indemnification. Each party shall indemnify, save harmless and defend the other party, and the other party's officers, agents, employees and representatives, from and against any and all liabilities, claims, penalties, forfeitures, suits, and the costs and expenses incident thereto, which may hereafter arise or be incurred, that are caused in whole or in part, by any negligent or wrongful act or omission of the indemnifying party, its officers, agents, employees and representatives.
11. Governing Law/Disputes. This Agreement is governed by and shall be interpreted in accordance with the laws of the State of Utah. Any litigation arising hereunder must be filed in the First Judicial District Court in and for Cache County, State of Utah.
12. Severability of Agreement. If any provision of this Agreement is found to be in violation of law or unenforceable, then notwithstanding any other provision of this Agreement, the remaining provisions of the Agreement shall remain effective and be interpreted consistent with the remaining provisions to give effect to the mutual intent of the Parties to the maximum extent allowed by law.
13. Entire Agreement. This Agreement contains the entire Agreement between the Parties, and no representations, inducements, promises or agreements, oral or otherwise, between the parties not embodied herein shall be of any force and effect.
14. Headings and Paragraph Numbers. Headings and paragraph numbers have been inserted solely for convenience and reference and shall not be construed to effect the meaning, construction of effect of this Agreement.
15. Binding/Assignment. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their agents, successors-in-interest, assigns and transferees. This Agreement may not be assigned without the prior written consent of the non-assigning party, which consent shall not be unreasonably withheld.

- 16. Authorization. The undersigned representatives of each party confirm his or her authority to execute this Agreement and represent that his or her governing body has authorized this Agreement.
- 17. Modification. This Agreement may not be changed, altered or modified without the written consent of the Parties.
- 18. The Parties have articulated herein the ongoing maintenance responsibilities and once the construction is completed and the warranty period expired, the purposes of this Agreement shall be deemed fulfilled and the Agreement shall terminate of its own accord and without further action by either party.

DATED this _____ day of April 2015.

CITY OF MILLVILLE

By _____
Its _____

Approved by Attorney for the City of Millville

DATED this _____ day of April, 2015.

CACHE COUNTY SCHOOL DISTRICT

By _____
Its _____

Approved by Attorney for
Cache County School District

Miles P. Jensen

Exhibit D
Project Improvement Costs

Upgrade Costs - See Section 5.b

Item:	Cost:
i. Cost of improvements to widen 300 West from a sixty-six foot (66 ft.) right of way to an eighty foot (80ft) right of way. The cost of property to widen the road from a 66 ft right of way to an eighty foot right of way.	\$102,777.57
ii. Cost of improvements and utilities from the Southeast School Property line on 100 North, east to 100 West.	\$113,095.80
iii. On 200 North, one-half (1/2) the cost of improvements and utilities from the east School Property Line to the canal and all the cost of improvements and utilities from the canal to 100 West.	\$163,833.05
iv. The cost of upgrading the sewer line pipe sizes from eight inches (8") to ten inches (10"), twelve inches (12") or fifteen inches (15"). The cost to increase depth of sewer to 550 North.	\$40,662.78
v. The cost of upgrading the water line size from eight inches (8") to twelve inches (12") within the school.	\$18,199.21
vi. The cost of materials and installation to upsize sewer line from eight inches (8") to fifteen inches (15") from 300 West along 2600 South west to Highway 165.	\$55,575.25
vii. The cost of sewer meter, manhole, telemetry, and installation and connection of the meter at the intersection of 2600 South and Highway 165.	\$43,585.00
viii. Cost of materials and installation of the water line not required for fire protection on the school property (shown in pink on Exhibit D).	\$30,921.25
ix. Costs for materials and installation to extend the water line from the northeast property of the district at 300 West to 550 North.	\$31,468.11
x. Costs for materials and installation to extend the sewer line from the northeast property of the district at 300 West to 550 North.	\$40,190.78
xi. Additional future sewer lines identified east of the east school property line on 100 North and 200 North.	\$39,999.56
xii. Canal emergency overflow improvements	\$12,000.00
Total:	\$692,308.36

District Required Improvements Meeting Transportation CIP - See Section 5.a

300 West	
550 North 300 West Intersection Improvements	
100 North Extention	
200 North Extension and Bridge to School Property	
Value:	\$829,080.64

Impact Fees - See Section 6

Transportation impact fee (1640 students)	\$1,447,328.00
Water Impact Fees (1640 Students)	\$74,061.00
Total:	\$1,521,389.00
Balance:	\$0.00

Profit & Loss Budget vs. Actual

July 2014 through March 2015

TOTAL

	Jul '14 - Mar ...	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3990 · Budgetary Income Items				
3991 · Appropriated Fund Balance-GF	0.00	111,875.00	(111,875.00)	0.0%
3992 · Approp. Fund Balance Class "C"	0.00	15,500.00	(15,500.00)	0.0%
3994 · Approp. Fund Bal. Park/Cap Impr	0.00	9,500.00	(9,500.00)	0.0%
3995 · Appropriated Fund Bal - CP	0.00	1,400.00	(1,400.00)	0.0%
3996 · Approp. Fund Balance - WF/SF	0.00	243,368.00	(243,368.00)	0.0%
3998 · Appropriated Fund Balance-35 SW	0.00	3,661.00	(3,661.00)	0.0%
Total 3990 · Budgetary Income Items	0.00	385,304.00	(385,304.00)	0.0%
4000 · Taxes				
4010 · Fee in Lieu-10	5,095.43	7,400.00	(2,304.57)	68.9%
4030 · Property Taxes-10	47,776.36	56,751.00	(8,974.64)	84.2%
4040 · Redemptions-10	767.46	0.00	767.46	100.0%
4050 · Motor Tax Refunds-10	862.73	500.00	362.73	172.5%
4060 · Energy Sales & Use Tax-10				
4061 · Pacific Power-10	44,029.15	0.00	44,029.15	100.0%
4062 · Questar Gas-10	21,813.54	0.00	21,813.54	100.0%
4063 · Telecommunications-10	11,899.22	0.00	11,899.22	100.0%
4065 · Collected by PTIF-10	0.00	0.00	0.00	0.0%
4060 · Energy Sales & Use Tax-10 - Other	0.00	116,000.00	(116,000.00)	0.0%
Total 4060 · Energy Sales & Use Tax-10	77,741.91	116,000.00	(38,258.09)	67.0%
4070 · Franchise Tax-10				
4071 · Comcast Cable-10	6,408.84	0.00	6,408.84	100.0%
4070 · Franchise Tax-10 - Other	0.00	9,000.00	(9,000.00)	0.0%
Total 4070 · Franchise Tax-10	6,408.84	9,000.00	(2,591.16)	71.2%
Total 4000 · Taxes	138,652.73	189,651.00	(50,998.27)	73.1%
4200 · Fees & Fines-10				
4202 · Court Fees-10	3,215.47	0.00	3,215.47	100.0%
4204 · 911 Fees-10	15,119.79	20,200.00	(5,080.21)	74.9%
4205 · Property Review Fees-10				
4206 · CONCEPTUAL-10	155.00	0.00	155.00	100.0%
4208 · Final review- incremental-10	131.00	0.00	131.00	100.0%
4205 · Property Review Fees-10 - Other	132.00	1,000.00	(868.00)	13.2%
Total 4205 · Property Review Fees-10	418.00	1,000.00	(582.00)	41.8%
4200 · Fees & Fines-10 - Other	0.00	5,000.00	(5,000.00)	0.0%
Total 4200 · Fees & Fines-10	18,753.26	26,200.00	(7,446.74)	71.6%
4300 · PTIF 0317				
4310 · Sales Tax-10	144,589.74	170,000.00	(25,410.26)	85.1%
4315 · State Liquor PASS THRU-10	0.00	0.00	0.00	0.0%
4330 · Class C Road-10	59,387.25	73,000.00	(13,612.75)	81.4%
4340 · Grants-other-10	0.00	0.00	0.00	0.0%
4350 · Interest				
4352 · Park Impact-10	136.41	0.00	136.41	100.0%
4353 · Class C-10	825.74	0.00	825.74	100.0%
4354 · General-10	531.35	3,800.00	(3,268.65)	14.0%
4355 · Water-20	(639.74)	500.00	(1,139.74)	(127.9)%
4356 · Capital Improvement-Water-20	343.16	0.00	343.16	100.0%
4357 · Cap Proj Fund-40	2,058.30	2,000.00	58.30	102.9%
4358 · Bridge 500 North/100 East-10	17.58	0.00	17.58	100.0%
4360 · Road Impact Interest-10	452.09	0.00	452.09	100.0%
4361 · Stormwater Interest-35	17.52	20.00	(2.48)	87.6%
Total 4350 · Interest	3,742.41	6,320.00	(2,577.59)	59.2%

City of Millville
Profit & Loss Budget vs. Actual
July 2014 through March 2015

	TOTAL			
	Jul '14 - Mar ...	Budget	\$ Over Budget	% of Budget
Total 4300 · PTIF 0317	207,719.40	249,320.00	(41,600.60)	83.3%
4382 · PTIF 4629 INTEREST-20	87.51	0.00	87.51	100.0%
4383 · PTIF 4630 INTEREST-20	1,126.29	0.00	1,126.29	100.0%
4384 · PTIF 4631 INTEREST-20	196.66	0.00	196.66	100.0%
4385 · PTIF 5361 Interest - 30	73.69	0.00	73.69	100.0%
4400 · Grants				
4410 · RAPZ/Restaurant Tax Grants-10	0.00	27,903.00	(27,903.00)	0.0%
4420 · State Grants-10	0.00	20,000.00	(20,000.00)	0.0%
4435 · FEMA Grant-10	22,017.38	0.00	22,017.38	100.0%
4451 · CIB Master Plan Grant-10	17,117.99	0.00	17,117.99	100.0%
4452 · CCCOG 450-550N Road Grant-10	0.00	200,000.00	(200,000.00)	0.0%
4400 · Grants - Other	0.00	0.00	0.00	0.0%
Total 4400 · Grants	39,135.37	247,903.00	(208,767.63)	15.8%
4500 · Licenses & Permits-10				
4510 · Animal Licenses-10	4,305.00	5,000.00	(695.00)	86.1%
4520 · Business Licenses-10	2,055.00	2,300.00	(245.00)	89.3%
4530 · Building Permits-10	2,200.40	4,000.00	(1,799.60)	55.0%
Total 4500 · Licenses & Permits-10	8,560.40	11,300.00	(2,739.60)	75.8%
4590 · Roads Income				
4591 · Road Impact Fee-10	13,699.11	35,800.00	(22,100.89)	38.3%
Total 4590 · Roads Income	13,699.11	35,800.00	(22,100.89)	38.3%
4600 · Park				
4610 · Park Impact Fees (2000.000)-10	6,000.00	10,000.00	(4,000.00)	60.0%
4620 · Park & Rec Fees-10	2,400.00	1,800.00	600.00	133.3%
4640 · Contributions Private-10	300.00	0.00	300.00	100.0%
Total 4600 · Park	8,700.00	11,800.00	(3,100.00)	73.7%
4650 · Recreation-10				
4651 · Boys Baseball-10	100.00	0.00	100.00	100.0%
4654 · Youth Council-10	2,651.02	0.00	2,651.02	100.0%
4655 · Misc. Sales-10	441.82	0.00	441.82	100.0%
Total 4650 · Recreation-10	3,192.84	0.00	3,192.84	100.0%
4671 · Millville Memories-10	79.40	300.00	(220.60)	26.5%
4685 · Garbage Revenues Master				
4686 · Garbage Collection-10	95,927.35	0.00	95,927.35	100.0%
4687 · Recycle GREEN WASTE Garbage-10	3,053.47	0.00	3,053.47	100.0%
4685 · Garbage Revenues Master - Other	0.00	126,000.00	(126,000.00)	0.0%
Total 4685 · Garbage Revenues Master	98,980.82	126,000.00	(27,019.18)	78.6%
4690 · Miscellaneous Revenues-10	30.00	0.00	30.00	100.0%
4700 · Capital Project Revenue				
4790 · Transfer in from Gen Fund-40	50,000.00	50,000.00	0.00	100.0%
Total 4700 · Capital Project Revenue	50,000.00	50,000.00	0.00	100.0%
4800 · Stormwater Fund Revenues-35				
4850 · Monthly Stormwater Fees-35	10,548.66	0.00	10,548.66	100.0%
4855 · StormWater Const Fee-35	200.00	0.00	200.00	100.0%
4800 · Stormwater Fund Revenues-35 - Other	0.00	13,500.00	(13,500.00)	0.0%
Total 4800 · Stormwater Fund Revenues-35	10,748.66	13,500.00	(2,751.34)	79.6%
4900 · Water & Sewer Revenue-20&30				
4945 · Pmts in Lieu of Water Shares-20	4,000.00	0.00	4,000.00	100.0%
4950 · InterCity Line Upgrade Fee-30	10,704.38	13,200.00	(2,495.62)	81.1%
4955 · Service Fees-20	241,723.77	300,000.00	(58,276.23)	80.6%
4956 · Late Fees-20	10,253.88	0.00	10,253.88	100.0%

City of Millville
Profit & Loss Budget vs. Actual
July 2014 through March 2015

	TOTAL			
	Jul '14 - Mar ...	Budget	\$ Over Budget	% of Budget
4966 · Miscellaneous Income-20	206.68	0.00	206.68	100.0%
4968 · WATER SHARE IRRIGATION-20	1,473.50	0.00	1,473.50	100.0%
4970 · Connection Deposits				
4972 · Tap Fees (\$100)-20	300.00	200.00	100.00	150.0%
4973 · Impact Installation (\$3,700)-20	11,100.00	18,500.00	(7,400.00)	60.0%
4974 · FilingFee (\$50nonrefundable)-20	1,000.00	1,500.00	(500.00)	66.7%
Total 4970 · Connection Deposits	12,400.00	20,200.00	(7,800.00)	61.4%
4982 · Grant Proceeds-20	0.00	17,000.00	(17,000.00)	0.0%
Total 4900 · Water & Sewer Revenue-20&30	280,762.21	350,400.00	(69,637.79)	80.1%
Total Income	880,498.35	1,697,478.00	(816,979.65)	51.9%
Expense				
5000 · General Non-Department-10				
5001 · Wages-10	473.96	0.00	473.96	100.0%
5002 · Benefits-10	26.55	0.00	26.55	100.0%
5003 · Travel & Misc. Reimb.-10	1,421.14	0.00	1,421.14	100.0%
5004 · Materials & Supplies-10	2,954.93	0.00	2,954.93	100.0%
5005 · General Non-Dept. Other-10	7,786.89	0.00	7,786.89	100.0%
5006 · Insurance-10	14,433.94	15,050.00	(616.06)	95.9%
5009 · Intergovernmental-10	1,478.25	0.00	1,478.25	100.0%
5010 · Disaster Relief-10	0.00	2,000.00	(2,000.00)	0.0%
5015 · General Planning-10	0.00	0.00	0.00	0.0%
5020 · High School Planning-10	3,226.25	0.00	3,226.25	100.0%
5000 · General Non-Department-10 - Other	0.00	85,000.00	(85,000.00)	0.0%
Total 5000 · General Non-Department-10	31,801.91	102,050.00	(70,248.09)	31.2%
5050 · Mayor/Council/Personnel-10				
5051 · Wages-Mayor/Council-10	12,120.00	0.00	12,120.00	100.0%
5052 · Wages-Recorder-10	10,674.44	0.00	10,674.44	100.0%
5053 · Wages-Treasurer-10	7,014.59	0.00	7,014.59	100.0%
5054 · Reimbursement-10	467.76	0.00	467.76	100.0%
5050 · Mayor/Council/Personnel-10 - Other	0.00	33,300.00	(33,300.00)	0.0%
Total 5050 · Mayor/Council/Personnel-10	30,276.79	33,300.00	(3,023.21)	90.9%
5060 · Professional				
5061 · Auditor-10	9,816.99	10,500.00	(683.01)	93.5%
5062 · Engineer-10	31,750.36	40,000.00	(8,249.64)	79.4%
5063 · Legal-10	2,520.00	7,000.00	(4,480.00)	36.0%
5064 · IT/Consulting-10	5,570.86	7,700.00	(2,129.14)	72.3%
Total 5060 · Professional	49,658.21	65,200.00	(15,541.79)	76.2%
5100 · Roads-10				
5101 · Wages-10	40,806.35	0.00	40,806.35	100.0%
5102 · Employee Benefits-10	16,889.57	0.00	16,889.57	100.0%
5103 · Reimbursement-10	276.16	0.00	276.16	100.0%
5105 · Equipment-10	2,179.16	0.00	2,179.16	100.0%
5127 · Utilities-10	10,335.50	0.00	10,335.50	100.0%
5145 · Special Dept. Supplies-10	10,679.24	0.00	10,679.24	100.0%
5172 · 450-550 North Road CCCOG-10	180,000.00	200,000.00	(20,000.00)	90.0%
5173 · Road Impact Fee-10	12,723.51	13,000.00	(276.49)	97.9%
5180 · Class "C" Roads-10	21,311.06	88,500.00	(67,188.94)	24.1%
5100 · Roads-10 - Other	0.00	110,000.00	(110,000.00)	0.0%
Total 5100 · Roads-10	295,200.55	411,500.00	(116,299.45)	71.7%
5200 · Parks Department				
5201 · Wages-10	29,338.17	0.00	29,338.17	100.0%
5202 · Employee Benefits-10	20,403.66	0.00	20,403.66	100.0%
5204 · Supplies-10	421.62	0.00	421.62	100.0%

Profit & Loss Budget vs. Actual

04/15/15

July 2014 through March 2015

Accrual Basis

	TOTAL			
	Jul '14 - Mar ...	Budget	\$ Over Budget	% of Budget
5205 · Equipment-10	708.32	0.00	708.32	100.0%
5227 · Utilities-10	1,018.77	0.00	1,018.77	100.0%
5230 · Capital Outlay-10	25,044.43	34,715.00	(9,670.57)	72.1%
5231 · Capital Out Park Impact Fees-10	0.00	0.00	0.00	0.0%
5233 · North Park-10	1,727.85	0.00	1,727.85	100.0%
5245 · Special Dept. Supplies-10	728.26	0.00	728.26	100.0%
5200 · Parks Department - Other	0.00	79,000.00	(79,000.00)	0.0%
Total 5200 · Parks Department	79,391.08	113,715.00	(34,323.92)	69.8%
5250 · Recreation Expense-10				
5253 · Easter-10	196.44	0.00	196.44	100.0%
5254 · Community Fair Booth-10	187.93	0.00	187.93	100.0%
5255 · City Celebration-10	82.90	0.00	82.90	100.0%
5256 · Christmas-10	385.04	0.00	385.04	100.0%
5257 · Float/Dairy Princess-10	0.00	0.00	0.00	0.0%
5270 · Youth Council Expense-10	4,638.33	3,700.00	938.33	125.4%
5250 · Recreation Expense-10 - Other	0.00	7,700.00	(7,700.00)	0.0%
Total 5250 · Recreation Expense-10	5,490.64	11,400.00	(5,909.36)	48.2%
5300 · Sanitation				
5301 · Services-10	83,593.25	0.00	83,593.25	100.0%
5300 · Sanitation - Other	0.00	126,000.00	(126,000.00)	0.0%
Total 5300 · Sanitation	83,593.25	126,000.00	(42,406.75)	66.3%
5350 · 911 Services-10	13,620.00	20,200.00	(6,580.00)	67.4%
5370 · Development Coordinator-10				
5371 · Wages-10	1,476.65	0.00	1,476.65	100.0%
5370 · Development Coordinator-10 - Other	0.00	3,700.00	(3,700.00)	0.0%
Total 5370 · Development Coordinator-10	1,476.65	3,700.00	(2,223.35)	39.9%
5400 · Planning & Zoning				
5401 · Wages-10	945.00	0.00	945.00	100.0%
5402 · Reimbursement-10	72.63	0.00	72.63	100.0%
5403 · Supplies-10	188.95	0.00	188.95	100.0%
5404 · Services-10	64.00	0.00	64.00	100.0%
5405 · Professional-10	62.50	0.00	62.50	100.0%
5406 · Other-10	102.14	0.00	102.14	100.0%
5400 · Planning & Zoning - Other	0.00	4,500.00	(4,500.00)	0.0%
Total 5400 · Planning & Zoning	1,435.22	4,500.00	(3,064.78)	31.9%
5410 · Police Services				
5411 · Services-10	17,264.00	0.00	17,264.00	100.0%
5410 · Police Services - Other	0.00	17,316.00	(17,316.00)	0.0%
Total 5410 · Police Services	17,264.00	17,316.00	(52.00)	99.7%
5420 · Fire Services				
5421 · Services-10	13,717.50	0.00	13,717.50	100.0%
5420 · Fire Services - Other	0.00	13,718.00	(13,718.00)	0.0%
Total 5420 · Fire Services	13,717.50	13,718.00	(0.50)	100.0%
5429 · Public Safety-10	2,125.60	2,850.00	(724.40)	74.6%
5430 · First Responders-10	6,279.72	6,280.00	(0.28)	100.0%
5440 · School Crossing				
5441 · Wages-10	2,107.95	0.00	2,107.95	100.0%
5445 · Utilities-10	134.74	0.00	134.74	100.0%
5440 · School Crossing - Other	0.00	3,500.00	(3,500.00)	0.0%
Total 5440 · School Crossing	2,242.69	3,500.00	(1,257.31)	64.1%
5450 · Animal Control10				
5451 · Services-10	540.00	0.00	540.00	100.0%

City of Millville
Profit & Loss Budget vs. Actual
 July 2014 through March 2015

	TOTAL			
	Jul '14 - Mar ...	Budget	\$ Over Budget	% of Budget
5452 · Supplies-10	168.52	0.00	168.52	100.0%
5453 · Other-10	572.83	0.00	572.83	100.0%
5450 · Animal Control10 - Other	3,776.00	6,000.00	(2,224.00)	62.9%
Total 5450 · Animal Control10	5,057.35	6,000.00	(942.65)	84.3%
5480 · Elections-10	0.00	0.00	0.00	0.0%
5500 · Building & Ground-10				
5504 · Supplies-10	2,957.00	0.00	2,957.00	100.0%
5520 · Capital Outlay-10	6,913.33	0.00	6,913.33	100.0%
5527 · Utilities-10	1,986.45	0.00	1,986.45	100.0%
5500 · Building & Ground-10 - Other	0.00	8,600.00	(8,600.00)	0.0%
Total 5500 · Building & Ground-10	11,856.78	8,600.00	3,256.78	137.9%
5590 · Transfer to Cap Proj Fund -10	50,000.00	50,000.00	0.00	100.0%
5700 · Capital Project Fund Expense				
5754 · Capital Outlay-Parks & Rec-40	0.00	3,400.00	(3,400.00)	0.0%
Total 5700 · Capital Project Fund Expense	0.00	3,400.00	(3,400.00)	0.0%
5800 · Stormwater Fund Expenses-35				
5845 · Storm Special Dept Supplies-35	6,704.85	17,181.00	(10,476.15)	39.0%
Total 5800 · Stormwater Fund Expenses-35	6,704.85	17,181.00	(10,476.15)	39.0%
5900 · Water & Sewer Expenses-20&30				
5901 · Wages-20	13,579.87	78,000.00	(64,420.13)	17.4%
5902 · Employee Benefits-20	9,765.92	0.00	9,765.92	100.0%
5903 · Travel & Misc. Reimb.-20	4,375.07	0.00	4,375.07	100.0%
5904 · Supplies-20	2,661.34	0.00	2,661.34	100.0%
5920 · Equipment-20	781.02	0.00	781.02	100.0%
5924 · Office Expense-20	1,986.85	0.00	1,986.85	100.0%
5925 · Insurance-20	7,396.10	7,525.00	(128.90)	98.3%
5927 · Utilities-20	18,629.58	0.00	18,629.58	100.0%
5930 · Professional-20				
5931 · Legal-20	0.00	3,000.00	(3,000.00)	0.0%
5932 · Auditor-20	4,908.51	5,100.00	(191.49)	96.2%
5933 · Engineering-20	10,958.00	10,000.00	958.00	109.6%
5934 · IT/Consulting-20	2,785.47	4,000.00	(1,214.53)	69.6%
Total 5930 · Professional-20	18,651.98	22,100.00	(3,448.02)	84.4%
5937 · Blue Stakes-20	152.41	0.00	152.41	100.0%
5945 · Special Dept. Supplies-20	14,660.95	30,000.00	(15,339.05)	48.9%
5949 · Loan Pmts to Nibley City-30	0.00	7,943.00	(7,943.00)	0.0%
5950 · Capital Outlay-20	12,236.77	30,000.00	(17,763.23)	40.8%
5951 · Special Projects-20	0.00	155,000.00	(155,000.00)	0.0%
5954 · ASR Project-20	19,567.25	32,000.00	(12,432.75)	61.1%
5959 · Bond Principal - Rev Bonds-20	62,000.00	92,020.00	(30,020.00)	67.4%
5960 · Bond Int. Exp. Rev Bonds-20	30,015.79	0.00	30,015.79	100.0%
5961 · InterCity Sewer Bd Principal-30	21,120.60	13,600.00	7,520.60	155.3%
5962 · Bond Interest GO Bond-20	4,727.50	0.00	4,727.50	100.0%
5963 · Bond Principal GO Bond-20	50,000.00	59,455.00	(9,455.00)	84.1%
5975 · Other-20	0.00	40,000.00	(40,000.00)	0.0%
5900 · Water & Sewer Expenses-20&30 - Ot...	0.00	26,625.00	(26,625.00)	0.0%
Total 5900 · Water & Sewer Expenses-20&30	292,309.00	594,268.00	(301,959.00)	49.2%
6000 · Payroll Expenses-20	0.00	0.00	0.00	0.0%
7000 · Budgetary Expense Items				
7002 · Funds Designated for Future Use	0.00	50,000.00	(50,000.00)	0.0%
7003 · Approp. Funds Park/Cap Improv	0.00	10,000.00	(10,000.00)	0.0%
7004 · Class "C" for Future Use	0.00	0.00	0.00	0.0%
7006 · Road Impact Desgntd for Future	0.00	22,800.00	(22,800.00)	0.0%

City of Millville
Profit & Loss Budget vs. Actual
 July 2014 through March 2015

	TOTAL			
	Jul '14 - Mar ...	Budget	\$ Over Budget	% of Budget
Total 7000 · Budgetary Expense Items	0.00	82,800.00	(82,800.00)	0.0%
Total Expense	999,501.79	1,697,478.00	(697,976.21)	58.9%
Net Ordinary Income	(119,003.44)	0.00	(119,003.44)	100.0%
Net Income	<u>(119,003.44)</u>	<u>0.00</u>	<u>(119,003.44)</u>	<u>100.0%</u>

ATTACHMENT "J"

Councilmember Reports April 26, 2015

Sign into Millville – Mayor Johnson/Councilmember Duffin
Fees in Lieu of Water Rights – Gary Larsen/Bob Fotheringham
Review of Group Residential Facilities – Coordinator Harry Meadows
Volunteerism Always Pays (VAP) Projects provided by Wal-Mart – Mayor Johnson
City Artifacts – Councilmember Callahan
Old Mill Day Committee – Councilmember Duffin
CERT Training Program – Councilmember Cummings
Water Rights Recommendation from Planning Commission – Mayor Johnson
High School – Councilmember Duffin
Schedule for Newsletter Article – May, Councilmember Zollinger; June, Mayor Johnson; July, Councilmember Callahan; August, Councilmember Cummings; September, Councilmember Duffin; October, Councilmember Williams. (To be turned in by the 6th of each month)