

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
May 28, 2015

PRESENT: Michael Johnson, Michael Callahan, Mark Williams, Ryan Zollinger, Rose Mary Jones, Tara Hobbs, Harry Meadows, Gary Larsen, Glenn Floyd, Denice Floyd, Brian Hair, Todd Aslett, Frank Smith

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, Mark Williams, and Ryan Zollinger were in attendance with Councilmembers Cindy Cummings and Julianne Duffin excused. Also Treasurer Tara Hobbs and Recorder Rose Mary Jones were present.

Opening Remarks/Pledge of Allegiance

Councilmember Zollinger led those present in the Pledge of Allegiance.

Approval of agenda and time allocations

The agenda for the City Council Meeting of May 28, 2015 was reviewed.

Councilmember Williams moved to approve the agenda for May 28, 2015.

Councilmember Zollinger seconded. Councilmembers Callahan, Williams, and Zollinger voted yes with Councilmembers Cummings and Duffin excused. (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 May 14, 2015.

Councilmember Zollinger moved to approve the minutes for May 14, 2015.

Councilmember Callahan seconded. Changes were made regarding those attending the meeting as well as the grades for students attending South Cache from '8th and 9th' grade to '7th and 8th'. Councilmembers Callahan, Williams, and Zollinger voted yes with Councilmembers Cummings and Duffin excused. (A copy of the draft minutes is included as Attachment "B".)

Report on Planning Commission Meeting held May 21, 2015

Councilmember Callahan expressed appreciation to the Planning Commission on their discussion regarding the Roger Roundy Subdivision that was proposed. He felt there was a lot of good discussion to outline necessary items that should be considered during this review process. The Planning Commission draft minutes are included with the minutes as Attachment "C".

ATVs on City Roads

Glenn Floyd presented to the Council a handout titled "ATV's on the Streets of Millville." This is included with the minutes as Attachment "D". He expressed thanks for being able to drive ATVs to access the canyons and occasionally to a neighbor's home. He did not like having his neighborhood constantly patrolled. He wanted the Council to know of his appreciation for what they do for our community.

Councilmember Callahan informed Mr. Floyd of other areas in the community that are also being monitored by law enforcement.

Review of Proposed Budget for Fiscal Year 2016

Mayor Johnson along with Recorder Rose Mary Jones reviewed the budget for fiscal year 2016. This is included with the minutes as Attachment "E". There had been revisions in the General Fund to increase the Class "C" Road funds due to the new gas tax formula; the appropriated fund balance had been decreased as well as the appropriated fund balance for Class "C" Roads; CIB Grant had been added, as this will probably not be completed during this fiscal year. It was also noted that a line item had been added for Mass Transit Sales Tax for the Cache Valley Transit District, as Millville City allocates a portion of the City's tax to this district; the line item is a pass through with the revenue and expenditure being the same amount.

In the Stormwater Fund, the appropriated fund balance and the special department supplies were increased by \$2,000 to cover the cost of additional stormwater permits required during the 2016 fiscal year.

In the Water/Sewer Fund, the appropriated fund balance and the water capital projects were increased by \$10,000 to allocate additional funding for the Garr Spring Water project.

There was discussion about the water capital projects proposed. Superintendent Larsen explained there are several different projects; they will be prioritized depending on need and urgency for having them completed.

Review of Revision to Fiscal Year 2015 Budget

Mayor Johnson along with Recorder Jones reviewed the revisions to the 2015 fiscal year budget. This is included with the minutes as Attachment "F". The revisions include negative and positive adjustments in various line items in several different categories for the budget.

In the Stormwater Fund, the storm water drain line on 100 North west of 100 West that was proposed as \$12,000 was changed to \$17,000. There will be a receivable of \$5,000 coming from Millville Irrigation Company to the City; this was also included in the budget.

Any additional billings which have not yet been considered will be addressed at the next Council Meeting.

Set Public Hearing for Budgeting

Mayor Johnson reviewed the process for setting the budget public hearings. Recorder Jones indicated the increase in elected officials' salaries requires the ordinance to be changed. This is ordinance 2.12.030 and will be revised having the Mayor's salary increase from \$500 to \$700 monthly and the Councilmember's salary increase from \$200 to \$300 monthly; this would also require a public hearing notice.

Councilmember Williams moved to set a public hearing on June 11 at 7:20 p.m. to review the budget changes for 2015, to approve the budget for 2016, and to revise the ordinance on salaries for the Mayor and Councilmembers. Councilmember Callahan seconded. Councilmembers Callahan, Williams, and Zollinger voted yes with Councilmembers Cummings and Duffin excused.

Other Items

Mayor Johnson asked Todd Aslett who was present about any business he may have with the Council. Mr. Aslett indicated he desired to obtain a business license. He will need to go through the procedure to obtain license from the Council and was referred to Development Coordinator Harry Meadows.

Mayor Johnson also asked Brian Hair about the D&B Equipment business and who the owner currently is. Mr. Hair indicated he is a part owner but his father is the primary owner.

Interlocal Agreement with Cache County School District/Conditional Use Permit

Mayor Johnson reported the City officials had met with the school district representatives and felt they are very close on most items being negotiated. It was determined it was in the best interest of the City to hold off for a couple of months to see what type of funding may be available from the CCCOG for roads before proceeding.

There was also discussion on the future impact fees that may be required from the school. The school district is requesting that all impact fees in the future be waived; however, the City felt this should not be a negotiable item. It will probably be a couple of months before they meet again.

There was discussion about the need to discuss land dedication with Nibley City regarding a trail system along the river.

The roundabout on 300 West being accessed by the new road coming across the river is going to be constructed and will be Millville City's to maintain. There was discussion about the construction and design for this. This will be marked as a single lane roadway. It was the Council's recommendation that minimal landscaping would be desired in this area.

Bills to be paid

The bills were presented. They are as follows:

Mike Johnson	50.00	Water
Julianne Duffin	40.82	Youth Council
Heidi Checketts	54.32	Youth Council
Melanie Nichols	43.04	Youth Council
Staples	14.99	Water
Questar	60.60	Park/Building
CenturyLink	176.83	Water
Ecosystems Research	46.00	Water
Jones Simkins	397.50	General/Water
Utah Local Governments Trust	889.75	Insurance Gen/Water
J-U-B	2,435.00	General/Water/SW
Comcast	83.25	General
Watkins Printing	189.75	Water
Mike Anderson	75.00	Water
Wayne Rudd	75.00	Water
Thomas Twedt	75.00	Water
Brent Miller	75.00	Water
Koonce Family Ent.	75.00	Water
Daniel Teare	75.00	Water
Steve Schirado	75.00	Water
Heather Lee	75.00	Water
Mindy Lou Allred	75.00	Water
Mike Callahan	75.00	Water
Corey Lee Wareham	75.00	Water
Floyd Powell	75.00	Water
John Abel	75.00	Water
Wells Fargo Bank	3,202.50	Water
Public Treasurers Investment Fund	130,000.00	General
Public Treasurers Investment Fund	60,000.00	Water
Salary Register	8,605.60	

Councilmember Williams moved to pay the bills for May 28, 2015. Councilmember Zollinger seconded. It was noted the amounts going to the Public Treasurers Investment Fund are funds being transferred from our bank to our savings account. Councilmembers Callahan, Williams, and Zollinger voted yes with Councilmembers Cummings and Duffin excused.

City Reports**Roads/Sidewalks:**

Superintendent Gary Larsen reported a letter from Michele Devaney, USDA Grants Management Specialist, had been received which closed out the NRCS project for us and other entities in the County; however, there will still be monitoring required on the project. As the river makes its new course and becomes established, there has been some debris that will need to be cleaned out. This will be the City's responsibility to do this. This letter is included with the minutes as Attachment "G".

Superintendent Larsen discussed with the Council some items that he felt should be put out as surplus items. He will have these items included in the June newsletter. The Council proposed having a sealed bid auction; the items will be available at the City Celebration and thereafter at the City Office for anyone to look at and bid on until July 8. The bids will be opened and awarded at the City Council Meeting on July 9.

Superintendent Larsen questioned whether the Council would like to have water made available to the roundabout being built by the school. After discussing differing viewpoints regarding this, Superintendent Larsen was asked to find out the cost for having the water service and power available at this site. This will be reported on at the next meeting.

City Parks

Superintendent Larsen reported the splash pad is up and operational. This will be monitored during the summer for water consumption.

The mowing on the North Park will begin the first week of June. The company who will be doing this service is Turf-It Landscape Services and the cost will be \$75 per weekly service.

Culinary Water System

Superintendent Larsen reported the operating permit from the Division of Drinking Water has been received for the Glen Ridge well. The Division of Drinking Water is also requiring the City to either do a test pump on the Park Well or to monitor the water levels to show the capacity in the well. Superintendent Larsen explained about a monitor that will be used that has a digital read out on it and has been located in the pump shaft to provide the information required for this monitoring.

Superintendent Larsen discussed the value of water that could possibly be used in the future from the ASR and Garr Spring water projects which are being pursued. There was

approximately 104 acre feet of the winter water stored in the Glen Ridge well this past winter, which could be used to meet the demand at the peak times for the summer water season. These projects will give the City various options for use in the future.

Proposal on Form-Based Code

Mayor Johnson with the consensus of the Council, asked to have this item continued to the next agenda when more Councilmembers are present.

Communication with Residents in case of an Emergency

The Council discussed options for communicating with residents during an emergency with electronic devices and the capability of twitter, texting, Facebook, etc. It was also suggested that the reverse 9-1-1 call may be an option for notification.

It was also suggested that these tools may be used to notify residents of upcoming events, the need of volunteers, or other community notifications. An app called Remind Me could be downloaded and also used to help with these notifications. The Mayor asked to have this item placed on the agenda for the next meeting as an action item.

Declaring Candidacy for Election

Mayor Johnson reminded the Council of the filing dates for declaring candidacy for the upcoming municipal election; it is June 1 through June 8, ending at 5 p.m. There are three council seats to be filled.

Storm Drain Line Proposed on 100 North from the Lower Canal Westward

Mayor Johnson indicated this item had been reviewed during the budgeting portion of the meeting. The Millville Irrigation Company will contribute \$5,000 toward this storm drain line project; they will be invoiced for these funds to be paid to the City.

Councilmember Reports

Councilmember Zollinger reported on a Wildfire Policy Meeting he had attended. There is a working group to prepare a recommendation for wildfires—how to be prepared, to prevent, and to pay for these fires if they should occur. In cooperation with the Utah League of Cities and Towns, some type of a recommendation will be drafted and submitted to the state.

The Councilmember Reports list is included with the minutes as Attachment “H”.

Other items for Future Agendas

Councilmember Zollinger questioned when the General Plan would be brought to the Council for additional discussion.

Recorder Jones clarified for the election that it will be posted to have interested individuals wanting to file for candidacy contact her for an appointment during the designated days.

Development Coordinator Harry Meadows questioned the chain of command to make decisions, etc. in the case of an emergency. It was decided to put this on the next agenda as a discussion item.

Development Coordinator Meadows reviewed with the Council information regarding the impact fees and fee schedules making sure the fees being charged are correct. This information is included with the minutes as Attachment "I". These impact fees are currently being revised as part of the Master Plan upgrade. Mayor Johnson requested having this placed on the agenda as an action item at the next Council Meeting.

Adjournment

Councilmember Zollinger moved to adjourn. Councilmember Callahan seconded. Councilmembers Callahan, Williams, and Zollinger voted yes with Councilmembers Cummings and Duffin excused. The meeting adjourned at 8:42 p.m.

MILLVILLE PLANNING COMMISSION MEETING

City Hall - 510 East 300 South - Millville, Utah

June 4, 2015

1. Roll Call:

Chairman Jim Hart, Commissioners Lynette Dickey, Bonnie Farmer, and Rachel Thompson

Others Present:

Development Coordinator Harry Meadows, Chad Kendrick, Treasurer Tara Hobbs, and Ezra Eames. Secretary Adria Davis recorded the minutes.

2. Opening Remarks/Pledge of Allegiance

Chairman Hart called the meeting to order at 8:00 pm.
He led those present in the Pledge of Allegiance.

3. Review and Approval of agenda

The agenda for the Planning Commission meeting of June 4, 2015 was reviewed. A motion was made by Commissioner Farmer to approve the agenda as outlined. Commissioner Dickey seconded. Commissioners Hart, Farmer, Dickey, and Thompson voted yes, with Commissioners Greenhalgh, Lewis (Alt.) and Smith (Alt.) absent.

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

The minutes for the meeting of May 21, 2015 were reviewed. A motion was made by Commissioner Farmer recommending approving the minutes as outlined. Commissioner Thompson seconded. Commissioners Hart, Farmer, Dickey, and Thompson voted yes, with Commissioners Greenhalgh, Lewis (Alt.) and Smith (Alt.) absent.

5.A Review and Consideration for recommendation to the city council of the final plat for The Mond-Aire Heights Subdivision, Phase I.

All engineering questions have been addressed sufficiently for JUB with a few remaining items to be resolved for the city council.

Mr. Eames pointed out a missing lot (#17) next to the retention pond that he believes should have been drawn in as a developable lot and NOT part of the pond. The commission advised him to inquire on his end as to why the drawing was this way and bring his findings before the council. Chairman Hart made a motion to recommend to the City Council the Mond-Aire Heights Subdivision, Phase I, with the stipulation that all the missing JUB engineering issues be addressed with the council. Furthermore, Mr. Eames will bring in an explanation on why the lot in question is missing, for their consideration of any further adjustments.

Commissioner Dickey seconded. Commissioners Hart, Farmer, Dickey, and Thompson voted yes, with Commissioners Greenhalgh, Lewis (Alt.) and Smith (Alt.) absent.

6.A. New ordinance regarding private streets

Harry gave a demonstration on how to access the Cache County GIS maps showing where each property owner was displayed on the map and where each public and private road was laid out. Discussion was held regarding allowing private roads which may open up interior lots (Flag Lots) for development. Other communities were mentioned which allow these flag lots (Smithfield, Providence) all of which are already on sewer. One concern is that this would force the city to go to sewer faster, as it would allow septic built too closely together.

Some private roads are already in existence, allowing up to 3 houses on one private road.

If these roads are allowed there must be strict regulations like the first 50' of road must be paved.

Commissioner Lewis (Alt.) arrived at the meeting at this time.

If a person pays the cost to put in a road, there is a state guideline for how long they may receive reimbursement from others who may build along that same road in the future.

The topic will be continued to next meeting.

6.B. Review Ordinance 17.08.020 definitions side, front, and rear yard.

Harry reviewed the definitions of each area. The wording was unclear, needing clarification. Suggestion was made to change 'dwelling' to 'buildable area'. Harry will research other communities' wording on this issue. The topic will be continued to next meeting.

6.C. Cache County GIS Maps

This item was previously reviewed.

6.D. City council report

The commissioners received copies of the minutes from the May 28, 2015 City Council meeting. There were no comments.

6.E. Agenda Items for Next Meeting

Private street ordinance discussion cont.

Ord. 17.08.020 discussion cont.

7. Calendaring of future Planning and Zoning Meeting

The next Planning Commission meeting will be held Thursday, June 18, 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

Commissioner Hart moved to adjourn the meeting at 8:58 p.m. Commissioner Dickey seconded.



Millville City
 PO Box 308
 510 East 300 South
 Millville, Utah 84326
 (435) 750-0924 FAX (435) 750-6206
www.millvillecity.org

CHECK APPLICABLE BOX

Commercial New Application
 Home Business Application Amendment

CHANGE OF:

Ownership Business Name
 Address Business Description

Business License Application

For businesses with a permanent physical location within the Millville City limits.
 This is not the application for special events, temporary businesses or solicitors.

License No. _____
 Date Received _____

SECTION I: Business Information

Application Contact: Todd Aslett Contact Ph: 4357606608

A. Business Name "DBA": Auto Paint Options

B. Business Location: 260west 300 north Millville, UT 84326
Street Address (no P.O. Box address)

C. Mailing Address: Po. box 259 Same as "B. Business Location"
ATTN: Street and high street/P.O. Box address City, State, Zip

D. Local Business Ph: 4357606608 Fax: _____ www: getcoated@hotmail.com

SECTION II: Business Description — General (complete the commercial or the Home Business AND the far right column)

COMMERCIAL

Building/plaza: _____

Is this a secondary use within an existing business location?
 Yes, in _____ No

Hours of Operation: _____

Type of Operation: (mark all that apply)

- Sales/Service: Customers typically come on site
- Sales/Service: Customers rarely come on-site
- Service no sales
- Fresh food service and/or preparation
- Manufacturing
- Medical/dental
- Daycare
- Instruction
- Preschool
- Other: _____

Previous use of location: _____

HOME BUSINESS

Please Note:
 A home business does not change the aesthetic character of the area and zone.

On-site employees? Yes No
 If yes,
 Up to how many? _____ Working hours? 8 to 6
 Where will they park? _____

On-site customers? Yes No
 If yes,
 Up to how many per day? _____
 Up to how many per week? 1 to 2
 Where will they park? wont be staying

On-site business will be performed from a:
(mark all that apply)

- Home office Garage/storage room
- Desk and chair Carport/driveway
- Shed/out building Vehicle
- Other: _____

Do you intend to set-up off-site?
(i.e. In parking lot, at festivals, within stores)
 Yes No

Proposed start date: _____

This Business Includes:

Yes	No	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Signage
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol sales and/or services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Live entertainment on-site
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Door-to-door solicitation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fireworks sales on-site
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vending machines on-site
<input type="checkbox"/>	<input checked="" type="checkbox"/>	On-site secondary business
<input type="checkbox"/>	<input checked="" type="checkbox"/>	On-site events (i.e. community party parking lot/sidewalk sales)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Investment advice and/or service
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pesticides use and storage
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hazardous materials use and storage
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vehicle sales
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Firearms or explosives sales
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Care of children or preschool
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Any construction jobs over \$1,000
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Piercing, tattooing, perm, make-up
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Used merchandise transactions
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Changes to existing garbage service
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vehicles, trailers, mowers, etc. (stores on site)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Electrical, plumbing, structural, or mechanical changes to site

SECTION III: Business Description — Specific (attach additional pages if necessary)

auto and boat detailing, cosmetic paint restoration, antique restoration

SECTION IV: Additional information

E. Utah State Tax Commission — Sales Tax Number: _____ Not applicable
F. State & federal regulatory agency licensing info: _____ Not applicable
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: auto paint options Not applicable
I. Previous Business Location: same 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: todd aslett Contact Ph. 4357606608
Home Address: 26 west 300 north
 Owner Local Manager Member Manager Local Manager President Director Officer Local Manager

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

Officers (2)

Officer Name: _____ Contact Ph. _____
Home Address: _____
 Owner Local Manager Member Manager Local Manager President Director Officer Local Manager

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:
(i) the information provided on the application, and
(ii) 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:
(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.
- Other regulatory bodies** – It is the applicant's responsibility to determine and comply with any requirements from other regulatory agencies.
- 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.

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)
Follow Millville City adopted FIRE CODE. USE APPROVED STORAGE LOCKER FOR COMBUSTIBLES.

Agree Do not agree Signature: _____ Date: _____

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

FEES \$25.00 **PAYMENT TYPE** RECEIPT



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CHECK APPLICABLE BOX

Commercial New Application
 Home Business Application Amendment

CHANGE OF:

Ownership Business Name
 Address Business Description

Business License Application

For businesses with a permanent physical location within the Millville City limits.
 This is not the application for special events, temporary businesses or solicitors.

License No. _____

Date Received _____

SECTION I: Business Information

Application Contact: Ken Hamilton or Daphne Carlson Contact Ph: 435-752-5215 / 435-770-0451

A. Business Name "DBA": Bio Minerals Technologies, Inc.

B. Business Location: 695 West 1700 South, Bldg #28, Ste #103 (Zollinger's Warehousing) 10000 West 10000 North Millville, UT 84326
Street Address (include unit #)

C. Mailing Address: 695 West 1700 South, Bldg #28, Ste #103, Logan UT 84321 Same as "B. Business Location"
ATTN: Street (include unit#)/PO Box address City, State, Zip

D. Local Business Ph: 435-752-5215 Fax: 435-753-9772 www: _____

SECTION II: Business Description — General (complete the commercial or the Home Business AND the far right column)

COMMERCIAL

Building/plaza: Zollinger Warehousing

Is this a secondary use within an existing business location?
 Yes, in _____ No

Hours of Operation: 7 - 7

Type of Operation: (mark all that apply)

- Sales/Service: Customers typically come on site
- Sales/Service: Customers rarely come on-site
- Service no sales
- Fresh food service and/or preparation
- Manufacturing
- Medical/dental
- Daycare
- Instruction
- Preschool
- Other: _____

Previous use of location:
New

HOME BUSINESS

Please Note:

A home business does not change the aesthetic character of the area and zone.

On-site employees? Yes No
 If yes,
 Up to how many? _____ Working hours? _____
 Where will they park? _____

On-site customers? Yes No
 If yes,
 Up to how many per day? _____
 Up to how many per week? _____
 Where will they park? _____

On-site business will be performed from a:
(mark all that apply)
 Home office Garage/storage room
 Desk and chair Carport/driveway
 Shed/out building Vehicle
 Other: _____

Do you intend to set-up off-site?
(i.e. in parking lot, at festivals, within stores)
 Yes No

Proposed start date: _____

This Business Includes:

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/> Signage
<input type="checkbox"/>	<input checked="" type="checkbox"/> Alcohol sales and/or services
<input type="checkbox"/>	<input checked="" type="checkbox"/> Live entertainment on-site
<input type="checkbox"/>	<input checked="" type="checkbox"/> Door-to-door solicitation
<input type="checkbox"/>	<input checked="" type="checkbox"/> Fireworks sales on-site
<input type="checkbox"/>	<input checked="" type="checkbox"/> Vending machines on-site
<input type="checkbox"/>	<input checked="" type="checkbox"/> On-site secondary business
<input type="checkbox"/>	<input checked="" type="checkbox"/> On-site events (ie. community party parking lot/sidewalk sales)
<input type="checkbox"/>	<input checked="" type="checkbox"/> Investment advice and/or service
<input type="checkbox"/>	<input checked="" type="checkbox"/> Pesticides use and storage
<input type="checkbox"/>	<input checked="" type="checkbox"/> Hazardous materials use and storage
<input type="checkbox"/>	<input checked="" type="checkbox"/> Vehicle sales
<input type="checkbox"/>	<input checked="" type="checkbox"/> Firearms or explosives sales
<input type="checkbox"/>	<input checked="" type="checkbox"/> Care of children or preschool
<input type="checkbox"/>	<input checked="" type="checkbox"/> Any construction jobs over \$1,000
<input type="checkbox"/>	<input checked="" type="checkbox"/> Piercing, tattooing, perm, make-up
<input type="checkbox"/>	<input checked="" type="checkbox"/> Used merchandise transactions
<input type="checkbox"/>	<input checked="" type="checkbox"/> Changes to existing garbage service
<input checked="" type="checkbox"/>	<input type="checkbox"/> Vehicles, trailers, mowers, etc. (stores on site)
<input type="checkbox"/>	<input checked="" type="checkbox"/> Electrical, plumbing, structural, or mechanical changes to site

SECTION III: Business Description — Specific (attach additional pages if necessary)

None of the products are toxic. The products are mineral based for the use of building soils for vegetation growth and nutrient up take. These are not fertilizers. Some products are certified organic.

SECTION IV: Additional Information

E. Utah State Tax Commission — Sales Tax Number: 11926695-004-STC

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

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: _____

I. Previous Business Location: 420 Edgewood Place, Providence UT 84332 Not applicable
 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: Kenneth Hamilton Contact Ph. 435-752-5215
Home Address: 420 Edgewood Place, Providence UT 84332
Street (include unit #) / PO Box Address City, State, ZIP

Sole Prop./Partnership	LLC	Corporation
<input type="checkbox"/> Owner	<input type="checkbox"/> Member	<input checked="" type="checkbox"/> President
<input type="checkbox"/> Local Manager	<input type="checkbox"/> Manager	<input type="checkbox"/> Director
	<input type="checkbox"/> Local Manager	<input type="checkbox"/> Officer
		<input type="checkbox"/> Local Manager

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

Officers (2)

Officer Name: _____ Contact Ph. _____
Home Address: _____
Street (include unit #) / PO Box Address City, State, ZIP

Sole Prop./Partnership	LLC	Corporation
<input type="checkbox"/> Owner	<input type="checkbox"/> Member	<input type="checkbox"/> President
<input type="checkbox"/> Local Manager	<input type="checkbox"/> Manager	<input type="checkbox"/> Director
	<input type="checkbox"/> Local Manager	<input type="checkbox"/> Officer
		<input type="checkbox"/> Local Manager

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

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 - an inaccurate or incomplete application, or failure to update information with the City and/or
 - non-compliance with the Municipal Code, Land Use Code, and/or applicable building, fire, and environmental codes.
- Other regulatory bodies** – It is the applicant's responsibility to determine and comply with any requirements from other regulatory agencies.
- 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.

Kenneth R Hamilton Signature of Owner/Authorized Agent Kenneth R Hamilton Printed Name 6-2-15 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: _____ Date: _____

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

FEE \$25.00

PAYMENT TYPE

RECEIPT

MILLVILLE CITY PROPOSED BUDGET 2015-2016

June, 2015**

Description	General Income	Description	General Expense
Property Tax	\$59,465.00	General Government	\$45,000.00
Sales Tax	\$172,000.00	Auditor	\$10,600.00
Comcast Franchise	\$8,500.00	Financial Consulting	\$8,070.00
In Lieu Fees	\$6,500.00	Elected Officials	\$18,700.00
Building Permits	\$4,000.00	Insurance/Bonds	\$15,050.00
Animal Licenses	\$5,000.00	Recorder	\$13,500.00
Sanitation	\$130,000.00	Treasurer	\$6,800.00
Fines / Court	\$4,200.00	School Crossing Guard	\$3,600.00
Interest	\$3,800.00	Development Coordinator	\$3,700.00
Business Licenses	\$2,200.00	Legal	\$10,000.00
9-1-1 Service	\$21,000.00	Building	\$8,400.00
Class "C" Roads	\$85,838.00	P&Z Budget	\$4,800.00
Energy Sales and Use Tax	\$113,000.00	City Engineering	\$45,000.00
Appropriated Fund Balance	\$45,332.00	Police	\$16,111.00
Park Impact Fee	\$10,000.00	Fire	\$14,000.00
Appropriated Road Impact Fee		Animal Control	\$6,000.00
Road Impact Fee	\$22,800.00	Elections	\$5,000.00
Restaurant/RAPZ Tax	\$23,000.00	First Responders	\$7,266.00
Appro. Fund Bal. Class "C" Rd	\$2,862.00	Roads-General	\$88,000.00
Appro. Fund Bal. Park Capital	\$9,500.00	Roads-Class "C"	\$88,700.00
Designated for Future Use		Roads - Capital Outlay	\$0.00
Youth Council	\$2,600.00	Road Impact Fees Capital Outlay	\$22,800.00
Mass Transit Sales Tax/CVTD	\$13,500.00	Road Impact Fee Desgnted Future	\$0.00
Park Rentals	\$2,800.00	Class "C" Desgntd for Future Use	\$0.00
Motor Tax	\$500.00	Parks-General	\$82,200.00
Property Review Fee/Conceptual Plan	\$1,000.00	Parks-Other	\$8,200.00
Millville Memories Books	\$150.00	Park Capital Improvement RAPZ	\$20,000.00
CIB Grant	\$10,000.00	Sanitation	\$130,500.00
CCCOG Grant	\$0.00	9-1-1 Service	\$21,000.00
		Disaster Relief Fund	\$2,600.00
		Public Safety	\$4,850.00
		Youth Council	\$5,600.00
		Designated for Future Use	\$0.00
		Mass Transit Tax Distribution/CVTD	\$13,500.00
		Park Impact Desgnted Future Use	\$10,000.00
		CIB Grant	\$20,000.00
		Transfer to Capital Project Fund	
TOTAL GENERAL	\$759,547.00	TOTAL GENERAL	\$759,547.00

Description	Stormwater Income	Description	Stormwater Expenses
Stormwater Fees	\$13,600.00	Salaries/Benefits	\$6,500.00
Interest	\$20.00	Special Department Supplies	\$11,100.00
Appropriated Fund Balance	\$3,980.00		
TOTAL STORMWATER	\$17,600.00	TOTAL STORMWATER	\$17,600.00
Description	Capital Project Income	Description	Capital Project Expenses
Interest	\$2,500.00	City Pickup Truck	\$35,000.00
Appropriated Fund Balance	\$32,500.00		
Transfer from General Fund			
TOTAL CAPITAL PROJECT	\$35,000.00	TOTAL CAPITAL PROJECT	\$35,000.00
Description	Water/Sewer Income	Description	Water/Sewer Expenses
Charges for Water Service	\$305,000.00	General	\$34,200.00
		Salary/Benefit	\$86,000.00
Interest	\$500.00	Legal	\$2,000.00
		Auditor	\$5,300.00
Impact Fee	\$18,500.00	Financial Consulting	\$4,100.00
		Bond (1997)	\$57,000.00
Tapping Fee	\$400.00	Bond (2006)	\$91,700.00
		Cap. Facility Rplcmnt Fund Reserve	\$30,000.00
Filing Fee	\$1,200.00	Bond -06 Reserve Fund	\$10,000.00
		Special Department Supplies	\$25,000.00
InterCity Sewer Upsizing Line	\$13,500.00	Insurance	\$9,675.00
		Capital Outlay - Highline Reservoir	\$0.00
Grant Revenue for ASR Project	\$16,000.00	Engineering	\$10,000.00
		Water Capital Projects	\$198,000.00
Appropriated Fund Balance	\$248,975.00	InterCity Sewer Upsizing Payment	\$13,600.00
		InterCity Nibley Sewer Payment	\$0.00
		City Sewer	\$5,500.00
		ASR Project	\$22,000.00
TOTAL WATER AND SEWER	\$604,075.00	TOTAL WATER AND SEWER	\$604,075.00
BUDGET TOTAL	\$1,416,222.00	BUDGET TOTAL	\$1,416,222.00
DIFFERENCE	\$0.00		

MILLVILLE CITY REVISED BUDGET 2015					June, 2015				
Description	General Income	Rev Oct 14/Feb 15	Rev June 15	General Income	Description	General Expense	RevOct 14/Feb 15	Rev June 15	General Expense
Property Tax	\$56,751.00		\$2,387.00	\$59,138.00	General Government	\$45,000.00		-\$21,000.00	\$24,000.00
Sales Tax	\$170,000.00		\$10,000.00	\$180,000.00	Auditor	\$10,500.00		\$500.00	\$11,000.00
Comcast Franchise	\$9,000.00		\$1,566.00	\$10,566.00	Financial Consulting	\$7,700.00		\$0.00	\$7,700.00
In Lieu Fees	\$7,400.00		-\$800.00	\$6,600.00	Elected Officials	\$13,800.00		-\$100.00	\$13,700.00
Building Permits	\$4,000.00		-\$1,600.00	\$2,400.00	Insurance/Bonds	\$15,050.00		\$11,450.00	\$26,500.00
Animal Licenses	\$5,000.00		-\$200.00	\$4,800.00	Recorder	\$13,000.00		-\$500.00	\$12,500.00
Sanitation	\$126,000.00		-\$2,000.00	\$124,000.00	Treasurer	\$6,500.00		\$550.00	\$7,050.00
Fines / Court	\$5,000.00		-\$800.00	\$4,200.00	School Crossing Guard	\$3,500.00			\$3,500.00
Interest	\$3,800.00		\$400.00	\$4,200.00	Development Coordinator	\$3,700.00		-\$200.00	\$3,500.00
Business Licenses	\$2,300.00		-\$150.00	\$2,150.00	Legal	\$7,000.00		\$500.00	\$7,500.00
9-1-1 Service	\$20,200.00			\$20,200.00	Building	\$8,600.00		-\$1,850.00	\$6,750.00
Class "C" Roads	\$73,000.00		\$1,050.00	\$74,050.00	P&Z Budget	\$4,500.00		-\$2,000.00	\$2,500.00
Energy Sales and Use Tax	\$116,000.00		-\$6,000.00	\$110,000.00	City Engineering	\$40,000.00		-\$17,000.00	\$23,000.00
Appropriated Fund Balance	\$61,327.00	\$50,548.00	-\$40,387.00	\$71,488.00	Police	\$17,316.00		-\$52.00	\$17,264.00
Park Impact Fee	\$10,000.00		-\$2,000.00	\$8,000.00	Fire	\$13,200.00	\$518.00		\$13,718.00
Road Impact Fee	\$22,800.00		-\$4,035.00	\$18,765.00	Animal Control	\$6,000.00		-\$500.00	\$5,500.00
Appropriated Road Impact Fees		\$13,000.00	-\$13,000.00	\$0.00	Elections	\$0.00		\$200.00	\$200.00
Restaurant/RAPZ Tax	\$27,903.00			\$27,903.00	First Responders	\$6,250.00	\$30.00		\$6,280.00
Appro. Fund Bal. Class "C" Rd	\$15,500.00		-\$15,500.00	\$0.00	Roads-General	\$110,000.00		-\$14,000.00	\$96,000.00
Appro. Fund Bal. Park Capital	\$9,500.00		-\$9,500.00	\$0.00	Roads-Class "C"	\$88,500.00		-\$65,500.00	\$23,000.00
Designated for Future Use					Roads - Capital Outlay		\$200,000.00	-\$13,700.00	\$186,300.00
Park Rentals	\$1,800.00		\$1,675.00	\$3,475.00	Road Impact Fees Capital Outlay		\$13,000.00		\$13,000.00
Motor Tax	\$500.00			\$500.00	Road Impact Fee Desgntd Future Use	\$22,800.00		-\$17,035.00	\$5,765.00
Property Review Fee/Conceptual Plan	\$1,000.00		-\$200.00	\$800.00	Class "C" Desgntd for Future Use	\$0.00		\$51,050.00	\$51,050.00
Millville Memories Books	\$300.00		-\$215.00	\$85.00	Parks-General	\$79,000.00		-\$9,000.00	\$70,000.00
CIB Grant	\$20,000.00		\$5,000.00	\$25,000.00	Parks-Other	\$7,700.00			\$7,700.00
CCCOG Grant		\$200,000.00		\$200,000.00	Park Capital Improvement	\$34,715.00		-\$9,615.00	\$25,100.00
Youth Council			\$2,750.00	\$2,750.00	Sanitation	\$126,000.00			\$126,000.00
FEMA			\$22,017.00	\$22,017.00	9-1-1 Service	\$20,200.00		\$300.00	\$20,500.00
Miscellaneous			\$440.00	\$440.00	Disaster Relief Fund	\$2,000.00		-\$2,000.00	\$0.00
					Public Safety	\$2,850.00		\$150.00	\$3,000.00
					Youth Council	\$3,700.00		\$2,250.00	\$5,950.00
					Designated for Future Use	\$0.00			\$0.00
					CIB Grant	\$40,000.00		\$10,000.00	\$50,000.00
					Park Impact Desgnted Future Use	\$10,000.00		-\$2,000.00	\$8,000.00
					Transfer to Capital Project Fund		\$50,000.00	\$50,000.00	\$100,000.00
TOTAL GENERAL	\$769,081.00	\$263,548.00	-\$49,102.00	\$983,527.00	TOTAL GENERAL	\$769,081.00	\$263,548.00	-\$49,102.00	\$983,527.00

Rose Mary Jones

From: Dianna Schaeffer <Dianna.Schaeffer@cachecounty.org>
Sent: Monday, June 08, 2015 11:56 AM
To: cmad@cachemosquito.com; Dale Hansen; clarkstontown@comcast.net; Newtontown@comcast.net; riverheightscity@comcast.net; Rose Jones; Penny Douglas; wellsville@comcast.net; bensonwater@earthlink.net; cornishtownhall@gmail.com; justinboydlewislewis@gmail.com; lovelylnnordeannahulme@gmail.com; Ray Pitcher; Brian Balls; Paul Cressall; trentontown@hotmail.com; Donja Wright; Todd Perkins; Julie Bergeson; jeff.barben@loganschools.org; Richard Anderson; paul@mendoncity.org; recorder@mendoncity.org; David Zook; Jeff Jorgensen; recorder@northlogancity.org; jlewis@smithfieldcity.org; David Dickey; Morris Hansen
Subject: Tax Rate Setting Update

Good Afternoon,

The USTC is still checking final values for all counties statewide.
Local entities will not be able to enter budget amounts until USTC approves these final values.
Their estimate is one or two days.

I will send another email when Cache County gets approved.

Regards,

Dianna Schaeffer, Deputy Auditor
Cache County Corporation
179 North Main Suite 202
Logan, Utah 84321
(435) 755-1706

COUNTY
PRELIMINARY
INFO

RESOLUTION 2015-

**RESOLUTION SETTING THE MILLVILLE CITY CERTIFIED TAX RATE
FOR FISCAL YEAR 2015-2016**

WHEREAS, the Millville City Council has reviewed the budget for the fiscal year 2015-2016;

WHEREAS, the property taxes are a large portion of such budget to operate the City and provide services to the City residents;

WHEREAS, the County Auditor has proposed the certified tax rate to be .000644;

WHEREAS, the Council acknowledges the dollar amount to be collected with said rate;

THEREFORE BE IT RESOLVED, the Millville City Council adopts the certified tax rate as certified by the Cache County Auditor for the fiscal year 2015-16 budget.

Approved and adopted this 11th day of June, 2015, by the Millville City Council.

BY:

Michael E. Johnson, Mayor

ATTEST:

Rose Mary A. Jones, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Michael Callahan				
Cindy Cummings				
Julianne Duffin				
Mark Williams				
Ryan Zollinger				



View Data Entry Reports Forms Administration

County 03_CACHE Entity 3090_MILLVILLE CITY Tax Year

2015-16

Tax Rate Summary (693) CTY

Preliminary Data

Certified Rates set by Auditor	Proposed Rates set by Entity	Proposed Rates Approved by County	Approved by State OK to Print	Rates Finalized
--------------------------------	------------------------------	-----------------------------------	-------------------------------	-----------------



	Current	Prior Year End	CY - PYE	% Change	Certified Tax Rate Value Adjustments		Value Adj	
Real	90,507,815	84,743,550	5,764,265	6.80%	BOE Adjustment	77,319	Reappraisal	1,340,965
Personal*	1,499,944	1,730,740	-230,796	-13.34%	CY Value Adj by BOE	94,511,360	Factoring	0
Central	2,580,920	2,357,420	223,500	9.48%	5 Year Avg Coll Rate CY/PYE	97.7 / 97.74	Legislative Adj	-8,200
Total Value	94,588,679	88,831,710	5,756,969	6.48%	Proposed Tax Rate Value	92,337,599	Total Value Adj	1,332,765
CDRA R/CA	0	0	0	0.00%	Annex Adj			
CDRA Personal*	0	0	0	0.00%	New Growth: Calculated	4,424,204	Annex In	0
Total CDRA	0	0	0	0.00%	5 Year Avg Coll Rate CY	97.7	Annex Out	0
Semiconductor*	0	0	0	0.00%	New Growth: CTR Calculation	4,322,447	Accounting Period	
Total Value-CDRA-SCME	94,588,679	88,831,710	5,756,969	6.48%	Certified Tax Rate Value	88,015,152	Cycle	Fiscal

* "Personal" and "CDRA Pers" show Year-End values only and are one year earlier than Real and Centrally Assessed values.

NOTES

Budget Code	Budget Name	Date of Election	Rate Limit	Code from Utah Annotated	Maximum By Law	Calculated Certified Tax Rate	Auditor's Certified Tax Rate	Proposed Tax Rate	Auditor's Certified Rate Revenue	Requested Revenue
10	General Operations			§10-6-133	.007	0.000644	0.000644		59,465	
190	Discharge of Judgement			§59-2-1328 & 1330	Sufficient	0.000000			0	
Total Tax Rate C									59,465	

RESOLUTION 2015-

**RESOLUTION SETTING THE MILLVILLE CITY CERTIFIED TAX RATE
FOR FISCAL YEAR 2015-2016**

WHEREAS, the Millville City Council has reviewed the budget for the fiscal year 2015-2016;

WHEREAS, the property taxes are a large portion of such budget to operate the City and provide services to the City residents;

WHEREAS, the County Auditor has proposed the certified tax rate to be .000644;

WHEREAS, the Council acknowledges the dollar amount to be collected with said rate;

THEREFORE BE IT RESOLVED, the Millville City Council adopts the certified tax rate as certified by the Cache County Auditor for the fiscal year 2015-16 budget.

Approved and adopted this 11th day of June, 2015, by the Millville City Council.

BY:

Michael E. Johnson, Mayor

ATTEST:

Rose Mary A. Jones, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Michael Callahan				
Cindy Cummings				
Julianne Duffin				
Mark Williams				
Ryan Zollinger				

ORDINANCE 2015-

AN ORDINANCE TO AMEND THE MONTHLY SALARY SCHEDULE FOR ELECTED OFFICIALS OF MILLVILLE CITY

WHEREAS, all salaries of elected officials of Millville City have been established by ordinance; and

WHEREAS, changing conditions of those so elected require adjustments from time to time as determined by the City Council; and

WHEREAS, state law requires that such salaries be established by ordinance or that the salary schedules be established by ordinance;

THEREFORE, BE IT ORDAINED, that the City Council of Millville City amends City Code 2.12.030 as follows:

REPEAL (A) (1) - Mayor: Five hundred dollars (\$500.00), effective July 1, 2007;

ADOPT (A) (1) – Mayor: Seven hundred dollars (\$700.00), effective July 1, 2015;

REPEAL (A) (2) – Councilmembers: Two hundred dollars (\$200.00), effective July 1, 2007;

ADOPT (A) (2) – Councilmembers: Two hundred dollars (\$300.00), effective July 1, 2015;

EFFECTIVE DATE: This ordinance shall become effective on 1 July 2015.

REPEALER. All previous salary and/or salary schedules of elected officials shall be repealed on the effective date of the ordinance.

Dated this 11th day of June, 2015.

BY:

Michael E. Johnson, Mayor

ATTEST:

Rose Mary A. Jones, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Michael Callahan				
Cindy Cummings				
Julianne Duffin				
Mark Williams				
Ryan Zollinger				

Posted: _____

RESOLUTION 2015-

RESOLUTION SETTING THE COMPENSATION
FOR MILLVILLE CITY APPOINTED OFFICIALS

WHEREAS, the City Council has recommended to revise the compensation paid to the City Recorder and the City Treasurer;

THEREFORE, it is hereby resolved that:

1. The salary for the City Recorder shall be established at \$1,901.59 per month for up to 85 hours of work; all work over and above that shall be paid at the hourly rate of \$22.38.
2. The salary for the City Treasurer shall be established at \$1,380.67 per month for up to 85 hours of work; all work over and above that shall be paid at the hourly rate of \$16.25.

These salaries, plus the appropriate benefits, shall be effective 1 July 2015.

Approved and passed by the Millville City Council this 11th day of February, 2015.

BY:

Michael E. Johnson, Mayor

ATTEST:

Rose Mary A. Jones, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Michael Callahan				
Cindy Cummings				
Julianne Duffin				
Mark Williams				
Ryan Zollinger				

RESOLUTION 2015-

**A RESOLUTION TO ADOPT THE BUDGET
FOR FISCAL YEAR 2015-2016**

WHEREAS, the Millville City Council has reviewed the proposed budget prepared and presented; and

WHEREAS, the Millville City Council has taken into consideration needs for funding in various departments; and

WHEREAS, the Millville City Council held a public hearing on June 11, 2015, for the purpose of receiving public input with regard to the proposed budget;

THEREFORE, BE IT RESOLVED, the Millville City Council adopts the budget for fiscal year 2015-2016 as proposed with the amount for property taxes to be set as certified by the County Auditor.

Approved and adopted this 11th day of June, 2015, by the Millville City Council.

BY:

Michael E. Johnson, Mayor

ATTEST:

Rose Mary A. Jones, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Michael Callahan				
Cindy Cummings				
Julianne Duffin				
Mark Williams				
Ryan Zollinger				

RESOLUTION 2015-

**A RESOLUTION TO APPROVE THE REVISION FOR THE
2014-15 FISCAL YEAR BUDGET**

WHEREAS, the Millville City Council has reviewed the budget which was adopted on June 12, 2014 and revised on October 23, 2014 and February 12, 2015; and

WHEREAS, there have been changes proposed to increase and decrease various department revenues and expenses to meet the needs of the City; and

WHEREAS, a Public Hearing was held by the Millville City Council on June 11, 2015, for the purpose of receiving public comment on the proposed revisions;

THEREFORE, BE IT RESOLVED that the Millville City Council adopts the Revised Budget for 2014-2015 as proposed.

Approved and passed by the Millville City Council this 11th day of June, 2015.

BY:

Michael E. Johnson, Mayor

ATTEST:

Rose Mary A. Jones, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Michael Callahan				
Cindy Cummings				
Julianne Duffin				
Mark Williams				
Ryan Zollinger				



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



THE
LARSON
GROUP



GATEWAY
MAPPING
INC.

MEMORANDUM

DATE: May 15, 2015
TO: Millville City Planning Commission
CC: Harry Meadows, Max Pierce
FROM: Zan Murray, S.E.
SUBJECT: Mond-aire Heights Subdivision Phase 1

We have reviewed the latest revisions on Phase 1 of the Final Plat and construction drawings for the subdivision and found that it meets the engineering requirements for the city. There are some minor items noted below that will need to be addressed before final approval by the Council and before beginning construction (See items in bold).

General

Provide larger left margin (1-1/2" margin) according to code section 16.20.010.D - *Done*
Provide Final Plat Checklist, Septic Tank Report, Drainage Report (for the entire development) and Soils Report. - ***Septic Tank Checklist has not been submitted. The Developer must submit that prior to final acceptance by the Council.***

Provide an Erosion Control Plan including any SWPPP BMP's. - ***The SWPPP has been submitted and is under review at our office. A final approved SWPPP and NOI for storm water will be required before construction begins.***

Sheet 1

- Show a vicinity map of all phases of the subdivision.
- Label Lot 1 of the Majestic Heights Estates Subdivision.
- Bearing S88°38'39"W 19.42' should match the description of N88°38'39"E 19.42'
- Bearing South 00°08'58" East in the description should be West.
- Missing notation of the total acreage of the subdivision and the total number of lots according to code section 16.20.010.G.17
- Update Dates in the title block to 2015.

Sheet C101

J-U-B ENGINEERS, Inc. celebrates 60 YEARS

- Verify pedestrian ramps will meet ADA and Millville City requirements within the limits of elevation provided. *–Not all intersections show the grade across the ramp at lip of gutter. Several appear to be steeper than 2%. Based upon the revised submittals, these appear to be adequate for the circumstances.*
- Labels for street 430 East does not match on all sheets.
- Identify waterway size and transitions.
- Identify monument locations.
- Identify radii of curb returns.
- Add finish grade contours.
- Add note that all roadway improvements shall comply with Millville City Manual of Design and Construction Standards.
- Add Millville City Manual of Design and Construction Standards to note 1.
- Where does the water drain to as it approaches 380 East?
- Install a catch basin on the southeast and northwest corners of 200 North and 480 East to comply with Section 8.04.C of the Design Manual.
- CB#4 symbol does not show on the plan.
- Provide inlet information upstream of catch basins #7 & #9.
- Provide elevation data on all curb and gutter at grade breaks, PC/PT locations and mid-radius points. *– Mid-radius points are missing.*
- Indicate grade breaks on the plans.
- The high point Station on the 200 North Profile and TBC callouts do not match.
- Identify the location of the pipe discharges into the pond.
- I am confirming with the City regarding six foot walks around the retention pond area and on the North side of 200 North and West side of 480 East as part of a trail system. ***This will be determined by the council in final approval.***

Sheet C102

- Design Manual identifies the water lines to be on the South side of the roadway.
- Identify fittings.

Sheet C103

- Show the 10-year flow rate, hydraulic grade line, and velocity for each pipe segment according to Section 1.05.E.6 of the Design Manual. This will require profiles for each segment.
- Ensure at least 1' clearance between water line and storm line at station 4+83.74
- Vertical sag curves should have a minimum K value of 26 according to AASHTO.
- Identify grade break along 480 East and label slopes.
- Can't read low point information in 480 East profile.

- Identify water line size in profiles.
- Provide at least 2' of cover for drain pipe at catch basins 1 & 2.
- Show catch basins #5 & #6 in profile. Catch basin #6 does not match sheet C101.
- Label pipe sizes on waterlines

Sheet C104

- Indicate the landscaping for retention pond– *6 inches of top soil will be required.*
- Show culvert end sections closer to the toe of slope. Adjust location of cobble pad accordingly. Cobble pads should be bordered by a 1' wide concrete curb wall. A geotextile weed barrier should be placed beneath the cobble.
- This pond should have an emergency overflow for storm events greater than the 100-year according to Section 8.08.C of the Design Manual. Indicate how this will be addressed in the drainage report or show it on the plans.
- Identify the pavement section thicknesses.

Please contact me if you have any questions regarding these items while preparing the final plans. We look forward to continuing through the approval process.

RESOLUTION 2015-

An Resolution to Establish the Mond-Aire Subdivision, Phase 1

WHEREAS, a request to subdivide property located _____ has been received; and

WHEREAS, the Planning Commission reviewed the request on June 4, 2015, and recommended approval to the City Council on June 11, 2015; and

WHEREAS, the City Council has previously discussed and reviewed the conceptual plan for this subdivision; and

WHEREAS, the City Council reviewed the proposed Final Plat for Phase 1 of this subdivision at the City Council Meeting held on June 11, 2015;

THEREFORE, BE IT RESOLVED that the City council hereby accepts Phase 1, in the Mond-Aire Subdivision as proposed in drawings and documents submitted. These documents have been found to be in compliance with applicable Millville City Ordinances. The receipt of _____ water share for the development is to be received by the City prior to approval.

Passed and approved by the Millville City Council this _____ day of _____, 2015.

SIGNED:

Michael E. Johnson, Mayor

ATTEST:

Rose Mary A. Jones, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Michael Callahan				
Cindy Cummings				
Julianne Duffin				
Mark Williams				
Ryan Zollinger				

Roadway Impact Fee per Trip

Roadway Capital Projects	Total Costs	% Related to Growth	Growth Related Costs	Future Trips	Cost per Trip
Future Roadway Projects	\$ 10,825,317	100.00%	\$ 10,825,317	12,824	\$ 844.12
Professional Expenses	\$ 54,593	100.00%	\$ 54,593	12,824	\$ 4.26
Miscellaneous Fee	\$ 54,593		\$ 54,593		\$ 4.26
Net Impact Fee Cost per Trip	\$ 10,879,910		\$ 10,879,910		\$ 848.38

Roadway Impact Fee per Land Use Type

Land Use Category	Cost per Trip	Peak Hour Trips ¹	Adjustment Factor ²	Impact Fee/Unit
Single Family Residential (Unit)	\$ 848.38	9.57	50%	\$ 4,059.48
Commercial (1,000 Sf of building space)	848.38	20.00	21%	3,563.18
Warehouse (1,000 Sf of building space)	848.38	3.56	50%	1,510.11

1 – Based on data in ITE Trip Generation Manuals

2 – Adjustment Factor is set by ITE Trip Generation Manual and is intended to avoid double counting of trips (trips on the way to a final destination)

Recommended Impact Fees – Five Year Time Horizon

Land Use Category	2009	2010	2011	2012	2013	2014
Single Family Residential (Unit)	\$ 4,059.48	\$ 4,059.48	\$ 4,221.86	\$ 4,390.74	\$ 4,566.37	\$ 4,749.02
Commercial (1,000 Sf of building space)	\$ 3,563.18	\$ 3,563.18	\$ 3,705.71	\$ 3,853.94	\$ 4,008.10	\$ 4,168.42
Warehouse (1,000 Sf of building space)	1,510.11	1,510.11	1,570.52	1,633.34	1,698.67	1,766.62

*Assumes impact fee is inflated at 4% annually

SECTION 7 APPEAL PROCEDURE

1. **Application.** The appeal procedure applies to challenges to the legality of impact fees, to similar and related fees of the City and to the interpretation and/or application of those fees. With the exception of the filing an action for a declaratory judgment, nothing in this section may be construed as to require a person or entity to exhaust administrative remedies with the City before filing an action in district court.

Single Family Zoning Clearance Impact Fees

as of 23 May 2015

Within established major subdivision

\$3,700.00	Water Impact Fee		(Resolution 2011-2)
\$75.00	Water Deposit (Refundable after 2 yrs non del)		(Resolution 2011-2)
\$50.00	Filing Fee		(Resolution 2011-2)
\$2,000.00	Infrastructure Integrity	(Refundable)	(Resolution 2008-21)
\$2,000.00	Park Impact Fee		(Ordinance 3.28)
\$4,566.37	Road Impact Fee	4,938.98	(Ordinance 2009-2)
\$325.00	Storm Water fee		(Resolution 2014-12)
	(Development Coordinator will determine if fee is applicable)		
	(Fee may be \$550.00 if it is determined the construction is in a High Priority area)		

TOTAL \$12,391.37 without storm water permit required.

TOTAL \$12,716.37 with storm water permit required.

TOTAL \$12,941.37 with storm water permit required in HP area

Single lots and small subdivisions (less than four lots)

All above fees plus the following additional fees

\$500.00	Construction Fee (Refundable in one year)		(Resolution 2011-2)
\$100.00	Tapping Fee		(Resolution 2011-2)

TOTAL \$12,991.37 without storm water permit required.

TOTAL \$13,316.37 with storm water permit required.

TOTAL \$13,541.37 with storm water permit required in HP area

Civil Solutions Group – Millville, Utah Commercial Design Ordinance

April 23rd, 2015

RE: Commercial Design Ordinance

Dear City Council and Mayor,

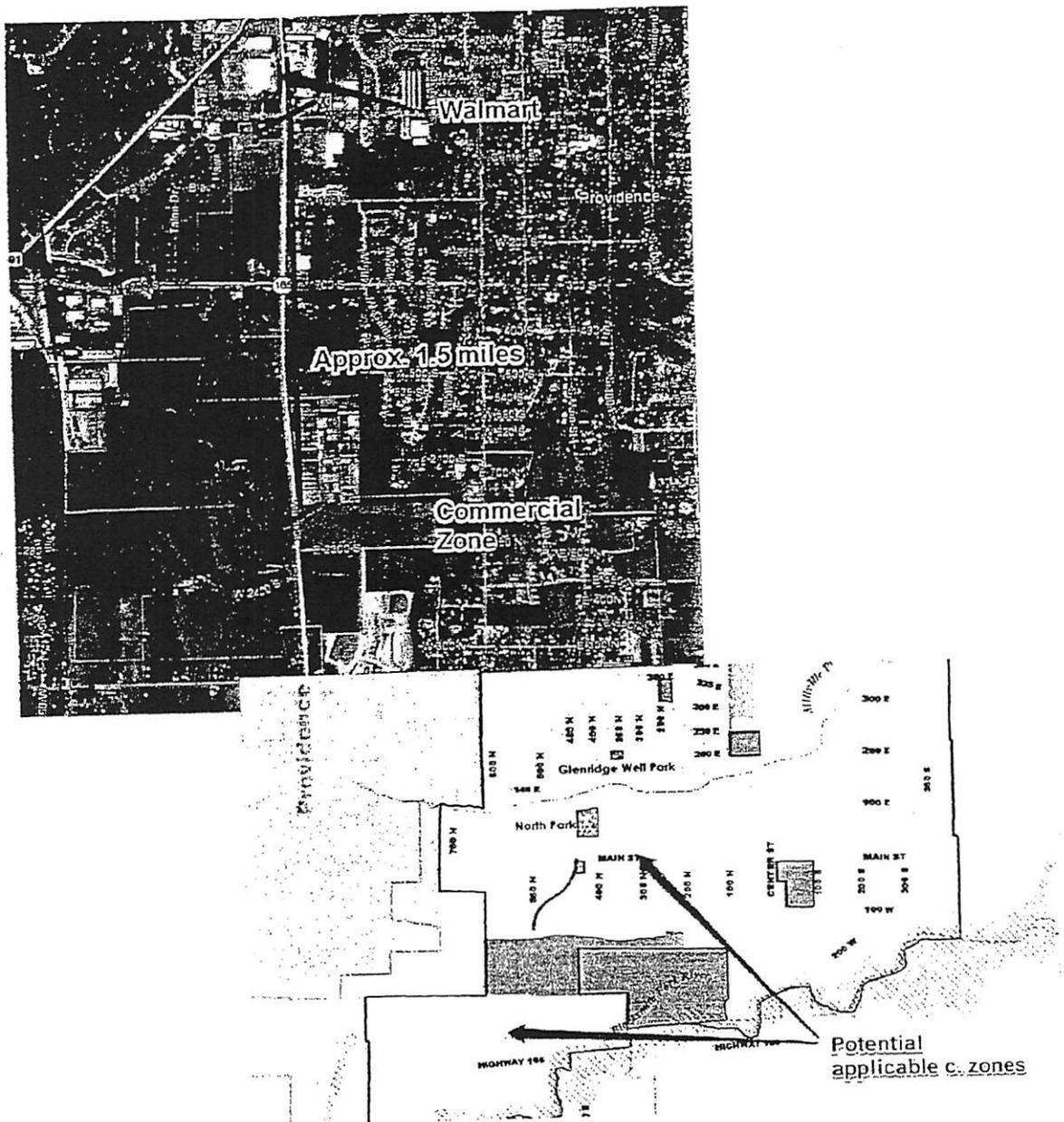
At Civil Solutions Group we are pleased to offer you the following services regarding city planning and design ordinances for your Commercial Zone. Below you will find our proposed services and scope of work.

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.



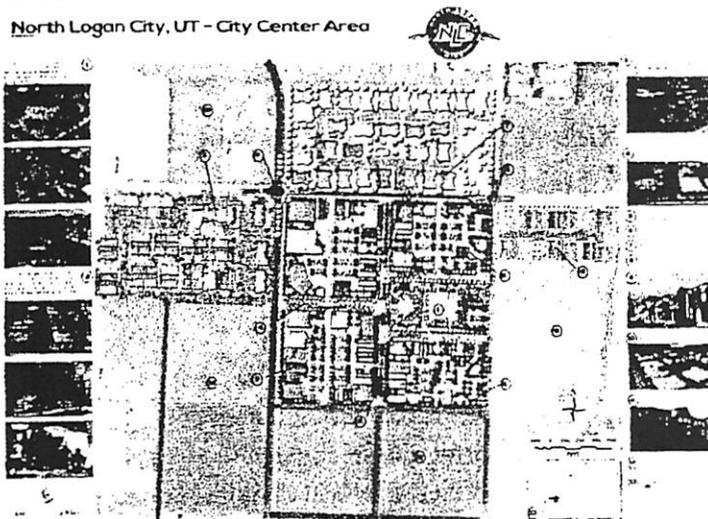
3. Does Millville have the capability of supporting a commercial center? Highway SR-165 has an Average Daily Traffic count of 13,900+. The high school will have approximately 800-1,000 trips a day. In general major retailers want 2 miles from nearest major retail location, but Millville is only about 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



NLC - City Center Plan - by CSG

and entertain. 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.

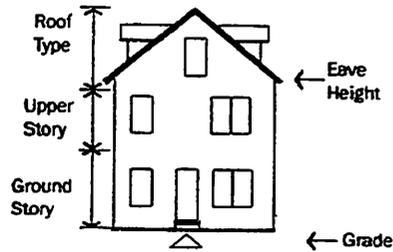
Additional Planning Team Member (John Janson) Experience – West Valley, Pleasant View, Utah Manual for Form-based Codes and Loa.

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.

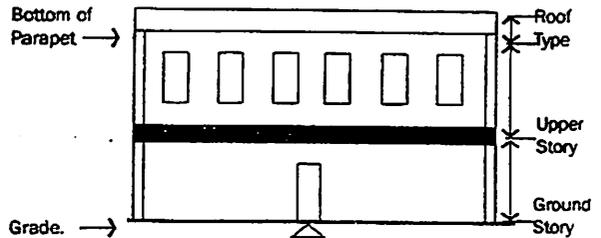


Figure 5.2 (4). Measuring Height.

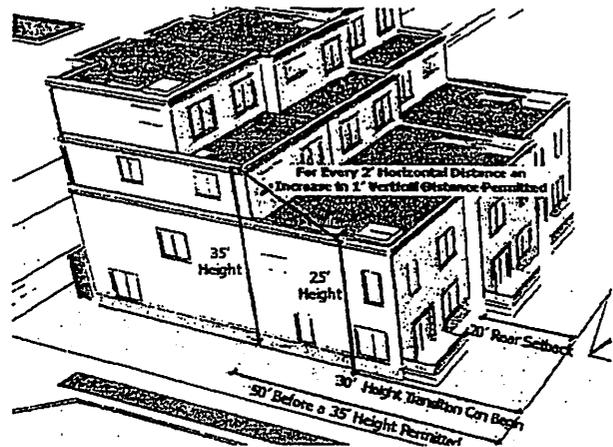
11. **Steering Committee Final Workshop** –

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

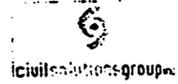
12. **Development of Final Document** –The CSG Team will prepare the final documents and ready it for public hearings.

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.

Jake Young,

Councilmember Reports

June 11, 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 – July, Councilmember Callahan; August, Councilmember Cummings; September, Councilmember Duffin; October, Councilmember Williams; November – Councilmember Zollinger; December – Mayor Johnson. (To be turned in by the 6th of each month)