

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
June 11, 2015

PRESENT: Michael Johnson, Cindy Cummings, Julianne Duffin, Mark Williams, Ryan Zollinger, Rose Mary Jones, Tara Hobbs, Harry Meadows, Gary Larsen, Todd Aslett, Margo Miller, Nancy Griffin, Todd Condie, Jenny Condie, Margaret Saunders, Ken Hamilton, Bryce McEwen, Melissa Brown, Zan Murray, Ezra Eames, Craig Kendrick, Mondell Knowles, Bob Bates

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

Opening Remarks/Pledge of Allegiance

Mayor Johnson led those present in the Pledge of Allegiance.

Approval of agenda and time allocations

The agenda for the City Council Meeting of June 11, 2015 was reviewed.

Councilmember Williams moved to approve the agenda for June 11, 2015.

Councilmember Cummings seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmembers Callahan 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 28, 2015.

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

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

Report on Planning Commission Meeting held June 4, 2015

The Council reviewed the draft minutes from the Planning Commission Meeting held on June 4, 2015. Councilmember Zollinger questioned about the Mond-Aire Subdivision and asked for further clarification from Engineer Murray when he arrives at the meeting.

There was discussion about the size of the retention pond; the developer felt this was an error and another lot should have been taken off of the area. (Attachment "C")

Business license request for Auto Paint Options at 26 West 300 North

Todd Aslett requested a business license for Auto Paint Options at 26 West 300 North. The address on the license application was corrected from 260 West to 26 West. A copy of the business license application is included with the minutes as Attachment "D".

There was discussion about the hazardous materials which are used in his business; Mr. Aslett explained he has a flammable cabinet which he keeps them in. There was also discussion about whether the business meets the required fire code and other City codes. He was questioned about the safety of his operation. He indicated he had not grown much while he has been in business; he is the sole proprietor. He reported that for the amount of materials used, he is compliant with federal regulations. When he sprays, the fumes are contained as best as possible, depending on the wind. He explained he has a filtration system, in place which is very similar to Don's Auto Body. He is taking the necessary precautions to make sure all of the waste products are disposed of properly. Most of the painting he is doing is waterborne. There was discussion about the noise for the business—some of the noise comes from blowing with a compressor. He indicated his hours of operation would be between the hours of 8 a.m. and 6 p.m.

Councilmember Zollinger moved to approve the business license permit for Todd Aslett. Councilmember Williams seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused.

Business license request for Bio Minerals Technologies, Inc. in the Zollinger Complex 1000 North 1000 West

Ken Hamilton was not present at this time to make the business license request.

Proposal for Pickleball at North Park

Councilmember Duffin reviewed with the Council the game of pickleball showing them a video clip with information about the game and how it is played. Pickleball is a combination of tennis, ping pong, and badminton. The game could be played on the tennis courts; however, the playing size of the court is 20 feet by 44 feet.

Margo Miller and Nancy Griffin suggested the courts could be used for both tennis and pickleball. The lines would just need to be painted with a different color of paint. The net for pickleball is a little bit lower than the tennis net; however, they did not feel this needed to be addressed. There are very few courts in the valley that are marked to play on them.

Councilmember Duffin had researched on the web for the cost of having the lines painted; it was estimated to cost between \$250 and \$600, depending on the surface of the courts. She indicated she would prefer to have both courts painted.

Todd Condie suggested this could possibly be done by an Eagle Project for a very small cost or perhaps free. Councilmember Zollinger expressed concern as well about the cost.

Councilmember Williams recommended getting some bids to find the cost or seeing if this could be an Eagle Scout Project.

Councilmember Duffin moved to continue this to the next meeting to find out additional information about this and specific costs. Councilmember Zollinger seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused.

Councilmember Williams moved to go back to Item “C” Business License Request for Bio Minerals Technologies, Inc. in the Zollinger Complex 1000 North 1000 West. Councilmember Duffin seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused.

Business license request for Bio Minerals Technologies, Inc. in the Zollinger Complex 1000 North 1000 West

Ken Hamilton requested a business license for Bio Minerals Technologies, Inc. in the Zollinger Complex at 1000 North 1000 West. A copy of the business license application is included with the minutes as Attachment “E”. There were no questions regarding this business from the Council.

Councilmember Duffin moved to approve a business license for Bio Minerals Technologies, Inc. Councilmember Williams seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused.

Review of Proposed Budget for Fiscal Year 2016

Recorder Rose Mary Jones reviewed with the Council the revisions to the 2016 budget regarding an increase in property taxes, addition of the RAPZ Grant to Millville City in the amount of \$20,000, increase in the Stormwater Fund to cover the line to be partially paid by Millville Irrigation Co., and a clarification on the Capital Project Fund expense to purchase a City Pickup Truck. These items are included in the final budget set for the hearing.

Review of Revision to Fiscal Year 2015 Budget

Recorder Jones reviewed updates in the 2015 revision to the budget. Additional expenses included funding for the impact fees through the CIB Grant, additions to financial consulting, legal, city engineering, and roads in the General Fund. Also in the Water Fund additional expenses were included for financial consulting and special department supplies being increased.

Councilmember Cummings moved to open the public hearing for June 11, 2015. Councilmember Duffin seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused.

PUBLIC HEARING – 7:20 p.m.

The public hearing opened at 7:32 p.m.

PRESENT: Michael Johnson, Cindy Cummings, Julianne Duffin, Mark Williams, Ryan Zollinger, Rose Mary Jones, Tara Hobbs, Harry Meadows, Gary Larsen, Todd Condie, Jenny Condie, Bryce McEwen, Melissa Brown,

The purpose of the public hearing was to receive input on the following:

1. Proposed 2016 Budget and Certified Tax Rate.
2. Revisions to Fiscal Year 2015 Budget.
3. Revision to Ordinance 2.12.030 – Salary Schedule for Elected Officials.

Mayor Johnson introduced each item for consideration for public input; there were no comments made.

Councilmember Williams moved to close the public hearing. Councilmember Cummings seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused.

Approval of Certified Tax Rate

Mayor Johnson reviewed with the Council the documentation provided as certified from Cache County regarding our certified tax rate. **Councilmember Duffin moved to approve the Resolution to set the certified tax rate for the 2015-16 budget.** Councilmember Williams seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused. A copy of the approved resolution and certified documentation is included with the minutes as Attachment “F”.

Revision to Ordinance 2.12.030 Monthly Salary Schedule for Elected Officials

The ordinance revision to 2.12.030 Monthly Salary Scheduled for Elected Officials was discussed. There was a clerical correction made on the ordinance. Councilmember Zollinger questioned why there was an increase being proposed this year.

Councilmember Cummings moved to adopt An Ordinance to Amend the Monthly Salary Schedule for Elected Officials for Millville City with the noted change.

Councilmember Williams seconded. Councilmembers Cummings, Duffin, and Williams voted yes, Councilmember Zollinger voted no, with Councilmember Callahan excused. A copy of the ordinance is included with the minutes as Attachment "G".

Resolution to Set the Compensation of Appointed Officials

Mayor Johnson reviewed with the Council the resolution to set the compensation for the Treasurer and Recorder which was the proposed 3% increase, as also included in the budget for other employees.

Councilmember Williams moved to approve the Resolution Setting the Compensation for City Recorder and Treasurer.

Councilmember Duffin seconded. There was discussion about the number of hours worked. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused. A copy of the resolution is included with the minutes as Attachment "H".

Resolution Adopting the 2016 Budget

Councilmember Cummings moved to approve the Resolution to Adopt the Budget for Fiscal Year 2015-2016. Councilmember Duffin seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused. A copy of the resolution is included with the minutes as Attachment "I".

Resolution Adopting Revision to the 2015 Fiscal Year Budget

Councilmember Duffin moved to adopt the Revision to the 2015 Fiscal Year Budget. Councilmember Williams seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused. A copy of the resolution is included with the minutes as Attachment "J".

Review of Mond-Aire Heights Subdivision, Phase 1, Final Plat

Engineer Zan Murray and Development Coordinator Harry Meadows reviewed concerns and discussed with the Council various items which need to be resolved:

- 1) Water to be transferred to Millville City. Mr. Eames indicated they have 48 acre feet that will be transferred from the Young Ward area to Millville City. This should cover the required water for Phase 1 with some credit toward the next phase.

Engineer Murray determined 31.5 acre feet would be required for the 10.5 acres in Phase 1. The developers should start the deed process for the transfer with the State Engineer.

- 2) The stormwater retention pond. Currently the map is showing three lots for the retention pond. Mr. Eames indicated on previous drawings there were two lots for the retention pond with the other lot being a buildable lot. Engineer Murray thought two lots would be a sufficient size. Councilmember Zollinger questioned the overflow for the retention pond. There is currently not one developed in the plan. It was suggested to have sump pumps installed in the retention pond below the freeze line in lieu of the overflow. This would make more sense as there is no place to guide the water. This option will be explored and planned for by the developers. The SWPPP must be applied for with the state for this development.
- 3) Increase in size of sidewalk. The current planned sidewalk is five-feet wide. It was recommended to increase the width to six feet on one side of the street along 480 East and also on 200 North. This would then be considered part of the Parks and Trails plan which is included with the General Plan being revised. Mr. Eames indicated there would be no problem in doing this. The sidewalk width would increase and the grassy swell would decrease by one foot.
- 4) Septic tank approval. There had not been proof given to the City to date on the approval by Bear River Health Department regarding septic tanks for the development.
- 5) There is a performance bond that must be submitted to the City in the amount of 150% of the infrastructure improvements.
- 6) The plat needs to be redrawn with the lot taken from the retention pond, unless the City wants to retain this as part of the park area. If so, bargaining for services or payment for the property may be considered. This will be explored and discussed at a future meeting.
- 7) The developer also needs to reimburse the City for the engineering costs incurred to date.

Councilmember Cummings moved to table this item until the things that were discussed are resubmitted and brought back to the Council. Councilmember Zollinger seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused. Information regarding this submittal is included with the minutes as Attachment "K".

Consideration for Approving the Mond-Aire Heights Subdivision, Phase 1

The approval of the Mond-Aire Heights Subdivision was tabled until all of the required information is presented to the Council.

Declaration of Candidacy for 2015 Municipal Election

Recorder Jones reported the candidates that filed for the three council seats are: Michael Callahan, Cindy Cummings, and Mark Williams. She reported there will not be a primary election. The last day to file as a write-in candidate is September 4. After that date and if no one has filed, an ordinance could be passed to declare the candidates elected, and no formal election would need to be held. This will be a Council decision.

Clarification on Roadway Impact Fees

Development Coordinator Meadows reviewed with the Council information regarding impact fees, specifically the roadway impact fee. A copy of the information reviewed is included with the minutes as Attachment "L". The impact fee for roadways for 2015 was calculated with the 4% inflation rate to be \$4,938.98. The impact fees are currently being reevaluated. There was discussion on whether to impose the 4% amount until the current valuations are in.

Councilmember Zollinger moved to stay with the 2014 number of \$4,749.02.

Councilmember Duffin seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused.

There was discussion about the assumption of a 4% increase each year for the road impact fee and whether it would apply to the water and park impact fees also. This will be reviewed with the impact fee consultants for clarification.

Roadway Impact Capital Improvement Projects

Engineer Zan Murray presented to the Council projects which he and Superintendent Larsen had proposed for future roadway capital improvement projects. A copy of this information is included with the minutes as Attachment "M". Each project was reviewed; some have been completed while other proposed projects may begin as early as next year; and others may not be considered for up to 20 years. The Council requested having estimated dollar amounts listed with each project.

Mayor Johnson discussed with the Council the 200 East road between Center Street and 100 North regarding the Neeves Subdivision and the arrangements in having the roadway installed. Eric Kleven had approached the Mayor about what needs to happen on that road. Research will be completed for Mayor Johnson reviewing the terms for the subdivision acceptance.

The consensus of the Council was to proceed with the roadway capital projects with additional information and costs included and presented to the Council at the next meeting. Engineer Murray will prepare this information.

Water & Power Services to 100 North 300 West Roundabout

Superintendent Gary Larsen asked to defer this discussion about water and power services on 100 North 300 West to the next meeting when he would have more information regarding the costs.

Bills to be paid

The bills were presented. They are as follows:

Stephanie Eggleston	4.03	General
Tara Hobbs	116.15	Water
Rose Mary Jones	73.49	Water
Rose Mary Jones	269.99	General
Adria Davis	11.44	P&Z
Rocky Mountain Power—		
North Park	51.37	Park
Shop	178.29	Building
Crossing Guard	16.94	Crossing Guard
Ball Park	9.48	Park
North Well	158.06	Water
Park Well	1,569.68	Water
Water Treatment	18.41	Water
Highline Reservoir	444.04	Water
Public Treasurers Investment Fund	7,667.00	Water
Logan City	85.65	Stormwater
Lowes	54.47	Water
Peterson Plumbing Supply	20.46	Water
Daines and Jenkins	1,360.00	Legal
Caselle	125.00	Water
Watkins Printing	88.46	General/P&Z
Glenn's Electric	1,565.01	Water
Olson & Hoggan	105.00	Legal
Turf-It	75.00	North Park
Cache Valley Publishing	53.91	General
Kevin Kartchner	50.00	Park
Intermountain Farmers Association	198.29	Road
Sterling Codifiers	229.00	General
Maceys	46.09	Gen/Youth Council
Green Sources LLC	1,167.15	Park
AT&T	47.07	Water
Thatcher Company	488.23	Water
Jones Simkins	742.00	Gen/Water Consulting
J-U-B	5,731.45	General/Water
Riverside Carwash	18.82	Stormwater
Salary Register	11,069.94	

Councilmember Duffin moved to pay the bills. Councilmember Cummings seconded. The bill for Green Sources was questioned; this is for fertilizer for the parks. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused.

City Reports

Roads/Sidewalks:

Superintendent Larsen along with Mayor Johnson had received a nice thank you note from Nibley City for our help with their water problems.

Superintendent Larsen reported that both 100 and 200 North roadways west of 100 West are being excavated.

Councilmember Duffin reported the Bodily family living west on 200 North will be irrigating their property on Friday; she had called Doug Anderson to notify him of this watering schedule.

City Parks:

Superintendent Larsen indicated the splash pad is being used frequently. Whatever the intention is for the RAPZ grant funding, it should be held off until the use has subsided.

Culinary Water System:

Superintendent Larsen reported that he had signed a contract with DWA Construction to have the service lines switched over to the new line for the two Bodily residences on 200 West. This has been completed; the two-inch line has been abandoned, and they are now being serviced from the new line.

Appreciation was expressed to Superintendent Larsen for keeping our water system in good operating condition.

Presentation of General Plan Draft to be discussed at the next Council Meeting

Councilmember Duffin presented drafts of the general plan to the Council for review; this is to be discussed at the next Council Meeting. After the draft is completed, there will be a public hearing scheduled.

Proposal on Form-Based Code

Mayor Johnson asked if the Council would like to have the discussion on the Form-Based Code proposal at this time; the consensus was to have this moved to the next agenda.

Old Mill Day

Councilmember Duffin reported briefly on the activities for the City Celebration on June 27. A flyer will be included with the water bills that are being sent out.

Councilmember Reports

There were no Council Reports. A copy of the Councilmember Reports outline is included with the minutes as Attachment "N".

Other items for Future Agendas

Councilmember Duffin requested the General Plan to be included on the next agenda for discussion.

Recorder Jones asked for an update regarding the partial street width to be vacated East on 100 South. Development Coordinator Meadows had contacted Surveyor Jeff Hansen to have this surveyed; this has not been completed to date. He will follow through with Mr. Hansen.

Engineer Murray asked to discuss at a future meeting the roundabout at 450 North Main.

Engineer Murray reported he is waiting to hear back from the state on the proposed sewer plan; this will be discussed when that material is received.

Executive Session for Land Acquisition

Councilmember Duffin moved to go into an executive session for the purpose of land acquisition. Councilmember Cummings seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused.

PRESENT: Michael Johnson, Cindy Cummings, Julianne Duffin, Mark Williams, Ryan Zollinger, Rose Mary Jones, Harry Meadows, Gary Larsen

The Executive Session was held beginning at 9:43 p.m. and ending at 10:20 p.m.

Councilmember Cummings moved to close the executive session and move into the regular meeting. Councilmember Zollinger seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused.

Adjournment

Councilmember Williams moved to adjourn. Councilmember Cummings seconded. Councilmembers Cummings, Duffin, Williams, and Zollinger voted yes with Councilmember Callahan excused. The meeting adjourned at 10:21 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, June 11, 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.)

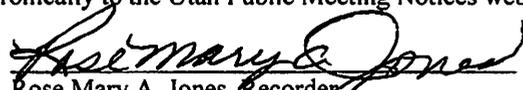
1. Call to Order / Roll Call – Mayor Michael Johnson.
2. Opening Remarks / Pledge of Allegiance – Mayor Michael Johnson.
3. Approval of agenda and time allocation.
4. Approval of minutes of the previous meeting – May 28, 2015.
5. Action Items—
 - A. Report on P & Z Meeting held June 4, 2015 – 7:03 p.m.
 - B. Business license request for Auto Paint Options at 260 West 300 North – Todd Aslett – 7:05 p.m.
 - C. Business license request for Bio Minerals Technologies, Inc. in the Zollinger Complex 1000 North 1000 West – Ken Hamilton or Daphne Carlson – 7:10 p.m.
 - D. Proposal for Pickle Ball at North Park – Councilmember Julianne Duffin – 7:12 p.m.
 - E. Review of Proposed Budget for Fiscal Year 2016 – Mayor Michael Johnson – 7:15 p.m.
 - F. Review of Revision to Fiscal Year 2015 Budget – Mayor Michael Johnson – 7:17 p.m.
 - G. PUBLIC HEARING – 7:20 p.m.

The purpose of the public hearing is to receive input on the following:

 1. Proposed 2016 Budget and Certified Tax Rate.
 2. Revisions to Fiscal Year 2015 Budget.
 3. Revision to Ordinance 2.12.030 – Salary Schedule for Elected Officials.
 - H. Approval of Certified Tax Rate – Mayor Michael Johnson – 7:30 p.m.
 - I. Revision to Ordinance 2.12.030 Monthly Salary Schedule for Elected Officials – Mayor Michael Johnson – 7:31 p.m.
 - J. Resolution to Set the Compensation of Appointed Officials – Mayor Michael Johnson – 7:33 p.m.
 - K. Resolution Adopting the 2016 Budget – Mayor Michael Johnson – 7:35 p.m.
 - L. Resolution Adopting Revision to the 2015 Fiscal Year Budget – Mayor Michael Johnson – 7:37 p.m.
 - M. Review of Mond-Aire Heights Subdivision, Phase 1, Final Plat–Development Coordinator Harry Meadows–7:40 p.m.
 - N. Consideration for Approving the Mond-Aire Heights Subdivision, Phase 1 – Mayor Michael Johnson - 8:05 p.m.
 - O. Declaration of Candidacy for 2015 Municipal Election – Recorder Rose Mary Jones – 8:10 p.m.
 - P. Clarification on Roadway Impact Fees – Development Coordinator Harry Meadows – 8:12 p.m.
 - Q. Roadway Impact Capital Improvement Projects – Engineer Zan Murray – 8:15 p.m.
 - R. Water & Power Services to 100 North 300 West Roundabout–Superintendent Gary Larsen–8:25 p.m.
 - S. Bills to be paid.
6. Discussion Items—
 - A. City Reports.
 1. Roads/Sidewalks – Superintendent Gary Larsen.
 2. City Parks – Superintendent Gary Larsen.
 3. Culinary Water System – Superintendent Gary Larsen.
 - B. Presentation of General Plan Draft to be discussed at the next Council Meeting - Councilmember Julianne Duffin.
 - C. Proposal on Form-Based Code – Mayor Michael Johnson.
 - D. Old Mill Day – Councilmember Julianne Duffin.
 - E. Councilmember Reports.
 - F. Other items for Future Agendas.
7. Executive Session for Land Acquisition.
8. 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 June 8, 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 June 8, 2015.


Rose Mary A. Jones, Recorder

ATTACHMENT "B"

**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.

ATTACHMENT "C"

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.

ATTACHMENT "D"



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: 261 West 300 north Millville, UT 84326

C. Mailing Address: Po. box 259 Same as "B. Business Location"

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 (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 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
(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: 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
Street, include apt #, PO box, etc. City, State, ZIP
 This person can be contacted in the event of an after-hours police or fire emergency.

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

Officers (2)

Officer Name: _____ Contact Ph. _____
 Home Address: _____
Street, include apt #, PO box, etc. City, State, ZIP
 This person can be contacted in the event of an after-hours police or fire emergency.

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

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:
 - 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.

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 ADAPTED FIRE CODE. USE APPROVED STORAGE LOCKER FOR COMBUSTIBLES.

Agree Do not agree Signature: Todd Aslett Date: _____

Yes No City Council grants permission Signature: [Signature] Date: 6-11-15

FEES \$25.00 **PAYMENT TYPE** RECEIPT

ATTACHMENT "E"



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: 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) 1000 West 1000 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	HOME BUSINESS	This Business Includes:																																																														
Building/plaza: <u>Zollinger Warehousing</u> Is this a secondary use within an existing business location? <input type="checkbox"/> Yes, in _____ <input checked="" type="checkbox"/> No Hours of Operation: <u>7-7</u> Type of Operation: (mark all that apply) <input type="checkbox"/> Sales/Service: Customers typically come on site <input type="checkbox"/> Sales/Service: Customers rarely come on-site <input type="checkbox"/> Service no sales <input type="checkbox"/> Fresh food service and/or preparation <input type="checkbox"/> Manufacturing <input type="checkbox"/> Medical/dental <input type="checkbox"/> Daycare <input type="checkbox"/> Instruction <input type="checkbox"/> Preschool <input type="checkbox"/> Other: _____ Previous use of location: <u>New</u>	Please Note: A home business does not change the aesthetic character of the area and zone. On-site employees? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Up to how many? _____ Working hours? _____ Where will they park? _____ On-site customers? <input type="checkbox"/> Yes <input type="checkbox"/> 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) <input type="checkbox"/> Home office <input type="checkbox"/> Garage/storage room <input type="checkbox"/> Desk and chair <input type="checkbox"/> Carport/driveway <input type="checkbox"/> Shed/out building <input type="checkbox"/> Vehicle <input type="checkbox"/> Other: _____ Do you intend to set-up off-site? (i.e. in parking lot, at festivals, within stores) <input type="checkbox"/> Yes <input type="checkbox"/> No Proposed start date: _____	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Signage</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Alcohol sales and/or services</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Live entertainment on-site</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Door-to-door solicitation</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Fireworks sales on-site</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Vending machines on-site</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>On-site secondary business</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>On-site events (ie. community party parking lot/sidewalk sales)</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Investment advice and/or service</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Pesticides use and storage</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Hazardous materials use and storage</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Vehicle sales</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Firearms or explosives sales</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Care of children or preschool</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Any construction jobs over \$1,000</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Piercing, tattooing, perm, make-up</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Used merchandise transactions</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Changes to existing garbage service</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td>Vehicles, trailers, mowers, etc. (stores on site)</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td>Electrical, plumbing, structural, or mechanical changes to site</td></tr> </tbody> </table>	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
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<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 Not applicable
F. State & federal regulatory agency licensing info: _____ Not applicable
(Not referring to an EIN or utility 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: 420 Edgewood Place, Providence UT 84332 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
 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
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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
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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.
Kenneth R Hamilton Kenneth R Hamilton 6-2-15
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: Kenneth R Hamilton Date: _____
 Yes No City Council grants permission Signature: [Signature] Date: 6-11-15

FEES \$25.00 PAYMENT TYPE RECEIPT

Tanahobbs

ATTACHMENT "F"

RESOLUTION 2015- 3

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			X	
Cindy Cummings	X			
Julianne Duffin	X			
Mark Williams	X			
Ryan Zollinger	X			

View Data Entry Reports Forms Administration

County 03_CACHE Entity 3090_MILLVILLE CITY Tax Year

2015 Tax Rate Summary (693) CITY

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	% Change	Certified Tax Rate Value Adjustments	Value Adj
Real	90,507,815	84,743,550	6.80%	BOE Adjustment 77,319	1,340,965
Personal*	1,499,944	1,730,740	-13.34%	CY Value Adj by BOE 94,511,360	0
Central	2,580,920	2,357,420	9.48%	5 Year Avg Coll Rate CYPYE 97.7 / 97.74	-8,200
Total Value	94,588,679	88,831,710	6.48%	Proposed Tax Rate Value 92,337,599	1,332,765
CDRA R/CA	0	0	0.00%		Annex Adj
CDRA Personal*	0	0	0.00%	New Growth: Calculated 4,424,204	0
Total CDRA	0	0	0.00%	5 Year Avg Coll Rate CY 97.7	0
Semiconductor*	0	0	0.00%	New Growth: CIR Calculation 4,322,447	0
Total Value-CDRA-SCME	94,588,679	88,831,710	6.48%	Certified Tax Rate Value 88,015,152	
* "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	59,465
190	Discharge of Judgement			\$59-2-1328 & 1330	Sufficient	0.000000	0.000000		0	0
Total Tax Rate C										

ATTACHMENT "G"

ORDINANCE 2015- 3

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: Three 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			X	
Cindy Cummings	X			
Julianne Duffin	X			
Mark Williams	X			
Ryan Zollinger		X		

Posted: 6-12-15

ATTACHMENT "H"

RESOLUTION 2015-4

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			X	
Cindy Cummings	X			
Julianne Duffin	X			
Mark Williams	X			
Ryan Zollinger	X			

ATTACHMENT "I"

RESOLUTION 2015- 5

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			X	
Cindy Cummings	X			
Julianne Duffin	X			
Mark Williams	X			
Ryan Zollinger	X			

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		

ATTACHMENT "J"

RESOLUTION 2015- 6

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.

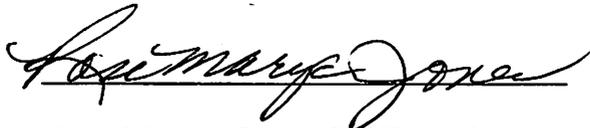
Approved and passed by the Millville City Council this 11th day of June, 2015.

BY:



Michael E. Johnson, Mayor

ATTEST:



Rose Mary A. Jones, City Recorder

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

MILLVILLE CITY REVISED BUDGET 2015									
Description	General Income	Rev Oct 14/Feb 15	Rev June 15	General Income	Description	General Expense	Rev Oct 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 Desgntd 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



J-U-B ENGINEERS, INC.

J-U-B COMPANIES

THE
LAREDO
GROUPGATEWAY
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.

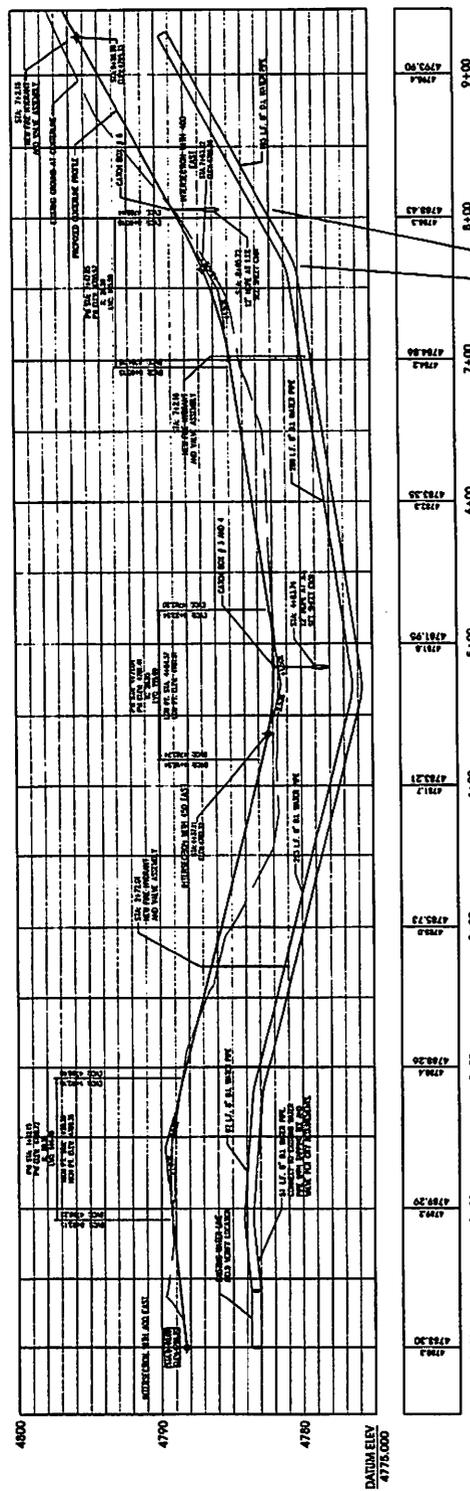
NOTES

1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

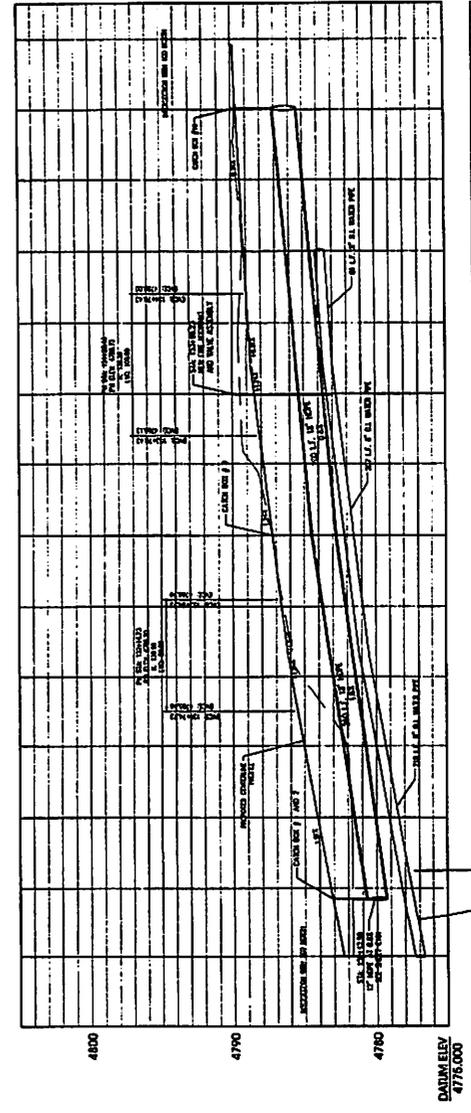


MOND-AIRE HEIGHTS SUBDIVISION
 PROFILE SHEET

Project No.	C103
Scale	1" = 40'
Drawn By	L. BARR
Checked By	L. BARR
Date	2 APR 2013
Sheet No.	17 of 27
Project Name	MOND-AIRE HEIGHTS SUBDIVISION
Client	CHICAGO



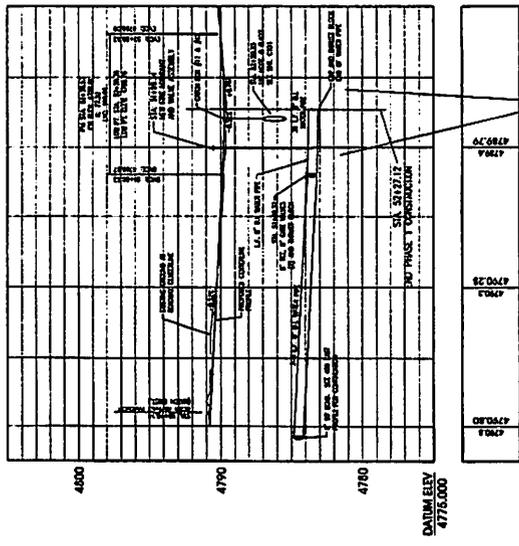
200 MOORE STREET
 CENTERLINE PROFILE
 SEE PLAN SHEET FOR ACCURATE
 CLEARANCE OF SEWER FROM PVI



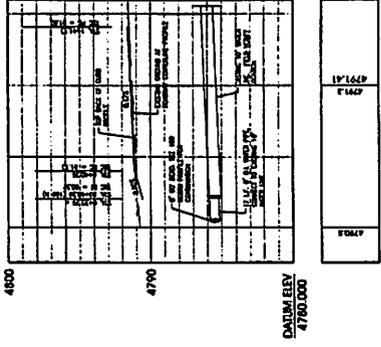
430 EAST STREET
 CENTERLINE PROFILE
 SEE PLAN SHEET FOR ACCURATE
 CLEARANCE OF SEWER FROM PVI

NOTES

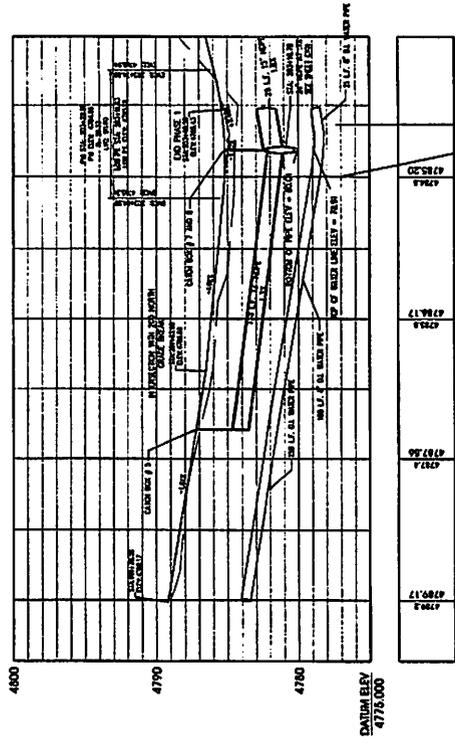
1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.
3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.
4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.
5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.



**100 NORTH STREET
CENTERLINE PROFILE
SECTION 7-7**



**400 EAST STREET
TBC PROFILE
SECTION 7-7**



**400 EAST STREET
CENTERLINE PROFILE
SECTION 7-7**

NO.	REVISIONS	DATE

Skyline AER, INC.
 10000 W. 10th Ave., Suite 100
 Denver, CO 80202
 (303) 751-1000
 www.skylineaer.com

**MOND-AIRE HEIGHTS
SUBDIVISION**

PROFILE SHEET

Drawn By:	L. KOSY	Checked By:	L. KOSY
Designed By:	L. KOSY	Date:	21 APR 2010
Reviewed By:	L. KOSY	Sheet:	17 of 20
Project No.:		Sheet No.:	
C104		C104	
1:2000 (PLAN)		1:20 (PROFILE)	

ATTACHMENT "L"

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

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.

MILLVILLE FUTURE ROADWAY CAPITAL PROJECTS

Date: June 11, 2015

A	B		D
Street	Location	Project Description	FY Year
550 North	Main to 100 W (curve)	New construction	2016
300 W	200 S to 100 N	New construction	2025
300 N	100 W to 175 W	New road & frontage	2025
400 N	Main to 200 E	New construction	2020
Center St	West end	Tie into 300 W - new const	2030
500 S	100 W to 550 E	New construction	2030
Main St	300 S to 400 S	New construction	2030
200 E	100 S to 100 N	New canal crossing	2020
550 E	300 S to 500 S	Widening of existing road	2025
600 N	Main to 100 E (Shire)	New Construction / Canal crossing	2030
550 E	300 S to Center	Widening of existing road	2025
300 E	450 N to City Boundary	New construction	2020
Center St	250 E to 550 E	New construction	2020
200 S	300 E to 550 E	New construction	2030
200 W	550 N to 750 N (2100 S)	New construction	2030
100 E	300 N to 400 N	New construction	2020
300 W	550 N to 750 N (2100 S)	New construction	2030
750 N	200 W to 300 W	New construction	2030
750 N	SR165 west to 800 West	New construction	2035
400 W	750 N to City Boundary	New Construction	2035

ATTACHMENT "M"

Completed Projects

Street	Location	Project Description	Cost
550 North	100 W to SR165	New construction	\$1,035,000.00
550 North	Main to 100 W	Widening of existing road	\$ 342,000.00
200 W	200 S to No. City limit	New construction	\$3,113,280.00
100 N	150 W to 200 W	New construction	\$ 157,500.00
200 N	150 W to 200 W	New construction	\$ 157,500.00
200 N	150 W	Bridge replace and upsize	\$ 60,000.00

Total \$4,865,280.00

ATTACHMENT "N"

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)