



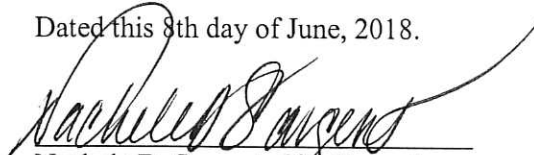
COALVILLE CITY COUNCIL MEETING NOTICE AND AGENDA

Notice is hereby given that the Coalville City Council will hold its regular meeting on **Monday, June 11, 2018** at the Coalville City Hall, 10 North Main, Coalville, Utah. This meeting will begin at **6:00 P.M.** The agenda will be as follows:

1. Roll Call
2. Pledge Of Allegiance
3. City Council Agenda Items:
 - A. **Public Hearing:** Consideration And Possible Approval Of the Budget Amendment for 2017-2018 and Budget Approval for 2018-2019
 - B. Consideration And Possible Approval For The City To Cover The Engineering Costs For The North Summit Recreation Park Plan
 - C. Consideration And Possible Approval Of Hiring A New Employee
 - D. Public Works Updates
 - E. Community Development Updates
 - a. Business Licenses
 - F. Legal Updates
 - G. Council Updates
 - H. Mayor Updates
 - I. Executive Session
4. Review And Possible Approval Of Accounts Payable
5. Review And Possible Approval of Minutes
6. Adjournment

** Coalville City reserves the right to Change the order of the meeting agenda as needed.*

Dated this 8th day of June, 2018.



Nachele D. Sargent, City Recorder

Mayor

Trever Johnson

Council

Adrienne Anson
Cody Blonquist
Arlin Judd
Rodney Robbins
Tyler Rowser

****In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Hall (435-336-5981) at least three days prior the meeting.**

Posted: June 8, 2018 City Hall, Coalville City Website, Utah Public Notice Website

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10 North Main Street
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Coalville City Council
Regular Meeting
HELD ON
June 11, 2018
IN THE
CITY HALL

Mayor Trever Johnson called the meeting to order at 6:02 P.M.

MAYOR AND COUNCILMEMBERS PRESENT: Mayor Trever Johnson
Councilmembers: Cody Blonquist,
Tyler Rowser, Arlin Judd,
Adrianne Anson (Excused)
Rodney Robbins (Excused)

CITY STAFF PRESENT:

Sheldon Smith, City Attorney
Zane DeWeese, Public Works Director
Nachele Sargent, City Recorder

PUBLIC IN ATTENDANCE:

Tim Rees, Jim Robinson, Debbie Robinson,
Donald Fulton

Item 1 – Roll Call:

A quorum was present.

Item 2 – Pledge of Allegiance:

Mayor Trever Johnson led the Council, Staff, and Public in the Pledge of Allegiance.

**Item A – Public Hearing: Consideration And Possible Approval Of The Budget
Amendment For 2017-2018 and Budget Approval for 2018-2019:**

Tim Rees reviewed the budget proposal (Exhibit A) with the Mayor and Council. He explained the prior, current, and new budget columns. He stated the property tax revenue would be about the same and the licensing and building permits revenue was up this year. He stated the Class C Road money had stayed consistent and the sales tax revenue was up. Mayor Trever Johnson stated the budget included a 2% cost of living raise for employees and an estimate for the Wild Land Fire agreement. Tim Rees stated the budget also included a new Public Works employee and Park maintenance. He stated the Capital Improvements budget had been increased for road maintenance. He stated the budget included the funding the City was scheduled to receive from UDOT and the County COG transportation funds for the road work on the North and South end of Main Street. Mayor Trever Johnson stated he would like to budget for a flag pole to be installed on the hill by the NS. He stated he liked the one Henefer installed and thought

each City should have one. The Council agreed and budgeted \$10,000 toward the project. Tim Rees stated the Water and Sewer budget had a positive cash flow and there had been an increase in the Sewer Impact funds. He stated the budget also included the funding for the Water Improvement Projects.

Mayor Trever Johnson opened the public hearing at 6:18 P.M.

There were no public comments.

Mayor Trever Johnson closed the public hearing at 6:19 P.M.

Tim Rees advised the Mayor and Council to use the budget as a tool to control costs. He stated it would be helpful to plan and amend the budget rather than spend and amend the budget. He stated he could prepare documents quarterly to help show if the budget was on schedule.

A motion was made by Council Member Tyler Rowser to approve Resolution No. 2018-2 for the Amended 2017-2018 Budget and the 2018-2019 Budget. Council Member Cody Blonquist seconded the motion. All Ayes. Motion Carried.

Roll Call:

**Council Member Judd – Aye
Council Member Rowser – Aye
Council Member Blonquist - Aye**

Item B – Consideration And Possible Approval For The City To Cover The Engineering Costs For The North Summit Recreation Park Plan:

Mayor Trever Johnson stated the North Summit Recreation District was meeting with JUB Engineers, Inc. on Wednesday, June 13th and this item would need to be tabled at this time.

Item C – Consideration And Possible Approval Of Hiring A New Employee:

Mayor Trever Johnson stated they had briefly discussed hiring a new employee before and handed out a job description (Exhibit B) for a new position with the Public Works Department. He stated with more developments and parks maintenance coming on, another person was needed. Mayor Johnson stated this would help with the rotation for on-call and snow removal. He stated this would be an entry level position. Zane DeWeese stated the City would also be bringing on a Water Treatment Plant and they would need extra coverage for it. He stated right now they divided up for projects and it would leave one person by themselves which was a safety issue. The new hire would make it so there would be more coverage and help for emergencies and on-call

situations. He stated they would train and get certified for water and sewer and plan on long term employment. Mayor Trevor Johnson suggested advertising and having Zane do an initial screening and then put together a hiring committee for interviews. He stated the City would probably end up only having to hire one seasonal summer help. Council Member Tyler Rowser stated he felt the City should look at having the Treasurer as a full-time position in the future. He stated he thought Niki Sargent was overwhelmed at times and it would help having the extra time in the office. Council Member Cody Blonquist questioned if the end game for the new employee would be having someone work full-time at the Water Treatment Plant. Zane stated there was a dedicated Sewer Plant Operator for a certain number of hours per week at a minimum and it would be the same for the Water Treatment Plant. He stated the new employee would be cross-trained in all of the departments. Mayor Johnson stated he wanted Zane DeWeese to move even more into the administrative side of the Department. He stated Zane was spread out through a number of areas and the extra help would make a difference. He stated he thought there was an opportunity for someone to step into more of a leadership role under Zane.

A motion was made by Council Member Arlin Judd to approve the hiring of an additional full-time employee for the Public Works Department. Council Member Tyler Rowser seconded the motion. All Ayes. Motion Carried.

Roll Call:

**Council Member Judd – Aye
Council Member Rowser – Aye
Council Member Blonquist - Aye**

Item D – Public Works Updates:

Zane DeWeese stated they were busy getting ready for the City Celebration. He stated they had been cleaning the gutters and the streets would be swept on Thursday. Mayor Trevor Johnson stated he would like to have that done more often. Zane stated he agreed and they would stay on top of it. He stated he had some seasonal help for the plant watering and Cemetery maintenance and they had been a big help with cleaning the streets.

Zane DeWeese stated the dumpsters would be delivered on June 15th for the City clean-up. Niki Sargent stated the notice stated they would be available from June 18th – June 30th.

Zane DeWeese stated the secondary water was already starting to struggle. He stated it would catch up with the hay down right now, but once it was put up, it would be a real struggle to keep up. The Mayor and Council discussed water conservation, education for the public, the conservation notice that was sent out, and water consumption when a

field is converted to a subdivision. Sheldon Smith stated he would reach out to the State Water Engineer to see if they had any statistics on when a field was converted to homes.

Item E – Community Development Updates:

Mayor Trevor Johnson informed the Council of the updates from Shane McFarland, City Engineer. He stated the Water Distribution project had been awarded to Brinkerhoff Excavation and it was approved by the USDA. He stated the bid included having third party compaction testing and JUB Engineers, Inc. would be providing full-time on-site inspections. Mayor Johnson stated they were still waiting for USDA approval for WesTech for the Water Treatment Plant. The design was complete for the water storage tank. They were currently working on the agreement with Rocky Mountain Power to get power to the site. Mayor Johnson stated regarding the Force Main project, JUB Engineers, Inc. had received approval from USDA and UDOT to realign the pipe to the North to cross at a more convenient location with less linear feet. Mayor Johnson stated there was already a culvert under the freeway that may be able to be used, but even if they have to install a new one, it would be cheaper at this location. Mayor Johnson continued with the information from Shane McFarland and stated they were waiting on Wohali Partners LLC for information on flow volumes for their development. The City would be able to go ahead with the Force Main and if the development went in, the Developer would have to cover the cost of the Lift Station. This would still be up for negotiation depending on whether or not there was a development. Council Member Cody Blonquist questioned how long the City would wait before taking care of the Lift Station issue. He stated he was concerned the City funding would disappear as it had already been three or four years. He questioned why the City was waiting for Wohali Partners LLC at all. He questioned why the City didn't just move ahead with the project. Mayor Trevor Johnson stated if there was going to be volume concerns they would like to know before the project. He stated he didn't know any timelines. Council Member Arlin Judd questioned if the Lift Station would stay where it was now. Zane DeWeese stated that was his understanding at this time. Council Member Cody Blonquist stated he was also concerned about the 36 apartments that needed to use the lift station. Mayor Trevor Johnson stated when the apartment project was presented, they acknowledged that issue and they were going to move ahead with the storage units first. Council Member Cody Blonquist stated he didn't see anything happening with the Wohali Partners LLC for a while and the Force Main issue should have been addressed when it was promised to begin with. He stated he thought we were living on borrowed time with the Lift Station and it would be a big problem for the City. The Mayor and Council continued to discuss the plan for the Lift Station including using the current one as a bypass, the timeline for the project, and waiting for Wohali Partners LLC. Mayor Trevor Johnson stated he would reach out to Shane McFarland and discuss the options with him and provide an update to the Council. Mayor Johnson continued with Shane McFarland's update and stated they had begun the process for the North and South end of Main Street construction project funded by UDOT. It would be planned to begin after the water lines were constructed in those areas in 2019.

Mayor Trevor Johnson stated there was a business license application for Lauren White (Orgill) as a Master Esthetician for a home based business at 370 Old Farm Lane. He stated she would have one to three clients per day and would operate from 10:00 A.M. to 4:00 P.M. on Monday, Wednesday, and Friday. He stated she was licensed by the State and the Summit County Health Department. This home was located in the Walker View Estates Subdivision which had CCR's. Sheldon Smith stated the City was not obligated to enforce the CCR's for subdivisions, but they could require for the Applicant to get an approval from the HOA that enforced the CCR's. He stated in his opinion the Council could require someone to be in conformity with the regulations of the community. Council Member Cody Blonquist stated he had no reason to deny the application, but suggested for the business license review to include something that would require them to show approval before they applied and to even add it to plan checks for building permits. Sheldon Smith agreed and stated it would be a good idea to do that.

A motion was made by Council Member Arlin Judd to approve the business license for Lauren White (Orgill), Master Esthetician, home occupation business subject to receiving clearance from the Home Owner's Association to operate the business in Walker View Estates. Council Member Cody Blonquist seconded the motion. All Ayes. Motion Carried.

Item F – Legal Updates – Sheldon Smith:

Sheldon Smith handed out a draft of the proposed Transient Room Tax Ordinance (Exhibit C). He stated this allowed for a 1% tax to be collected from hotels, camp grounds, Airbnb and the State Park. He stated this would need to have a public hearing for approval and questioned if the Council wanted to move forward. The Mayor and Council discussed the options of having the tax in place including the revenue for the City, the businesses that would be affected, reporting requirements, and whether or not it was worth it to the City. Mayor Trevor Johnson stated he would like it to be discussed again at the next meeting to have all of the Council Members input.

Sheldon Smith stated he had drafted a RFP for Planning services (Exhibit D). Mayor Trevor Johnson asked for it to be published to see what interest there was.

Sheldon Smith stated the Keyes Family had submitted an appeal regarding the fence issue. He stated the appeal would go before the BOA and a meeting would need to be scheduled. He stated they claimed they were given permission for the fence, but they didn't have any written documentation to back up the claim. Sheldon stated he would check to make sure of the time frame for the meeting.

Sheldon Smith stated he had sent out some enforcement letters and had received a reply from some of the people. He stated Kimball Ware was very upset and he now has a for sale sign on the property. Mr. Ware stated he didn't feel welcome in Coalville. Sheldon

stated he told Mr. Ware that had never been expressed by anyone, but he did need to comply with the Code. He told Mr. Ware he could come and discuss it with the Council. He stated Mr. Ware stated he would need a couple of months to get everything taken care of.

Sheldon Smith stated he heard back from the renters of the yellow building. The renter that had a snowmobile business said he would comply and get his stuff moved. The renter thought he would like to build the fence at one time, but then recognized the difficulty in complying with the Code to screen all of the activities. Sheldon stated the other renter, EJ Sutton, was very upset and said he had a license to be there which he doesn't. Sheldon stated he would send him a letter stating he wasn't licensed and would need to comply with the Code and cease and desist until the matter was resolved.

Sheldon Smith stated he was working on getting water transferred to the NSPIC system. He stated Doug Wilde had been in touch with him and NSPIC was very anxious to get it taken care of. He stated had had engaged the services of Craig Smith, Smith Hartsvigen, to give the City the direction on which shares would be the best to transfer.

Sheldon Smith stated he hadn't seen a concrete wall for the Car Wash going up. Mayor Trever Johnson stated Mr. Dalby had contacted him to see if the City had any interest in changing the Code and he had told him not at this time. Sheldon stated it would need to be followed up with Mr. Dalby as he had been told the masonry wall was part of the approval for the business. Mayor Trever Johnson stated his debate with the wall was for the U-Haul business and he had told him he would have to follow the Code.

Item G – Council Updates:

Council Member Tyler Rowser referred back to the Transient Room Tax and stated Summit County had one of the lowest rates. He stated the City would be at 10.87%. He stated he didn't think it would deter anyone from staying here.

Council Member Tyler Rowser stated he had spoken with Todd Richins about beautifying the Freeway on and off ramps. He stated Mr. Richins said UDOT would let you do the project, but you would have to maintain it. They would only pay for it if they replaced the bridge and that was years away. Council Member Rowser stated you would have to follow their guidelines, but they would let the City do it. Council Member Cody Blonquist stated he had looked to see if there were any grants available for that project. He questioned if the City could just budget and do it in sections. Mayor Trever Johnson stated he would contact Cindy Gooch to see if there were any options available for the City for grants. Council Member Tyler Rowser stated he would check with Todd Richins to see what UDOT offered too.

Item H – Mayor's Updates:

Mayor Trever Johnson stated the Summer Celebration would be held on Saturday, June 16th. He stated to check with Niki Sargent to see what they needed to do to help with the event.

Item K – Executive Session:

There wasn't an executive session tonight.

Item #4 – Review and Possible Approval Of Accounts Payable:

The Council reviewed the Accounts Payable for June 2018.

A motion was made by Council Member Cody Blonquist to approve the Accounts Payable for June 2018. Council Member Tyler Rowser seconded the motion. All Ayes. Motion Carried.

Item #5 – Review, Discussion, and Possible Approval of Minutes:

The Council reviewed the minutes of the May 29, 2018.

A motion was made by Council Member Arlin Judd to approve the minutes of May 29, 2018 as corrected. Council Member Cody Blonquist seconded the motion. All Ayes. Motion Carried.

Item #6 – Adjournment:

A motion was made by Council Member Tyler Rowser to adjourn the meeting. Council Member Cody Blonquist seconded the motion. All ayes. Motion Carried.

The meeting adjourned at 7:50 P.M.

Mayor Trever Johnson

Attest:

Nachele D. Sargent, City Recorder

Adopted Budget Form for: Cities, Towns & Counties	Name Coalville City	Fiscal Year Ended 6/30/2019
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Basic Form Instructions

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. As required by Utah statutes, budget forms submitted must present a balanced budget, meaning budgeted expenditures must equal budgeted revenues. 2. If prior year surplus amounts are to be appropriated in this budget, the amount is to be presented as a source of revenue in the budget. Also, any budgeted increase in a fund balance must be presented as an expenditure within the appropriate budget. 3. A copy of the final budget should be sent to the State Auditor's Office within 30 days of adoption. 4. Please report amounts rounded to the nearest dollar. 5. Some items may not apply to your entity. | <ol style="list-style-type: none"> 6. If you have questions about the form, call Patricia Nelson at (801) 538-1334 or 1-800-622-1243, or send an email to patricianelson@utah.gov. 7. Send completed budgets electronically to sao@utah.gov or mail a printed form to:
 Office of the Utah State Auditor
 Utah State Capitol Complex
 East Office Building Suite E310
 PO Box 142310
 Salt Lake City, UT 84114 |
|--|---|

Definitions: *Current Budget Year:* The budget year in which a local government is currently operating. *Ensuing Budget Year:* The next upcoming budget year, also known as the "incoming" budget year

Part I General Fund Revenues

Source of Revenue (a)	Prior Year Actual Revenue (b)	Current Year Estimate (c)	Ensuing Year Approved Budget Appropriation (d)
Taxes			
General Property Taxes - Current	339,368	324,000	324,000
Prior Years' Taxes - Delinquent			
General Sales and Use Taxes	254,771	280,000	280,000
Franchise Taxes	1,609	1,470	1,400
Transient Room Tax			
Re-appraisals			
Assessing and Collecting - State-wide Levy			
Assessing and Collecting - County Levy			
Fee-in-Lieu of Property Taxes			
Penalties and Interest on Delinquent Taxes			
Other (specify):			
Licenses and Permits			
Business Licenses and Permits	77,570	95,000	70,000
Non-business Licenses and Permits			
Building, Structures, and Equipment			
Marriage Licenses			
Motor Vehicle Operation			
Cemetery - Burial Permits			
Animal Licenses			
Other (specify):			

CONTINUE PART I ON PAGE 2

Name Coalville City		Fiscal Year Ended	6/30/2019
Part I General Fund Revenue - Continued			
Source of Revenue (a)	Prior Year Actual Revenue (b)	Current Year Estimate (c)	Ensuing Year Approved Budget Appropriation (d)
Charges for Services			
General Government			
Court Costs, Fees, and Charges (Clerk)			
Recording of Legal Documents (Recorder)			
Zoning and Subdivision Fees			
Sale of Maps and Publications			
Auditor's Fees			
Surveyor's Fees			
Treasurer's Fees			
Public Safety			
Special Police Services			
Special Protective Services			
Corrective Fees (Jail)			
Streets and Public Improvements			
Street, Sidewalk, and Curb Repairs			
Parking Meter Revenue			
Street Lighting Charges			
Sanitation			
Sewer Charges			
Street Sanitation Charges			
Refuse Collection Charges			
Sale of Waste and Sludge			
Weed Removal and Cleaning Charges			
Health			
Parks and Public Property			
Cemeteries	11,650	8,725	10,000
Miscellaneous Services			
Other (specify): Special events	35,492	5,000	5,000
Fines and Forfeitures			
Fines			
Forfeitures			
Other (specify):			
CONTINUE PART I ON PAGE 3			

Name Coalville City		Fiscal Year Ended		6/30/2019
Part I	General Fund Revenue - Continued			
Source of Revenue (a)		Prior Year Actual Revenue (b)	Current Year Estimate (c)	Ensuing Year Approved Budget Appropriation (d)
	Intergovernmental Revenue			
	Federal Grants		-	
	General Government			
	Public Safety			
	Highways and Streets			
	Health			
	Cultural - Recreation		25,000	10,000
	Federal Payments in Lieu of Taxes			
	State Grants	18,100		
	State Shared Revenue			
	Class "C" Road Fund Allotment	90,283	90,000	90,000
	Liquor Fund Allotment		2,233	2,000
	Grants from Local Units			
	Other (specify):			
	Miscellaneous Revenue			
	Interest Earnings	1,464	1,400	1,400
	Rents and Concessions			
	Sale of Fixed Assets - Compensation for Loss			
	Sale of Materials and Supplies			
	Sales of Bonds			
	Other Financing - Capital Lease Obligations			
	Other (specify):		11,895	5,000
	Insurance proceeds			
	Contributions and Transfers			
	Transfer From: Capital improvements fund			
	Transfer From: Cemetery care fund	1,000	2,500	2,500
	Transfer From:			
	Transfer From:			
	Transfer From:			
	Loan From:			
	Loan From:			
	Contribution from Private Sources			
	Beg. Class "C" Road Fund Bal. to be Appopr.			
	Cemetery fence FB			11,000
	Beg. General Fund Bal. to be Appropriated			
	TOTAL REVENUES	831,307	847,223	812,300

CONTINUE ON PAGE 4 WITH PART II

Name Coalville City		Fiscal Year Ended		6/30/2019
Part II General Fund Expenditures				
Expenditure (a)		Prior Year Actual Exp. (b)	Current Year Estimate (c)	Ensuing Year Approved Budget Appropriation (d)
	General Government			
	Administrative/Legislative	267,411	262,000	272,000
	Commission or Council			
	Legislative Committees and Special Bodies			
	Ordinances and Proceedings			
	Judicial			
	City and Precinct Courts			
	Juvenile Court			
	District and Circuit Courts			
	Law Library			
	Executive and Central Staff Agencies			
	Executive			
	Boards and Commissions			
	Central Purchasing			
	Personnel			
	Budgeting			
	Data Processing			
	Microfilming			
	Administrative Agencies			
	Auditor			
	Clerk			
	Treasurer			
	Recorder			
	Attorney			
	Surveyor			
	Assessor			
	Non-Departmental			
	General Governmental Buildings			
	Elections			
	Planning and Zoning			
	Education and Community Promotion			
	Other Professional Services			
	Other (specify):			

CONTINUE PART II ON PAGE 5

Part II General Fund Expenditures - Continued

Expenditure (a)	Prior Year Actual Exp. (b)	Current Year Estimate (c)	Ensuing Year Approved Budget Appropriation (d)
Public Safety			
Police Department			
Fire Department			
Corrections (Jail)			
Protective Inspections			
Other Protective			
Agricultural Inspection			
Animal Control and Regulation			
Flood Control			
Emergency Services (Civil Defense)			
Other (specify):			
Public Health			
Health Services			
Infirmaries			
Other (specify): Fire Supresion			5,000
Highway and Public Improvements			
Highways	125,633	160,000	147,000
Class "C" Road Program			
Sanitation			
Sewage Collections and Disposal			
Shop and Garage			
Construction			
Repair and Maintenance			
Other (specify):Caapital outlay			
Parks, Rec., and Public Property			
Park and Park Areas	86,693	57,508	64,000
Park Lighting			
Recreation and Culture			
Libraries			
Cemeteries	68,816	100,000	97,000
Other (specify):			

CONTINUE PART II ON PAGE 6

Name Coalville City		Fiscal Year Ended		6/30/2019
Part II General Fund Expenditures - Continued				
Expenditure (a)		Prior Year Actual Exp. (b)	Current Year Estimate (c)	Ensuing Year Approved Budget Appropriation (d)
Community and Economic Development				
Community Planning		71,763	110,000	122,800
Community Development				
Urban Redevelopment and Housing				
Economic Development and Assistance				
Economic Opportunity				
Other (specify):				
Debt Service				
Principal and Interest		116,662	105,012	100,000
Other (specify):				
Transfers and Other Uses				
Transfer To: Capital Improvements fund			52,703	
Transfer To:				
Transfer To:				
Loan To:				
Loan To:				
Restricted for culvert				3,000
Use of Restricted/Reserved Fund Balance				-
Class "C" Road Funds				
Miscellaneous				
Judgments and Losses				
FEMA Reimbursement of Flood Costs				
Other Flood Costs				
Other (specify):				
Budgeted Increase in Fund Balance		94,329		1,500
TOTAL EXPENDITURES		831,307	847,223	812,300
CONTINUE ON PAGE 7 FOR PART III				

Name	Coalville City	Fiscal Year Ended	6/30/2019
Part V	Capital Projects Fund		
Nature of the Fund:			
Description (a)	Prior Year Actual (b)	Current Year Estimate (c)	Ensuing Year Approved Budget Appropriation (d)
Revenues			
Transfers from General Fund		52,703	
Interest Income			
Other Additions	10,500	10,500	10,500
Transfer from debt service			
UDOT			2,145,232
County			150,000
TOTAL REVENUE	10,500	63,203	2,305,732
Beginning Fund Balance	976,844	936,287	917,589
TOTAL AVAILABLE FOR APPROPRIATION	987,344	999,490	3,223,321

Name Coalville City		Fiscal Year Ended		6/30/2019
Part II	General Fund Expenditures - Continued			
Expenditure (a)		Prior Year Actual Exp. (b)	Current Year Estimate (c)	Ensuing Year Approved Budget Appropriation (d)
Public Safety				
Police Department				
Fire Department				
Corrections (Jail)				
Protective Inspections				
Other Protective				
Agricultural Inspection				
Animal Control and Regulation				
Flood Control				
Emergency Services (Civil Defense)				
Other (specify):				
Public Health				
Health Services				
Infirmaries				
Other (specify): Fire Supresion				5,000
Highway and Public Improvements				
Highways		125,633	160,000	147,000
Class "C" Road Program				
Sanitation				
Sewage Collections and Disposal				
Shop and Garage				
Construction				
Repair and Maintenance				
Other (specify):Caapital outlay				
Parks, Rec., and Public Property				
Park and Park Areas		86,693	57,508	64,000
Park Lighting				
Recreation and Culture				
Libraries				
Cemeteries		68,816	100,000	97,000
Other (specify):				
CONTINUE PART II ON PAGE 6				

Name	Coalville City	Fiscal Year Ended	6/30/2019
Part VI	Other Fund		
Nature of the Fund:		Cemetery care	
Description (a)	Prior Year Actual (b)	Current Year Estimate (c)	Ensuing Year Approved Budget Appropriation (d)
Revenues			
Transfers from General Fund			
Interest Income	2,753	2,500	2,500
Other Additions		348	
Beginning Fund Balance to be Appropriated			
TOTAL REVENUE	2,753	2,848	2,500
Expenditures			
Transfer to general fund	1,000	2,500	2,500
Appropriated Increase in fund Balance		1,753	
TOTAL EXPENDITURES	2,753	2,500	2,500

Name	Coalville City	Fiscal Year Ended	6/30/2019	
Part VII	Enterprise or Internal Service Fund: Water			
	Description (a)	Prior Year Actual (b)	Current Year Estimate (c)	Ensuing Year Approved Budget Appropriation (d)
	Operating Revenue			
	Charge for Services	423,070	385,000	428,000
	Interest Earned	2,087	1,500	1,500
	Other:			
	Other:			
	Other:			
	TOTAL OPERATING REVENUE	425,157	386,500	429,500
	Operating Expense			
	Personnel Services	149,789	149,000	151,000
	Contractual Services			
	Material and Supplies	105,104	100,000	100,000
	Depreciation	155,095	155,095	155,095
	Utilites	22,653	20,000	20,000
	Other: Secondary costs pond			
	Other:			
	TOTAL OPERATING EXPENSE	432,641	424,095	426,095
	Non-Operating Revenue (Expense) and Transfers			
	Connection Fees	15,560	19,100	20,000
	Interest Expense	(12,629)	(20,228)	(20,000)
	Capital Contributions From Outside Sources	38,400		
	Impact Fee Collected			
	Operating Transfers From:			
	Operating Transfers From:			
	Operating Transfers From:			
	Operating Transfers From:			
	Impact Fee Spent			
	Operating Transfers To:			
	Operating Transfers To:			
	Operating Transfers To:			
	Operating Transfers To:			
	Grants			
	NET INCOME (LOSS)	33,847	(38,723)	3,405
	Cash Operating Needs			
	Net Income (Loss)	33,847	(38,723)	3,405
	Plus: Depreciation	155,095	155,095	155,095
	Grants Water		-	
	Plus: Grants USDA			3,935,000
	Plus: CDBG Grant		166,910	
	Less: Major Improvements and Capital Outlay	312,300	461,181	8,538,819
	Less: Bond Principal Payments	117,400	121,400	125,000
	Less water shares oyexgAWS'		13,491	
	Less secondary pond			20,000
	Less: USDA Grant Construction costs			
	TOTAL CASH PROVIDED (REQUIRED)	(240,758)	(312,790)	(4,590,319)
	Source of Cash Required			
	Cash Balance at Beginning of Year	365,870	245,836	
	Sale of Investment and Other Current Assets			
	Issuance of Bonds and Other Debt	132,000	571,876	4,809,000
	Loans from Other Funds			
	Other: Loan USDA			
	Other:			
	TOTAL CASH PROVIDED (REQUIRED)	497,870	817,712	4,809,000

Name Coalville City	Fiscal Year Ended	6/30/2019
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Part VII Enterprise or Internal Service Fund: Sewer

Description (a)	Prior Year Actual (b)	Current Year Estimate (c)	Ensuing Year Approved Budget Appropriation (d)
Operating Revenue			
Charge for Services	462,116	445,000	468,000
Interest Earned	2,048	3,000	3,000
Other:			
Other:			
Other:			
TOTAL OPERATING REVENUE	464,164	448,000	471,000

Operating Expense			
Personnel Services	153,242	135,523	152,000
Contractual Services			
Material and Supplies	88,369	94,681	90,000
Depreciation	390,869	390,000	390,000
Utilities	38,187	34,406	38,000
Sewer line cleaning			25,000
Other:			
TOTAL OPERATING EXPENSE	670,667	654,610	695,000

Non-Operating Revenue (Expense) and Transfers			
Connection Fees	4,500	13,500	15,000
Interest Expense	(78,126)	(118,991)	(118,000)
Capital Contributions From Outside Sources	28,292		
Impact Fee Collected	5,702	72,045	70,000
Operating Transfers From:			
Operating Transfers From:			
Operating Transfers From:			
Operating Transfers From:			
Impact Fee Spent			
Operating Transfers To:			
Operating Transfers To:			
Operating Transfers To:			
Operating Transfers To:			
Grants			
NET INCOME (LOSS)	(246,135)	(240,056)	(257,000)

Cash Operating Needs			
Net Income (Loss)	(246,135)	(240,056)	(257,000)
Plus: Depreciation	390,869	390,000	390,000
Grants		75,000	
Plus: lease proceeds		55,000	
Plus:			
Less: Major Improvements and Capital Outlay			
Less: Bond Principal Payments	101,703	102,573	100,000

	Less equipment purchases		130,000	
	Less: Lift station construction			
	Less: Doors sewer plant			
	TOTAL CASH PROVIDED (REQUIRED)	43,031	47,371	33,000

	Source of Cash Required			
	Cash Balance at Beginning of Year			
	Sale of Investment and Other Current Assets			
	Issuance of Bonds and Other Debt			
	Loans from Other Funds			
	Other:			
	Other:			
	TOTAL CASH PROVIDED (REQUIRED)	-	-	-

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"Exhibit B"
City Council June 11, 2018

Maintenance Technician / Laborer

Entree Level Position:

The maintenance technician / laborer position is responsible for performing diversified duties related to the Public Works Department. Must follow directives or duties assigned by the Public Works Director, Public Works Foreman or an employee given the authority to oversee certain jobs or tasks. Skilled tasks include assisting operations in all departments including operating and maintaining various types of equipment such as mowers, trimmers, power equipment and hand tools. Duties include scheduled on-call week, weekends and holidays. Must be available to work when public safety or emergencies require which may include nights, weekends, holidays, and overtime hours. Employee must adhere to the rules and regulations of the Coalville City Employee Hand Book.

Salary Range: \$12.00 - \$15.00

Maintenance Worker / Laborer will be required to:

- Have knowledge and experience of mowing practices in a commercial operation to include, operating various types of mowers including hydrostatic drive.
- Knowledge and experience of repairing irrigation/sprinkler lines.
- Ability to work outside in all weather conditions.
- Landscape maintenance including, but not limited to mulching, weeding, planting, pruning, tree trimming, plant watering etc.
- General clean-up of city property (trash pick-up, curb and gutters, sweeping, repairs, etc.)
- Must be able to lift 75lbs
- Snow removal duties including, but not limited to operating trucks with salt spreaders and plow, operating snow pushers, clearing and salting of sidewalks, etc.
- Other manual labor duties required as directed by the supervisor.
- Must have a valid Utah driver's license.
- Utah issued Class B CDL preferred.
- Employee must obtain a Class B CDL issued by the state of Utah within 6 months of hire.

Job Summary:

Performs semi-skilled manual labor in the assistance of higher level maintenance personnel under direct supervision. Repairs and assists in maintenance of the culinary water system, wastewater treatment plant and collection system, streets, cemetery and other facilities. May read and record water consumption meters, collect sewage samples, and assist wastewater metering. Maintain various electronic meters. Uses hand tools to mix mortar and cement, dig and level earth, sand and paint surfaces. Drives truck to transport work crews and materials. Cleans and prepares work sites, and clears debris. Cleans and maintains machinery, tools, and equipment. Lifts heavy objects on a regular basis, such as iron access covers and cement rings. May work in confined areas underground. Is alert to hazards and uses safe techniques on the job. Provides a written record of work performed, and follows department work and safety procedures. Employees of this classification are required to be available for operational problems, equipment emergencies, widespread storms, power outages and other operations and maintenance emergencies as deemed necessary by management after normal working hours, weekends and holidays. Also, employees in this classification are required to be on assigned On-Call and/or On-Call alternate, as required by management.

"Exhibit C"
City Council June 11, 2018

COALVILLE CITY ORDINANCE NO. 2018-4

**AN ORDINANCE ESTABLISHING A MUNICIPALITY TRANSIENT ROOM
TAX WITHIN THE CITY OF COALVILLE**

BE IT ORDAINED AND ENACTED by the City Council of Coalville, Summit County, State of Utah, as follows:

WHEREAS, Utah municipalities have been given the authority to enact a transient room tax pursuant to and in accordance with U.C.A. Section 59-12-301, et seq.; and

WHEREAS, Coalville City ("City") is a municipal corporation duly organized and existing under the laws of the State of Utah; and

WHEREAS, the Coalville City Council finds that in conformance with the provisions of U.C.A. Section 10-3-701, the governing body of the City may exercise legislative powers by ordinances; and

WHEREAS, the Coalville City Council finds that in conformance with the provisions of U.C.A. Section 59-12-352, the governing body of the city may adopt and levy a transient room tax within the City; and

WHEREAS, the Coalville City Council finds that it is in the best interest of Coalville Citizens, Coalville businesses, the general public and the interest of Coalville City to adopt and levy a transient room tax within the City; and

WHEREAS, the Coalville City Council finds that the public safety, health and/or welfare is served by adopting a transient room tax within the City; and

WHEREAS, following the holding of a public hearing on July 9, 2018, as required by law for adoption of an Ordinance, the Coalville City Council approves and adopts the following:

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COALVILLE,
UTAH ORDAINS AND ADOPTS AS FOLLOWS:**

SECTION 1. ESTABLISHMENT OF A ONE PERCENT MUNICIPALITY

TRANSIENT ROOM TAX: In addition to any other tax authorized by the laws of the State of Utah and/or of the City of Coalville, there hereby is established, approved, and levied a tax of one percent (1.0%) pursuant to U.C.A. Section 59-12-352 on amounts paid or charged for hotels, motels, inns, trailer courts, campgrounds, tourist homes, and similar accommodations and services that are regularly rented for less than thirty (30) consecutive days.

SECTION 2. EFFECTIVE DATE. This Ordinance shall become effective on January 1, 2019.

PASSED, APPROVED AND ADOPTED by the City Council of Coalville City, Utah this ____ day of _____, 2018.

Councilmember Anson	Voted:
Councilmember Rowser	Voted:
Councilmember Blonquist	Voted:
Councilmember Robbins	Voted:
Councilmember Judd	Voted:

ATTEST:

City Recorder

Mayor Johnson

"Exhibit D"
City Council June 11, 2018

**REQUEST FOR PROPOSALS
FOR PLANNING SERVICES
FOR
COALVILLE CITY**

Coalville City is seeking the services of a qualified urban planning consultant to provide comprehensive land use review and project management services.

Sealed proposals must be submitted to the office of the Coalville City Clerk, Nachele Sargent, at 10 North Main Street, Coalville, Utah 84017, no later than 4:00 on or before June 5, 2018. It is important that the submittal be clear, concise and limited to 10 pages total so that each consultant can be evaluated in an objective manner by Coalville City. A designated firm representative or officer who is authorized to bind the firm contractually must sign the proposal.

Consultants who find that the information contained herein is not sufficient to make a complete proposal should immediately bring it to the City's attention by contacting Sheldon Smith, Coalville City Attorney at (435) 336-1200. Additional information will be provided to all known consultants desiring to make a proposal.

Coalville City reserves the right to reject any and all proposals and to waive any irregularity, information or technicality in the proposals in the City's best interest and is not obligated to award a contract based upon the lowest priced submission. If terms cannot be mutually agreed upon, the City reserves the right to enter into negotiations with one of the other qualified planning firms.

Scope of Service

Coalville City is soliciting professional planning, land use regulation and other planning related services, as may be required, for the efficient and timely processing of certain land use applications as well as aiding in the draft of City development code revisions and updates.

The consultant will attend all necessary meetings to provide professional planning, land use regulation and other planning related services as required.

The services being provided by said consultant are designed to supplement the work of Coalville City's planning development and to allow the City to efficiently process certain land use applications that are atypical of other applications due to scale, complexity or both.

Consultant Requirements

Ability to commit time requirement from beginning June, 2018 for approximately 1 year.

Responsible for providing, at consultant's expense, necessary insurance, permits and licenses for consultant and for consultant's employees and subcontractors, if any.

All proposals shall include all costs for the following:

- Vehicle mileage and expenses;
- Telephone charges;
- Reproduction of plans and specifications;
- Computer time;
- Blue prints;
- Photocopies;
- Professional liability insurance;
- Secretarial services.

Proposals Should Provide:

1. Name, address, telephone and fax number of the firm or individual submitting the proposal, along with the name of the contact person who would be responsible through the project.
2. The names, association with the firm, work experience and level of participation of all those individuals who would be working on Coalville City's projects.
3. A list of municipalities, projects, etc., showing your firm's experience in land use review and urban planning.
4. Fee structure of the consulting firm should include all company positions and any other fee or fees that may be charged.

Evaluation Process

Coalville City will review the proposals based on the specifications and requirements, both specific and general, included in the request for proposals and will select the consultant it deems best qualified.

A selection committee consisting of the City attorney, mayor and City planning commission member and/or City council member will interview consultants. The committee reserves the right to request additional information from consultants submitting proposals. The selection will be based on the consultant's knowledge, experience and ability to meet Coalville City's planning needs.

The consultant shall be able to begin service as soon as an acceptable contract has been prepared, approved and signed by all parties and formal notice has been issued.