

1. Community Reinvestment Agency Meeting (PDF)

Millcreek City Council & Community Reinvestment Agency Meeting Agenda

Public Notice is hereby given that the City Council of Millcreek will assemble in a public work meeting and regular meeting on Monday, 26 June 2023 at City Hall, 3330 S. 1300 E., Millcreek, Utah 84106, commencing at 6:30 p.m. for the work meeting and 7:00 p.m. for the regular meeting. The Community Reinvestment Agency of Millcreek will also assemble in a regular public meeting and will commence when the City Council has recessed or concluded the Council meeting.

6:30 p.m. - WORK MEETING:

1. Introduction of Judge Augustus Chin and Kaylynn Olsen, Court Administrator
2. Annual Fraud Risk Assessment; Lisa Dudley, HR- Finance Director
3. Staff Reports
4. Discussion of Agenda Items, Correspondence, and/or Future Agenda Items

7:00 p.m. - REGULAR MEETING:

1. Welcome, Introduction and Preliminary Matters

1.1 Pledge of Allegiance

1.2 Public Comment

Audience members may bring any item to the Council's attention. Comments are subject to the Public Comment and Policy set forth below. State Law prohibits the Council from acting on items that do not appear on the agenda.

- 1.3 Unified Police Department Millcreek Precinct Officer of the Month for May 2023

2. Planning Matters

- 2.1 Discussion and Consideration of Ordinance 23- 24, Rezoning Certain Property Located at Approximately 3564 S 1100 E from the R-1- 8 Zone to the R-1- 5 Zone

2.2 Discussion and Consideration of Ordinance 23- 25, Approving a Development Agreement For a 3- Lot Subdivision in the R-1-5 Zone with Respect to Approximately 0.72 Acres of Real Property Located at Approximately 3564 S 1100 E

3. Financial Matters

3.1 Public Hearing to Consider Opening and Amending the Fiscal Year 2022- 23 General Fund, Capital Improvement Project Fund, and Storm Water Fund Budgets

3.2 Discussion and Consideration of Ordinance 23- 23, Amending the 2022- 23 Fiscal Year Budget

3.3 Public Hearing to Consider Changing Elective and Statutory Officers' Compensation

3.4 Discussion and Consideration of Ordinance 23- 26, Adopting a Compensation Schedule for Elective, Appointed, and Statutory Employees

4. Business Matters

4.1 Discussion and Consideration of Resolution 23- 30, Approving an Interlocal Cooperative Agreement with Salt Lake County for Transfer of Fourth Quarter Transportation Choice Funds (3900 South Multi- Use Commuter Trail)

4.2 Discussion and Consideration of Resolution 23- 31, Approving an Interlocal Cooperative Agreement with Salt Lake County for Transfer of Fourth Quarter Transportation Choice Funds (Birch Drive)

4.3 Discussion and Consideration of Resolution 23- 32, Authorizing and Recognizing Mayor Jeff Silvestrini as the Official Authorized to Execute Agreements for and on Behalf of Millcreek with Salt Lake County Regarding the Community Development Block Grant Program (CDBG) for the Program Year 2023- 2024

4.4 Discussion and Consideration of Resolution 23- 33, Approving an Interlocal Cooperation Agreement with Salt Lake County Relating to the Conduct of the Community Development Block Grant Program Urban County Program (CDBG) for the Program Year Beginning July 2024

4.5 Discussion and Consideration of Resolution 23- 34, Approving an Agreement with Salt Lake Legal Defenders to Provide Court Indigent Defense Services

4.6 Discussion and Consideration of Resolution 23- 35, Approving an Interlocal Cooperative Agreement with Salt Lake County for Amendment No. 6 to Agreement for Addressing Services

4.7 Discussion and Consideration of Resolution 23- 36, Approving an Appointment to the Planning Commission

5. Reports

5.1 Mayor's Report

5.2 City Council Member Reports

5.3 Treasurer's Report

5.4 Staff Reports

5.5 Unified Police Department Report

6. New Items for Subsequent Consideration

7. Calendar of Upcoming Meetings

- East Mill Creek Community Council Mtg., 7/6/23, 6:30 p.m.
- City Council Mtg. 7/10/23 7:00 p.m.
- Millcreek Community Foundation Mtg. 7/10/23 7:00 p.m.

8. Closed Session (If Needed)

The Council may convene in a closed session to discuss items as provided by **Utah Code Ann. §52- 4- 205.**

9. Adjournment

Community Reinvestment Agency Convening

1. Public Hearing to Consider Opening and Amending the Fiscal Year 2022- 23 Community Reinvestment Agency (CRA) Fund Budget

2. Discussion and Consideration of Resolution 23-03, Amending the Community Reinvestment Agency (CRA) Annual Budget for the Fiscal Year Beginning July 1, 2022, and Ending June 30, 2023

3. Approval of June 12, 2023 Meeting Minutes

4. Adjournment

In accordance with the Americans with Disabilities Act, Millcreek will make reasonable accommodation for participation in the meeting. Individuals may request assistance by contacting the ADA Coordinator, 801-214-2751 or ADAINFO@MILLCREEK.US, at least 48 hours in advance of the meeting.

Public Comment Policy and Procedure: The purpose of public comment is to allow citizens to address items on the agenda. Citizens requesting to address the Council may be asked to complete a written comment form and present it to the City Recorder. In general, the Chair will allow an individual two minutes to address the Council. A spokesperson, recognized as representing a group in attendance, may be allowed up to five minutes. At the conclusion of the citizen comment time, the Chair may direct staff to assist the citizen on the issue presented; direct the citizen to the proper administrative department(s); or take no action. This policy also applies to all public hearings. Citizens may also submit written requests (outlining their issue) for an item to be considered at a future council meeting. The Chair may place the item on the agenda under citizen comments; direct staff to assist the citizen; direct the citizen to the proper administrative departments; or take no action. Public comment can be submitted via the City's website at:

[HTTPS://MILLCREEK.US/FORMCENTER/CONTACT-US-5/PUBLIC-COMMENTS-61](https://millcreek.us/formcenter/contact-us-5/public-comments-61).

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THE UNDERSIGNED DULY APPOINTED CITY RECORDER FOR THE MUNICIPALITY OF MILLCREEK HEREBY CERTIFIES THAT A COPY OF THE FOREGOING NOTICE WAS EMAILED OR POSTED TO:

City Offices City Website Utah Public Notice Website

Those Listed on the Agenda [HTTP://MILLCREEK.US](http://millcreek.us)

[HTTP://PMN.UTAH.GOV](http://pmn.utah.gov)

DATE: June 21, 2023

CITY RECORDER: Elyse Sullivan

Agenda items may be moved in order, sequence, and time to meet the needs of the Council and Agency.

Documents:

[CC AND CRA 6-26-23 AGENDA.PDF](#)

[ITEM 2 _ CRA RESOLUTION 23-03 FY 22-23 BUDGET AMENDMENT.PDF](#)

[ITEM 3 _ CRA 6-12-23 DRAFT MINUTES.PDF](#)



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4. Adjournment

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conclusion of the citizen comment time, the Chair may direct staff to assist the citizen on the issue presented; direct the citizen to the proper administrative department(s); or take no action. This policy also applies to all public hearings. Citizens may also submit written requests (outlining their issue) for an item to be considered at a future council meeting. The Chair may place the item on the agenda under citizen comments; direct staff to assist the citizen; direct the citizen to the proper administrative departments; or take no action. *Public comment can be submitted via the City's website at: <https://millcreek.us/FormCenter/Contact-Us-5/Public-Comments-61>.*

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DATE: June 21, 2023

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**MILLCREEK COMMUNITY REINVESTMENT AGENCY
RESOLUTION NO. 23-03**

**A RESOLUTION OF THE MILLCREEK COMMUNITY REINVESTMENT AGENCY
AMENDING THE COMMUNITY REINVESTMENT AGENCY (CRA) ANNUAL
BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2022, AND ENDING
JUNE 30, 2023**

WHEREAS, the Millcreek Community Reinvestment Agency (“Agency”) met in regular session on June 26, 2023, to consider, among other things, amending the Community Reinvestment Agency (CRA) annual budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023; and

WHEREAS, the Agency has adhered to appropriate public hearing requirements as required by law.

NOW, THEREFORE, BE IT RESOLVED that the Millcreek Community Reinvestment Agency amends the annual budget for fiscal year beginning July 1, 2022, and ending June 30, 2023.

This Resolution, assigned No. 23-03, shall take effect immediately upon passage and acceptance as provided herein.

PASSED AND APPROVED this 26th day of June, 2023.

**MILLCREEK COMMUNITY
REINVESTMENT AGENCY**

By: _____
Jeff Silvestrini, Chair

ATTEST:


Elyse Sullivan, Recorder

Roll Call Vote:

Silvestrini	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Jackson	Yes	No
Uipi	Yes	No

Memo

To: Millcreek CRA Board of Directors

From: Laurie Johnson – HR/Finance Coordinator 

cc: Mike Winder – City Manager
Lisa Dudley – HR/Finance Director

Date: June 20, 2023

Re: FY 2022-23 CRA Budget – Amendment #1

Attached you will find the budget amendment for the CRA for FY 2022-23. This amendment increases the Community Reinvestment Agency budget in the amount of \$472,088.

This budget amendment recognizes additional tax increment and also adjusts other line items to reflect updated information.

MILLCREEK FY 2022-23 CRA FUND REVENUE BUDGET

CRA FUND REVENUES	FY 2022-23	FY 2022-23	Amount of	Total Received	Total Received	Total Received	Received	Received	Received	Total Received	Total Received	% Received
	Adopted Budget	Proposed Amendment #1										
201 Millcreek Center CRA												
3110 Property Tax	150,000	69,352	(80,648)	-	42,403	26,949	-	-	-	-	-	100.00%
3370 Property Tax from Other Govt Entities	-	277,408	277,408	900	169,614	107,794	-	-	-	-	-	100.00%
3430 Rents & Leases	-	1,200	1,200	15	900	600	1	(1,200)	-	(1,200)	-	100.00%
3610 Interest (Bond)	-	288	288	-	267	3	1	1	-	2	-	99.68%
3620 Misc.	-	-	-	-	-	-	-	-	-	-	-	0.00%
3680 Loan Proceeds	571,800	450,000	(121,800)	-	-	-	-	-	-	-	-	0.00%
3690 Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	0.00%
3820 Use of Fund Balance	-	-	-	-	-	-	-	-	-	-	-	0.00%
Total Millcreek Center CRA	721,800	798,248	76,448	915	213,183	135,346	1	(1,199)	-	(1,198)	348,247	43.63%
202 West Millcreek CRA												
3110 Property Tax	1,200,000	319,128	(880,872)	-	190,831	128,297	-	-	-	-	-	100.00%
3370 Property Tax from Other Govt Entities	-	1,276,512	1,276,512	-	763,323	513,189	-	-	-	-	-	100.00%
3610 Interest	250	-	-	-	-	-	-	-	-	-	-	0.00%
3620 Misc.	-	-	-	-	-	226,364	-	-	-	-	-	0.00%
3820 Use of Fund Balance	-	-	-	-	-	-	-	-	-	-	-	0.00%
Total West Millcreek CRA	1,200,250	1,595,890	395,640	-	954,154	867,850	-	-	-	-	1,822,004	114.17%
Total CRA Revenue	1,922,050	2,394,138	472,088	915	1,167,338	1,003,196	1	(1,199)	-	(1,198)	2,170,251	90.65%

MILLCREEK FY 2022-23 CRA FUND EXPENSE BUDGET

CRA FUND EXPENSES	MILLCREEK FY 2022-23 CRA FUND EXPENSE BUDGET												
	FY 2022-23 Adopted Budget	FY 2022-23 Proposed Amendment #1	Amount of Change	1st Quarter Expenditures	2nd Quarter Expenditures	3rd Quarter Expenditures	Expenditures Apr	Expenditures May	Expenditures Jun YTD	4th Quarter Expenditures	Total Expenditures	Balance Available	% Budget Available
202-5310													
Millcreek City Center CRA													
3100 Professional Services	721,800	721,800	-	-	360,900	-	-	-	-	360,900	-	360,900	0.00%
5200 Debt Interest	-	-	-	-	-	-	-	-	-	-	-	-	50.00%
5300 Debt Expense	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
5500 Debt Principal	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
5700 Tax Incremental Commitments	-	17,587	17,587	-	-	-	-	17,587	-	17,587	-	3,711	0.00%
6100 Miscellaneous	-	5,347	5,347	131	668	651	110	59	185	1,696	-	3,711	69.41%
6400 Administration	-	1,500	1,500	1,500	-	-	-	-	-	1,500	-	-	0.00%
7110 Land	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
7300 Improvements (City Center)	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
8310 Housing	-	52,014	52,014	-	-	-	-	-	-	-	52,014	-	100.00%
9100 Reserve	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Total Millcreek Center CRA	\$ 721,800	\$ 798,248	\$ 76,448	\$ 1,631	\$ 361,568	\$ 651	\$ 110	\$ 17,647	\$ 16	\$ 17,772	\$ 381,623	\$ 364,611	45.68%
202-5310													
West Millcreek CRA													
3100 Professional Services	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
5200 Debt Interest	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
5300 Debt Expense	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
5400 Debt Interest	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
5500 Debt Principal	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
5600 Loan to City Center RDA	571,800	450,000	(121,800)	-	-	-	-	-	-	-	450,000	-	100.00%
5700 Tax Incremental Commitments	230,000	215,000	(15,000)	-	-	212,621	-	-	-	212,621	-	2,379	1.11%
6100 Miscellaneous	-	48,000	48,000	-	-	-	-	-	-	-	-	48,000	100.00%
6400 Administration (%)	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
7110 Land	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
8310 Housing (20%)	240,000	319,128	79,128	-	-	-	-	-	-	-	-	319,128	100.00%
9100 Reserve	110,450	563,762	453,312	-	-	-	-	-	-	-	563,762	-	100.00%
Total West Millcreek CRA	\$ 1,200,250	\$ 1,595,890	\$ 395,640	\$ -	\$ -	\$ 212,621	\$ -	\$ -	\$ -	\$ 212,621	\$ 819,507	\$ 819,507	51.35%
Total CRA Expenses	\$ 1,922,050	\$ 2,394,138	\$ 472,088	\$ 1,631	\$ 361,568	\$ 213,272	\$ 110	\$ 17,647	\$ 16	\$ 17,772	\$ 594,244	\$ 1,184,118	49.46%



**Minutes of the
Millcreek Community Reinvestment Agency
June 12, 2023
7:00 p.m.
Regular Meeting**

The Community Reinvestment Agency of Millcreek, Utah, met in a regular public meeting on June 12, 2023, at City Hall, located at 3330 S. 1300 E., Millcreek, Utah 84106. The meeting was live streamed via the City's website with an option for online public comment.

PRESENT:

Board Members

Jeff Silvestrini, Chair
Silvia Catten
Thom DeSirant (excused)
Cheri Jackson
Bev Uipi

City Staff

Mike Winder, City Manager
Elyse Sullivan, Agency Recorder
Francis Lilly, Assistant City Manager
Kurt Hansen, Facilities Director
Lisa Dudley, HR-Finance Director
John Brems, City Attorney

Attendees: Rick Hansen

REGULAR MEETING: 7:00 p.m.

TIME COMMENCED: 8:17 p.m.

Chair Silvestrini called the meeting to order.

1. Discussion and Consideration of Resolution 23-02, Adopting the Community Reinvestment Agency (CRA) Annual Budget for the Fiscal Year Beginning July 1, 2023, and Ending June 30, 2024

Lisa Dudley said there had been no changes since the item was previously discussed.

Board Member Jackson moved to adopt Resolution 23-02, Adopting the Community Reinvestment Agency (CRA) Annual Budget for the Fiscal Year Beginning July 1, 2023, and Ending June 30, 2024. Board Member Uipi seconded. The Recorder called for the vote. Board Member Catten voted yes, Board Member Jackson voted yes, Board Member Uipi voted yes, and Chair Silvestrini voted yes. The motion passed unanimously.

2. Approval of April 24, 2023 Meeting Minutes

Board Member Uipi moved to approve item 2. Board Member Jackson seconded. Chair Silvestrini called for the vote. Board Member Catten voted yes, Board Member Jackson

voted yes, Board Member Uipi voted yes, and Chair Silvestrini voted yes. The motion passed unanimously.

ADJOURNED: Board Member Uipi moved to adjourn the meeting at 8:18 p.m. Board Member Jackson seconded. Chair Silvestrini called for the vote. Board Member Catten voted yes, Board Member Jackson voted yes, Board Member Uipi voted yes, and Chair Silvestrini voted yes. The motion passed unanimously.

APPROVED: _____ **Date**
Jeff Silvestrini, Chair

Attest: _____
Elyse Sullivan, Recorder

DRAFT