



TOWN OF MILLS WORK SESSION

AGENDA

April 10th, 2018

3:00 PM

Mayor: Seth Coleman



Councilman	Ives	Town Clerk-	Christine Trumbull
Councilman	McCarthy	Police Chief -	Bryon Preciado
Councilman	Pyatt	Fire Chief-	Dan Beall
Councilman	Wales	Water Treatment Plant	Dale Smith
Attorney	Pat Holscher	Town Planner -	Scott Radden
		Public Works-	Mike Coleman
		Building Inspector-	Kevin O'Hearn

3:00 PM: Denyse: GIS

3:15 PM: Councilman McCarthy:

- Department Luncheons
- Library Signage
- Russian Olives
- Clean-Up Committee
- Park Committee
- Collection Agencies
- Condemned Properties
- Electrical Inspector
- Concert in the Park
-

3:30 PM: Chris Urlich: Lariat Trailer Court Water Bills

4:00 PM: Chamber of Commerce

4:30 PM: Seth:

- Electrical State Inspections
- Animal Control Update
- CATC: New Bus
- Budget Work Sessions
- Action List
- Mills Court Account
- Parks
- Codes

NOTES:

The Natrona Regional Geospatial Cooperative was created to form a regional office to centralize and standardize the entities GIS functions so that the municipalities shall have access to shared data and resources that will enable the cooperative to provide services for all members at the same level.

In collaboration with the regional functional teams numerous and diverse projects were completed this fiscal year, several of the more significant being: the launch of a live Eclipse GeoSMART emergency response view, the development of a GeoSMART Eclipse public outreach portal, the upgrade of the Spillman/CAD 911 Geobase application, the renewal of the ESRI Enterprise License Agreement (ELA), and the integration of Natrona County Health Department inspection information into the regional geospatial clearinghouse. Also launched this year was the upgrade and redesign of GeoSMART to improve mobile and desktop compatibility across multiple web platforms.

Currently underway, the GIO is preparing to update the local control network datum from NAD 83(86) to the more recent NAD 83(2011). This datum update is necessary as NAD 83(86) will no longer be supported or maintained by the National Geodetic Survey and will, therefore, fall out of compliance as an acceptable data standard since more accurate and precise realizations are available. Organizationally, it is important to participate in the cycle of development for disciplines that directly impact local government operational efficiency. By remaining at the NAD83(86) realization, it will place our agencies at a logistical disadvantage in sectors pertaining to land surveying, civil engineering, planning and urban development. From a regulatory perspective, our community also faces the risk of being noncompliant with state and federal floodplain management practices. The MPO has awarded the contract and, weather permitting, monuments will begin to be installed in April. Anticipated completion of the control point project is scheduled for September 2018.

The GIO is also assisting in the preparation of the upcoming 2020 Census by assisting the regional partners in the completion of the many geospatial (BAS and LUCA), milestones leading up to official launch in April 1st 2020. At a state level, the regional office continues to remain engaged in initiatives to develop public data sharing partnerships with organizations such as the WYGISC GeoSpatial Hub located at the University of Wyoming.

Looking to the near future, the GIO will begin to research and prepare for the next 2020 high resolution flight and data capture. In addition, the GIO will research viable options for the replacement of the Incline Management Studio that serves as the backend interface supporting GeoSMART and regional GIS web solutions. For your review, preliminary cost for this project have been included in the FY19 budget proposal located on page two.

Pages two and three of this memorandum contain estimated and proposed budget information for review. Table A illustrates the overall FY18 budget, FY18 estimate, and FY19 proposed budget for the regional office. Line six of Table A also includes an estimated cost for the software and hardware replacement of the GeoSMART interface in FY19. Table B provides expected total contribution amounts from each entity based upon current billing and Table C details the anticipated costs for each entity in FY19 as calculated with and without the MPO contribution.

Please note, due to reductions in GIS staff, the MPO contribution identified in the 2017 GIO update has increased from \$28,000 to \$39,000. Until GIS staffing levels are normalized, the MPO will fund 37.11% of the total personnel cost of the GIO.

As identified in the Associate Membership Agreement you will find Wardwell's fee itemized separately. As stated in the GIO Associate Membership Agreement, fees collected from Associate Memberships are to be collected separately to support expenditures that are not covered in the GIO budget. In summary, the associate member fees will not reduce the overall cost of the annual budget for the regional office.

The current contract administratively renews on an annual basis, with a 90 day opt out clause as noted in paragraph four.

	FY18 Budget	FY18 Estimate	FY19 Proposed
Personnel	\$ 112,412	\$ 112,412	\$ 113,255
Operations	\$ 600	0	\$ 600
Travel & Training	\$ 2,000	\$ 2,600	\$ 3,000
Subtotal	\$ 115,012		\$ 116,855
GeoSMART Upgrade (Hardware + Software)			\$ 60,000
TOTAL	\$ 115,012	\$ 115,012	\$ 176,855

Table A

FY18	Expense	MPO \$39,000	Casper 58.76%	County 30.27%	Mills 5.22%	Evansville 3.01%	Bar Nunn 2.74%
Est. Total	\$115,012.00	\$39,000.00	\$44,664.00	\$23,008.00	\$3,968.00	\$2,288.00	\$2,084.00

Table B

FY19	Parcels (Updated Count)	Contribution Requirement w/o MPO funding	Contribution Requirement w/ MPO funding \$42,000	%
Casper	25,419	\$ 103,760.82	\$ 79,119.43	58.67%
Natrona County	13,193	\$ 53,763.92	\$ 40,995.92	30.40%
Mills	2,258	\$ 9,214.15	\$ 7,025.94	5.21%
Bar Nunn	1,176	\$ 4,810.46	\$ 3,668.06	2.72%
Evansville	1,280	\$ 5,305.65	\$ 4,045.65	3.00%
Totals	43,312	\$ 176,855.00	\$ 134,855.00	
Wardwell	Associate Fee	\$ 1,000	\$ 1,000	

Table C

Ordinance 641

**AN ORDINANCE ADOPTING CHAPTER 16.01 OF THE MILLS MUNICIPAL CODE
PERTAINING TO COMMERCIAL PARK SITE REQUIREMENTS**

WHEREAS, W.S. §15-1-103 (v) authorizes the Town to perform all acts in relation to the property and concerns of the city or town necessary to the exercise of its corporate powers, and;

WHEREAS, W.S. §15-1-103 (xi) authorizes the Town to take all necessary action to plan, construct or otherwise improve, modify, repair, maintain and regulate the use of streets, including the regulation of any structures thereunder, alleys, any bridges, parks, public grounds, cemeteries and sidewalks, and;

W.S. §15-1-103 (xiii) authorizes the Town to license, tax and regulate any business whatsoever conducted or trafficked in within the limits of the city or town for the purpose of raising revenue, and;

W.S. §15-1-103 (xxii) authorizes the Town to establish and regulate parks, zoological gardens and recreation areas within the city limits, and;

WHEREAS, W.S. §15-1-103 (xli) authorizes the Town to adopt ordinances, resolutions and regulations necessary for the health, safety and welfare of the town.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF MILLS, WYOMING CHAPTER 16.01 RECREATIONAL BUSINESS PARK SITE REQUIREMENTS of the Mills Municipal Code shall be and hereby is adopted as follows:

Recreational Vehicle Parks

Sec. 16.01.010 Purpose

(a) The town council finds that properly planned and operated recreational vehicle communities (i.e., recreational vehicle (RV) parks):

- (1) Promote the safety and health of the residents of such communities and of other nearby communities;
- (2) Encourage economical and orderly development of such communities and of other nearby communities.

(b) It is therefore declared to be the policy of the town to eliminate and prevent health and safety hazards and to promote the economical and orderly development and utilization of land by providing for planned and supervised recreational vehicle communities by providing for the standards and regulations necessary to accomplish these purposes. This ordinance is enacted to achieve orderly development of recreational vehicle parks (RV parks), to promote and develop the use of land to minimize possible impacts, and to promote the health, safety and general welfare of the public.

Sec. 16.01.020 Applicability

This ordinance shall apply to any and all new recreational vehicle park located within the town limits and any duly authorized recreational vehicle park in operation on January 1, 2015 shall be



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NATRONA COUNTY CLERK, WY
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Pages: 11 Fee: \$42.00
TOWN OF MILLS

subject to the provisions of this ordinance upon any change in controlling ownership interest in the lands or business of such existing park.

Sec. 16.01.030 Definitions

Biodegradable. Capable of being decomposed by biological agents, especially bacteria.

Controlling interest. A person or developer who controls at least fifty-one percent (51%) of ownership.

Full-time employee. A person who is responsible for maintenance of the RV park seven (7) days per week. This person may or may not be the owner of the RV park.

Licensee or agent. A person who may or may not own the RV park but is the person responsible for the day-to-day operations including records and license of the park.

Opaque fence. A fence made of solid materials designed to shield from public view the RV park.

Public use phone. A phone used by registrants of the RV park for emergency purposes.

Recreational vehicle park or RV park. Any lot, tract, or parcel of land upon which accommodation is provided for two or more recreational vehicles used as living or sleeping quarters by the day, week, or month, whether a charge is or is not made. A recreational vehicle park is a unified development of recreational vehicle spaces provided for recreational vehicle use with or without community facilities and permitted permanent buildings.

Recreational vehicle site or RV site. That part of a lot or area in a recreational vehicle park or RV park that has been reserved for the placement of one recreational vehicle or RV.

Sec. 16.01.040 License

(a) Required; application. It shall be unlawful for any person to operate any RV park within the town limits unless he/she holds a valid license issued annually by the town in the name of such person for the specific park. The applicant shall make all applications for the licenses on forms furnished by the town, which shall issue a license upon compliance with all applicable local, state and federal ordinances, statutes and laws.

(b) Hearing on denial. Any person whose application for a license under this section has been denied may request, and shall be granted, a hearing on this matter before the planning and zoning commission with a recommendation forwarded to the town council for approval or disapproval. Any interested person requesting a hearing shall provide the Town Clerk written notice of the request for hearing within twenty days of any decision by the Town Council which notice must contain a summary of the grounds for reconsideration.

(c) Renewal. Application for renewal of a license shall be made in writing by the licensee on forms furnished by the town on or before December 31st of each year. Such application shall contain any changes in the information occurring after the original license was issued or the latest renewal granted.

(d) Payment of fee. All applications shall be accompanied by a fee as provided for in the fee schedule found in section 16.01.050.

(e) Approval of transfer. Every person holding a license shall give notice in writing to the town within ten (10) days after having sold, transferred, given away, or otherwise disposed of any interest in or control of any RV park. Application for transfer of a license shall be made

within ten (10) calendar days after notification of change covered in this section. Within thirty (30) calendar days thereafter, the town shall act on the application for license transfer and it shall be approved if the RV park is in compliance with all applicable local, state and federal ordinances, statutes and laws.

(f) Transfer fee. All applications for license transfer shall be accompanied by a fee as provided for in the fee schedule found in section 16.01.050.

(g) Suspension.

(1) Whenever, the Town determines that conditions or practices exist which are in violation of any provisions of this ordinance applicable to such park, the town shall give notice in writing to the owner and/or manager of the park, and if such conditions or practices have not been corrected in the time frame set forth in the notice, the town will suspend the license and give notice of such suspension. Upon suspension of the license, the licensee shall cease operation of such park.

(2) The suspension of the license may be appealed to the town council as set forth in section 16.01.070(b).

Sec. 16.01.050 Fees

Recreational vehicle park fees shall be established by resolution by the town council and reviewed annually.

Sec. 16.01.060 Inspections

(a) Authorized. The building official and code official are hereby authorized to make such inspections as are necessary to determine and promote compliance with this ordinance.

(b) Entry on premises. The building official and code official shall be authorized to enter at reasonable times upon any private or public property for the purpose of inspecting and documenting the conditions relating to the enforcement of this ordinance. In the event the owner or person in charge of any recreational vehicle park withholds consent for inspection, the municipal court shall be authorized to issue lawful warrants for the inspection of any premises.

Sec. 16.01.070 Notice of violation; hearings and orders

(a) Contents and service of notice.

(1) Whenever it is determined that there are grounds to believe that there has been a violation of any provision of this ordinance, the town shall give notice of such alleged violation to the licensee or agent, as hereinafter provided. Such notice shall:

(A) Be in writing.

(B) Include a brief statement of the grounds for its issuance.

(C) Allow ten (10) days for compliance.

(D) Be served upon the licensee or his agent; provided that such notice or order shall be deemed to have been properly served upon such licensee or agent when a copy thereof has been served upon the person, or provided by certified mail to the licensee's last known address. Any notice by certified mail as provided herein shall remain valid despite the return of any such notices as refused, unclaimed, or unable to deliver for any other reason.

(E) Contain an outline of remedial action that, if taken, will effect compliance with the provisions of this ordinance.

(2) In the event any violations are not cured within the time prescribed, citations for misdemeanor violations may be issued.

(b) Appeal from notice. Any person affected by any notice that has been issued in connection with the enforcement of any provision of this ordinance may request a hearing before the planning and zoning commission; provided that such person shall within ten (10) days after the day the notice was served, file with the town clerk a written petition requesting a hearing to reconsider the order and therein setting forth a brief statement of the grounds thereof. The decision of the planning and zoning commission shall be forwarded to the town council. The filing request for a hearing shall operate as a stay of the notice and of the suspension, except in the case of an order issued under subsection (d) of this section.

(c) Issuance of order. After such hearing, the planning and zoning commission shall issue a written order sustaining, modifying, or withdrawing the notice of violation, which shall be served by certified mail upon the petitioner. Any failure to comply with an order sustaining or modifying the finding of a violation shall constitute grounds for immediate revocation of the license of the park in violation.

(d) Order without notice. Whenever an emergency exists which requires immediate action to protect the public health or safety, any authorized official of the town may, without notice or hearing, require any reasonable action, correction or compliance as necessary to mitigate, correct and eliminate any condition in violation of this ordinance. Notwithstanding any other provision hereof, such order shall be effective immediately. Upon written request served upon the town clerk, a hearing before the planning and zoning commission will be afforded as soon as reasonably possible. The filing of a petition or appeal shall not stay the enforcement of this ordinance in case of emergency. The commission shall issue its order provided by section (c) within thirty days following any emergency appeal however the decision shall be binding and enforceable notwithstanding any reasonable delay in processing the written order.

Sec. 16.01.080 Violations declared nuisance; abatement; penalty

(a) Any person found in violation of any provision of this ordinance shall be subject to penalties and fines as determined by the municipal court. The owner and operator are hereby deemed responsible, and shall assume responsibility for the conduct of all persons and uses occurring upon the premises as a condition of the license. Any and all responsible parties may be cited for any violations of this ordinance.

(b) Noncompliance with this ordinance is hereby declared a nuisance. The code official and other persons as authorized by the town may issue citations and summons for any violation.

(c) The town may abate and remove the nuisance and assess the costs of such abatement upon the person(s) responsible for causing or allowing the nuisance condition to exist and the property where such nuisance violation are found. Costs of abatement shall constitute a lien upon and shall run with the land and property of the owner until such costs are fully paid and the nuisance is abated. Any person(s) violating this ordinance shall also be subject to a fine not to exceed seven hundred and fifty dollars (\$750.00) for each violation. Each day any violation continues shall constitute a separate offense.

Sec. 16.01.090 Site development plan

A site development plan must be prepared and submitted to staff and must include the requirements for site plans contained herein.

Sec. 16.01.100 Location; fencing

(a) RV parks shall be located in an area regulated by section 16.01.110 [16.01.170] of this ordinance.

(b) An opaque fence at least seven (7) feet in height must be placed on the property line to buffer the RV park from view. The fence shall be installed on both sides and at the rear of the property. The fence must be of metal or galvanized materials. No wood fences are allowed.

Sec. 16.01.110 Size of park; density

Each RV park must have a minimum size of two (2) acres, with a maximum of five (5) acres. The maximum site density for RV parks shall be twenty (20) sites per acre. Only one (1) recreational vehicle is permitted per recreational vehicle site.

Sec. 16.01.120 Size of individual sites; pad requirements

(a) Each recreational vehicle site within the RV park shall have a minimum area of one thousand nine hundred fifty (1,950) square feet and shall be at least thirty (30) feet wide and sixty-five (65) feet in depth. The sites shall be designed as pull-through for ease of entering and leaving the site. A roadway is therefore required to the front and rear. In addition, the space shall be clearly marked, identifying the space number.

(b) The left 1/3 (10 x 65) of the site or driver's side must be planted with grass and other landscaping, the middle (10 x 65) must be paved with cement, and the remaining 1/3 or passenger side can be paved with either cement, asphalt, crushed rock or similar material. The middle portion is to be used for the parking of the recreational vehicle with the paved area on the right used as a parking or patio area.

(c) There shall be a minimum clearance of ten feet (10') between all recreational vehicles and a minimum clearance of five feet (5') between all recreational vehicles and other structures on the same lot.

(d) There shall be a minimum clearance of five feet (5') between each recreational vehicle and any adjoining rear lot line.

Sec. 16.01.130 Internal roadways; street lighting

(a) Each recreational vehicle site within the RV park shall have access to an internal private roadway, which shall have access to a public street. The entrance of the internal private roadway shall have a pavement width of at least thirty (30) feet with an adequate curb radius. The internal private roadway shall have a pavement width (concrete or asphalt) of twenty-four (24) feet in accordance with town standards. The roadway may be twenty (20) feet if the RV park is designed for one-way roads. Each emergency access lane shall have a clear unobstructed width of twenty-four (24) feet, twenty (20) feet if one-way, and shall have a turning area and radii with a minimum of sixty (60) feet to permit free movement of emergency vehicles. Dead-end streets are not allowed. The internal accessory streets off the main internal private roadway may be constructed with crushed rock materials or similar material with the objective to prohibit dust.

(b) Metal signs shall be placed along the emergency access lane by the owner or agent of the RV park stating that parking is prohibited. The sign type, size, height and location shall be approved by the town.

(c) Adequate street lighting for the RV park shall be approved by the town.

Sec. 16.01.140 Office, restrooms and other facilities; recreation area

(a) Each RV park must have an office for the manager of the RV park, bathroom, shower and laundry facilities as provided herein. All facilities used by residents must be well lit inside and outside during the night hours. All facilities must meet applicable codes adopted by the city.

(b) All RV parks shall have at least one (1) recreation area, located as to be free of traffic hazards, easily accessible to all park residents and centrally located where topography permits. Not less than eight (8) percent of the gross park area shall be devoted to recreational facilities. Recreation areas include space for community buildings and community use facilities such as restroom and shower facilities, adult recreation and playgrounds for children, and swimming pools, but not including vehicle parking, maintenance and utility areas.

Sec. 16.01.150 Soil and ground cover

Exposed ground surfaces in all parts of the RV parks shall be paved, covered with stone, rock, or other similar solid material, or protected with vegetative cover that is capable of preventing soil erosion and eliminating dust. All pavement shall be maintained in good repair.

Sec. 16.01.160 Occupancy of recreational vehicle outside of park

The placement of a recreational vehicle for occupancy longer than five (5) consecutive days shall not be permitted except in an approved recreational vehicle park. A recreational vehicle may be placed at an owner's residence as long as the RV is placed in the side or rear yard area and not used for occupancy longer than five (5) consecutive days in a thirty (30) day period.

Sec. 16.01.170 Designated area of town

The area designated for the placement of recreational vehicle parks shall be established only in E-B and D-B districts.

Sec. 16.01.180 Drainage

The ground surface in all parts of the RV park shall be graded and designed to drain all storm water and surface water in a safe, efficient manner. Drainage analysis shall be performed by a licensed professional engineer and easements for the conveyance of surface water off-site shall be obtained if necessary.

Sec. 16.01.190 Water supply

Each site within an RV park shall be provided with a connection to the town water supply. The town must approve all proposed water facility plans prior to construction. The water distribution system shall be installed as follows:

- (1) The water supply system, fixtures and other equipment must be installed in accordance with applicable codes adopted by the town.
- (2) A master water meter shall be installed to serve the RV park. Sub-metering or re-metering of RV sites is not permitted.

(3) A reduced pressure principle back-flow preventer with meter and a double check valve, at site, will be required to be placed at the property line on the discharge side of the master meter. In addition, one (1) must be placed at each of the connections for each RV site and located on the left side of the site.

(4) Water riser service branch lines shall extend at least four (4) inches above ground elevation. The branch line shall be at least 3/4 inch.

(5) Adequate provisions shall be made to prevent freezing of service lines, valves and riser pipes. Surface drainage shall be diverted from the location of utility connections at each site.

(6) A shut-off valve below the frost line shall be provided near each water riser pipe.

(7) The owner/operator shall have complete maintenance responsibility for the water system within the RV park.

(8) The town has no maintenance responsibility for service lines within the RV park. The responsibility of the town stops at the main line valve.

Sec. 16.01.200 Wastewater facilities

(a) Each site within the RV park shall be provided with a connection for wastewater. All wastewater service lines shall be connected to the town wastewater system.

(b) The town must approve all proposed wastewater plans prior to construction. The wastewater distribution system shall be installed as follows:

(1) The wastewater system and materials must be installed in accordance with applicable codes adopted by the town.

(2) Each site shall be provided with a four-inch diameter wastewater riser and shall extend above grade four (4) to six (6) inches. The wastewater riser pipe shall be so located on each stand so that the wastewater connection to the RV drain outlet will approximate a vertical position. Each inlet shall be provided with a gas tight seal when connected to a recreational vehicle or have a gas tight seal plug when not in service. The plug shall be that of a spring-loaded device.

(3) The wastewater connection to each site shall consist of a single four-inch service line without any branch lines, fittings, or connections. All joints shall be watertight.

(4) Surface drainage shall be diverted away from the riser. The rim of the riser pipe shall extend at least four (4) to six (6) inches above the ground elevation.

(5) The owner/operator shall have complete maintenance responsibility for the wastewater system within the RV park. The responsibility of the town stops at the town's sewer main.

(6) Each RV park shall be required to install at the property line, before connection to the town sewer is made, an inspection manhole. The manhole shall be installed according to town code.

(7) All discharge, including any chemicals entering the town sewer shall be biodegradable.

(c) Waste dump stations shall be built to Wyoming Department of Environmental Quality standards. Waste dump fees are separate from normal town sewer rates and the fees and rates shall be set by resolution henceforth.

Sec. 16.01.210 Electrical service

Each site within the RV park shall be provided with electrical service. All electrical service shall be underground and installed in accordance with the National Electrical Code. The electrical service shall be installed as follows:

- (1) A master electric meter shall be installed to serve the RV park. Sub-metering or re-metering of RV sites is not permitted.
- (2) The town has no maintenance responsibility for service lines within the RV park.
- (3) The location of all underground lines shall be clearly marked by surface signs at approved intervals.
- (4) Power supply to each site shall be a minimum of one 20-amp and one 50-amp power supply.
- (5) Outlets (receptacles or pressure connectors) shall be housed in an Underwriters' Laboratories, Inc., approved weatherproof outlet box.
- (6) A watertight seal shall be provided for underground conduit in flood plain installations and a riser extending a minimum of two (2) feet above the flood plain elevation shall be provided.

Sec. 16.01.220 Sanitary facilities

(a) Each RV park shall provide the following sanitary facilities as listed below:

- (1) One (1) toilet or stool for the female sex for every twenty (20) sites or fraction thereof (minimum of one (1) is required) for the first one hundred and twenty (120) sites, and one (1) per forty (40) sites thereafter.
- (2) One (1) toilet or stool and one (1) urinal stall for the male sex for every twenty (20) sites or fraction thereof (minimum of one (1) is required) for the first one hundred and twenty (120) sites, and one (1) per forty (40) sites thereafter.
- (3) One (1) wash basin shall be provided within the toilet room for every two (2) toilets or fraction thereof (a minimum of one (1) is required).
- (4) One (1) shower shall be provided for each sex for each twenty (20) sites or fraction thereof (minimum of one (1) is required for each sex) for the first one hundred and twenty (120) sites, and one (1) per forty (40) sites thereafter.
- (5) All toilets and shower facilities shall be placed in properly constructed buildings and located not more than two hundred (200) feet from any recreational vehicle site.
- (6) Buildings shall be well lit at all times, well ventilated with screened openings, and constructed of moisture-proof material to permit rapid and satisfactory cleaning, scouring and washing.

(7) The floors shall be of concrete or other impervious material, elevated not less than four (4) inches above grade, and each room shall be provided with floor drains.

(8) A slop sink or basin with water supply shall be in each restroom (male and female) and at least one (1) in the laundry facility, and shall be constructed in accordance with design, size and materials approved by the building official.

(b) Toilet and bathing facilities shall be in separate rooms or partitioned apart in any manner as to provide privacy and promote cleanliness and sanitation. Each toilet provided in a community toilet house shall be partitioned apart from any other toilet in the same room. The floor surface around the commode shall not drain into the shower floor.

(c) Toilet floors and walls shall be of impervious material, painted white or a light color, and kept clean at all times. Shower stalls shall be of tile, plaster, cement or some other impervious material and shall be kept clean at all times. If a shower stall is of some impervious material other than tile, cement or plaster, it shall be white or some light color and kept clean at all times. The floor of any bathroom, other than the shower stall, shall be of some impervious material, and the walls of the bathroom, other than the shower stall, shall be papered with canvas and wallpaper, or an equivalent washable surface kept clean at all times.

Sec. 16.01.230 Storage, collection and disposal of refuse and garbage

(a) Each RV park shall be provided with safe and adequate facilities for the collection and removal of waste and garbage. Storage, collection, and handling shall be conducted so as to create no health hazards, rodent harborage, insect breeding areas, or fire hazards.

(b) Every site shall be located within two hundred (200) feet of a refuse facility measured along the RV park internal roadway. One three (3) cubic yard refuse dumpster shall be provided for each six (6) recreational vehicles. Refuse dumpsters shall be screened on three (3) sides and placed on concrete pads.

Sec. 16.01.240 Telephone

A minimum of one (1) land line telephone shall be provided in an easily accessible location twenty-four (24) hours a day, seven (7) days a week, for emergency use.

Sec. 16.01.250 Accessory structures

The individual sites within the RV park are not allowed to have accessory structures without approval of the town.

Sec. 16.01.260 Registration of guests

Each person renting a site within a RV park shall provide the following information to the owner, manager, operator or person in charge of the RV park:

- (1) Name;
- (2) Full address of permanent residence;
- (3) Automobile and recreational vehicle license plate number and the state in which each is registered;
- (4) Driver's license number of the owner or occupant;
- (5) The number or letter of the site being rented;

(6) Date of arrival and departure.

Sec. 16.01.270 Control of insects, rodents and other pests

(a) Grounds, buildings and structures in the RV park shall be maintained free of the accumulation of high grass and weeds and debris so as to prevent rodent and snake harborage or the breeding of flies, mosquitoes or other pests.

(b) The RV park owner or manager shall be responsible for maintaining the entire area of the park free of dry brush, leaves, limbs and weeds.

Sec. 16.01.280 Fire safety standards; fire hydrants

(a) Open fires shall be allowed only in a manner and within a container approved by the fire chief.

(b) A fire hydrant(s) must be placed such that each recreational vehicle site is within six hundred (600) feet of one and shall meet Wyoming Department of Environmental Quality permit minimum standards.

(c) All RV parks shall be placed in an area where town water is available.

Sec. 16.01.290 Deleted

Sec. 16.01.300 Change of ownership of existing park

Upon change of controlling interest of any duly authorized RV park in operation before January 1, 2015, the new owners of such facility shall immediately bring the existing RV park to meet the requirements of this ordinance.

Sec. 16.01.310 Recreational vehicles in mobile home parks; mobile homes in recreational vehicle parks

Existing manufactured mobile home parks that have spaces for recreational vehicles existing prior to the adoption of this ordinance shall be permitted to occupy the space with a recreational vehicle. In no instance shall a new manufactured mobile home park to be located within the town limits be allowed recreational vehicles or spaces for recreational vehicles. Same shall apply to a recreational vehicle to be located within the town limits. Only recreational vehicles shall be allowed in a recreational vehicle park. No manufactured mobile home shall be permitted in a recreational vehicle park.

EFFECTIVE DATE

This Ordinance shall be in full force and effect ten (10) days following its passage and approval on third and final reading.

REPEAL OF CONFLICTING ORDINANCES

All existing Ordinances or parts of Ordinances of the Town of Mills are hereby repealed insofar as they may be inconsistent with the provisions of this Ordinance.

SEVERABILITY OF PROVISIONS

It is the intention of the Council that each separate provision of this Ordinance be deemed independent of all other provisions, and it is further the intention of the Council that if any provisions of this Ordinance be declared invalid for any reason that all other

provisions hereof shall remain valid and enforceable.

PASSED ON FIRST READING the 19th day of November, 2014
PASSED ON SECOND READING the 3rd day of December, 2014
PASSED, APPROVED, AND ADOPTED ON THIRD AND FINAL READING the
17th day of December, 2014

TOWN OF MILLS, WYOMING

A Municipal corporation,

By: Marrolyce Wilson
Marrolyce Wilson, Mayor

ATTEST: Lisa Whetstone
Lisa Whetstone
Deputy Town Clerk

I, Lisa Whetstone, Deputy Town Clerk of the Town of Mills, Wyoming, do hereby certify that the foregoing is a true and correct copy of Ordinance No.641, entitled " CHAPTER 16 COMMERCIAL PARK SITE REQUIREMENTS" passed on third and Final Reading by the Town Council of the Town of Mills, Wyoming, at a regular meeting held by the Council Members on the 17th day of December, 2014.

Lisa Whetstone
Lisa Whetstone,
Deputy Town Clerk

I, the regularly appointed, duly qualified and Deputy Town Clerk of the Town of Mills, Wyoming do hereby certify that signed, attested, sealed, and certified copies of this Ordinance No.641 approved and passed as certified above, and following its passage by the Town Council, was posted in the Town Clerk's Office and at the Mills Post Office for a period of ten (10) days as required by law; that it took effect and became in force as a legal ordinance of the Town of Mills, Wyoming on the 27th day of December, 2014.

Lisa Whetstone
Lisa Whetstone, Deputy Town Clerk



This year, the Casper
Area Chamber of
Commerce is Celebrating
115 years of success!



CASPER AREA
CHAMBER OF COMMERCE



Throughout the years the
Chamber has advocated
on behalf of a **STRONG**
local economy

Our mission is to actively create business
opportunities by connecting, informing, leveraging
and collaborating with our members



Today, we proudly
represent over 800
businesses of all sizes in
Natrona County



We Promote our Members

We increase the visibility and exposure of our members through:

- ❖ Monthly, quarterly, and annual events
- ❖ The Chamber's online Membership Directory
- ❖ Various community based campaigns
 - ❖ Put Your \$ Where Your ♥ Is Shop Local Campaign
 - ❖ Natrona County Optional One Cent Sales Tax Renewal Campaign
(1975 - present)



We Provide Networking Opportunities

We strive to connect members with each other while providing them with valuable resources within our community.

Monthly Chamber events allow business leaders and entrepreneurs alike to meet, greet, and exchange ideas.



We advocate on Business Issues

By working closely with our members and our partner organizations we promote and advocate for legislation that will improve the business climate in Casper and around the state, giving every business ,
Large and small, a better chance of success!



Why Support?

- Networking opportunities
- Professional Development
- Human Resource Strategy
- Voice
- Community Partnerships



Networking Opportunities

People do business with people they know! With **over 36** events annually, we provide your business with marketing and networking opportunities that are intended to grow your business and the local economy.



Professional Development

The Chamber is rich in resources for building & growing
businesses!

We offer seminars and educational events to enhance your
business. These opportunities are realized through our
Partnership with Dale Carnegie providing Professional
Development Workshops as well as our long standing Leadership
Casper Program grooming Casper Leaders since 1988.



Human Resource Strategy

The Chamber Assists in Workforce Development Efforts through a variety of partnerships

- ❖ Workforce Advisory Group (WAG)
- ❖ Leadership Casper Program
- ❖ Junior Leadership Casper
- ❖ The Wyoming Chamber Health Benefits Plan



Voice

The Casper Area Chamber of Commerce Government Affairs Committee works diligently to identify key issues regarding the business community, formulating plans to educate Chamber partners on issues of political importance.

With powerful influence and knowledge to advocate pro-business rules, regulations and policies, the committee does this through educational opportunities in the form of Luncheons.



Community Partnerships

The Casper Area Chamber of Commerce has successfully managed the One Cent Renewal Campaign for the **past 10 election cycles (44 years)** resulting in the successful renewal of this community based “quality of life” funding mechanism.

Other Chamber Partnership Endeavors include:

- ❖ “Stars of Tourism” Breakfast
- ❖ Caught You Being Good Acknowledgement
- ❖ Legislative Luncheons
 - ❖ Pre-Legislative Lunch Forum
 - ❖ Post-Legislative Outlook Forum
 - ❖ State of the Nation Address
 - ❖ State of the State Address
 - ❖ State of the Community Address
- ❖ Chamber Day at the CNFR
- ❖ Education Luncheon: What is the Role of Education in Transforming Wyoming’s Economy



Questions



CASPER AREA
CHAMBER OF COMMERCE

GILDA LARA
EXECUTIVE DIRECTOR
CASPER AREA CHAMBER OF COMMERCE
WWW.CASPERWYOMING.ORG



Permit #	Address	Inspections done	Elec. Company	Request
E-16-236	5054 Heritage Trail	Failed final inspection	307 Elec	Basement remodel
E-17-279	6107 Thunder Valley Rd	Rough in	Eagle Elec	new 125amp service & temp & wiring new SFD
E-17-324	6135 Thunder Valley Rd	Rough in & Permanent	Eagle Elec	new 150amp single phase new SFD
E-17-325	6151 Thunder Valley Rd	Temporary	Eagle Elec	new 150amp single phase new SFD
E-17-326	6152 Thunder Valley Rd	Temporary	Eagle Elec	new 150amp single phase new SFD
E-18-11	6151 Thunder Valley Rd	Temporary	Alliance Elec	100amp temporary power only
E-18-17	6123 Thunder Valley Rd	Rough in & Permanent	Alliance Elec	New 200amp service & wiring for new SFD
E-18-18	6151 Thunder Valley Rd	Rough in & Permanent	Alliance Elec	New 200amp service and wiring for new SFD
E-18-57	1101 River Heights Dr	NO inspections	Homeowner	Electrical finishing of basement.
E-16-30	1263 River Heights Dr	Rough in	Homeowner	Electrical finishing of basement.
E-17-336	1171 Prairie River Dr.	NO inspections	Homeowner	Electrical finishing of basement.
E-17-333	720 Pebble Mnt. Dr	Temporary	Eagle Elec	New 150amp service for SFD
E-17-274	875 Pebble Mnt. Dr	Temporary, Rough in, Permanent	Eagle Elec	New 125amp service for new service
E-16-354	911 Pebble Mnt. Dr.	Temporary & Permanent	Eagle Elec	New 150amp service for SFD
E-17-243	1110 Freden Blvd.	Permanent	Rocky Mnt.	100amp service for pedestal & mobile home att.
E-17-360	453 Badger Ln	NO inspections	Cummingham Elec	Mobile Home att.
E-17-275	6005 Overlook Way	Temporary, Rough in, Permanent	Eagle Elec	New 125amp service for SFD
E-18-16	6020 Overlook Way	Temporary	Eagle Elec	New 150amp service for SFD
E-17-204	6015 Overlook Way	Temporary, Rough in, Permanent	Eagle Elec	New 150amp service for SFD
E-18-36	875 Dusty Trail	Temporary	307 Elec	New 125amp service for SFD
E-18-72	764 Dusty Trail	Temporary	Eagle Elec	Wiring & 150 amp service & temp power for new SFD
E-17-280	4741 West Yellowstone	No final	Envision Electric	Rewire
E-18-73	876 Dusty Trail	Temporary	Eagle Elec	Wiring & 150 amp service & temp power for new SFD
E-18-74	906 Dusty Trail	Temporary	Eagle Elec	Wiring & 150 amp service & temp power for new SFD
E-18-27	4410 Chalmers	Rough in & Permanent	Elkhorn Elec	150 amp service upgrade and wiring of house
E-18-43	663 S 4th Ave	Elec Compliance	AC Electric	Electrical Compliance
E-18-51	580 S 4th Ave	Rough in	Power Plus	wiring & 200amp service for new SFD
E-18-58	337 Oregon Trl	Permanent	Arc Electric	Service repair power co. pulled meter
E-18-75	773 Badger Ln	Rough in	Electric Service	finishing of Basement
E-18-82	240 Chamberlin Rd	Rough in	Modern Electric	Elec for Office & RR Remodel
E-17-257	4800 W Yellowstone Hwy	Underground	Protech Electric	Installing new circuit for gate operator at Mills PD

4.6.18

*Jack Electrical
will be
taking
over*

E-17-280	4741 W Yellowstone Hwy	NO inspections	Envision Electric	Add Circuits for misc added lighting in bath area water
E-17-238	853 Badger Ln	Rough in	Homeowner	heater circuit, coffee bar circuit
E-17-46	5268 Abbott St	Permament & M.H. Att	Arc Electric	120 amp subpanel
E-17-327	525 SW Wyoming Blvd	Rough in	S & M Electric	new 200amp service for M.H. only
E-17-238	172 Progress Cir	Sub panel, permament	Envision Electric	Kitchen remodel
E-17-135	213 Northwestern Ave	Rough in , Ceiling	Hedlund Electric	install new 480V 400 amp service
E-17-67	923 S. 3rd Ave	Rough in	Homeowner	wiring new detached garage
E-18-104	4100 W. Yellowstone	NO inspections	Wyatt Elec	wiring for basement finish
E-18-107	3200 W. Yellowstone	Permament	Advanced Elec	install receptacles
E-18-44	4564 Mountain View	Permament	Alliance Elec	new 200amp service
				new 200amp service on pole for mH



CATC – 307-265-1313



The Bus – 307-237-4287

3/26/2018

The Honorable Seth Coleman and Council Members
Town of Mills
P.O. Box 789
Mills, WY 82644



Dear Mayor Coleman and Council Members:

Please accept our sincere appreciation for the continuing support from the Town of Mills. Providing transit service in our communities offers the passengers the opportunity for employment, receiving medical care, meeting personal needs, and the freedom to be independent.

Currently we are working on the operating budget for CATC and The Bus for fiscal year 2018-19. We recognized that in the current economy many difficult decisions must be made regarding operating budgets. When considering this request please keep in mind that the funds you allocate leverage's an identical amount from the Federal Transit Administration, (FTA).

CATC's door to door service is requesting a total of \$7,040 which will be used as local match for the 5307 funding received by the City of Casper as the FTA grantee. If approved, it will leverage another \$7,040 from FTA to continue to provide door to door service in Mills.

The Bus fixed route service is requesting a total of \$42,061 which will be used as local match for the State funding the that Town of Mills receives as the grantee from WYDOT and FTA 5307 funds for providing the fixed route deviation service.

The subsidy program for the low to moderate income passengers residing in Mills to receive CATC tickets and/or Bus passes at no charge has been well received this year. The total requested for the subsidy program is \$1,000.

Last year we reported that it was time to replace the Mills fixed route bus. Please accept my apologies the date for replacement was incorrect. If possible we respectfully request to purchase it this year. It currently has 159,339 miles. It is a 2013 18 passenger Ford with a wheelchair lift. By the time the bus is received which will probably be early 2019, it will have in excess of 175,000 miles on it.

We are proposing applying for an FTA 5339 grant via WYDOT. The estimated total cost of the bus is \$70,000 for a 2019 16 passenger lift equipped bus. FTA pays 80% of the cost or \$56,000 and the Town of Mills pays 20% local match or \$14,000.

The grant process for the funding from WYDOT will not begin until sometime in April or May. The fiscal year for the State and FTA begins October 1. Therefore the amount requested is subject to change depending on the funding amount WYDOT approves. It is possible that the amount will be reduced but we will keep you informed regarding any changes.

If the council wishes to discuss this request, we would be available to meet at your convenience. Please contact us if you need additional information.

Again many thanks for your continuing support.

Respectfully yours,

A handwritten signature in black ink that reads 'Marge Cole'.

Marge Cole, Executive Director



PUBLIC WORKS REPORT

MARCH
2018



WATER:

12,439,000 Gallons of Water into Distribution System

6 – Water Turn On

5 – Water Turn Off

69 – Water Shut Off For Non-Payment

1 – Water Pressure Issues

0 – Water Complaints

2 – Meter Repairs

2 – Re-Program Meter

4 – New Meter Installed

2 – Check for Leaks

0 – Frozen Meter Repair

0 – Curb Stop Repair

0 – Test Meter

0 – Water Taps

4 - DEQ Compliant Water Sampling (Monthly)

SEWER:

2 – Check Sewer Main

0 – Sewer Taps

SHOP:

Service and Repair Town Vehicles

Clean & Repairs to 240 Chamberlain

STREETS:

Repair Street Signs

Plow Snow

Fill Pot Holes



SANITATION:

213.24 – Tons of Garbage Taken to Landfill

0 - New 3 Yd. Dumpsters Delivered

9 - 95 Gallon Containers Delivered

2 - 95 Gallon Containers Picked Up

6 – Lids Replaced

2 – Containers Lost & Found

PARKS:

Snow Removal

Clean Trash and Leaves from Park

Repair Equipment

TRAINING:

No Training in March

LOCATES:

28 One-Call Locates Completed

OUTSIDE PLUMBING INSPECTION:

2 Water Inspections Completed

5 Sewer Inspections Completed



WATER AND SEWER REPORT

DATE	ADDRESS	TYPE OF WORK	CONTRACTOR	EMPLOYEE
3/06/18	764 Dusty Terrace	Inspect Water & Sewer Line	Brutil Construction	George
3/12/18	875 Dusty Terrace	Inspect Water & Sewer Line	Brutil Construction	Pete
3/15/18	6055 Overlook Way	Install New Meter	Town of Mills	Pete
3/19/18	2343 Kalina Tr.	Inspect Sewer (Bar Nunn)	Brutil Construction	George
3/26/18	2330 Zuni	Inspect Sewer (Bar Nunn)	Brutil Construction	George
3/26/18	6058 Overlook Way	Install New Meter	Town of Mills	Pete
3/27/18	2015 Kalina Tr.	Inspect Sewer (Bar Nunn)	Brutil Construction	George
3/29/18	6040 Overlook Way	Install New Meter	Town of Mills	Pete



SHOP REPORT

DATE	DEPARTMENT	UNIT NUMBER/VEHICLE	TYPE OF WORK	EMPLOYEE
3/01/18	STREETS	Unit #22 2015 114SD Freightliner	Repair Wiring	Allen
3/02/18	WATER	Unit #2 2015 GMC 2500 4x4	Service	Allen
3/05/18	SHOP	Unit #7 2000 Ford F-450	Repair Plow	Allen
3/06/18	SANITATION	Unit #18 2005 Condor Side Loader	Replace Hoses	Allen
3/07/18	SANITATION	Unit #17 2010 Mack Side Loader	Repair Arm	Allen
3/08/18	SANITATION	Unit #18 2005 Condor Side Loader	Repair Covers	Allen
3/09/18	SANITATION	Unit #17 2010 Mack Side Loader	Repair Arm Levers	Allen
3/12/18	SANITATION	Unit #20 2013 Freightliner	Replace Step	Allen
3/13/18	SEWER	Unit #21 2004 Sterling Vactor	Repair Air Leak	Allen
3/14/18	POLICE	Unit #66 2013 Ford Explorer	Repair Transmission Leak	Allen
3/15/18	WATER	Unit #2 2015 GMC 2500 4x4	Rotate Tires	Allen
3/16/18	BUILDINGS	Unit #13 2008 Ford F-150 4x4	Repair Flat Tire	Allen
3/26/18	STREETS	Unit #11 2003 Ford F-150 4x4	Replace Battery Cables	Allen
3/27/18	SANITATION	Unit #20 2013 Freightliner	Replace Hydraulic Line	Allen
3/28/18	STREETS	Unit #22 2015 114SD Freightliner	Replace Hydraulic Line	Allen
3/29/18	SHOP	Unit #48 WANCO Message Board	Replace Batteries	Allen

WATER TREATMENT PLANT

MARCH REPORT



WATER TREATMENT PLANT REPORT

**The month of March the Treatment Plant made 12,439,000 gals.
Had Three Alarms two communication failures and One Silo low level. Working
on Winter Maint.and The 2017 Consumer Confidence Report. The 2016
Consumer Confidence Report is available on the Town's Web site (millswy.gov)
or a paper copy at Town Hall or at the Water Treatment Plant.**

**MILLS WATER TREATMENT PLANT
MONTHLY MEMORANDUM
OF MEDIA USAGE**

MONTH March **YEAR** 2018

Inoperative Equipment

- 1.
- 2.
- 3.
- 4.
- 5.

Operative but Deficient

- 1.
- 2.
- 3.
- 4.
- 5.

Production and Consumption Statistics

1. Mills Consumption 12,439,000 TOTAL GALLONS

Town of Mills Increase / Decrease from Previous Year

Increase	Decrease
	10.73%

Filter Media and Chemical Usage

	Grade	Bagged	#'s Used	Year to Date
1. Harborlite Perlite	1500s	Bagged	1,940	4,790
2. Harborlite Perlite	1800s	Bulk	2,835	7,570
3. Chlorine	Gas	150# BTL	126	588
4. Soda Ash	Granular	Bagged	350	900
5. Alum	Granular	Bagged	748	1,848
6. HTH	Granular	Bucket		
7. Aqua Mag	Liquid	Barrel	97	265
8. KMnO4	Granular	Bucket	43	111

United States
Department of
Agriculture

Natural Resources
Conservation
Service

Water and Climate Center
Portland, Oregon

S N O W - P R E C I P I T A T I O N U P D A T E

Based on Mountain Data from NRCS SNOTEL Sites
As of MONDAY: APRIL 2 , 2018

BASIN Data Site Name	ELEV. (Ft)	SNOW WATER EQUIVALENT			TOTAL PRECIPITATION		
		Current	Median	% Median	Current	Average	% Avg
UPPER N. PLATTE							
Arapaho Ridge	10960	19.6	20.0	98	19.2	21.5	89
Blackhall Mtn	9820	27.8	-M	*	26.6	-M	*
Columbine	9160	22.3	23.0	97	23.0	24.6	93
Divide Peak	8880	14.3	19.6	73	17.6	20.7	85
Joe Wright	10120	19.1	20.4	94	28.3	24.8	114
Laprele Creek	8375	6.7	9.5	71	8.0	11.9	67
Med Bow	10500	39.9	-M	*	30.8	-M	*
North French Creek	10130	27.9	28.2	99	27.0	25.8	105
Never Summer	10280	18.7	19.8	94	15.3	-M	*
Old Battle	10000	25.0	30.0	83	23.7	33.9	70
Rawah	9020	11.5	10.4	111	14.9	13.7	109
Sage Creek Basin	7850	8.4	12.6	67	10.3	14.0	74
Sand Lake	10050	26.5	27.8	95	22.5	23.8	95
South Brush Creek	8440	11.0	12.2	90	11.9	14.7	81
Tower	10500	34.9	44.4	79	26.5	38.3	69
Webber Springs	9250	18.3	23.0	80	21.2	25.8	82
Willow Creek Pass	9540	13.0	11.8	110	13.9	12.9	108
Zirkel	9340	27.3	26.4	103	30.9	27.5	112
Basin Index (%)				90	90		
SWEETWATER							
Deer Park	9700	12.4	14.8	84	15.3	18.8	81
Larsen Creek	9000	11.2	12.1	93	11.3	-M	*
South Pass	9040	12.0	14.9	81	8.5	16.7	51
Basin Index (%)				85	67		
LOWER N. PLATTE							
Casper Mtn.	7900	7.9	13.6	58	6.8	14.1	48
Laprele Creek	8375	6.7	9.5	71	8.0	11.9	67
Reno Hill	8400	10.1	13.4	75	11.4	14.6	78
Windy Peak	7900	6.6	7.8	85	8.2	10.1	81
Basin Index (%)				71	68		

**ASST. PLANNER / BUILDING INSPECTOR ISSUES
REGARDING THE
APRIL 11th 2018 TOWN COUNCIL MEETING
Date of this printing: April 04, 2018**

PLANNING ACTIVITIES

The P&Z Board met in April and approved the re-zoning of the Town's land near Progress Circle from PLI to DI. This is the land that I believe the town plans to sell as this is where the "new maintenance shop" was going to be built.

BUILDING INSPECTOR ACTIVITIES

I issued four new home building permits in March 2018.

BUILDING INSPECTOR TRAINING

I completed no training during the month of March 2018.

CURRENT HOUSING PROJECTS IN MILLS

Ashby-Buffalo Addition on the corner of Pontiac Street and Badger Lane has nine of their 13 home lots under construction or completed. No permits issued here since July 2017.

Robertson Hills and River Heights Acres are continuing to build out on Overlook Way, Thunder Valley Road and now Dusty Terrace as it is now complete and a couple new permits in River Heights. **Keith Tyler would like to have a meeting scheduled with the School District and the Town to discuss "now" the possibility of a school being constructed in Mills on Keith Tyler property.**

Caspar's Crossing Subdivision up on South 6th Ave. is completed. Tri Mt. Homes has completed two new houses up on River Crossing since S. 6th Ave. was completed. One has sold. With S. 6th Ave completed it connects all three subdivisions nicely for much better traffic mobility in and out of all three subdivisions.

FUTURE HOUSING PROJECTS IN MILLS

Lisa Burrige is semi-interested in the property that the town just acquired at the back of Stewart & Stevenson property and I think she has Shawn w/ ECS doing some preliminary plans of acquiring the property.

BUILDING INSPECTIONS IN BAR NUNN

I inspected 25 times in Bar Nunn in the month of March. There are five new homes being built there presently and a couple remodeling projects that I have inspected.

MILLS BUILDING INSPECTORS & PLANNER ACTIVITY REPORT FOR MARCH 2018

PRINTED 3 APRIL, 2018

Building Inspector Activities			INSPECTIONS IN Mar-18	TOTALS since hired - April of 2012
Foundation Inspections			5+ years on the job	
Footers/ Monolithic			9	404
Walls			5	309
Plumbing Inspections				
Outside & Mobile Homes -			1	152
Inside			11	500
Framing Inspections			12	471
Insulation Inspections			5	259
Drywall Inspections			7	230
Roof/Fence Inspections			1	189
Final Inspections			6	584
Gas Line Inspections			6	586
HWH-HVAC Inspections			7	384
Commercial Building/Sign Inspections			5	226
Porch/Deck Inspections			0	49
Mobile Home/Compliance Inspections			5	231
Residential Site Inspections			3	307
Demo Insp./Bar Nunn	Demo -5	B.N. -25	5	109
Total Insp.'s in March 2018			88	4987
Asst. Planner / Building Official Activities				
P & Z Meeting + Special Meeting			P&Z Meeting 5 April	55
Zone Change			PLI to E. I. for BHB	10
Text Amendment				1
Variance/Special Use Permit				17
Commercial Site Plan/Inspection				59
Landscape Plan/Conditional Use Permit				15
New Plat/Replat/Property Transfer				30
Planner Meetings/Training				53
Vacate				25
Annexations:				26
Other:			Meet w/ State Ele. Insp.	59
Additional and/or Overlapping Duties			Mt. View School Meeting	7
	Drive new Electrical Inspector, Vance Mockenstrum around			33
Town Safety Issues /Planning				23
Ordinances Written/Re-Written				38
Resolutions/Site Plan Written				21
Code Enforcement Issues/			Dan Adler x 3	47

MILLS POLICE DEPARTMENT

CHIEF BRYON PRECIADO

ACTIVITY REPORT FOR THE MONTH OF MARCH 2018

ACCIDENT <u> 6 </u> HIT & RUN <u> 2 </u>	CITIZEN COMPLAINTS <u> 2 </u>	MISC <u> 17 </u>
ALARMS <u> 8 </u>	CITATIONS <u> 164 </u> TRAFFIC <u> 152 </u> CRIMINAL <u> 12 </u>	OPEN DOOR <u> 1 </u> BUSINESS _____ RESIDENTIAL <u> 1 </u> AUTO _____
ANIMAL CALLS <u> 8 </u>	WARNINGS <u> 155 </u>	PARKING PROBLEM <u> 14 </u> CITES ISSUED <u> 14 </u> WARNINGS _____
ARRESTS <u> 25 </u> DRUG <u> 11 </u> ALCOHOL <u> 3 </u>	DISTURBANCE <u> 13 </u> ALCOHOL <u> 4 </u> HARRASSMENT <u> 1 </u>	PHONE PROBLEMS <u> 17 </u> HARRASSING/OBSCENE <u> 4 </u> 911 HANGUPS <u> 13 </u>
ASSAULTS <u> 5 </u> OFFICER _____ SIMPLE <u> 1 </u> AGGRAVATED _____ FVPA <u> 2 </u> SEXUAL ASSAULT _____ FIGHTS <u> 2 </u>	DOMESTIC DISPUTE <u> 3 </u> ALCOHOL _____ DRUG _____	REDDI REPORT <u> 14 </u>
AOA <u> 33 </u> FIRE/MEDICAL <u> 7 </u> LAW ENFORCEMENT <u> 23 </u> METRO _____ PROBATION <u> 1 </u> DFS <u> 2 </u>	DWUI ARREST <u> 10 </u> W/ACCIDENT <u> 1 </u>	PROPERTY DAMAGE <u> 4 </u> RESIDENTIAL _____ BUSINESS <u> 1 </u> RANDOM VANDALISM _____ AUTO <u> 3 </u>
OTHER OFFICER <u> 25 </u>	EXTRA PATROL <u> 17 </u> BUSINESS CHECK <u> 8 </u>	SUSPICIOUS INC <u> 9 </u>
ATL <u> 13 </u> MISSING PERSON <u> 1 </u> LOCATED <u> 3 </u> PICK UP & HOLD <u> 1 </u>	FINGERPRINTS <u> 2 </u> (PUBLIC RELATIONS ONLY)	SUBJECTS <u> 5 </u> PROWLERS _____ VEHICLES <u> 2 </u> CIRCUMSTANCES <u> 3 </u>
BURGLARY <u> 1 </u> AUTO _____ BUSINESS _____ RESIDENTIAL <u> 1 </u> UNLAWFUL ENTRY _____	JUVENILE CASES <u> 6 </u> CRIMINAL _____ ALCOHOL/DRUG _____ TOBACCO _____ RUNAWAY <u> 2 </u> YCC TRANSPORT _____ MISCELLANEOUS <u> 4 </u>	TRESPASSING <u> 2 </u>
CHECK FRAUD <u> 4 </u> FORGERY _____	LARCENY <u> 6 </u> PETIT <u> 5 </u> GRAND _____ GAS DRIVE OFF <u> 1 </u>	VEHICLE THEFTS <u> 1 </u> RECOVERED _____
CITIZEN ASSIST <u> 17 </u> ESCORTS <u> 1 </u> CIVIL DISPUTES <u> 9 </u> CIVIL STANDBY <u> 6 </u> MOTORIST <u> 1 </u> MESSAGE DEL _____ PUBLIC RELATIONS _____	IMPOUND VEHICLE <u> 2 </u>	VIN CHECKS <u> 14 </u>
	NOTICES <u> 0 </u>	WARRANTS SERVED <u> 31 </u> MILLS <u> 25 </u> NCSO <u> 3 </u> OTHER <u> 3 </u>
	PUBLIC INTOX <u> 2 </u> ARREST: <u> 2 </u> CITE ONLY: _____ DEAD BODY <u> 3 </u>	WELFARE CHECKS <u> 23 </u> ADULT <u> 16 </u> CHILDREN <u> 6 </u>
	COURT TRANSPORTS <u> 2 </u>	SCHOOL PAT <u> 0 </u>

CASES ACTIVE 189
CASES FILED 29
CASES CLEARED 5
CASES CLOSED 0

TOTAL CALL FOR MONTH 554
TOTAL CALLS FOR YEAR 1535
COURT APPEARANCE HOURS 34
MILLS 4
COUNTY 30
DISTRICT _____

CODE ENFORCEMENT OFFICER REPORT

FEBRUARY 2018

POSTED NOTICE OF VIOLATIONS		TOTALS	
ORDINANCE	VIOLATION DESCRIPTION	Mar-18	2018 TOTAL
09.24.010	Duty to Cut Weeds	0	0
02.36.160	Tree Owner Responsibilities	0	0
09.32.030	Junk / Junk Vehicles	3	5
10.12.010	Vehicles to be Registered	34	78
10.12.020	Unlicensed Vehicles Impounded	0	2
10.36.020	Stopping / Standing / Parking Prohibited	3	6
10.36.070	Parking in Alleys	0	0
10.36.080	Parked Facing Wrong Direction	19	35
10.36.090	Handicapped Parking Prohibited	0	0
10.36.100	Recreational Vehicle Parking	18	33
10.36.110	Oversize & Overweight Vehicle	0	2
10.36.150	Vehicle Removal Authorized	0	0
06.04.200	Accumulation / Refuse / Garbage / Waste	7	12
06.04.300	Burning Prohibited	0	0
05.04.050	Business to be Licensed	2	3
07.08.030	Dogs / Cats at Large Prohibited	0	0
09.08.030	Poultry / Fowl Prohibited	1	1
18.12.020	Prohibited Fencing	0	0

ENFORCEMENT ACTIONS & COMPLAINTS	TOTALS	
ACTION	Mar-18	2018-TOTAL
CITATIONS ISSUED	2	3
PARKING TICKETS	11	22
VEHICLES TOWED	0	1
VIOLATIONS CLEARED	22	38
COMPLAINTS RECEIVED	14	27

Judges Report

March 2018

March 5th, 2018.....\$8,887.50

March 12th, 2018.....\$3487.00

March 19th, 2018.....\$4,320.00

March 26th, 2018.....\$3,754.04

March 29th, 2018.....\$0.00

Total: \$20,448.54

.....-P
57,400.00 P
.....+P
8,887.50+
3,487.00+
4,320.00+
3,754.04+
004
20,448.54
20,448.54x

MUNICIPAL COURT PROCEEDINGS REPORT

DOCKET # 2897

MONTH OF March 5 2018

NUMBER OF OFFENSES	OFFENSE	AMOUNT OF FINE
3	Improper Parking	-
3	D.W.I.	-
5	Imp. Registration	245
7	No Insurance	325
22	B.W.	160
1	Theft	-
1	Drunk	-
1	Reckless Driving	-
1	Leave the Scene	-
1	Stop Sign	-
1	No license	-
5	D.U.S.	1,230
1	Littering	-
2	Imp Turn	-
1	Vicious Dog	-
	Imp Turn	-
4	Speeding	402
2	No Seatbelt	90
1	Open Containers	110
58	Former Docket	6,425. ⁵⁰
1	Speeding too fast conditions	100
	TOTAL	9,087. ⁵⁰
	Less - VCF {Prodanovich Farmer}	200. ⁰⁰
	TO TOWN	8,887.⁵⁰

CASH	5,409. ⁰⁰
CHECKS	1,632. ⁸⁰
CREDIT CARDS	2,167. ⁰⁰
TOTAL MONIES	9,208. ⁸⁰
BONDS	1,480. ⁰⁰
PRIOR BONDS	8,238. ⁰⁰
Less VCF	249. ⁰⁰
Less MCPF (or DARE)	9,087. ⁵⁰
TOTAL TO TOWN	200. ⁰⁰
	8,887.⁵⁰

Bob Cook

MUNICIPAL COURT PROCEEDINGS REPORT

DOCKET # 2898 MONTH OF March 12 2018

NUMBER OF OFFENSES

OFFENSE

AMOUNT OF FINE

350

1

1

90

462

110

1

380

1

200

110

310

60

1515

3587

100

3487

3487

Imp Parking
No Obstruction
Imp Lane Change
The Seatbelt

Imp Lane
Speeding
B.D.O.

Drunk
DUI

Imp Registration
Barking of Dog
FTG ROW

No License
Stop Sign/Red Light
No Child Seatbelt

Former Pocket
DUI

TOTAL
Less - UCF
(I. W. I. P.)

TO TDM

CASH

CHECKS

CREDIT CARDS

TOTAL MONIES

BONDS

PRIOR BONDS

Less ACF

Less MCFE

(or DARE)

TOTAL TO JOHN

11441

610

2051

1386

3437

510

2927

660

3587

100

3487

MUNICIPAL COURT PROCEEDINGS REPORT

DOCKET # 2899

MONTH OF March 19 2018

NUMBER OF OFFENSES	OFFENSE	AMOUNT OF FINE
12	Speeding	820
23	B W	110
8	No Insurance	-
5	D U S	-
2	Stop Sign / Red Light	100
2	FTCRW	-
1	Driving Off Road	-
1	Loss of Drug Para	-
3	Imp Registration	80
2	D W U F	-
1	Reckless Driving	-
1	Leaving the Scene	-
1	Follow too close by	100
3	Imp Parking	180
1	Careless Driving	-
20	Former Docket	3,030
	TOTAL	4,420
	Less - VCF (Coucks)	100
	TO TOWN	<u>4,320</u>

CASH	906
CHECKS	1380
CREDIT CARDS	2,286
TOTAL MONIES	2,854
BONDS	5,140
PRIOR BONDS	1,150
Less VCF	3,990
Less MCPF (or DARE)	430
TOTAL TO TOWN	4,420
	100
	<u>4,320</u>

R. H. Beck

MUNICIPAL COURT PROCEEDINGS REPORT

DOCKET # 2900

MONTH OF March 26 2018

NUMBER OF OFFENSES	OFFENSE	AMOUNT OF FINE
10	BW	220
5	DUS	-
5	No Insurance	-
3	Stop Sign / Red Light	100
2	Unsafe Vehicle / Equipment	-
8	DWI	-
4	Speeding	274
5	Imp Parking	290
1	Poss Marijuana	-
1	Trespassing	-
1	Damage Property	-
1	No Turn Signal	-
1	Imp Lane Change	-
1	No license	110
1	Imp Registration	80
1	FT & ROW	200
25	Former Docket	2,663
	TOTAL	3,937
	Less - VCF (Parham)	- 100
		3,837. ⁰⁰
	Less - BK Fees (Credit/Debit Cards)	- 82. ⁹⁶
	TOTOWN	<u>3,754.⁰⁴</u>

CASH	11871
	<u>21488</u>
CHECKS	41359
	<u>1044</u>
CREDIT CARDS	5403
TOTAL MONIES	51403
	<u>21126</u>
BONDS	31277
	<u>660</u>
PRIOR BONDS	3937
	<u>100</u>
Less VCF	31837. ⁰⁰
Less BK Fees	- 82. ⁹⁶
Less MGFT (or DUES) (Credit/Debit Cards)	<u>3754.⁰⁴</u>
TOTAL TO TOWN	

B. Beck

DOCKET # 2901

MONTH OF March 29 20 18

NUMBER OF OFFENSES

OFFENSE

AMOUNT OF FINE

Drunkly Conduct
Impairing
Carson Driving
Stop Sign Red Light
Backseat Driving
Aid to Sign of

TOTAL

0

11111111

CASH
CHECKS
CREDIT CARDS
TOTAL MONIES
BONDS
PRIOR BONDS
Less VCF
Less MCPF
(or DARE)
TOTAL TO TOWN

0

0

0

0

0

5/1/2008

K-9 EXPERIENCE REPORT

Mills Police Department

K-9 Handler- Kate Acord

K-9's Name- Archer

Breed- German Shepherd

Service began- 10/11/2016 Years of service (1.50)

Statistical Training information

Total number of Training Records logged- (71)

Total number of Training Hours logged- (886.48)

Narcotics Training Sniff Reliability

Total number of Training Narcotics sniffs- (150)

Total number of False Positives logged- (1)

Reliability- (99.33%)

K-9 Training Session Types History

	#	%
Aggression Training	(6)	8.45%
Area Search Training-Non Scent Specific	(3)	4.23%
Area Search Training-Scent Specific	(2)	2.82%
Article Search Training	(2)	2.82%
Building Search Training	(2)	2.82%
Multi-Purpose Training	(23)	32.39%
Narcotics Detection Training	(5)	7.04%
Narcotics Detection-Building	(8)	11.27%
Obedience Training	(16)	22.54%
Tracking Training	(4)	5.63%

Statistical Tracking information (Training)

Total number Tracks performed- (12)

Total distance of all Tracks performed- (0.73 Miles)

Tracking Success Types (Training)	#	%
Successful Track/ Successful Location	(8)	100.00%

Statistical Usage information

Total number of Usage Records logged- (72)

Total number of Usage Records where arrests occurred- (6)

Total percentage of Usage Records where arrests occurred- (8.33)

Number of warrants obtained by K-9- (2)

Narcotics Field Sniff Reliability

Total number of Field (Deployment) Narcotics indications - (61)

Total number of Substantiated indications- (48)

Field reliability- (78.69%)

Bite to No-Bite Apprehension Ratio

Total number of apprehensions by K-9- (3)

Total number of bite apprehensions by K-9- (0)

Bite Ratio Percentage- (0%)

K-9 Use Types History	#	%
Building Search/Suspect	(3)	4.17%
Burglary In Progress Business	(2)	2.78%
Felony Vehicle Stop	(1)	1.39%
Fleeing Criminal	(3)	4.17%
Narcotics Sniff-Building	(10)	13.89%
Narcotics Sniff-Vehicle	(47)	65.28%
Other Crime In Progress	(1)	1.39%
Perimeter Security	(2)	2.78%
Robbery In Progress	(3)	4.17%

Statistical Tracking information (Field Use)

Total number Tracks performed- (5)

Total distance of all Tracks performed- (1.38 Miles)

Tracking Success Types (Field Use)	#	%
Unsuccessful Track/Unsuccessful Location	(4)	80.00%
Successful Track/ Successful Location	(1)	20.00%

Mills Police Department K9 Monthly Report

April 2nd, 2018

Archer and I have had 4 uses this month. Archer assisted the Department of Criminal Investigation regarding a large scale drug investigation. He conducted two exterior vehicle sniffs, one of which helped DCI obtain a search warrant on a vehicle. Upon a search of the vehicle after that search warrant, 1.53 pounds of Methamphetamine were located along with \$15000 in cash. Of the drugs located on two in house traffic stops, K9 Archer directly aided in the investigation and seizure of small user amounts Methamphetamine and paraphernalia. The drug investigations this month that K9 Archer directly assisted with yielded in six arrests.

K9 Archer also conducted a building search at a warehouse by Green Bit and Tool. A security alarm prompted the search, but no suspects were located inside the building. There appeared to be nothing taken and no damage.

K9 Officer K. Acord