APPLE VALLEY TOWN COUNCIL PUBLIC HEARING AND MEETING

1777 N Meadowlark Dr, Apple Valley
Wednesday, August 16, 2023 at 6:00 PM

AGENDA

Notice is given that a meeting of the Town Council of the Town of Apple Valley will be held on **Wednesday, August 16, 2023**, commencing at **6:00 PM** or shortly thereafter at **1777 N Meadowlark Dr, Apple Valley**.

Mayor| Frank Lindhardt |
Council Members | Barratt Nielson | Kevin Sair | Robin Whitmore | Jarry Zaharias |

Pursuant to the Executive Order issued by Governor Gary Herbert on March 18, 2020 regarding Electronic Public Meetings, please be advised that the meeting will be held electronically and broadcast via Zoom. Persons allowed to comment during the meeting may do so via Zoom. Login to the meeting by visiting:
https://us02web.zoom.us/j/87607542551
if the meeting requests a password use 1234
To call into meeting, dial (253) 215 8782 and use Meeting ID 876 0754 2551

CALL TO ORDER
PLEDGE OF ALLEGIANCE
PRAYER
ROLL CALL

DECLARATION OF CONFLICTS OF INTEREST

MAYOR'S TOWN UPDATE

PUBLIC HEARING

1. Update Title 14.13.090 Restrictions On Burial, Ordinance-O-2023-29.

PUBLIC COMMENTS

DISCUSSION AND ACTION

2. Consider Approval of Zone Change Application for AV-1365-D from Planned Development to RE Rural Estates Zone (RE-5.0), Reason for Request: Ament the current PUD to obtain rural estate large lot zoning. Applicant: Jerry Eves. Ordinance-O-2023-30.

   *Planning Commission recommended approval on August 2, 2023.

3. Consider Approval of Preliminary Plat Application for AV-1365-D. Proposed Use: 2 Single Family Lots. Owner: Dean Monson. Agent: Jerry Eves.

   *Planning Commission recommended approval on August 2, 2023.

4. Consider Approval of Adopting Title 10.40 Private Cemeteries For Human Interment, Ordinance-O-2023-26.

   *Planning Commission recommended approval on August 2, 2023.

5. Consider Approval of Updating Title 14.13.090 Restrictions On Burial, Ordinance-O-2023-29.
6. Consider Approval of Additional PTIF Accounts for Cemetery Funds, Resolution-R-2023-28.
7. Consider Approval of Fee Schedule Amendment, Resolution-R-2023-27.

8. Consider Approval of AUP Engagement Letter.
9. Consider Approval of Fraud Risk Assessment for FY2023.
10. Regarding Quarterly Dumpsters.

CONSENT AGENDA

The Consent Portion of the Agenda is approved by one (1) non-debatable motion. If any Council Member wishes to remove an item from the Consent Portion of the agenda, that item becomes the first order of business on the Regular Agenda.

11. Disbursement Listing for July 2023.
12. Budget Report for Fiscal Year 2023 through July 2023.

REPORTS, RECOMMENDATIONS, AND ANNOUNCEMENTS

REQUEST FOR A CLOSED SESSION: IF NECESSARY

ADJOURNMENT

CERTIFICATE OF POSTING: I, Jenna Vizcardo, as duly appointed Recorder for the Town of Apple Valley, hereby certify that this Agenda was posted at the Apple Valley Town Hall, the Utah Public Meeting Notice website http://pmn.utah.gov, and the Town Website www.applevalleyut.gov.

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL COMMUNITY EVENTS AND MEETINGS

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the Town at 435-877-1190 at least three business days in advance.

Shums Coda Associates
www.shumscoda.com (844) 674-5179

Planning Commission agenda report: August 2, 2023

Agenda Item: Public Hearing on a Zone Change Request from Planned Development (PD) to Residential Estates 5 acres (RE-5) on 20 acres, located at approximately 1800 East 1900 South.

Applicant: Dean Monson, owner (Jerry Eves, Agent)
General Plan: Mixed Use
Acres: 20 acres
Property: Parcel # AV-1365-D

Purpose for requesting the zone change: To change the zoning from PD to RE-5, large lot zoning. **The PC shall make a recommendation to the Town Council regarding the zone change after holding a public hearing on this request**.

The General Plan designates this property as Mixed Use which was appropriate for the PD Zone. The General Plan Land Use Map appears to show a light green color (ie, Mixed Use) on this and adjoining parcels to the south. The purpose of the General Plan is to provide a guide to zoning and development of the property. The General Plan is advisory only and the PC and Town Council have discretion to zone property in a manner they feel is in the interest of the town. The RE-5 zone (5 acre minimum lot size) appears to be compatible with surrounding uses and is the requested zoning by the applicant.

Staff recommends approval of the requested RE -5 zoning. Periodically the General Plan should be updated to reflect zoning decisions made by the town. This could be done at the end of each year, with any other General Plan modifications that the PC and Town Council feel are needed to maintain the General Plan as an effective guide for growth decisions.

REQUIRED CONSIDERATIONS TO APPROVE A ZONE CHANGE When approving a zone change, the following factors should be considered by the Planning Commission and Town Council:

1. Whether the proposed amendment is consistent with the Goals, Objectives, and Policies of the Town's General Plan;

2. Whether the proposed amendment is harmonious with the overall character of existing development in the vicinity of the subject property;

3. The extent to which the proposed amendment may adversely affect adjacent property; and

4. The adequacy of facilities and services intended to serve the subject property, including, but not limited to roadways, parks and recreation facilities, police and fire protection, schools, storm water drainage systems, water supplies, and waste water and refuse collection.

Example of a motion to Approve this application:

I make the motion we recommend approval to the Town Council for the zoning change for AV-1365-D from Planned Development to RE Rural Estates Zone (RE-5.0 based on the information presented in the staff report.

Example of a motion to Deny this application:

I make the motion we recommend denial to the Town Council for the zoning change for AV-1365-D from Planned Development to RE Rural Estates Zone (RE-5.0 for the following reasons:[list reasons]

Example to approve with conditions:

I make the motion we recommend approval to the Town Council for the zoning change for AV-1365-D from Planned Development to RE Rural Estates Zone (RE-5.0) with the following conditions. [list conditions]

Town of Apple Valley
1777 N Meadowlark Dr
Apple Valley UT 84737
T: 435.877.1190 | F: 435.877.1192
www.applevalleyut.gov

$1600.00

Fee: $1,100.00 + Acreage Fee	
1 – 100 Acres:	$25.00/Acre
101 – 500 Acres:	$15.00/Acre
501 + Acres:	$ 5.00/Acre

Zone Change Application

Applications Must Be Submitted By The First Wednesday Of The Month

Owner: Dean Monson		Phone: [redacted]	
Address: [redacted]		Email: [redacted]	
City: [redacted]	State: [redacted]	Zip: [redacted]	
Agent: (If Applicable) Jerry Eves		Phone: [redacted]	
Address/Location of Property: 1900 South 1800 East		Parcel ID: AV-1365-D	
Existing Zone: PUD		Proposed Zone: RE-5	
For Planned Development Purposes: Acreage in Parcel 20		Acreage in Application 20	
Reason for the request: Amend the current PUD to obtain rural estate large lot zoning			

Submittal Requirements: The zone change application shall provide the following:

- [X] A. The name and address of owners in addition to above owner.
- [X] B. An accurate property map showing the existing and proposed zoning classifications
- [X] C. All abutting properties showing present zoning classifications
- [X] D. An accurate legal description of the property to be rezoned
- [X] E. A letter from power, sewer and water providers, addressing the feasibility and their requirements to serve the project.
- [X] F. Stamped envelopes with the names and address of all property owners within 500' of the boundaries of the property proposed for rezoning. Including owners along the arterial roads that may be impacted
- [X] G. Warranty deed or preliminary title report and other document (see attached Affidavit) if applicable showing evidence the applicant has control of the property
- [X] H. Signed and notarized Acknowledgement of Water Supply (see attached).

Applicant Signature	Date
Dean Monson	6/29/23

Official Use Only	Amount Paid: $ 1,600.00	Receipt No: 45765
Date Received: July 6, 2023	Date Application Deemed Complete:	
By: gw	By:	

Parcel ID# AV-1365-D

Town of Apple Valley
1777 N Meadowlark Dr
Apple Valley UT 84737
T: 435.877.1190 | F: 435.877.1192
www.applevalleyut.gov

ACKNOWLEDGEMENT OF WATER SUPPLY

I/We, Dean Monson am/are the applicant(s) of the application known as Monson 20 Acres Zone Change located on parcel(s) AV-1365-D within the Town of Apple Valley, Washington County, Utah.

By my/our signatures(s) below, I/we do hereby acknowledge and agree to the following:

1. Approval of a development application by the Town does not guarantee that sufficient water will be available to serve the zone, project, subdivision, or development for which this application is being submitted; and
2. Prior to receiving approval for the application, the applicant shall be required by the Town of Apple Valley to provide a Preliminary Water Service letter from the Big Plains Water Special Service District ("District") which verifies the conditions required to provide services to the project, subdivision or development; and
3. The applicant assumes the entire risk of water availability for the project, subdivision or development and/or application.

Signature(s):

Name	Applicant/Owner	Date
Dean Monson	Owner	6/29/23

State of Utah)
)§
County of Washington)

On this 29 day of June, in the year 2023, before me, ~~Dean Monson~~ Brandee Walker a notary public, personally appeared Dean Monson, proved on the basis of satisfactory evidence to be the person(s) whose name(s) (is/are) subscribed to this instrument, and acknowledged (he/she/they) executed the same.

BRANDEE WALKER
Notary Public State of Utah
My Commission Expires on:
May 05, 2026
Comm. Number: 724506

Witness my hand and official seal. Bwalker
(notary signature)

(seal)

SUBDIVISION APPROVAL PROCESS

AFFIDAVIT

PROPERTY OWNER

STATE OF UTAH)
)§
COUNTY OF WASHINGTON)

I (We) Dean Monson, being duly sworn, deposed and say that I (We) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided identified in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I (We) also acknowledge that I (We) have received written instructions regarding the process for which I (We) am (are) applying and the Apple Valley Town planning staff have indicated they are available to assist me in making this application.

Property Owner

Property Owner

Subscribed and sworn to me this 29 day of June, 2023.

BRANDEE WALKER
Notary Public State of Utah
My Commission Expires on:
May 05, 2026
Comm. Number: 724506

Notary Public

Residing in: Washington Co

My Commission Expires: 5/5/2026

AGENT AUTHORIZATION

I (We), Dean Monson, the owner(s) of the real property described in the attached application, do authorize as my (our) agent(s) Jerry Eves to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative body in the Town of Apple Valley considering this application and to act in all respects as our agent in matters pertaining to the attached application.

Property Owner

Property Owner

Subscribed and sworn to me this 29 day of June, 2023.

BRANDEE WALKER
Notary Public State of Utah
My Commission Expires on:
May 05, 2026
Comm. Number: 724506

Notary Public

Residing in: Washington Co

My Commission Expires: 5/5/2026

SUBDIVISION APPROVAL PROCESS

	PROJECT NAME		
	PROCESS (Must be done in this order)		
1	SUBMIT FOR A ZONING CHANGE (IF NEEDED) TO PLANNING MANAGER		
	PLANNING BRING TO JUC FOR INPUT & COLLECTS WILL SERVE LETTERS (WATER,POWER & SEWER)		
2	PLANNING COMMISSION MEETS AND SUBMITS RECOMMENDATION FOR ZONING TO TC		
3	TOWN COUNCIL MEETS AND CONSIDERS AND VOTES ON ZONING CHANGE (IFAPPROVEDGONEXTSTEP)		
4	SUBMIT PRELIMINARY PLAT TO JUC (Joint Utility Committee) FOR COMMENTS		
5		OBTAIN WATER DISTRICT PRELIMINARY WILL-SERVE LETTER FOR SUBDIVISION	
6		OBTAIN SEWER DISTRICT PRELIMINARY WILL-SERVE LETTER FOR SUBDIVISION	
7		OBTAIN POWER COMPANY PRELIMINARY Will-SERVE LETTER FOR SUBDIVISION	
8		OBTAIN PHONE COMPANY PRELIMINARY Will-SERVE LETTER FOR SUBDIVISION	
9		OBTAIN COMMENTS FROM APPLE VALLEY PUBLIC WORKS DEPARTMENT	
10		OBTAIN COMMENTS FROM UDOT IF APPLICABLE	
11		OBTAIN COMMENTS FROM APPLE VALLEY FIRE DEPARTMENT	
12		OBTAIN COMMENTS FROM PLANNNING AND ZONING	
13	PLANNING SUBMITS PRELIM. PLAT TO PLANNING C. FOR VOTE W/WILL-SERVE LETTRS&COMMENTS		
14	PLANNING WILL SUBMIT PRELIMINARY PLAT TO TOWN COUNCIL FOR THEIR VOTE		
15	IF APPROVED SUBMIT PROPOSED CONSTRUCTION PLANS TO PUBLIC WORKS MANAGER		
16	P.W. MGR WILL DISTRIBUTE PLANS TO JUC MEMBERS FOR PLANS TO BE REDLINED		
17	PUBLIC WORKS MANAGER RETURN REDLINES TO DEVELOPER FOR CORRECTIONS		
18	DEVELOPER SUBMIT CORRECTED MASTER PLANS TO PUBLIC WORKS MANAGER		
19		Power Signs off on Master Plans (All Signatures collected by Public Works Manager)	
20		Water Signs off on Master Plans	
21		Phones Signs off On Master Plans	
22		Sewer Signs off On Master Plans	
23		FIRE CHIEF SIGNS OFF ON PLAN	
24		UDOT SIGNS OFF ON PLANS IF APPLICABLE	
25		Town Engineer signs off on Master plans	
26		PUBLIC WORKS SIGN OFF ON PLANS (ROADS, STORM WATER & PLANS MEET ALL CODES)	
27	SUBMIT FINAL PLAT TO TOWN PLANNING MANAGER (WHO COLLECTS ALL SIGNATURES)		
28	FINAL PLAT REVIEWED AND SIGNED BY TOWN ENGINEER		
29	FINAL PLAT IS APPROVED AND SIGNED BY MAYOR		
30	FINAL PLAT IS REVIEWED AND SIGNED BY PLANNING COMMISSION CHAIRMAN		
31	FINAL PLAT IS REVIEWED AND APPROVED BY TOWN ATTORNEY		
32	DEVELOPER TO SUBMIT ENGINEERS ESTIMATE FOR SUBDIVISION IMPROVEMENT COSTS		
33	DEVELOPER TO PROVIDE GUARANTEE BOND IF RECORDING PRIOR TO COMPLETION		
34	OR COMPLETE IMPROVEMENTS FIRST		
35	DEVELOPER PROVIDES 1 YEAR WARRANTY BOND OF 10-20 % OF COST		
36	PUBLIC WORKS MANAGER ISSUE NOTICE TO PROCEED ON CONSTRUCTION		
37	FINAL PLAT IS RECORDED BY TOWN ATTORNEY WITH RECORDING PAID BY DEVELOPER		

SUBDIVISION APPROVAL PROCESS

38	DEVELOPER CAN START SELLING LOTS OR BUILDING HOMES	
39	AFTER 1 YEAR SUBDIVISION IS INSPECTED AND PUNCH LIST PROVIDED TO DEVELOPER	
40	DEVELOPER FINISHES PUNCH LIST AND REQUEST RELEASE OF WARRANTY BOND	
41	PUBLIC WORKS MANAGER INSPECTS IF PUNCH LIST IS COMPLETE	
42	IF PUNCH LIST IS COMPLETE THE WARRANTY BOND IS RELEASED	

DOC ID 20220010379

Warranty Deed Page 1 of 2
Gary Christensen Washington County Recorder
02/22/2022 11:21:55 AM Fee $40.00 By GT TITLE SERVICES

MAIL TAX NOTICES TO GRANTEE(S) AT:
956 W 360 S
HURRICANE UT 84737

GT TITLE
File No. W48003

Property Reference Information:
Tax Parcel No(s).: **AV-1365-D**
Property Address(es) (if any):
(ADDRESS UNASSIGNED), APPLE VALLEY, UT 84737

WARRANTY DEED

NEXT STEP HOMES LLC, a CALIFORNIA limited liability company ("Grantor"),

in exchange for good and valuable consideraiton, hereby conveys and warrants to

DEAN MONSON ("Grantee(s)")

in fee simple the following described real property located in **WASHINGTON** County, Utah, together with all the appurtenances, rights, and privileges belonging thereto, to wit (the "Property"):

ALL OF THE NORTH ONE-HALF (½) OF THE SOUTHEAST ONE-QUARTER (¼) OF THE SOUTHWEST ONE-QUARTER (¼) OF SECTION 14, TOWNSHIP 43 SOUTH, RANGE 11 WEST, SALT LAKE BASE AND MERIDIAN.

With all the covenants and warranties of title from Grantor in favor of Grantee(s) as are generally included with a conveyance of real property by warranty deed under Utah law, except for, however, the Property is subject to: (a) leases, rights of way, easements, reservations, plat maps, covenants, conditions, and restrictions appearing of record and enforceable in law; (b) zoning and other regulatory laws and ordinances affecting the Property; and (c) real property taxes and assessments for the year **2022** and thereafter.

[Remainder of page intentionally left blank. Signatures appear on the following page.]

Unofficial Copy

Information for reference purposes:
GT Title File No.: W48003
Tax Parcel No(s).: AV-1365-D
Property Address(es) (if any):
(ADDRESS UNASSIGNED), APPLE VALLEY, UT 84737

-Signature Page to Warranty Deed-

The undersigned person who signs this deed hereby represents and certifies that the conveyance of the Property hereby has been duly approved by Grantor and that he/she has executed and delivered this deed in his/her authorized capacity on behalf of Grantor.

Witness the hand of Grantor this 17 day of **FEBRUARY, 2022**.

NEXT STEP HOMES LLC

By: _____
ARSENIO AYON
Its: **MANAGER**

STATE OF ~~UTAH~~ Virginia
ss.
COUNTY OF Fairfax

On this 17th day of **February, 2022**, personally appeared before me **ARSENIO AYON**, who stated that he/she is the **MANAGER** of **NEXT STEP HOMES LLC**, the named Grantor of the within instrument, proved on the basis of satisfactory evidence to be the person whose name(s) is/are subscribed to this instrument, and duly acknowledged that he/she/they executed this instrument in his/her authorized capacity on behalf of said company, intending to be legally bound. Witness my hand and official seal.

DANIEL PATRICK KANE
NOTARY PUBLIC
REGISTRATION # 103895
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES
APRIL 30, 2025

NOTARY PUBLIC

Unofficial Copy

ROCKY MOUNTAIN POWER

Let's turn the answers on.

Dixie Service Center
Estimating Dept.
455 N. Old Hwy 91
Hurricane, UT 84737
Fax # (435)688-8351

May 5, 2023

Dean Monson
[redacted]

Re: Monson Subdivision

Located: Parcel Number AV-1365-D

Dear Dean Monson:

After reviewing the proposed preliminary plat for the above mentioned project, I have determined that power is available within a near proximity. Rocky Mountain Power intends to serve the project with electrical service based on load requirements and specifications submitted. All electrical installations will be provided in accordance with the "Electric Service Regulations, as filed with the Utah Public Service Commission after receiving an approved plat showing easements approved by Rocky Mountain Power.

For additional consultation in this matter, please do not hesitate to call.

Sincerely,

Ruston Jenson
Estimator
Dixie Service Center
435-688-3708

May 5, 2023

Apple Valley
Frank Lindhardt
1777 North Meadowlark Drive
Apple Valley, UT 84737

Subject: Monson 20 Acres

Frank,

Ash Creek SSD is providing a will serve letter for the Monson 20 acre two-lot subdivision.

The proposed project meets the required septic density for Apple Valley. The developers understand and agree that they will need to get plan approval for the septic system. After approval, developers agree to pay all costs associated with construction and impact fees. Please let us know if you have any questions.

Sincerely,

Amber Gillette

Amber Gillette, P.E.
Engineer
Ash Creek Special Service District

1350 South Sandhollow Road, Hurricane, UT 84737
phone: 435.635.2348
email: ashcreek@infowest.com

SUNRISE ENGINEERING
11 North 300 West, Washington, Utah 84780
TEL 435.652.8450 | **FAX** 435.652.8416

May 11, 2023

Preliminary Water Service Letter
For
Monson 20 Acres
(2 lots)
Brandee Walker (Engineer)

This letter is provided as a preliminary look at the needs of your proposed development and provides options as well as potential requirements for your project.

1. Proposed connection into Cedar Pointe water system.
    a. We will need engineering calculations to ensure proper culinary requirements, fire flows and pressures throughout the development's system.
2. If current infrastructure is unable to meet flow requirements; and upon discussion and approval of the District you may be required to bring source, build a tank and infrastructure designed to meet culinary, irrigation, and fire suppression needs as requisite by the District.
3. Municipal/Culinary water rights will be required to be deeded to the District at 1 Acft per connection.
4. Standard impact and connection fees will apply.
5. Easements as required for water infrastructure and District access.
6. Upon completion of the water system by the Developer and approval of the District's designated engineer and Water Superintendent, said water system and easements will be deeded to the District.

The above is not an all-encompassing list, but a preliminary one and may expand as your development progresses.

The District provides this letter for the purpose of a Preliminary Plat Application, and it is NOT a Will Serve Letter.

This letter will Expire in 6 months from the date on this letter which is Nov 11th, 2023.

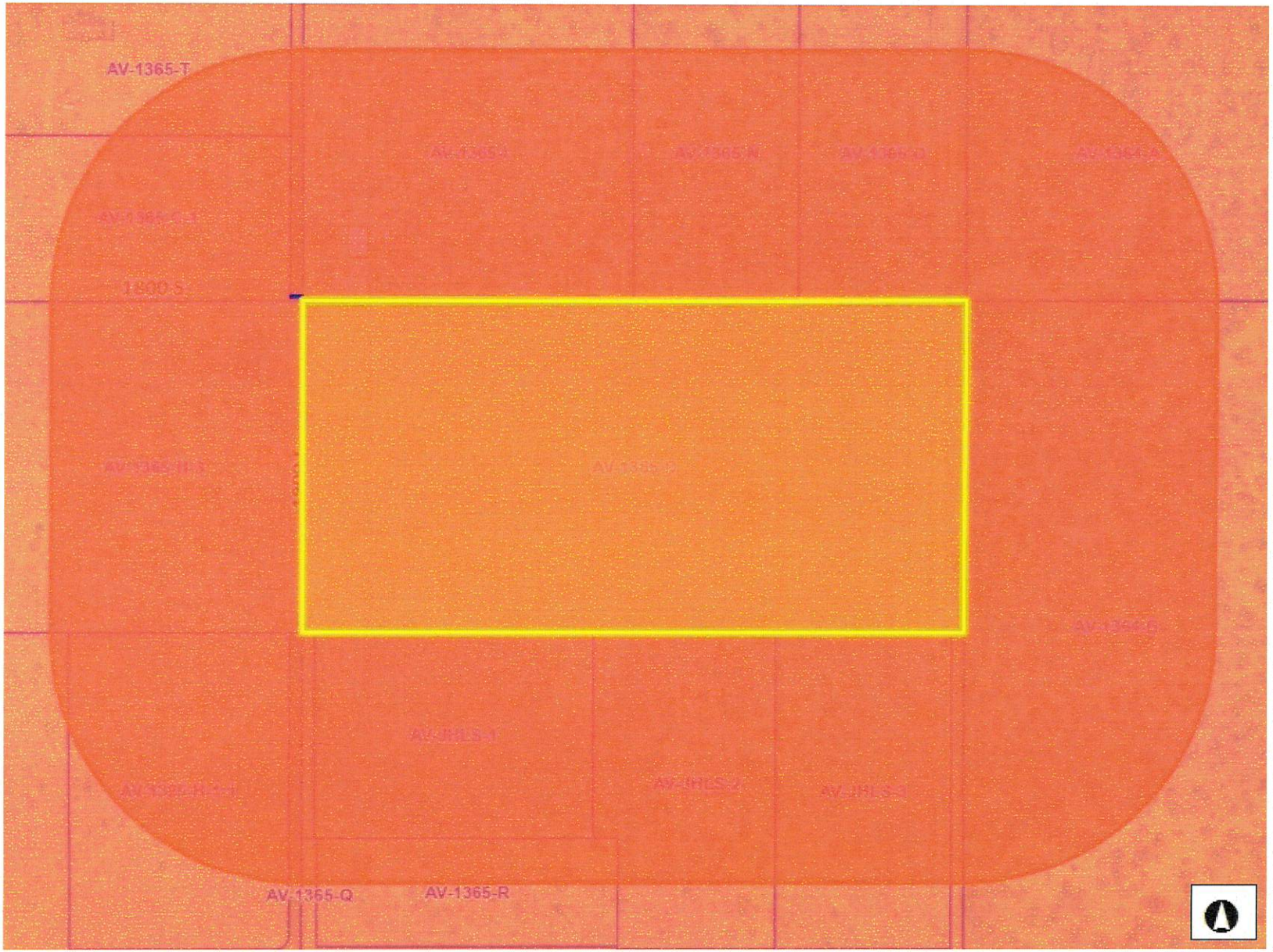
Please call me at (435) 652-8450 with any questions or comments.

Sincerely,

Nathan Wallentine
Big Plains Special Service District - District Engineer

Monson Zone Change





Legend

- Parcels
- Ownership
  - U.S. Forest Service
  - U.S. Forest Service Wilderness
  - Bureau of Land Management
  - Bureau of Land Management Wilde
  - National Park Service
  - Shivwits Reservation
  - Utah Division of Wildlife Resources
  - Utah Division of Transportation
  - State Park
  - State of Utah
  - Washington County
  - Municipally Owned
  - School District
  - Privately Owned
  - Water
  - Water Conservancy District
  - State Assessed Oil and Gas
  - Mining Claim

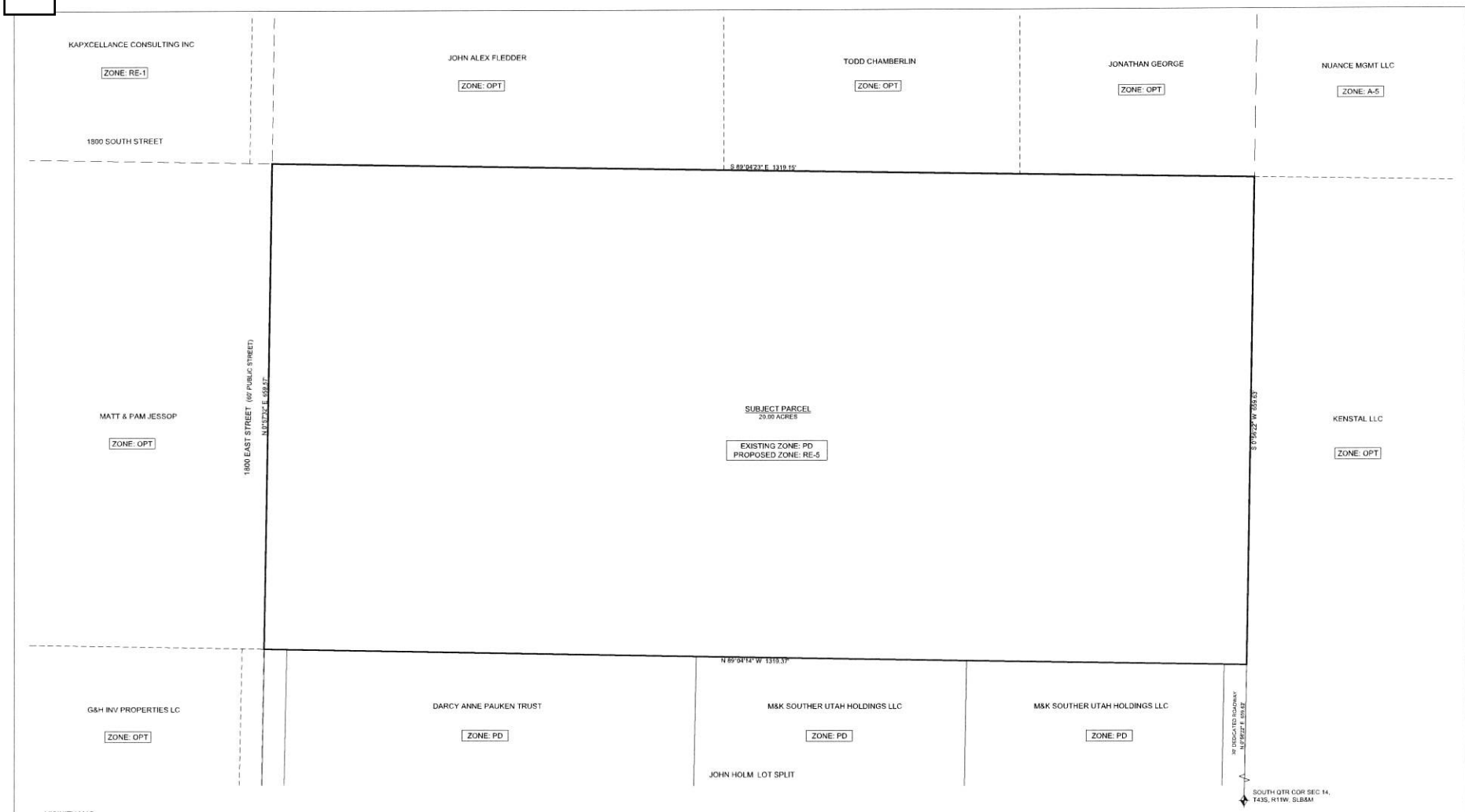
Notes

500' RADIUS
6/30/2023

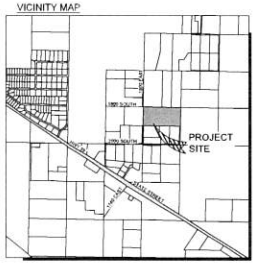
752.3 0 376.17 752.3 Feet

1984_Web_Mercator_Auxiliary_Sphere

DISCLAIMER: The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. Washington County, Utah will not be held responsible for any claims, losses or damages resulting from the use of this map.



VICINITY MAP



0 30 60 120
SCALE: 1" = 60'
(SCALE ONLY VALID FOR 24" x 36" PAPER)

LEGAL DESCRIPTION
WARRANTY DEED

ALL OF THE NORTH ONE-HALF (1/2) OF THE SOUTHEAST ONE-QUARTER (1/4) OF THE SOUTHWEST ONE-QUARTER (1/4) OF SECTION 14, TOWNSHIP 43 SOUTH, RANGE 11 WEST, SALT LAKE BASE AND MERIDIAN.

CONTAINING 20.00 ACRES

NARRATIVE

THE PURPOSE OF THIS ZONE CHANGE REQUEST IS TO CHANGE THE EXISTING PD ZONING TO RE-5, RURAL ESTATE 5 ACRE ZONING.

PROPERTY OWNER
DEAN MONSON
956 W 360 S
HURRICANE, UT 84737

JERRY EVES
435-773-8187

ZONE CHANGE
MONSON 20 ACRES

PARCEL AV-1365-D
SW 1/4 OF SECTION 14, TOWNSHIP 43 SOUTH, RANGE 11 WEST,
SALT LAKE BASE AND MERIDIAN

1453 S. DIXIE DRIVE, SUITE 150
ST. GEORGE, UT 84770
435.986.0100
CivilScience

ZONE CHANGE
MONSON 20 ACRES
LOCATED IN
SW 1/4 OF SECTION 14, TOWNSHIP 43 SOUTH, RANGE 11 WEST, SLB&M

PROJ. # FF22260
DRAWN BY: BLN
DATE: 9/30/2023
CHECKED BY: KCS
SCALE OF SHEET
HOR. SCALE: 1" = 60'

SHEET
1
OF
1

TOWN OF APPLE VALLEY
ORDINANCE O-2023-30

AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PARCEL AV-1365-D FROM PLANNED DEVELOPMENT ZONE TO RE RURAL ESTATES ZONE (RE-5.0)

WHEREAS, the Town of Apple Valley ("Town") has been petitioned for a change in the zoning classification of parcel AV-1365-D from Planned Development Zone to RE Rural Estates Zone (RE-5.0) ; and,

WHEREAS, the Planning Commission has reviewed pertinent information in the public hearing held on August 2nd, 2023. In a meeting on the same day the Planning Commission recommended approval of the zone change request by unanimous vote; and,

WHEREAS, the Town Council has reviewed the Planning Commission's recommendation; and,

WHEREAS, the Town Council finds that the requested zone change for this property is rationally based and consistent with the Town's General Plan.

WHEREAS, at a meeting of the Town Council of Apple Valley, Utah, duly called, noticed and held on the 16th day of August 2023, and upon motion duly made and seconded:

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, UTAH, that

SECTION I: The Zoning Designation for parcel AV-1365-D is changed from Planned Development Zone to RE Rural Estates Zone (RE-5.0).

SECTION II: Update of the Official Zoning Map. The official Zoning Map is amended to reflect the adoption of this ordinance.

PASSED AND ADOPTED by the Mayor and Town Council of the Town of Apple Valley, Utah this 16th day of August, 2023.

PRESIDING OFFICER

_____
Frank G. Lindhardt, Mayor

ATTEST:

_____
Jenna Vizcardo, Town Recorder

	AYE	NAY	ABSENT	ABSTAIN
Mayor | Frank Lindhardt	_____	_____	_____	_____
Council Member| Kevin Sair	_____	_____	_____	_____
Council Member | Robin Whitmore	_____	_____	_____	_____
Council Member | Jarry Zaharias	_____	_____	_____	_____
Council Member | Barratt Nielson	_____	_____	_____	_____

Planning Commission agenda report for June 28, 2023: Preliminary Plat for Monson 20 Acre subdivision with 2 lots. (updated 6/27/2023)

Zone: Single Family Residential 5 acre /lot
Acres: 20 acres this Preliminary Plat
Project location: 1900 South and 1800 East
# of Lots: 2 (also known as a Lot Split)
Report prepared by Bob Nicholson, Planning Consultant with Shums Coda

Preliminary plat: The plat contains 2 lots located at 1900 S. 1800 East. The subdivision is also called a lot split since one parcel is divided into 2 lots. This plat shows that each lot has 9.57 acres. The parcel # is AV-1365-D.

Streets and Utilities: The proposed subdivision (2 lots) fronts on 1800 East street. Please note that 1800 East street is designated on the Master Road Plan as a future local street and may need road improvements to bring up to city standard. Also the Master Road Plan shows that 2000 East Street is a proposed future collector street and street improvements may be needed along the west side of the proposed 2-lot subdivision. Road dedication and possibly street improvements are needed for 2000 East Street.

The Big Plains Water District has issued a water serve letter for the 2 lots from the water line in 1800 East Street. The Ash Creek SS District states that each lot meets the septic tank density standard and therefore septic tanks can be used subject to final approval from the Health Dept. Storm drainage and flooding control will be reviewed and approved by the City Engineer (Sunrise Engineers) as part of the final plat approval.

Staff Comments: The Preliminary Plat for the 2 lots is ready for approval, subject to the road dedication (road right of way) and possibly improvements for the 2000 East Street frontage, and also possible improvements on 1800 East Street.

Town of Apple Valley
1777 N Meadowlark Dr
Apple Valley UT 84737
T: 435.877.1190 | F: 435.877.1192
www.applevalleyut.gov

Fee: $2,700.00

Preliminary Plat Application

Applications Must Be Submitted By The First Wednesday of the Month

Owner: Dean Monson	Phone: [redacted]
Address: [redacted]	Email: [redacted]
City: [redacted] State: [redacted] Zip: [redacted]	
Agent: (If Applicable) Jerry Eves	Phone: [redacted]
Address/Location of Property: 1900 South 1800 East	Parcel ID: AV-1365-D
Subdivision Name: Monson 20 Acres	Phase: na
For Planned Development Purposes: Acreage in Parcel_____ Acreage in Application_____ # of Lots_____	
Proposed Use: 2 Single Family Lots	
Signature: Dean Monson Title: Owner Date: 5/9/23	

Official Use Only	Amount Paid: $ 2700.00	Receipt No: 44885
Date Received: RECEIVED MAY 10 2023	Date Application Deemed Complete:	
By:	By:	

Submittal Requirements: The preliminary plat application shall provide the following:

☒ 1. Description: In a title block located in the lower right corner of the sheet, the following is required:
- x a. The proposed name of the subdivision
- x b. The location of the subdivision, including the address and section, township and range.
- x c. The names and addresses of the owner or subdivider, if other than named above.
- x d. Date of preparation, and north point.
- x e. Scale shall be of sufficient size to adequately describe in legible form, all required conditions of Title 11 Subdivisions.

■ 2. Existing Conditions: The preliminary plat shall show:
- x a. The location of the nearest monument.
- x b. The boundary of the proposed subdivision and the acreage included.
- x c. All property under the control of the subdivider, even though only a portion is being subdivided. (Where the plat submitted covers only a part of the subdivider's tract, a sketch of the prospective street system of the unplatted parts of the subdivider's land shall be submitted, and the street system of the part submitted shall be considered in light of existing Master Street Plan or other Commission studies.)
- x d. The location, width and names/numbers of all existing streets within two hundred (200)

feet of the subdivision and of all prior streets or other public ways, utility rights of way, parks and other public open spaces, within and adjacent to the tract.

__na__ e. The location of all wells and springs or seeps, proposed, active and abandoned, and of all reservoirs or ponds within the tract and at a distance of at least one hundred feet (100') beyond the tract boundaries.

__x__ f. Existing sewers, water mains, culverts or other underground facilities within the tract, indicating the pipe sizes, grades, manholes and the exact locations.

__x__ g. Existing ditches, canals, natural drainage channels and open waterways and any proposed realignments.

__x__ h. Contours at vertical intervals not greater than five (5) feet.

__na__ i. Identification of potential geotechnical constraints on the project site (such as expansive rock and soil, collapsible soil, shallow bedrock and caliche, gypsiferous rock and soil, potentially unstable rock or soil units including fault lines, shallow groundwater, and windblown sand) and recommendations for their mitigation.

__x__ j. Information on whether property is located in desert tortoise take area.

■ 3. Proposed Plan: The subdivision plans shall show:

__x__ a. The layout of streets, showing location, widths, and other dimensions of proposed streets, crosswalks, alleys and easements.

__x__ b. The layout, numbers and typical dimensions of lots.

__x__ c. Parcels of land intended to be dedicated or temporarily reserved for public use or set aside for use of property owners in the subdivision.

__x__ d. Easements for water, sewers, drainage, utilities, lines and other purposes.

__x__ e. Typical street cross sections and street grades where required by the Planning Commission. (All street grades over 5% should be noted on the preliminary plat)

__x__ f. A tentative plan or method by which the subdivider proposes to handle the storm water drainage for the subdivision.

__na__ g. Approximate radius of all center line curves on highways or streets.

__x__ h. Each lot shall abut a street shown on the subdivision plat or on an existing publicly dedicated street. (Double frontage or flag lots shall be prohibited except where conditions make other design undesirable)

__na__ i. In general, all remnants of lots below minimum size left over after subdividing of a larger tract must be added to adjacent lots, rather than allow to remain as unusable parcels.

__na__ j. Where necessary, copies of any agreements with adjacent property owners relevant to the proposed subdivision shall be presented to the Planning Commission.

__X__ k. A letter from Ash Creek Special Service District , and Big Plains Water Special Service District, and Rocky Mountain Power indicating if the proposed plan meets their standards and if so, a preliminary plan for needed services and timeframe for availability of services.

__no__ l. Will this subdivision be phased? If yes, show possible phasing lines.

__x__ m. A tentative plan or method for providing non-discriminatory access to the subdivision for purposes of placement of communications infrastructure, and for purposes of placement of utility infrastructure.

☒ 4. Required copies of plans:

__X__ a. Three copies of all full-scale drawings.

__X__ b. One copy of each drawing on an 11 x 17 inch sheets. (8 ½ x 11 inch is acceptable if the project is small and the plans are readable at that size).

☒ 5. Warranty Deed or preliminary title report or other document (see attached Affidavit) showing evidence that the applicant has control of the property.

☒ 6. Signed and notarized Acknowledgement of Water Supply (see attached).

Note: It is important that all applicable information noted above is submitted with the application. An incomplete application will not be scheduled for Planning Commission consideration. A deadline missed due to an incomplete application, could result in a month's delay. Planning Commission meetings are held on the first Wednesday of each month at 6:00 p.m. The deadline to submit an application to be placed on an agenda is no later than 12:00 noon ten (10) full business days before the Planning Commission meeting at which you plan for your application to be heard.

PURPOSE

The preliminary plat application is the first step in land development process in those instances where land is divided for eventual sale. The process is established to ensure that all proposed divisions of land conform to the Town's General Plan and to adopted development standards of the Land Use Ordinance.

WHEN REQUIRED

The preliminary plat is required any time land is to be divided, re-subdivided or proposed to be divided into two (2) or more lots, parcels, sites, units, plots, or other division of land for the purpose, whether immediate or future, for offer, sale, lease, or development either on installment plan or upon any and all other plans, terms and conditions. It is not required on agricultural divisions where the agricultural parcel is divided to be combined with another agricultural parcel, nor is it required when tow un-subdivided properties are merged, or where the boundary between two un-subdivided properties are adjusted.

The preliminary plat must be approved before a final plat can be processed and recorded.

Subdivision approval process:

1. Determine current zoning for property.
2. If zoning fits desired subdivision, meet with Planning Staff to discuss the proposed project.
3. Obtain a preliminary plat application form and complete the application and have a plat prepared by an engineer to meet the requirements on the preliminary plat application.
4. Submit completed application, preliminary plat, and required fee to the Planning Department before noon on the Wednesday two weeks before desired Planning Commission meeting.
5. Appear at the scheduled Planning Commission meeting to discuss preliminary plat, hear comments, answer questions, and receive recommendation of approval or disapproval from the Planning Commission.
6. Appear at the next scheduled Town Council meeting that occurs after the Planning Commission meeting at which a recommendation was received. Hear Town Council comments, answer questions, and receive Town Council decision. Town Council can approve the plat with conditions, recommend changes and send it back to the Planning Commission, or deny the plat.
7. If preliminary plat is approved, have construction drawings for utilities and streets prepared by an engineer according to the Town standards. Construction drawings must be approved by the Planning and Zoning department, Town Engineer, Rocky Mountain Power, South Central Communications, Ashcreek Special Service

District, Southwest Public Health Department, Big Plains Water Special Service District, and any other utility provider approved by the Town. Approval means changes are made and all required signatures are obtained.

8. The owner/developer has read and understand that the Fee Schedule for the Town of Apple Valley requires that any engineering review costs incurred by the Town of Apple Valley or Big Plains Water Special Service District for review of any and all plans and or designs needed as part of the approval of their construction plans, shall be paid for by the owner/Developer.
9. Once the preliminary plat is approved by the Town Council, the applicant has one year after receiving approval of the preliminary plat to submit the final plat to the Planning Commission for action. The Planning Commission may authorize a one-year time extension, provided the extension request is made before the one-year time limit is reached. The Planning Commission will review and make recommendation to the Town Council on the final plat when submitted. The Town Council will typically review the Planning Commission recommendation within 1-2 weeks after the Commission action on the final plat.

APPEALS

The Planning Commission makes a recommendation to the Town Council, so there is no appeal. The Town Council's action on a preliminary plat is final unless appealed to the appropriate court.

Parcel ID# _____

Town of Apple Valley
1777 N Meadowlark Dr
Apple Valley UT 84737
T: 435.877.1190 | F: 435.877.1192
www.applevalleyut.gov

ACKNOWLEDGEMENT OF WATER SUPPLY

I/We, _____ am/are the applicant(s) of the application known as Monson 20 Acres Preliminary Plat located on parcel(s) AV-1365- within the Town of Apple Valley, Washington County, Utah.

By my/our signatures(s) below, I/we do hereby acknowledge and agree to the following:

1. Approval of a development application by the Town does not guarantee that sufficient water will be available to serve the zone, project, subdivision, or development for which this application is being submitted; and
2. Prior to receiving approval for the application, the applicant shall be required by the Town of Apple Valley to provide a Preliminary Water Service letter from the Big Plains Water Special Service District ("District") which verifies the conditions required to provide services to the project, subdivision or development; and
3. The applicant assumes the entire risk of water availability for the project, subdivision or development and/or application.

Signature(s):

X _____	X _____	X 5/5/23
Name	Applicant/Owner	Date
_____	_____	_____
Name	Applicant/Owner	Date
_____	_____	_____
Name	Applicant/Owner	Date

State of _____)
)§
County of _____)

On this 5th day of May, in the year 2023, before me, Spencer Crocco a notary public, personally appeared Monson Monson, proved on the basis of satisfactory evidence to be the person(s) whose name(s) (is/are) subscribed to this instrument, and acknowledged (he/she/they) executed the same.

Witness my hand and official seal. _____
(notary signature)

(seal)

NOTARY PUBLIC
SPENCER CROCCO
COMM. # 727786
MY COMMISSION EXPIRES
NOVEMBER 4, 2026
STATE OF UTAH

SUBDIVISION APPROVAL PROCESS

AFFIDAVIT PROPERTY OWNER

STATE OF UTAH)
)§
COUNTY OF WASHINGTON)

I (We) Dean Monson, being duly sworn, deposed and say that I (We) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained, and the information provided identified in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I (We) also acknowledge that I (We) have received written instructions regarding the process for which I (We) am (are) applying and the Apple Valley Town planning staff have indicated they are available to assist me in making thisapplication.

K Dean Monson
Property Owner

Property Owner

Subscribed and sworn to me this 5th day of May, 2023.

Notary Public

NOTARY PUBLIC
SPENCER CROCCO
COMM. # 727786
MY COMMISSION EXPIRES
NOVEMBER 4, 2026
STATE OF UTAH

Residing in: Hurricane, UT My

Commission Expires: Nov-4-2026

AGENT AUTHORIZATION

I (We), Dean Monson, the owner(s) of the real property described in the attached application, do authorize as my (our) agent(s) Brandon Walker / Civil Science to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative body in the Town of Apple Valley considering this application and to act in all respects as our agent in matters pertaining to the attached application.

K Dean Monson
Property Owner

Property Owner

Subscribed and sworn to me this 5th day of May, 2023.

Notary Public

NOTARY PUBLIC
SPENCER CROCCO
COMM. # 727786
MY COMMISSION EXPIRES
NOVEMBER 4, 2026
STATE OF UTAH

Residing in: Hurricane, UT My

Commission Expires: Nov-4-2026

ROCKY MOUNTAIN POWER

Let's turn the answers on.

Dixie Service Center
Estimating Dept.
455 N. Old Hwy 91
Hurricane, UT 84737
Fax # (435)688-8351

May 5, 2023

Dean Monson
[redacted]

Re: Monson Subdivision

Located: Parcel Number AV-1365-D

Dear Dean Monson:

After reviewing the proposed preliminary plat for the above mentioned project, I have determined that power is available within a near proximity. Rocky Mountain Power intends to serve the project with electrical service based on load requirements and specifications submitted. All electrical installations will be provided in accordance with the "Electric Service Regulations, as filed with the Utah Public Service Commission after receiving an approved plat showing easements approved by Rocky Mountain Power.

For additional consultation in this matter, please do not hesitate to call.

Sincerely,

Ruston Jenson
Estimator
Dixie Service Center
435-688-3708

May 5, 2023

Apple Valley
Frank Lindhardt
1777 North Meadowlark Drive
Apple Valley, UT 84737

Subject: Monson 20 Acres

Frank,

Ash Creek SSD is providing a will serve letter for the Monson 20 acre two-lot subdivision.

The proposed project meets the required septic density for Apple Valley. The developers understand and agree that they will need to get plan approval for the septic system. After approval, developers agree to pay all costs associated with construction and impact fees. Please let us know if you have any questions.

Sincerely,

Amber Gillette

Amber Gillette, P.E.
Engineer
Ash Creek Special Service District

1350 South Sandhollow Road, Hurricane, UT 84737
phone: 435.635.2348
email: ashcreek@infowest.com

Brandee Walker

From: (Jenna) Town Clerk <clerk@applevalleyut.gov>
Sent: Thursday, May 4, 2023 10:24 AM
To: Brandee Walker
Cc: Andy McGinnis
Subject: Will Serve - Monson 20 Acres
Attachments: 22280 Monson_PRE PLAT_050323.pdf

Hello Brandee, this is handled by the Water District Chairman, Andy McGinnis and he has been sent this information with the attachment. Thank you.

Thank You and Enjoy Your Day,

Jenna Vizcardo
Town of Apple Valley
Town Clerk and Recorder
Ph: (435) 877-1190
Website: www.applevalleyut.gov

CONFIDENTIALITY NOTICE: The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. If you are not the intended recipient of this message or their agent, or if this message has been addressed to you in error, please immediately alert the sender by reply email and then delete this message and any attachments. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying, or storage of this message or its attachments is strictly prohibited.

On Wed, May 3, 2023 at 4:30 PM Brandee Walker <bwalker@civilscience.com> wrote:

> We are requesting a will serve letter as required by Apple Valley preliminary plat application for a two-lot subdivision as per the attached. The proposed subdivision is located at approximately 1900 South 1800 East Street. The development is requesting two connect to water meters to the existing main water line located in 1800 East Street.
>
> Thank you,
>
> CivilScience
> Engineers Surveyors Solutions
> 1453 S Dixie Drive, Ste 150
> St George, UT 84770
>
> Brandee Walker
>
> Senior Project Manager
>
> 435 668 4023 c

DOC ID 20220010379

Warranty Deed Page 1 of 2
Gary Christensen Washington County Recorder
02/22/2022 11:21:55 AM Fee $40.00 By GT TITLE SERVICES

MAIL TAX NOTICES TO GRANTEE(S) AT:
956 W 360 S
HURRICANE UT 84737

GT TITLE
File No. W48003

Property Reference Information:
Tax Parcel No(s).: **AV-1365-D**
Property Address(es) (if any):
(ADDRESS UNASSIGNED), APPLE VALLEY, UT 84737

WARRANTY DEED

NEXT STEP HOMES LLC, a CALIFORNIA limited liability company ("Grantor"),

in exchange for good and valuable consideraiton, hereby conveys and warrants to

DEAN MONSON ("Grantee(s)")

in fee simple the following described real property located in **WASHINGTON** County, Utah, together with all the appurtenances, rights, and privileges belonging thereto, to wit (the "Property"):

ALL OF THE NORTH ONE-HALF (½) OF THE SOUTHEAST ONE-QUARTER (¼) OF THE SOUTHWEST ONE-QUARTER (¼) OF SECTION 14, TOWNSHIP 43 SOUTH, RANGE 11 WEST, SALT LAKE BASE AND MERIDIAN.

With all the covenants and warranties of title from Grantor in favor of Grantee(s) as are generally included with a conveyance of real property by warranty deed under Utah law, except for, however, the Property is subject to: (a) leases, rights of way, easements, reservations, plat maps, covenants, conditions, and restrictions appearing of record and enforceable in law; (b) zoning and other regulatory laws and ordinances affecting the Property; and (c) real property taxes and assessments for the year **2022** and thereafter.

[Remainder of page intentionally left blank. Signatures appear on the following page.]

Unofficial Copy

Information for reference purposes:
GT Title File No.: W48003
Tax Parcel No(s).: AV-1365-D
Property Address(es) (if any):
(ADDRESS UNASSIGNED), APPLE VALLEY, UT 84737

-Signature Page to Warranty Deed-

The undersigned person who signs this deed hereby represents and certifies that the conveyance of the Property hereby has been duly approved by Grantor and that he/she has executed and delivered this deed in his/her authorized capacity on behalf of Grantor.

Witness the hand of Grantor this 17 day of **FEBRUARY, 2022**.

NEXT STEP HOMES LLC

By: _____
ARSENIO AYON
Its: **MANAGER**

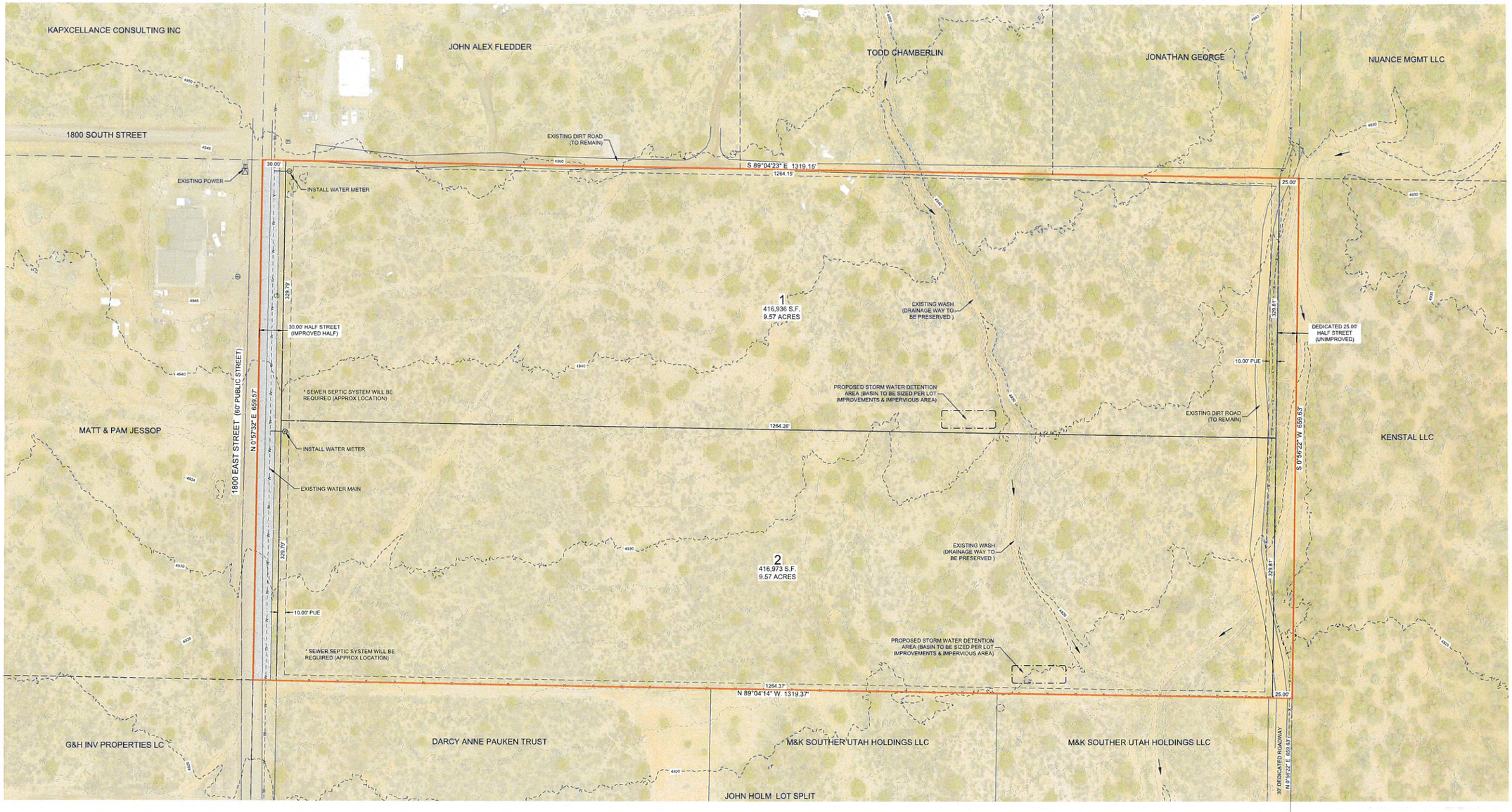
STATE OF ~~UTAH~~ Virginia)
) ss.
COUNTY OF Fairfax)

On this 17th day of **February, 2022**, personally appeared before me **ARSENIO AYON**, who stated that he/she is the **MANAGER** of **NEXT STEP HOMES LLC**, the named Grantor of the within instrument, proved on the basis of satisfactory evidence to be the person whose name(s) is/are subscribed to this instrument, and duly acknowledged that he/she/they executed this instrument in his/her authorized capacity on behalf of said company, intending to be legally bound. Witness my hand and official seal.

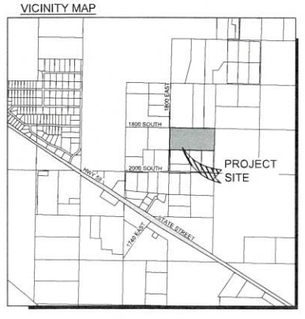
DANIEL PATRICK KANE
NOTARY PUBLIC
REGISTRATION # 103895
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES
APRIL 30, 2025

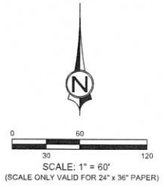
NOTARY PUBLIC

Unofficial Copy



VICINITY MAP

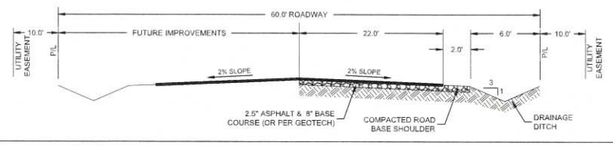




LEGEND

- FIRE HYDRANT
- WATER GATE VALVE
- EXISTING WATER GATE VALVE
- WATER LATERAL & SERVICE WITH BOX
- EXISTING WATER LINE
- C-900 CLASS 150 WATER LINE
- PROJECT BOUNDARY
- PROPOSED PUBLIC UTILITY EASEMENT LINE
- DRAINAGE FLOW DIRECTION
- PROPOSED STORM WATER BASIN (TO BE CONSTRUCTED PER LOT)

1800 EAST STREET



USGS SPECIAL STUDY 127

- GEOLOGIC HAZARD FAULTS AND SURFACE FAULTING: NOT AFFECTED
- GEOLOGIC HAZARD LIQUEFACTION: NOT AFFECTED
- FEMA FLOODING: NOT AFFECTED
- GEOLOGIC HAZARD LANDSLIDE HAZARD: NOT AFFECTED
- GEOLOGIC HAZARD ROCK FALL HAZARD: NOT AFFECTED
- PROBLEM SOIL & ROCK HAZARDS: SOILS TYPES INCLUDE REDBANK FINE SANDY LOAM & PALMA LOAMY FINE SAND
- SHALLOW GROUND WATER: NOT AFFECTED

PROJECT NOTES

1. PROJECT TO BE DEVELOPED IN A SINGLE PHASE THAT CONTAINS 2 LOTS ON 20.0 ACRES.
2. PROPERTY IS NOT LOCATED IN A DESERT TORTOISE TAKE AREA.

DRAINAGE NOTE

THERE ARE TWO EXISTING NATURAL DRAINAGE WASHES THAT ARE LOCATED ON SITE. THESE WASHES WILL BE PRESERVED AND CONTINUE TO CONVEY HISTORICAL FLOWS. EACH LOT WILL BE REQUIRED TO DETAIN POST DEVELOPMENT FLOWS IN A DRAINAGE BASIN TO BE SIZED AT TIME OF HOME DEVELOPMENT. THE 1800 EAST PUBLIC RIGHT OF WAY WILL PROVIDE A DRAINAGE DITCH ALONG THE STREET SHOULDER. CHECK DAMS SHOULD BE INSTALLED AT INTERVALS DETERMINED BY AN DRAINAGE STUDY AT TIME OF CONSTRUCTION DOCUMENTS TO DETAIN AND SLOW STREET RUNOFF.

LEGAL DESCRIPTION

ALL OF THE NORTH ONE-HALF (½) OF THE SOUTHEAST ONE-QUARTER (1/2) OF THE SOUTHWEST ONE-QUARTER (1/4) OF SECTION 14, TOWNSHIP 43 SOUTH, RANGE 11 WEST, SALT LAKE BASE AND MERIDIAN.
CONTAINS 20.0 ACRES MORE OR LESS

PROPERTY OWNER
DEAN MONSON
956 W 360 S
HURRICANE, UT 84737

JERRY EVES
435-773-8187

PRELIMINARY PLAT
MONSON 20 ACRES

PARCEL AV-1365-D
SW 1/4 OF SECTION 14, TOWNSHIP 43 SOUTH, RANGE 11 WEST,
SALT LAKE BASE AND MERIDIAN

1453 S. DIXIE DRIVE, SUITE 150
ST. GEORGE, UT 84770
435.986.0100
CivilScience

PRELIMINARY PLAT
MONSON 20 ACRES
LOCATED IN
SW 1/4 OF SECTION 14, TOWNSHIP 43 SOUTH, RANGE 11 WEST, SLB&M

PROJ. #: FF22280
DRAWN BY: BLW
DATE: 05/03/2023
CHECKED BY: KCS
SCALE OF SHEET
HOR SCALE: 1" = 60'

SHEET
1
OF
1

APPLE VALLEY
ORDINANCE O-2023-26

NOW THEREFORE, be it ordained by the Council of the Apple Valley, in the State of Utah, as follows:

SECTION 1: **ADOPTION** "10.40 Private Cemeteries For Human Interment" of the Apple Valley Land Use is hereby *added* as follows:

BEFORE ADOPTION

10.40 Private Cemeteries For Human Interment (Non-existent)

AFTER ADOPTION

10.40 Private Cemeteries For Human Interment*(Added)*

A. Private Cemeteries, by definition, are not intended for general public use, being restricted to relatives and other close associations of a particular family or families. Private cemeteries may exist under the following rules:
    1. Private cemeteries located on a parcel with an existing residential and/or agricultural principal uses(s) must be recorded as a deed restriction and must be recorded at the time of sale, accompanied by a map exhibit showing the exact location of the private cemetery on the property.
    2. Private cemeteries must also be clearly delineated by a fence or low wall to separate it from the rest of the lot.
    3. A private cemetery cannot exist on a lot smaller than twenty-five (25) acres in size and the lot cannot be subdivided in the future to be smaller than the required lot size of twenty-five (25) acres.
    4. The private cemetery shall not comprise more than five (5) percent of the total area of the lot that the private cemetery is on.
    5. There shall be no principal building in the private cemetery area.
    6. Burial sites in the private cemetery may not be sold and are not intended for general public use outside of family members.
B. It is the responsibility of the property owner to govern necessary processes for the private cemetery, such as interments, services, maintenance, and record keeping, subject to the other requirements of **AVMC Chapter 14.13 Cemeteries**. The establishment of a legal organization to govern these processes for a private cemetery is encouraged, but not required. A death certificate must be filed for those deceased and intended for burial in a private cemetery.
C. Refer to AVMC Chapter 14.13 for cemetery regulations.

REPEALER CLAUSE All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SEVERABILITY CLAUSE Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

EFFECTIVE DATE This Ordinance shall be in full force and effect from August 16, 2023.

PASSED AND ADOPTED BY THE APPLE VALLEY COUNCIL _____.

	AYE	NAY	ABSENT	ABSTAIN
Mayor | Frank Lindhardt	_____	_____	_____	_____
Council Member | Jarry Zaharias	_____	_____	_____	_____
Council Member | Barratt Nielson	_____	_____	_____	_____
Council Member | Kevin Sair	_____	_____	_____	_____
Council Member | Robin Whitmore	_____	_____	_____	_____

Attest

_____
Jenna Vizcardo, Town Clerk, Apple Valley

Presiding Officer

_____
Frank Lindhardt, Mayor, Apple Valley

APPLE VALLEY
ORDINANCE O-2023-29

NOW THEREFORE, be it ordained by the Council of the Apple Valley, in the State of Utah, as follows:

SECTION 1: **AMENDMENT** "14.13.090 Restrictions On Burial" of the Apple Valley Municipal Code is hereby *amended* as follows:

AMENDMENT

14.13.090 Restrictions On Burial

It shall be unlawful for any person to bury the body of a deceased person within the town limits, except in a cemetery as described in section 14-13-02~~3~~0 of this chapter, unless it is a private cemetery as regulated in AVLU 10.40 Private Cemeteries For Human Interment. No grave in the cemetery shall be opened or filled, refilled, or sodded, except by employees of the town under the direction of the sexton. All parts of a burial or cremation vault shall be at least two feet (2') below the surface of the ground. One (1) interment only shall be allowed in a casket except for a parent with their infant child, two (2) children who are buried at the same time, or one (1) cremated remains placed in the casket at the time of burial. Double Depth burials are allowed.

SECTION 2: **REPEALER CLAUSE** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 3: **SEVERABILITY CLAUSE** Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 4: **EFFECTIVE DATE** This Ordinance shall be in full force and effect from August 16, 2023.

PASSED AND ADOPTED BY THE APPLE VALLEY COUNCIL _____.

	AYE	NAY	ABSENT	ABSTAIN
Mayor | Frank Lindhardt	_____	_____	_____	_____
Council Member | Jarry Zaharias	_____	_____	_____	_____
Council Member | Barratt Nielson	_____	_____	_____	_____
Council Member | Kevin Sair	_____	_____	_____	_____
Council Member | Robin Whitmore	_____	_____	_____	_____

Attest

_____
Jenna Vizcardo, Town Clerk, Apple Valley

Presiding Officer

_____
Frank Lindhardt, Mayor, Apple Valley

TOWN OF APPLE VALLEY

RESOLUTION R-2023-28

A RESOLUTION FOR APPROVAL OF ADDITIONAL PTIF ACCOUNTS FOR CEMETERY FUNDS

WHEREAS, the Town of Apple Valley ("Town") invests funds in the Utah Public Treasurers' Investment Fund (PTIF) as authorized by the Utah Money Management Act; and

WHEREAS, the Town is in the process of setting up various processes for the cemetery; and

WHEREAS, the Town Council has decided it is in the best interest of cemetery funds to be separated from the general operating funds and to be invested for future financial increases; and

WHEREAS, Town Council has decided to open two new PTIF accounts; one for general operating funds, one for the perpetual care fund.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Apple Valley to open two PTIF accounts for the purpose of separation and investment. One will be for general operating purposes; the other will be for the perpetual care fund.

PASSED this 16th day of August 2023. This resolution shall be in full force and effect from the date of passage and after any required publication.

TOWN OF APPLE VALLEY

PRESIDING OFFICER

_____

Frank G. Lindhardt, Mayor

ATTEST:

_____

Jenna Vizcardo, Town Recorder

	AYE	NAY	ABSENT	ABSTAIN
Mayor | Frank Lindhardt	_____	_____	_____	_____
Council Member| Kevin Sair	_____	_____	_____	_____
Council Member | Robin Whitmore	_____	_____	_____	_____
Council Member | Jarry Zaharias	_____	_____	_____	_____
Council Member | Barratt Nielson	_____	_____	_____	_____

	St. George		Hurricane		Washington		Kanab		Cedar City		La Verkin		Herriman		APPLE VALLEY	
	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident
LOT FEES																
Full Lot	450	650	350	550	600	2000	200	400	600	1200	350	650	750	1500	600	1500
Full Lot-Upright	600	900														
Half Lot	300	395	175	275											450	1350
Half Lot-Upright	450	645														
Half Lot-Infant													0	500	100	500
BURIAL FEES																
Weekday-Adult	500	650	275	275	400	650	200	350	275	325	300-500	500-700	750	1500	500	700
Weekday-Cremation	300	400	150	150	200				160	190	150-250	250-350			300	400
Weekday-Infant	0	0	150	150	0	0			160	190			0	500	0	500
Weekend-Adult	750	950	400	400	550	950	300	450	475	525	500	700			750	950
Holiday-Adult			400	400			400	550	475	525	500				750	950
Weekend-Cremation	350	450	225	225	200				285	315	250	350			350	450
Weekend-Infant	0	0	225	225	0	0			285	315			500	750	250	300
Holiday-Cremation			225	225							250				350	450
Holiday-Infant	0	0	225	225					285	315					350	450
Double Depth Burial-1st Open	Double Standard Fee														Double Standard Fee	
Disinterment-Adult	1190	1190	1000	1000	1250		300 + vault disposal	300 + vault disposal	1400	1400	1000	1000	750		1200	1200
Disinterment-Infant/Cremation	595	595	1000	1000					500	500	300-500	300-500			600	600
Double Depth-Disinterment	Double Standard Fee		N/A	N/A											Double Standard Fee	
Late Notice/Late Arrival	200	200			100										200	200
PERPETUAL CARE (Non-Refundable)																
Full Lot	300	400	200	200			250	500			200	200			300	300
Full Lot-Upright	450	650													450	450
Half Lot	100	150	100	100											100	100
Half Lot-Upright	250	400													250	250
OPENING/CLOSING FEES In addition to Burial Fees)	250	350														
TRANSFER	25	25			40				35	35	40	40	25	25	40	40
CERTIFICATE FEE													25	25	25	25
Funeral/Graveside Services beginning after 2:00 pm additional fee													600	600	600	600
MEMORIAL TREE															$100 min	$100 min

SECTION 1: **AMENDMENT** "Fee Schedule" of the Apple Valley Fee Schedule is hereby *amended* as follows:

AMENDMENT

Fee Schedule

TOWN OF APPLE VALLEY **FEE SCHEDULE**

ADMINISTRATIVE FEES			
Government Records Access Management Act (GRAMA) Request		To be determined on an individual basis per UCA 63-2-203	
Photo Copies			
	8 1/2 x 11 single or double sided on town paper	$0.25	
	11 x 17 single or double sided on town paper	$0.50	
	Land Use (Zoning Ordinance)	$22	
	Subdivision Ordinance	$9	
	General Plan	$8	
	Standards and Specifications	$25	
	Maps 24" x 36"	$40	
	Maps 11" x 17"	$5	
	Copies on CDs	$5	
Returned Check Fee (Utah Code Title 7 Section 15)		$25	
Smithsonian Fire Department Facility			
	Training Room	$50	
	One Bay (Fire Dept Approval)	$75	
	Two Bay (Fire Dept Approval)	$150	
	Refundable Deposit	$100	
Park Reservation			
	Parks are a first come, first serve basis only		
	Pavilion Rental 1/2 Day	$25	
	Pavilion Rental Full Day	$50	

	Refundable Cleaning Deposit	$150	
Credit Card Processing Fees			
	Payments over $200.00 made with a credit card are subject to an additional 3% processing fee. This applies to transactions other than monthly utility charges. There is no fee for payments made with cash or check.		
Special Fees			
	Special fees or exceptions may be granted by the Town Council for local non-profit organizations or civic functions depending on scheduling conflicts, etc. Additional fees may be charged if there are special needs; i.e., A/V equipment, change in room setup or large groups.		
Professional Fees			
	Engineering/Legal/Administrative Fees	Actual Cost	
LICENSES		Initial	Renewal
Alcohol License			
	Class A Retail License (Off Premises)	$300	$300
	Class B Retail License (On Premises)	$1,000	$500
	Class C Retail License (Draft)	$1,250	$750
	Class D Special Events License	$200	N/A
	Class D Special Events Permit Application	$125	N/A
	Class D Special Events Permit Change Fee	$25	N/A
	Class E Arena/Facility License	$800	$400
	Class F Brewpub and Microbrewery License	$300	$150
	Temporary License	$200	N/A
	Government Owned Facility License	$400	$200
Business License			
	Commercial	$150	
	Commercial; Additional Use	$20	
	Home Based; Non-Impact	N/A	
	Home Based; Impact	$150	

	Local Licensed Non-Profit Organizations	N/A	
	Single Event License	$100	
	Dog Kennel License; non-commercial	$50	
	Fire Inspection Fee	$150	
	Code Inspection Fee	$150	
	Business License late Fee	$25 per month or portion of month	
ANIMAL CONTROL (1-year license Expires Dec 31)			
	Dog License : Spayed/Neutered	$10.00	
	Dog License : Functional	$20.00	
	Late fee	25% after February 15	
SOLID WASTE			
	Monthly Fee	$13.59	
STORM DRAINAGE			
	Residential	$10/Month	
	Commercial	$35/Month	
SIGNS			
	Free Standing Sign	$100	
	Monument	$100	
	Temporary Sign	N/A	
	Wall Sign	N/A	
	Sign Review Board	$100	
ZONING			
	Annexation	$2,200	
	Conditional Use Permit (CUP)	$800.00	
	Easement Abandonment	$800.00	
	Encroachment Permit	$700 + $10 per square foot, $500 non-compliance	
	General Plan Amendment	$1,050 + Acreage Fee	
	Zone Change	$1,100 + Acreage fee	
	Acreage Fee (This is a sliding fee schedule		

	charged in the following incremental tier schedule)		
	First: 1-100 acres	$25/Acre	
	Then: 101-500 acres	$15/Acre	
	Then: 500+	$5/Acre	
	Note: Acreage to be zoned open space: no charge if over 10 acres		
	Note: <1 Acre: No acreage charge		
	Note: Open space includes parks, golf courses, flood plains, hillsides and similar natural areas, but not required recreation areas and setback areas.		
	Home Occupation Permit	$10 Reprint	
	Lot Split	$800 per new lot	
	Non-Compliant Lot Split	$900 per new lot	
	Lot Line Adjustments	$800 per application	
	Planning Staff Review (PSR)	$75/Hr (1 Hr Min)	
	Site Plan Review (*SPR)	$750 + Actual Cost	
	*An SPR is used for commercial, industrial and institutional developments; exceptions are public schools and minor additions to an existing development		
	Engineering/Legal/Admin Fees	Actual Cost	
	Planned Developments and Development Agreement Fees		
	Initial Fee	$7,400 + Engineering Cost of Services	
	Revisions/Amendments	$2,500 + Engineering Cost of Services	
	Road Dedications	$750	
SUBDIVISIONS AND OTHER PROJECTS			
	Construction Plan & Review Fee		
	Application Fee	$500	
	1-10 Lots	$1,000	
	11-20 Lots	$100/Lot	
	21+ Lots	$125/Lot	
	Preliminary Plat	$2,700	
	Final Plat (Subdivision, town homes, roads, etc.)	$1,200 + $160/Lot	
AMENDMENTS			
	Preliminary Plat	$2,700	

	Final Plat	$1,300 + $10/Lot	
	Public Improvement Inspection Fee	2% of Public Works Improvement Construction Costs	
BOARD OF APPEALS			
	Variance Application	$550	
	Appeal Hearing	$550	
BUILDING PERMITS			
	Pools/Solar/Other	$375	
	Building Permit	Based on Valuation See Table Below	
	State Building Permit Surcharge	1% of Building Permit Fee	
	Plan Review	15% of Permit Fee	
	Special Inspection	$125	
	Re-Inspection Fee	$125	
	Building Permit Issued After-The-Fact	Double Permit Fee	
	TOTAL VALUATION	**FEE**	
	Valuation = Square Fee x Current ICC Building Valuation		
	$1 to $500	$23.50	
	$501 to $2,000	$23.50 for the first $500 plus $3.05 for each additional $100 or fraction thereof, to and including $2,000	
	$2,001 to $25,000	$69.25 for the first $2,000 plus $14.00 for each additional $1,000 or fraction thereof, to and including $25,000	
	$25,001 to $50,000	$391.75 for the first $25,000 plus $10.10 for each additional $1,000 or fraction thereof, to and including $50,000	
	$50,001 to $100,000	$643.75 for the first $50,000 plus $7.00 for each additional $1,000 or fraction thereof, to and including $100,000	
		$993.75 for the first $100,000 plus $5.60	

	$100,001 to $500,000	for each additional $1,000 or fraction thereof, to and including $500,000	
	$500,001 to $1,000,000	~~$3,233.75 for the first $500,000 plus~~ $4.75 for each additional $1,000 or fraction thereof, to and including $1,000,000	
	$1,000,001 and up	$5,608.75 for the first $1,000,000 plus $3.65 for each additional $1,000 or fraction thereof	
REFUNDS			
	Where applicant voluntarily withdraws the application, the following refunds will apply:		
	Notification of Hearing	90% of total filing fee	
	Planning Staff Review (PSR) meeting or written comments from department received	50% of total filing fee	
	Staff Report Completed	25% of total filing fee	
	Public Hearing Held	No Refund	
	Staff error resulting in mandatory withdrawal	100% Refund	
CEMETERY			
LOT FEES		RESIDENT	NON-RESIDENT
	Full Lot (Including Stacked)	*$600	*$1,500
	Half Lot (Including Stacked)	*$450	*$1,350
	Half Lot - Infant	$100	$500
BURIAL FEES			
	Weekday - Adult	$500	$700
	Weekday - Cremation	$300	$400
	Weekday - Infant	$0	$500
	Weekend - Adult	$750	$950
	Weekend - Cremation	$350	$450
	Weekend - Infant	$250	$350
	Holiday - Adult	$750	$950
	Holiday - Cremation	$350	$450
	Holiday - Infant	$350	$450
	Double Depth Burial - 1st Open	Double the Standard Fee	Double the Standard Fee

PERPETUAL CARE			
	Full Lot	$300	$300
	Full Lot - Upright	$450	$450
	Half Lot	$100	$100
	Half Lot - Upright	$250	$250
OTHER SERVICES			
	Disinterment - Adult	$1,200	$1,200
	Disinterment - Infant/Cremation	$600	$600
	Disinterment - Double Depth	Double the Standard Fee	Double the Standard Fee
	Late Notice/Late Arrival	$200	$200
	Funeral/Graveside Services Beginning after 3:00 pm	$600	$600
	Certificate Fee	$25	$25
	Transfer Fee	$40	$40
	Memorial Tree	$100 Min	$100 Min
	*50% Discount for Veterans and Individuals who have served on Town Council, Planning Commission, Big Plains Water District, and Fire Department (Volunteer)		

TOWN OF APPLE VALLEY

RESOLUTION R-2023-27

A RESOLUTION AMENDING THE TOWN FEE SCHEDULE

WHEREAS, the Town of Apple Valley ("Town") has adopted a fee schedule related to various fees imposed by the Town; and,

WHEREAS, the Town Council of the Town of Apple Valley deems it necessary and appropriate that the fee schedule be amended; and,

WHEREAS, at a meeting of the Town Council of the Town of Apple Valley, Utah, duly called, noticed, and held on the 16th day of August 2023, a motion to amend the fee schedule was proposed, seconded, and accepted by majority vote.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Apple Valley that the Town Fee Schedule is hereby amended to reflect the changes and additions contained in the fee schedule which is attached hereto.

PASSED this 16th day of August 2023. This resolution shall be in full force and effect from the date of passage and after the required publication.

TOWN OF APPLE VALLEY

PRESIDING OFFICER

_____

Frank G. Lindhardt, Mayor

ATTEST:

_____

Jenna Vizcardo, Town Recorder

	AYE	NAY	ABSENT	ABSTAIN
Mayor | Frank Lindhardt	_____	_____	_____	_____
Council Member| Kevin Sair	_____	_____	_____	_____
Council Member | Robin Whitmore	_____	_____	_____	_____
Council Member | Jarry Zaharias	_____	_____	_____	_____
Council Member | Barratt Nielson	_____	_____	_____	_____

HINTON BURDICK
CPAs & ADVISORS

August 3, 2023

Honorable Mayor, Town Council, and Management
Town of Apple Valley
1777 North Meadowlark Drive
Apple Valley, UT 84737

Purpose of Letter

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for Town of Apple Valley. This letter will confirm the nature and limitations of the services we will provide and the various responsibilities and other terms of the engagement.

Requested Procedures and Responsibilities

We will apply the agreed-upon procedures to Town of Apple Valley's accounting records, Financial Survey, and compliance with applicable state laws for the year ended June 30, 2023, in accordance with *Utah Code* 51-2a-201 and as enumerated in the *Guide for Agreed-Upon Procedures Engagements for Local Governments Entities with Annual Revenues or Expenditures Greater Than $350,000 and Less Than $1 million*, issued by the Office of the Utah State Auditor. These procedures will be applied for the purpose of reporting our findings as a result of the procedures performed. The procedures we will perform have been agreed to by the specified parties to this engagement, which are the Mayor, Town Council and Management and the Office of the Utah State Auditor.

Applicable Standards

Our engagement to apply agreed-upon procedures will be conducted in accordance with the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States (which standards incorporate by reference the American Institute of Certified Public Accountants general attestation standard on criteria, the field work and reporting attestation standards, and the corresponding statements on standards for attestation engagements). The sufficiency of the procedures is solely the responsibility of the specified parties listed above. Consequently, we make no representation regarding the sufficiency of the procedures described in the attached schedule either for the purpose for which this report has been requested or for any other purpose. If, for any reason, we are unable to complete the procedures, we will describe any restrictions on the performance of the procedures in our report, or will not issue a report as a result of this engagement.

Reporting on Agreed-upon Procedures

The agreed-upon procedures listed in the attached schedule are not designed to constitute an audit or review of Town of Apple Valley's accounting records or the Financial Survey. Also, the agreed-upon procedures are not designed to constitute an examination or review of Town of Apple Valley's compliance with applicable state laws. Therefore, we will not express and opinion or conclusion on these matters. In addition, we have no obligation to perform any procedures beyond those listed in the attached schedule.

Report Distribution

We will present a written report listing the procedures performed and our findings. This report is intended solely for the use of the specified parties as identified above and should not be used by anyone other than these specified parties. In accordance with *Government Auditing Standards*, we are required to report significant deficiencies, material weaknesses, instances of fraud, noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse that come to our attention during our agreed-upon procedures that warrant your attention. Additionally, we will report on any matter that comes to our attention that causes us to believe that amounts reported on the Financial Survey should be adjusted by more than 5% of total revenues.

Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you. You will be given the opportunity to review a draft of the report and prepare a corrective action plan in response to identified internal control deficiencies and noncompliance matters.

Documentation Ownership and Retention

The attest documentation for this engagement is the property of HintonBurdick, PLLC and constitutes confidential information. However, we may be requested to make certain attest documentation available to the Office of the Utah State Auditor pursuant to authority given to it by law or regulation. If requested, access to such attest documentation will be provided under the supervision of HintonBurdick, PLLC personnel. Furthermore, upon request, we may provide copies of selected attest documentation to the Office of the Utah State Auditor who may intend, or decide, to distribute copies of information contained therein to others, including other governmental agencies.

Peer Review Report

In accordance with the requirements of *Government Auditing Standards*, we have published on our website a copy of the latest external peer review report of our firm for your consideration.

Management

- ***Responsibilities***

  Our engagement will be conducted on the basis that Town of Apple Valley's management acknowledge and understand that they have responsibility for:

  - Designing, implementing, and maintaining internal control relevant to the Town of Apple Valley's accounting records, accuracy and completeness of the Financial Survey, and compliance with applicable state laws;
  - Selecting and determining the suitability and appropriateness of the criteria upon which the accounting records and the Financial Survey will be evaluated;
  - Compliance with applicable state laws;
  - Providing us with:
    - Access to all information of which management is aware that is relevant to the Town of Apple Valley's accounting records, Financial Survey, and compliance, such as records, documentation, and other matters (management is responsible for the accuracy and completeness of such information);
    - Additional information that we may request from management for the purpose of performing the agreed-upon procedures; and

  - Unrestricted access to persons within the entity from whom we determine it necessary to obtain attest evidence.
- Submitting our report to the Office of the Utah State Auditor.

- ***Representations***

  At the conclusion of our engagement, we will require from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the agreed-upon procedures.

Engagement Administration and Fees

Our engagement is scheduled for performance beginning November 2023 and, unless unforeseeable problems are encountered, the engagement should be completed by December 31, 2023.

R. McKay Hall, CPA, is the engagement partner for the services specified in this letter and is responsible for supervising the engagement and signing the report.

Our estimated price for these services, including out-of-pocket costs (such as report reproduction, word processing, postage, travel, etc.) will not exceed $4,650.

The above estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. If requested or required, fees for additional accounting, consultation and any other services will be billed separately and will be dependent on the level of service provided.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. Interim billings may be submitted as work progresses and expenses are incurred. In the event any statement or invoice rendered by us to you is not paid within thirty (30) days of the date of the invoice, a late charge shall be accrued on the unpaid balance at the rate of 1.5 percent per month until paid. If billings are not paid within thirty (30) days of the invoice date, at our election, we may stop all work until your account is brought current or we may withdraw from this engagement. You acknowledge and agree that we are not required to continue work in the event of your failure to pay on a timely basis for services rendered as required by this engagement letter. You further acknowledge and agree that in the event we stop work or withdraw from this engagement we shall not be liable to you for any damages that occur as a result of our ceasing to render services.

Our liability shall be limited to the period covered by our engagement and shall not extend to periods for which we are not engaged.

It is our policy to keep work papers related to this engagement for seven (7) years. Upon the expiration of the seven (7) year period, you agree that we shall be free to destroy our work papers. When records are returned to you, it is your responsibility to retain and protect your records for possible future uses, including potential examination by governmental or regulatory agencies.

In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement or the breach thereof, the parties hereto shall use their best efforts to settle the dispute, claim, question, or disagreement. To this effect, they shall consult and negotiate with each other in good faith and recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. If the dispute cannot be settled through direct discussions, the parties agree to endeavor first to settle the dispute in an amicable manner by mediation administered by the American Arbitration Association under its Commercial Mediation Rules before resorting to other legal remedies. If the parties are unable to resolve the dispute through mediation within sixty (60) days from the date notice is first given, then they may proceed to resolve the matter by arbitration. Such arbitration shall be binding and final. Any dispute over fees will be submitted for resolution by arbitration in accordance with the rules of the American Arbitration Association. In agreeing to arbitration both parties acknowledge that, in the event of a dispute each party is giving up the right to have the dispute decided in a court of law before a judge or jury and instead are accepting the use of arbitration for resolution. Costs of any mediation proceeding shall be shared equally by all parties. The prevailing party in the arbitration shall be entitled to an award of reasonable attorney's fees and costs incurred in connection with the application of the dispute in an amount to be determined by the arbitrator.

We appreciate the opportunity to be of service to Town of Apple Valley and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

If the need for additional procedures arises, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will require that they acknowledge in writing their responsibility for the sufficiency of procedures.

Respectfully,

HintonBurdick, PLLC

RESPONSE:

This letter correctly sets forth our understanding. Acknowledged and agreed on behalf of Town of Apple Valley by:

Management's signature: _____

Printed Name: _____

Title: _____

Attachment

SCHEDULE OF PROCEDURES

LARGE FINANCIAL SURVEY

GENERAL

1. We will obtain a copy of the entity's Financial Survey which was completed by the entity.

2. We will agree amounts reported on the Financial Survey to the entity's general ledger.

REVENUES

3. We will compare each revenue account on the Financial Survey to the corresponding prior period amounts. For changes greater than 5% of total revenues and 10% of the individual line item from the prior year, we will inquire of management and review applicable supporting documentation and determine whether the entity's explanation for the change was in accordance with the entity's policies and procedures, GAAP, and State and/or Federal policies as applicable.

DISBURSEMENTS

4. We will compare each expense account on the Financial Survey to the corresponding prior period amounts. For changes greater than 5% of total expenses and 10% of the individual line item from the prior year, we will inquire of management and review applicable supporting documentation to determine whether the entity's explanation for the change was in accordance with the entity's policies and procedures, GAAP, and State and/or federal policies as applicable.

ACCOUNTING RECORDS

GENERAL

5. We will inquire with those charged with governance, the chief administrative officer, and the chief financial officer (as designated in UCA 11-50-202) of any instances of fraud, illegal acts, or noncompliance.

DISBURSEMENTS

6. We will determine whether financial reports were prepared monthly or quarterly as required, and reviewed by the governing body. We will select one financial report and (1) scan the general ledger and determine that all funds are included in the report, and (2) agree the lesser of 10% or 15 line items from the report to the general ledger.

7. We will inquire with the chief administrative officer and the chief financial officer whether there were disbursements to related parties. We will also scan disbursement records for disbursements to related parties and determined who has credit cards or purchasing cards issued by the entity. We will select the lesser of 25 disbursements or 10% of disbursements ensuring that the selection includes disbursements to related parties as

well as credit card or purchase card disbursements made by members of the governing body and executive level of management.

For each transaction selected, we will determine whether the disbursement:

a. Is consistent with the entity's purpose.

b. Agrees to the receipt or invoice supporting the amount and payee.

c. Is authorized consistent with the entity's policies and procedures.

d. Is in compliance with the entity's purchasing policy (bids, quotes, etc.).

e. Is classified and recorded in accordance with the entity's chart of accounts and policies and procedures, GAAP, and State/Federal policies as applicable.

8. For each credit or purchasing card used, we will select one month during the period and determine whether card purchases were reconciled to receipts monthly by someone other than the card holder.

9. Through inquiry with management and scanning receipt records, we will determine what restricted revenue was received by the entity and select the lesser of 10% or 5 disbursements from restricted funds and determine whether the disbursements were in compliance with restrictions placed on the funds.

CASH

10. For each depository account, we will obtain the year-end bank reconciliation and one additional month's bank reconciliation and perform the following:

a. Trace the bank balance on the reconciliation to the balance per the bank statement.

b. Trace the reconciled book balance to the general ledger and the amount reported on the Financial Survey.

c. Test the clerical accuracy of the reconciliation.

d. For reconciling items greater than 5% of annual revenues, inquire of management and review applicable supporting documentation to determine that the items were consistent with the entity's policies and procedures, GAAP, and State/Federal policies. Trace the lesser of 10% or five reconciling items to a subsequent bank statement.

e. Trace the lesser of 10% or five deposit transactions and 10% or five disbursement transactions to the general ledger.

11. For each depository bank reconciliation selected above, through inquiry of management and review of the reconciliation, we will determine whether the bank reconciliation was performed by someone who does not have access to receipts or disbursements. If the individual did have access to receipts or disbursements, we will determine whether a separate individual reviewed the completed bank reconciliation.

MEETINGS

12. We will review the governing board's meeting minutes for the period applicable to the engagement through the date of the engagement. For all financial transactions discussed in the minutes exceeding 5% of total revenues, and a sample of the lesser of 10% or 3 less significant financial transactions discussed, we will trace the transactions to the entity's accounting records and determine whether the transactions were recorded and reported in accordance with the entity's policies and procedures, GAAP, and State and/or Federal policies, as applicable.

COMPLIANCE

MEETINGS

13. We will select and obtain the agenda and meeting minutes for two public meetings held during the engagement year and perform the following:

    a. Determine if the entity gave proper notice of the meeting at least 24 hours before each meeting by posting the notice on the Utah Public Notice website.

    b. Determine if the agenda was reasonably specific to enable lay persons to understand the topics to be discussed.

    c. Determine if the public body took any final actions on a topic in the meeting that was not listed under an agenda item.

    d. Determine whether the minutes were posted to the Utah Public Notice Website within three days of the minutes being approved. (Exceptions: Charter schools are required only to make the meeting minutes available to the public within three days of being approved.)

    e. If a portion of the meeting was closed to the public, determine that 1) before the meeting was closed, the reason for holding the closed meeting was documented in the meeting minutes and a roll call vote was taken, 2) the reason for closing the meeting was permitted under statute, and 3) an audio recording of the closed meeting was made.

BUDGET

14. We will determine if a budget was approved before the start of the budget year and if the budget presented to the public and governing body contained the required financial information.

15. We will determine if the entity provided the required 7-day notice for its original and final budget adoption hearing.

16. We will examine the entity's records and financial reports and determine whether the total expenditures by department stayed within the amounts appropriated in the final adopted budget.

FUND BALANCES

17. Deficit Fund Balances: For any fund that had a deficit fund balance in the year under review, we will determine whether the entity included in the subsequent budget year an appropriation to retire the deficit of an amount equal to or greater than 5% of the fund's total actual revenue of the year under review.

18. General Fund Balance Limitations:

[Municipalities:] We will determine whether the entity's unrestricted (committed, assigned, and unassigned) general fund balance did not exceed 25% for cities or 75% for towns of the total revenue of the general fund for the engagement year.

[Interlocal Entities and Governmental Nonprofits:] We will determine if the maximum unrestricted (committed, assigned, and unassigned) fund balance was restricted to the greater of:

a. 100% of the current year's property tax; or

b. 35% of the total general fund revenues, if the annual general fund budget is greater than $100,000; or

c. 65% of the total general fund revenues, if the annual general fund budget is equal to or less than $100,000.

[Special and Local Service Districts:] We will determine if the maximum unrestricted (committed, assigned, and unassigned) general fund balance is restricted to:

a. 100% of the most recently adopted budget; plus 100% of the current years property tax collections

TRAINING

19. Through inquiry with officials of the entity and observation of meeting agendas, certificates or other relevant evidence, we will determine whether the following training had occurred as applicable:

a. Annual training on the requirements of the Open and Public Meetings Act.

b. Annual online training by the entity's designated records officer on the requirements of GRAMA.

c. [Local and Special Service Districts] – At least once a term, members of a board of trustees of a local district attended training developed by the Office of the Utah State Auditor in cooperation with the Utah Association of Special Districts.

GRAMA (GOVERNMENT RECORDS ACCESS MANAGEMENT ACT)

20. If the entity charges fees for GRAMA requests, we will verify that the entity has adopted a uniform fee structure.

FRAUD RISK ASSESSMENT

21. We will review the entity fraud risk assessment and verify that it was signed by the appropriate officers and discussed by the governing body as represented in the minutes.

TREASURER'S BOND

22. We will determine whether the Treasurer was bonded in accordance with Money Management Council Rule R628-4-4.

GOVERNMENT FEES

23. We will government fees to determine if they were adopted and tracked:

a) Obtain a schedule of government fees.

b) Inquire if there are any fees that are not included in the schedule of fees.

c) Review the minutes and verify that the entity's fees were approved by the governing body.

d) Select 4 fees from the schedule of fees and perform the following tests (The selection of fees should exclude fees charged in an enterprise fund although the auditor should review transfers from the enterprise fund to ensure they comply with statute).

e) Are the revenues and expenses tracked for each specific service or regulatory activity for which the fees are charged?

f) If fee revenue is in excess of expenses does the entity track those excess revenues to only be used for the intended purpose of the fee in subsequent years?

g) Was a reasonable methodology used to calculate the fee?

Fraud Risk Assessment

Continued

*Total Points Earned: 295 /395 *Risk Level: Very Low > 355 | Low 316-355 | Moderate 276-315 | High 200-275 | Very High < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	200	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	5	5
b. Procurement?	5	5
c. Ethical behavior?	5	5
d. Reporting fraud and abuse?	5	5
e. Travel?	5	5
f. Credit/Purchasing cards (where applicable)?	5	5
g. Personal use of entity assets?	5	5
h. IT and computer security?	5	5
i. Cash receipting and deposits?	5	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	0	20
a. Do any members of the management team have at least a bachelor's degree in accounting?	10	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	20	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	20	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	0	20
7. Does the entity have or promote a fraud hotline?	0	20
8. Does the entity have a formal internal audit function?	0	20
9. Does the entity have a formal audit committee?	0	20

*Entity Name: TOWN OF APPLE VALLEY

*Completed for Fiscal Year Ending: 2023 *Completion Date: 2/28/2023

*CAO Name: JAUNA MCGINNIS *CFO Name: ROBIN WHITMORE

*CAO Signature: Jauna McGinnis *CFO Signature:

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	✓			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?	✓			
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".			✓	
4. Are all the people who have access to blank checks different from those who are authorized signers?	✓			
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	✓			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	✓			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".	✓			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	✓			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	✓			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	✓			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			

* MC = Mitigating Control

Town of Apple Valley
Disbursement Listing
SBSU Operating - 07/01/2023 to 07/31/2023

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
Google LLC	G07032023	07/03/2023	$198.60			Purchasing
Superior Technical Solutions LLC	STS7032023	07/03/2023	$937.27			Purchasing
Amazon Capital Services	5485	07/05/2023		07/05/2023	$713.92	Purchasing
Amazon Capital Services	5485	07/05/2023	$713.92			Purchasing
Buck's Ace Hardware	5486	07/05/2023		07/05/2023	$86.87	Purchasing
Buck's Ace Hardware	5486	07/05/2023	$86.87			Purchasing
Enfusion Technologies	5487	07/05/2023		07/05/2023	$1,000.00	Purchasing
Enfusion Technologies	5487	07/05/2023	$1,000.00			Purchasing
James R Weeks	5488	07/05/2023		07/05/2023	$162.50	Purchasing
James R Weeks	5488	07/05/2023	$162.50			Purchasing
Shums Coda	5490	07/05/2023	$437.50			Purchasing
Revco Leasing	5491	07/05/2023	$302.51			Purchasing
Chase Paymentech	JPMC07052023	07/05/2023	$359.91			Purchasing
Shums Coda	5492	07/06/2023	$5,012.50			Purchasing
XPress Bill Pay	XBP07062023	07/06/2023	$254.16			Purchasing
TXFR to Fire Dept Walmart grant		07/10/2023	$1,000.00			JE: 710
Big Plains Water SSD	5493	07/11/2023		07/11/2023	$36,872.88	Purchasing
Big Plains Water SSD	5494	07/11/2023	$36,872.88			Purchasing
USPS	USPS07112023	07/11/2023	$198.00			Purchasing
TXFR Reimburse Fire acct for funds use		07/12/2023	$2,795.77			JE: 711
Blanchard Pattison	5497	07/12/2023	$315.00			Purchasing
State of Utah-Dept of Commerce	5498	07/12/2023	$52.26			Purchasing
Washington County Sheriff's Office	5499	07/12/2023	$3,750.00			Purchasing
Washington County Solid Waste	5500	07/12/2023	$5,029.36			Purchasing
Utah Barricade Company	5501	07/12/2023	$107.06			Purchasing
Adobe	A07122023	07/12/2023	$192.02			Purchasing
Utah State Tax Commission	USTC071223	07/12/2023	$2,229.83			Payroll
Hood, Tara	5502	07/13/2023	$701.73			Purchasing
South Central Communications	5503	07/13/2023	$441.93			Purchasing
Utah Local Governments Trust	5504	07/13/2023	$12,805.14			Purchasing
Payroll	0714231200	07/14/2023	$10,330.93			Paycheck
Fralish, Lee W	5495	07/14/2023	$46.17			Paycheck
Lindhardt, Frank G	5496	07/14/2023	$784.97			Paycheck
Department of Workforce Services	DWS071423	07/14/2023	$599.83			Purchasing
Internal Revenue Service	EFTPS0714202	07/14/2023	$2,506.95			Payroll
Utah Retirement Systems	URS07142023	07/14/2023		07/14/2023	($154.72)	Purchasing
Utah Retirement Systems	URS07142023	07/14/2023	$719.17			Payroll
Utah Retirement Systems	URS07142023	07/14/2023		07/14/2023	$873.89	Payroll
Rocky Mountain Power	RMP07172023	07/17/2023	$250.17			Purchasing
TXFR 2023 Qtr 2 Storm Drain fees		07/18/2023	$12,265.47			JE: 715
Farrar, Michael	5505	07/18/2023		07/18/2023	$1,537.50	Purchasing
Farrar, Michael	5505	07/18/2023	$1,537.50			Purchasing
McLaughlin Air Conditioning and Heating	5506	07/18/2023	$3,200.00			Purchasing
TXFR 2023 Qtr 2 Impact fees to PTIF		07/19/2023	$22,252.72			JE: 716
Steamroller Copies Inc.	5508	07/19/2023	$251.80			Purchasing
Little Creek Station	5509	07/19/2023	$598.06			Purchasing
Sunrise Engineering Inc.	5510	07/19/2023	$1,416.75			Purchasing
Zoom Video Communications Inc.	Z07192023	07/19/2023	$15.99			Purchasing
Lin's Marketplace	L07202023	07/20/2023	$626.10			Purchasing
Walmart	W07202023	07/20/2023	$80.26			Purchasing
Payroll	0728231200	07/28/2023	$7,401.64			Paycheck
Buck's Ace Hardware	ACE07082023	07/28/2023		07/28/2023	$16.99	Purchasing
AED Markets	AED07282023	07/28/2023		07/28/2023	$151.00	Purchasing
Internal Revenue Service	EFTPS0728202	07/28/2023	$1,543.41			Payroll
Utah Retirement Systems	URS07272023	07/28/2023	$878.38			Payroll
			$143,262.99		**$41,260.83**	

Town of Apple Valley
Disbursement Listing
SBSU Fire - 07/01/2023 to 07/31/2023

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
AED Markets	AED07072023	07/07/2023	$97.93			Purchasing
Carquest of Hildale	CH07072023	07/07/2023	$67.77			Purchasing
Maverik	M07072023	07/07/2023	$89.57			Purchasing
Basic American Supply	BAS07112023	07/11/2023	$31.99			Purchasing
Bee's Marketplace	B07172023	07/17/2023	$29.73			Purchasing
Maverik	M07192023	07/19/2023	$85.11			Purchasing
Hurricane Tire Pros	HTP07202023	07/20/2023	$747.42			Purchasing
Home Depot	HD07262023	07/26/2023	$83.40			Purchasing
Lowe's	L07262023	07/26/2023	$164.42			Purchasing
Buck's Ace Hardware	ACE07282023	07/28/2023	$16.99			Purchasing
AED Markets	AED07082023	07/28/2023	$151.00			Purchasing
Global Industries	GI07312023	07/31/2023	$55.84			Purchasing
Maverik	M07312023	07/31/2023	$99.80			Purchasing
			$1,720.97		**$0.00**	

Town of Apple Valley
Operational Budget Report
10 General Fund - 07/01/2023 to 07/31/2023
8.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Change In Net Position					
Revenue:					
Taxes					
3110 General Property Taxes-Current	0.00	1,492.05	1,492.05	136,661.00	1.09%
3120 Prior Year's Taxes-Delinquent	0.00	0.00	0.00	8,000.00	0.00%
3130 General Sales and Use Taxes	11,583.97	13,780.01	13,780.01	196,000.00	7.03%
3140 Energy and Communication Taxes	215.62	2,957.95	2,957.95	45,700.00	6.47%
3150 RAP Tax	0.00	1,429.84	1,429.84	18,500.00	7.73%
3160 Transient Taxes	167.17	1,346.54	1,346.54	18,000.00	7.48%
3170 Fee in Lieu of Personal Property Taxes	0.00	0.00	0.00	8,400.00	0.00%
3180 Fuel Tax Refund	0.00	0.00	0.00	1,000.00	0.00%
3190 Highway/Transit Tax	1,087.50	1,370.70	1,370.70	17,100.00	8.02%
Total Taxes	**13,054.26**	**22,377.09**	**22,377.09**	**449,361.00**	**4.98%**
Licenses and permits					
3210 Business Licenses	0.00	0.00	0.00	9,500.00	0.00%
3221 Building Permits-Fee	3,495.61	784.72	784.72	45,000.00	1.74%
3222 Building Permits-Non Surcharge	524.34	117.71	117.71	6,750.00	1.74%
3224 Building Permits Surcharge	5.24	0.61	0.61	450.00	0.14%
3225 Animal Licenses	0.00	40.00	40.00	800.00	5.00%
Total Licenses and permits	**4,025.19**	**943.04**	**943.04**	**62,500.00**	**1.51%**
Intergovernmental revenue					
3342 Fire Dept-State Wildland Grant	0.00	0.00	0.00	10,000.00	0.00%
3356 Class "C" Road Allotment	0.00	0.00	0.00	137,000.00	0.00%
3358 Liquor Control Profits	0.00	0.00	0.00	1,100.00	0.00%
3374 ARPA Revenue	49,944.00	0.00	0.00	0.00	0.00%
Total Intergovernmental revenue	**49,944.00**	**0.00**	**0.00**	**148,100.00**	**0.00%**
Charges for services					
3230 Special Event Permit	0.00	0.00	0.00	4,500.00	0.00%
3410 Clerical Services	1.25	13.94	13.94	400.00	3.49%
3416 Other Interdepartmental Charges	0.00	6,647.37	6,647.37	44,203.00	15.04%
3420 Fire Department Contracts	0.00	0.00	0.00	6,000.00	0.00%
3431 Zoning and Subdivision Fees	0.00	8,560.00	8,560.00	20,000.00	42.80%
3440 Solid Waste	4,602.00	5,055.48	5,055.48	61,000.00	8.29%
3441 Storm Drainage	3,826.61	4,138.88	4,138.88	49,000.00	8.45%
3461 GRAMA Requests	0.00	115.00	115.00	500.00	23.00%
3470 Park and Recreation Fees	0.00	0.00	0.00	100.00	0.00%
3481 Sale of Cemetery Lots	0.00	0.00	0.00	310,500.00	0.00%
3482 Cemetery Perpetual Care	0.00	0.00	0.00	129,300.00	0.00%
3615 Late Charges/Other Fees	25.00	392.04	392.04	2,500.00	15.68%
Total Charges for services	**8,454.86**	**24,922.71**	**24,922.71**	**628,003.00**	**3.97%**
Fines and forfeitures					
3510 Fines	0.00	0.00	0.00	5,000.00	0.00%
Total Fines and forfeitures	**0.00**	**0.00**	**0.00**	**5,000.00**	**0.00%**
Interest					
3610 Interest Earnings	1,091.26	3,872.33	3,872.33	42,200.00	9.18%
Total Interest	**1,091.26**	**3,872.33**	**3,872.33**	**42,200.00**	**9.18%**
Miscellaneous revenue					
3690 Sundry Revenue	0.00	1,000.00	1,000.00	5,000.00	20.00%
3692 Fire Department Fundraisers/Donations	0.00	0.00	0.00	6,500.00	0.00%
3697 Park Department Fundraisers	0.00	0.00	0.00	800.00	0.00%
3801.1 Impact fees - Fire	844.00	0.00	0.00	6,800.00	0.00%
3801.3 Impact fees - Roadways	2,660.00	0.00	0.00	24,600.00	0.00%
3801.6 Impact fees - Storm Water	2,337.49	0.00	0.00	31,000.00	0.00%
3801.7 Impact fees - Parks, Trails, OS	725.00	0.00	0.00	6,600.00	0.00%
Total Miscellaneous revenue	**6,566.49**	**1,000.00**	**1,000.00**	**81,300.00**	**1.23%**
Total Revenue:	**83,136.06**	**53,115.17**	**53,115.17**	**1,416,464.00**	**3.75%**
Expenditures:					
General government					
Council					
4111.110 Council/PC Salaries and Wages	1,150.00	1,525.00	1,525.00	21,000.00	7.26%
4111.130 Council/PC Employee benefits	100.14	116.70	116.70	2,400.00	4.86%
4111.210 Council/PC Travel Reimbursement	0.00	0.00	0.00	1,500.00	0.00%
4111.220 Council/PC Training	0.00	0.00	0.00	1,500.00	0.00%

Town of Apple Valley
Operational Budget Report
10 General Fund - 07/01/2023 to 07/31/2023
8.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
4111.610 Council Donations and Discretionary Spending	0.00	0.00	0.00	500.00	0.00%
Total Council	**1,250.14**	**1,641.70**	**1,641.70**	**26,900.00**	**6.10%**
Administrative					
4141.110 Admin Salaries and Wages	8,109.85	8,894.49	8,894.49	99,000.00	8.98%
4141.130 Admin Employee Benefits	632.46	1,088.18	1,088.18	17,100.00	6.36%
4141.140 Admin Employee Retirement - GASB 68	1,074.54	806.43	806.43	7,000.00	11.52%
4141.210 Admin Dues, Subs & Memberships	0.00	192.02	192.02	5,500.00	3.49%
4141.220 Admin Public Notices	0.00	0.00	0.00	100.00	0.00%
4141.230 Admin Training	0.00	0.00	0.00	1,500.00	0.00%
4141.240 Admin Office/Administrative Expense	4,178.61	447.40	447.40	8,000.00	5.59%
4141.250 Admin Equipment Expenses	2,389.12	1,239.78	1,239.78	10,000.00	12.40%
4141.260 Admin Building & Ground Maintenance	1,069.83	3,460.16	3,460.16	4,500.00	76.89%
4141.270 Admin Utilities	271.73	250.17	250.17	7,600.00	3.29%
4141.280 Admin Telephone and Internet	445.51	441.93	441.93	8,100.00	5.46%
4141.290 Admin Postage	244.84	207.65	207.65	3,700.00	5.61%
4141.320 Admin Engineering Fees	0.00	0.00	0.00	3,500.00	0.00%
4141.330 Admin Legal Fees	0.00	2,691.25	2,691.25	50,000.00	5.38%
4141.340 Admin Accounting & Auditing	0.00	1,137.50	1,137.50	29,400.00	3.87%
4141.350 Admin Building/Zoning/Planning Fees	0.00	0.00	0.00	30,000.00	0.00%
4141.390 Admin Bank Service Charges	0.00	0.00	0.00	200.00	0.00%
4141.410 Admin Insurance	0.00	12,805.14	12,805.14	16,000.00	80.03%
4141.490 Admin Travel Reimbursements	188.75	58.55	58.55	1,500.00	3.90%
4141.500 Admin Weed Abatement	0.00	0.00	0.00	1,500.00	0.00%
4141.610 Bad Debt Expense	0.00	0.00	0.00	250.00	0.00%
4170 Elections	0.00	0.00	0.00	1,500.00	0.00%
Total Administrative	**18,605.24**	**33,720.65**	**33,720.65**	**305,950.00**	**11.02%**
Total General government	**19,855.38**	**35,362.35**	**35,362.35**	**332,850.00**	**10.62%**
Public safety					
Police					
4210.110 Police Salaries & Wages/Contract	3,750.00	0.00	0.00	15,000.00	0.00%
4253.250 Animal Control Supplies	0.00	0.00	0.00	100.00	0.00%
Total Police	**3,750.00**	**0.00**	**0.00**	**15,100.00**	**0.00%**
Fire					
4220.110 Fire Salaries & Wages	384.62	3,784.70	3,784.70	67,200.00	5.63%
4220.130 Fire Employee Benefits	91.69	289.53	289.53	13,600.00	2.13%
4220.135 Fire Employee Retirement - GASB 68	0.00	630.92	630.92	8,100.00	7.79%
4220.140 Fire Contract Wages	0.00	0.00	0.00	4,500.00	0.00%
4220.145 Fire Contract Benefits	0.00	0.00	0.00	525.00	0.00%
4220.150 Fire Contract Expense	0.00	0.00	0.00	1,500.00	0.00%
4220.210 Fire Dues, Subscriptions & Memberships	0.00	0.00	0.00	600.00	0.00%
4220.230 Fire Travel, Mileage & Cell	0.00	50.00	50.00	600.00	8.33%
4220.240 Fire Office & Other Expenses	0.00	29.73	29.73	500.00	5.95%
4220.250 Fire Equipment Maintenance & Repairs	476.32	(629.13)	(629.13)	11,000.00	-5.72%
4220.360 Fire Training	0.00	0.00	0.00	13,100.00	0.00%
4220.450 Fire Small Equip/Supplies	154.99	672.73	672.73	15,000.00	4.48%
4220.460 Fire Supplies-Fundraisers	0.00	0.00	0.00	500.00	0.00%
4220.465 Fire Gear	0.00	31.99	31.99	15,000.00	0.21%
4220.480 Fire Mitigation MOU Expenditures	0.00	0.00	0.00	15,000.00	0.00%
4220.560 Fire Equipment Fuel	0.00	274.48	274.48	4,000.00	6.86%
4220.610 Fire Principal	1,062.72	0.00	0.00	0.00	0.00%
4220.620 Fire Interest	59.43	0.00	0.00	0.00	0.00%
Total Fire	**2,229.77**	**5,134.95**	**5,134.95**	**170,725.00**	**3.01%**
Total Public safety	**5,979.77**	**5,134.95**	**5,134.95**	**185,825.00**	**2.76%**
Highways and public improvements					
Highways					
4410.110 Road Wages and Contract Labor	0.00	0.00	0.00	15,200.00	0.00%
4410.130 Road Employee Benefits	0.00	0.00	0.00	1,750.00	0.00%
4410.270 Road Flood Damage	0.00	0.00	0.00	2,000.00	0.00%
4410.380 Road Department Services	0.00	0.00	0.00	2,500.00	0.00%
4410.450 Road Department Supplies	0.00	0.00	0.00	45,000.00	0.00%
4410.550 Road Equipment Maintenance	1,027.38	0.00	0.00	2,500.00	0.00%
4410.560 Road Equipment Fuel	0.00	0.00	0.00	5,000.00	0.00%
4410.810 Road Principal	823.40	0.00	0.00	35,000.00	0.00%
4410.820 Road Interest	56.98	0.00	0.00	28,150.00	0.00%

Town of Apple Valley
Operational Budget Report
10 General Fund - 07/01/2023 to 07/31/2023
8.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
4415.110 Public Works Wages and Contract Labor	54.00	3,720.25	3,720.25	30,300.00	12.28%
4415.130 Public Works Employee Benefits	4.13	284.60	284.60	9,400.00	3.03%
4415.140 Public Works Employee Retirement - GASB 68	0.00	0.00	0.00	8,100.00	0.00%
4415.450 Public Works Supplies	576.43	88.55	88.55	6,000.00	1.48%
4415.550 Public Works Equipment Maintenance	120.53	48.98	48.98	3,000.00	1.63%
4415.560 Public Works Equipment Fuel	0.00	8.19	8.19	2,000.00	0.41%
4415.570 Public Works Travel, Mileage, Cell	0.00	50.00	50.00	500.00	10.00%
4415.610 Public Works Storm Drainage	0.00	0.00	0.00	5,000.00	0.00%
4415.710 Public Works Principal	15,479.43	0.00	0.00	0.00	0.00%
4415.720 Public Works Interest	580.57	0.00	0.00	0.00	0.00%
4415.740 Public Works Capital Outlay	0.00	0.00	0.00	9,000.00	0.00%
Total Highways	**18,722.85**	**4,200.57**	**4,200.57**	**210,400.00**	**2.00%**
Sanitation					
4420.460 Solid Waste Service	100.00	0.00	0.00	60,000.00	0.00%
Total Sanitation	**100.00**	**0.00**	**0.00**	**60,000.00**	**0.00%**
Total Highways and public improvements	**18,822.85**	**4,200.57**	**4,200.57**	**270,400.00**	**1.55%**
Parks, recreation, and public property					
Parks					
4540.110 Park/Rec Wages and Contract Labor	1,530.00	966.00	966.00	5,100.00	18.94%
4540.130 Park/Rec Employee Benefits	117.05	73.90	73.90	600.00	12.32%
4540.250 Park/Rec Department Expenses	111.96	0.00	0.00	1,000.00	0.00%
4540.460 Park/Rec Community Events Supplies	68.05	1,408.09	1,408.09	4,000.00	35.20%
Total Parks	**1,827.06**	**2,447.99**	**2,447.99**	**10,700.00**	**22.88%**
Total Parks, recreation, and public property	**1,827.06**	**2,447.99**	**2,447.99**	**10,700.00**	**22.88%**
Transfers					
4804 Transfer to Fund Balance	0.00	0.00	0.00	92,889.00	0.00%
4805 Transfer to Capital Projects	0.00	0.00	0.00	265,000.00	0.00%
4807 Transfer to Assigned Balance - Fire Impact Fees	0.00	0.00	0.00	6,800.00	0.00%
4809 Transfer to Assigned Balance - Roadway Impact Fee	0.00	0.00	0.00	24,600.00	0.00%
4810 Transfer to Assigned Balance -Storm Water Imp Fee	0.00	0.00	0.00	31,000.00	0.00%
4811 Transfer to Assigned Balance - Parks & Rec Fees	0.00	0.00	0.00	6,600.00	0.00%
4812 Transfer to Assigned Balance - Perpetual Care	0.00	0.00	0.00	129,300.00	0.00%
4813 Transfer to Assigned Balance - Cemetery Funds	0.00	0.00	0.00	60,500.00	0.00%
Total Transfers	**0.00**	**0.00**	**0.00**	**616,689.00**	**0.00%**
Total Expenditures:	**46,485.06**	**47,145.86**	**47,145.86**	**1,416,464.00**	**3.33%**
Total Change In Net Position	**36,651.00**	**5,969.31**	**5,969.31**	**0.00**	**0.00%**

Town of Apple Valley
Operational Budget Report
41 Capital Projects Fund - 07/01/2023 to 07/31/2023
8.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Change In Net Position					
Revenue:					
Intergovernmental revenue					
3340 Grant Revenues	0.00	0.00	0.00	3,320,000.00	0.00%
3341 Grant Revenues-Fire	0.00	0.00	0.00	410,000.00	0.00%
Total Intergovernmental revenue	**0.00**	**0.00**	**0.00**	**3,730,000.00**	**0.00%**
Contributions and transfers					
3810 Transfer from General fund	0.00	0.00	0.00	540,000.00	0.00%
Total Contributions and transfers	**0.00**	**0.00**	**0.00**	**540,000.00**	**0.00%**
Total Revenue:	**0.00**	**0.00**	**0.00**	**4,270,000.00**	**0.00%**
Expenditures:					
General government					
Administrative					
4141.740 Capital Outlay Expenses	8,208.14	0.00	0.00	0.00	0.00%
Total Administrative	**8,208.14**	**0.00**	**0.00**	**0.00**	**0.00%**
Total General government	**8,208.14**	**0.00**	**0.00**	**0.00**	**0.00%**
Public safety					
Fire					
4220.740 Fire Capital Outlay	0.00	0.00	0.00	450,000.00	0.00%
Total Fire	**0.00**	**0.00**	**0.00**	**450,000.00**	**0.00%**
Total Public safety	**0.00**	**0.00**	**0.00**	**450,000.00**	**0.00%**
Highways and public improvements					
Highways					
4410.740 Road Capital Outlay	0.00	0.00	0.00	1,050,000.00	0.00%
4415.740 Public Works Capital Outlay	0.00	0.00	0.00	2,520,000.00	0.00%
Total Highways	**0.00**	**0.00**	**0.00**	**3,570,000.00**	**0.00%**
Total Highways and public improvements	**0.00**	**0.00**	**0.00**	**3,570,000.00**	**0.00%**
Parks, recreation, and public property					
Cemetery					
4590.470 Cemetery Capital Outlay	0.00	0.00	0.00	250,000.00	0.00%
Total Cemetery	**0.00**	**0.00**	**0.00**	**250,000.00**	**0.00%**
Total Parks, recreation, and public property	**0.00**	**0.00**	**0.00**	**250,000.00**	**0.00%**
Total Expenditures:	**8,208.14**	**0.00**	**0.00**	**4,270,000.00**	**0.00%**
Total Change In Net Position	**(8,208.14)**	**0.00**	**0.00**	**0.00**	**0.00%**