

AGENDA
PUBLIC HEARING ON THE AMENDED FY 2025 BUDGET
SPECIAL MUNICIPAL BUILDING AUTHORITY (MBA) MEETING
AND THE REGULAR TOWN
COUNCIL MEETING

WEDNESDAY, MAY 21st, 2025 AT 6:30 P.M.

CASTLE VALLEY COMMUNITY CENTER - 2 CASTLE VALLEY DRIVE

This meeting will be a hybrid meeting held electronically by Zoom and also in person at the anchor site the Town Building . If you have comments or concerns for the Council please attend or email them prior to the Meeting: townclerk@castlevalleyutah.com or call 259-9828 M-W 9AM-1PM. Thank you!

PLEASE NOTE: ** HOW TO JOIN THE ZOOM CONFERENCE CALL **

Meeting ID: 660 541 0108 Passcode: 84532

Option 1 Dial-in phone number (US): (253) 215-8782 follow prompts.

Option 2 Join the online meeting (must have computer speakers and microphone):

<https://zoom.us/j/6605410108?pwd=Q05sYm5qQ0lpNIY5TVp2bTU5VnZjQT09>

Call to order and Roll Call

SPECIAL MUNICIPAL BUILDING AUTHORITY (MBA) MEETING

1. Authorization of the annual Town Building CIB loan payment for \$7500.00.

PUBLIC HEARING

Public Hearing on the Amended Budget for FY 2025

Public Comment:

Regular Town Meeting

1. Open Public Comment:
2. Approval of Minutes: Regular Town Council Meeting April 16, 2025.
3. Executive Reports:

*Water Agent and Water Committee Report - John Groo/ CM O'Brien

*Road Department Report- D. Honer

*Planning & Land Use Commission-Faylene Roth

*Utah Renewable Communities-CM Gibson

*Fire District-M Duncan /Chief Drake

* I.T . Report - Colleen Thompson

4. Correspondence:

5. Administrative Matters & Procedures: Town letters, Election Declaration June 2-6, Property Tax Public Hearing August 20,2025

NEW BUSINESS

6. Discussion and Possible Action re: Resolution 2025-3 Adopting the Amended FY 2025 Budget.
7. Discussion and Possible Action re: Resolution 2025-4 Adopting the Proposed FY 2026 Budget.
8. Discussion and Possible Action re: Payment of MBA CIB Loan for \$7500.00.
9. Discussion and Possible Action re: Approval of the "Public Land Sales Provision" Letter.
10. Discussion and Possible Action re: Approval of Castle Creek Arch Culvert Project for up to \$520K Capital Funds.

UNFINISHED BUSINESS

11. Discussion and Possible Action re: Water Agent Job Description/ Budget (tabled).

12 Closed Meeting (If necessary)

13. Payment of the bills.

ADJOURNMENT

For Meeting Packets go to: <https://www.utah.gov/pmn/index.html> Government: select "Cites"

Entity: select "Castle Valley" Body: select "Town of Castle Valley "Select this meeting and click on "Download attachments"

ATTACHMENTS A B

Castle Valley Budget /Actual 2024, Adopted 2025, Amended 2025, Proposed 2026						
		Operating Budget	Actual 2024 Budget	Adopted 2025 Budget	Amended 2025 Budget	Proposed 2026 with Tax Increase
Codes	Operating Income		\$ 391,656.76	\$ 565,125.00	\$ 743,702.69	\$ 847,370.00
	Tax Revenue		\$ 225,751.34	\$ 214,925.00	\$ 209,575.00	\$ 289,282.00
4110	Property Taxes		\$ 133,942.12	\$ 134,585.00	\$ 134,585.00	\$ 208,942.00
4111		Current	\$ 129,195.72	\$ 132,185.00	\$ 132,185.00	\$ 204,942.00
4112		Delinquent	\$ 4,746.40	\$ 2,400.00	\$ 2,400.00	\$ 4,000.00
4150	Sales Tax		\$ 79,333.82	\$ 72,000.00	\$ 72,000.00	\$ 72,000.00
4175	Misc Tax		\$ 12,475.40	\$ 8,340.00	\$ 2,990.00	\$ 8,340.00
4176		Motor Carrier	\$ 690.39	\$ 490.00	\$ 490.00	\$ 490.00
4177		Fee in Lieu	\$ 10,258.82	\$ 6,350.00	\$ 1,000.00	\$ 6,350.00
4199		Other	\$ 1,526.19	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
	Intergovernmental Revenue		\$ 107,817.60	\$ 288,000.00	\$ 269,756.69	\$ 65,500.00
4210	Class "C " Roads		\$ 72,214.74	\$ 63,000.00	\$ 63,000.00	\$ 60,000.00
4211	Add Road Tax		\$ 7,561.61	\$ 5,000.00	\$ 5,500.00	\$ 5,500.00
4220	Liquor Allotment Fund					
4230	Government Grants		\$ 28,041.25	\$ 220,000.00	\$ 201,256.69	
4299	Other / ARPA					
4300	Permits and Fees		\$ 3,553.75	\$ 2,200.00	\$ 3,065.00	\$ 3,065.00
4310	Water Agreements		\$ 190.00	\$ 100.00	\$ 475.00	\$ 475.00
4320	Building Permits		\$ 1,526.25	\$ 1,000.00	\$ 1,250.00	\$ 1,250.00
4330	Business Lic/CUP		\$ 805.00	\$ 700.00	\$ 455.00	\$ 455.00
4340	Fines					
4350	School Bus Prkg		\$ -	\$ -	\$ -	\$ -
4399	Other Fees		\$ 1,032.50	\$ 400.00	\$ 885.00	\$ 885.00
4400	Donations/Private Grants		\$ 6,400.00	\$ -	\$ 1,325.00	\$ -
4420	Scholarship		\$ -	\$ -	\$ -	\$ -
4499	Other	Rec Grant / RMP	\$ 6,400.00		\$ 1,325.00	
4500	Interest		\$ 48,134.07	\$ 30,000.00	\$ 36,000.00	\$ 36,000.00
	Sale of Fixed Assets					
	Transfer from Genl Fund Balance				\$ 42,961.00	
	Transfer From Capital Funds			\$ 30,000.00	\$ 181,020.00	\$ 453,523.00

ATTACHMENTS A B

	Operating Expenses		\$ 348,695.12	\$ 565,125.00	\$ 743,702.69	\$ 847,370.00
5100	Administration		\$ 68,177.95	\$ 91,450.00	\$ 72,360.00	\$ 100,820.00
5110	Payroll & Taxes		\$ 43,700.12	\$ 44,800.00	\$ 44,800.00	\$ 46,170.00
5111	Clerk		\$ 30,782.12	\$ 31,600.00	\$ 31,600.00	\$ 32,390.00
5115	Mayor		\$ 12,918.00	\$ 13,200.00	\$ 13,200.00	\$ 13,780.00
5119	Other					
5120	Office Expenses		\$ 3,738.32	\$ 4,000.00	\$ 2,500.00	\$ 4,000.00
5125	Public Notice/ Website		\$ 1,059.29	\$ 3,000.00	\$ 2,200.00	\$ 3,000.00
5130	Elections		\$ -	\$ -	\$ -	\$ 8,000.00
5135	Programs/Events		\$ 3,559.00	\$ 5,400.00	\$ 5,400.00	\$ 5,000.00
5136	Scholarship		\$ -	\$ -	\$ -	\$ -
5137	Clean-Up		\$ 3,559.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
5139	Other / CREP			\$ 400.00	\$ 400.00	
5150	Professional Services		\$ 5,123.86	\$ 17,150.00	\$ 6,360.00	\$ 17,550.00
5151	Legal		\$ 1,837.00	\$ 11,000.00	\$ 2,500.00	\$ 11,000.00
5152	Appeal Authority			\$ 1,350.00	\$ -	\$ 1,350.00
5153	Audit		\$ 886.86	\$ 2,300.00	\$ 2,460.00	\$ 2,700.00
5154	Database		\$ 2,400.00	\$ 2,500.00	\$ 1,400.00	\$ 2,500.00
5160	Dues/Memberships/ Training		\$ 599.56	\$ 2,500.00	\$ 500.00	\$ 2,500.00
5165	Travel		\$ 57.50	\$ 2,000.00	\$ -	\$ 2,000.00
5170	Telephone		\$ 2,099.45	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00
5175	Insurance/ Bonds		\$ 8,240.85	\$ 10,000.00	\$ 8,000.00	\$ 10,000.00
5180	Interlocal Services - Animal Control					
5199	Other					
5200	Community Bldg/Lot		\$ 22,339.38	\$ 28,775.00	\$ 23,400.02	\$ 29,125.00
5210	Payroll & Taxes		\$ 3,959.16	\$ 6,000.00	\$ 3,000.00	\$ 6,000.00
5260	Cemetery					
5261	Payroll					
5269	Other					
5220	Lease/MBA		\$ 6,625.00	\$ 7,500.00	\$ 7,500.00	\$ 7,350.00
5230	Utilities		\$ 1,737.25	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00
5240	Maintenance Expenses		\$ 1,992.96	\$ 5,000.00	\$ 2,500.00	\$ 5,000.00
5241	Equipment for Community Center					
5250	ARPA Expenses					
5280	Road Shed Loan		\$ 8,025.01	\$ 7,775.00	\$ 7,900.02	\$ 7,775.00
5299	Other	lot irrigation / reparian fuels				
5290		emr / Defribulator				
5295	Donation Expenses					

ATTACHMENTS A B

5300	Planning/ Land Use		\$ 9,973.50	\$ 14,400.00	\$ 12,500.00	\$ 14,925.00
5310	Payroll & Taxes		\$ 9,973.50	\$ 12,400.00	\$ 12,500.00	\$ 12,925.00
5311		Permit Agent	\$ 7,350.42	\$ 7,300.00	\$ 6,500.00	\$ 6,775.00
5312		Clerk	\$ 2,623.08	\$ 5,100.00	\$ 6,000.00	\$ 6,150.00
5320	Professional Services			\$ 2,000.00	\$ -	\$ 2,000.00
5330	Studies					
5399	Other					
5400	Water		\$ 18,039.62	\$ 20,000.00	\$ 11,000.00	\$ 30,000.00
5410	Payroll & Taxes		\$ 4,671.25	\$ 6,000.00	\$ 4,500.00	\$ 16,000.00
5420	Professional Services		\$ 1,941.25	\$ 8,000.00	\$ 500.00	\$ 8,000.00
5422	Cemetery Well					
5421	Water Study		\$ 11,427.12			
5499	Other	Water monitoring/ wt rights		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
5500	Roads		\$ 100,164.67	\$ 360,500.00	\$ 494,442.67	\$ 672,500.00
5510	Payroll & Taxes		\$ 28,632.15	\$ 47,500.00	\$ 48,500.00	\$ 65,000.00
5511		Road Supervisor	\$ 20,024.73	\$ 30,000.00	\$ 30,000.00	\$ 40,000.00
5512		Road Staff	\$ 8,607.42	\$ 17,500.00	\$ 18,500.00	\$ 25,000.00
5513		Administrator				
5514		Training	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00
5521		Road Legal		\$ 2,000.00	\$ 500.00	\$ 2,000.00
5520						
5530	Road Equipment		\$ 28,670.72	\$ 41,500.00	\$ 47,165.98	\$ 65,000.00
5531		Fuel Oil/ Supplies	\$ 8,592.99	\$ 10,000.00	\$ 15,440.00	\$ 17,000.00
5532		Maintenance/ Repa	\$ 8,988.41	\$ 11,000.00	\$ 26,000.00	\$ 31,000.00
5533		Equipment/Tools	\$ 2,086.68	\$ 10,000.00	\$ 1,500.00	\$ 15,000.00
5534	Leased Equipment		\$ 9,002.64	\$ 10,500.00	\$ 4,225.98	\$ 2,000.00
5540	Road Maintenance/ Repair		\$ 42,861.80	\$ 267,000.00	\$ 398,276.69	\$ 538,000.00
5541		Contractors	\$ 211.99	\$ 1,000.00	\$ -	\$ 1,000.00
5542		Weed Control				
		Other- grader/ backhoe			\$ 147,070.00	
5543	Castle Valley Drive					
5547	CC Culvert				\$ 36,740.00	\$ 520,000.00
5544	Shafer / Up80		\$ 26,700.00	\$ 250,000.00	\$ 198,466.69	\$ -
5549		other / gravel	\$ 15,949.81	\$ 16,000.00	\$ 16,000.00	\$ 17,000.00
5599	Other	CVD / chip sealing				
	Transfers		\$ 130,000.00	\$ 50,000.00	\$ 130,000.00	\$ -
	To General Fund					
	To Capital Fund		\$ 30,000.00		\$ 10,000.00	
	To Capital Fund/Roads		\$ 100,000.00	\$ 50,000.00	\$ 120,000.00	
	SURPLUS		\$ 42,961.64	\$ -	\$ -	

ATTACHMENTS A B

	CAPITAL BUDGET					
	Capital Projects Income	\$ -	\$ 460,000.00	\$ 382,276.69	\$ 520,000.00	
	Transfers from Capital Fund		\$ 240,000.00	\$ 181,020.00	\$ 453,523.00	
	Government Grants		\$ 220,000.00	\$ 201,256.69		
	Other/ Transfers from Operating Funds				\$ 66,477.00	
6000	Capital Projects Expenses	\$ 422,400.00	\$ 460,000.00	\$ 382,276.69	\$ 520,000.00	
6100	Capital Roads	\$ 392,400.00	\$ 460,000.00	\$ 382,276.69	\$ 520,000.00	
6110						
6120	Equipment		\$ 210,000.00	\$ 147,070.00		
6130	Materials					
6199	Other/CC Culvert CV Drive/ 80 cross	\$ 392,400.00	\$ 250,000.00	\$ 235,206.69	\$ 520,000.00	
6200	Community Bldg/ Lot	\$ 30,000.00	\$ -	\$ -	\$ -	
6210	Payroll & Taxes					
6220	Equipment					
6230	Solar Panels					
6299	Other	\$ -	\$ -	\$ -	\$ -	
6250	Basketball Cour Pit Toilet	\$ -	\$ -	\$ -	\$ -	
6300	Other Capital Projects	\$ 30,000.00				
7052	SURPLUS TO CAPITAL FUND					
7051	Surplus To General Fund					
	GENERAL FUND TRANSFERS					
	From Capital Funds To General Funds		\$ 30,000.00	\$ 181,020.00	\$ 453,523.00	
	From General Funds To Capital Fu	\$ 442,400.00		\$ 130,000.00	\$ 66,477.00	
	General fund balance transfers	\$ 442,400.00		\$ 42,961.00		

REGULAR TOWN COUNCIL MEETING DRAFT MINUTES

WEDNESDAY, APRIL 16th, 2025, AT 6:30 P.M.

CASTLE VALLEY TOWN BUILDING - 2 CASTLE VALLEY DRIVE

****This meeting was a hybrid meeting held electronically by Zoom and also in person at the anchor site of the Town Building.**

Council Members Present: Mayor Duncan, Council Members Gibson, Hill, Holland, and O'Brien.

Council Present on Zoom: None

Absent: None

Present at the anchor site: Colleen Thompson, Egmont Honer and Dorje Honer.

Others Present on Zoom: John Groo, Ron Drake, Chris and Robin Steinman, Pam Hackley, Bob Lipman and Laurie Simonson (unknown #410-456-4758 and unknown Kaya)

Regular Town Meeting

M Duncan called the Meeting to Order at 6:30 PM, Buck called role.

1. Open Public Comment: None

2. Approval of Minutes:

Regular Town Council Meeting March 19th, 2025.

CM Hill moved to approve the March 19th, 2025 Minutes, CM O'Brien seconded motion passed unanimously.

3. Executive Reports:

*EMS- DM Duncan read the EMS report from Ed Weeks.

*Water Agent and Water Committee Report - John Groo- see Item # 6 Approval of the Water Management Plan. CM O'Brien reported from the Health Department that there has been a boil order at Daystar Academy for several years, the contaminate is coliform probably from a faulty well seal.

*Road Department Report- D. Honer -Castle Creek Culvert Project update Honer has met with the Stakeholders (property owners) next step is the hydrology study and design phase. There will be a 30-day review period with the NRCS prior to the project going out to bid. Construction could potentially start in July. Honer responded to questions there will be more work done on Cain and Placer Creek culverts throughout the Valley.

*Planning & Land Use Commission-Faylene Roth- Minutes and report provided. The Grand County Building Department is moving to outsource building inspections. Thompson added that she could not find any County minutes discussing or approving that change. Grand County will include the Town in that third party contract. The Draft General Plan Survey should be ready for the Council to review in June.

*Utah Renewable Communities-CM Gibson reported Rocky Mountain Power has submitted their comments to the URC solicitation application. The Public Service Commission would not consider the URC solicitation plan until after it considered the latest RMP rate increase request. The PSC approved much lower rate increase than RMP requested. The PSC will now consider the URC solicitation plan. RMP keeps pushing back when it will submit its testimony ago PSC regarding URC's Program Application. These ongoing delays mean that the URC plan will probably not launch until 2026.

*Fire District-Chief Drake nothing to report.

*Treasurers 'Report- CM Hill reported that any overage in the Road Department will be amended from the funds left over from the leased equipment line item. Gas sale funds are markedly down from previous years.

* Information Technology (IT) Report - Colleen Thompson reported she is still waiting to hear from the State regarding the .gov email hosting change over. The State has passed new requirements for GRAMA and record privacy, we are supposed to have a roadmap to help to get compliance over the next 10 years, but those requirements have not been posted yet.

4. Correspondence: Utah League of Cities and Towns Report. Pam Hackley's Riverscape Restoration Report. CM O'Brien reported that the walk was very informative; it was mainly focused on what can be done up in the watershed to slow down water flow such as developing riparian areas along Placer Creek. MAWP has funds for these kinds of projects. Hackley added the Placer Creek Walk was the first phase of an ongoing project next there will be a walk / assessment of Castle Creek.

5. Administrative Matters & Procedures: No Town letters. M Duncan had a meeting with Janae Wallace Arnie Hulquist they suggested the Town should petition/ask the Division of Water Rights (DWRI) for a Groundwater Management Plan. The State Engineer is currently working on one for Sand Hollow. Groo stated this Plan could help to secure coordination between the Town and DWRI. He would like to see the Water Budget Study results before pursuing this. The Janitor/Grounds Keeper position is still open. Spring Clean Up had 49 loads. Candidacy Declaration is week June 2-6. OPMA certificates are due. The Property Tax Increase Public Hearing will be May 21st. CM Holland announced Jason Kirks (BLM Fuels Manager) is coming to Town May 8th to assess the 2023 fire mitigation project above the green gate in the Upper 80, he is requesting some Town feedback at that meeting.

NEW BUSINESS

6. Discussion and Possible Action re: Water Agent Job Description/ Budget.

M Duncan explained that Janae Wallace is retiring, and the Town does not need to stay with UGS for our water monitoring. The Town could hire her as a consultant or add part of that process in-house and add that to the Water Agent job description. John Groo will be retiring at the end of 2026. We are budgeting ahead for Groo to work with/ train a new Water Agent. Discussion continued that the Water Advisory Committee will become an official Committee created by Ordinance. The new Water Agent will be instrumental in creating and guiding that Committee. Responsibilities will include posting and chairing Committee meetings as well as meeting minutes.

CM Hill moved to table Item 6 to give Groo time to review the job description; CM O'Brien seconded motion passed unanimously.

7. Discussion and Possible Action re: Gourd Festival donation \$1325 towards the Emergency Operations radios etc...

Buck explained the Gourd Festival wanted to give a donation to the Town .and she had suggested giving it to Emergency Operation for radios, vests and other supplies as needed.

CM Hill moved to approve the use of the \$1325 graciously donated by the Gourd Festival for Emergency Operations needs; CM O'Brien seconded motion passed unanimously. The Council thanked the Gourd Festival.

8. Discussion and Possible Action re: Resolution 2025-2 Complaint against Manti LaSal Forest Service Restoration and Fuel reduction Plan.

There was a lengthy discussion on the complexities of the Plan. CM Holland thought the Town as a Co-operating Agency did not have the Town's concerns adequately considered in the Plan. This Resolution supports the Alliance for the Wild Rockies (AWR) complaints. CM O'Brien's concern was that the Plan was streamlined to include the vast entire Manti LaSal Forest; he thought more regional environmental assessments should have been done. M Duncan clarified our concerns put forth in the Resolution were with the plan process and how the Forest Service lacked consideration of our comments locally it was not just about the Town supporting AWR. Discussion continued that this plan was developed by a Regional Office of the Forest Service and the Town does not want to disregard the local Forest Service Office that we have had a good rapport with. CM Holland will contact/ discuss this Resolution with the local Forest Service Office before sending it on the AWR.

CM Gibson moved to adopt Resolution 2025-2 Support for the Complaint filed by the Alliance for the Wild Rockies against the United States Forest Service regarding the Manti LaSal National Forest Restoration and Fuels Reduction Prescribed Fire Project, CM Hill seconded the motion passed unanimously.

9. Discussion and Possible Action re: Purchase Order for Tractor tires for \$1248.57.

CM Hill moved to approve the Purchase order for the tractor tires; CM O'Brien seconded the motion passed unanimously.

10. Discussion and Possible Action re: Approval of Stakeholder comments on TDML for E. coli in Castle Creek.

CM O'Brien explained that Hackley's comments were more administrative correcting inconsistencies/ format/ spelling. Hackley added this document is not regulatory, though in the future we would like to narrow down the source of the E. Coli in the creek.

CM Gibson moved to approve the comments to the TDML report; CM Hill seconded the motion passed unanimously.

11. Discussion and Possible Action re: Adding maintenance of the Pace Cemetery to the Janitor/Grounds Keeper job description.

M Duncan explained that the Pace family descendants have been maintaining the Cemetery for years, they are getting older and want to ensure the Cemetery is care for in the future.

CM Hill moved to add the Pace Cemetery maintenance to the Janitor/Grounds Keeper job description; CM O'Brien seconded, motion passed unanimously.

12. Discussion and Possible Action re: Approval of Jones DeMille Invoice \$ 36740.00.

M Duncan explained this is the first invoice for the engineering of the Castle Creek Culvert project. This is part of the reimbursement grant from NRCS so we hope to get any invoices approved and paid so they can be turned around for reimbursement ASAP.

CM Hill moved to pay the Jones DeMille invoice for \$36740.00; CM O'Brien seconded, motion passed unanimously.

13. Discussion and Possible Action re: Letter of Support for Federal workers.

CM O'Brien after discussion, moved to have the Town to sign on to the MAWP letter, CM Gibson seconded motion passed unanimously.

UNFINISHED BUSINESS -None

14. Closed Meeting (If necessary)

15. Payment of the bills.

CM O'Brien moved to pay the bills to include the Water Monitoring UGS invoice for \$1086.93 and the pending RMP and Spring Clean Up bills, CM Holland seconded, motion passed unanimously.

ADJOURNMENT

M Duncan adjourned the Meeting at 7:57PM

Approved:

Attested:

Jazmine Duncan, Mayor

Jocelyn Buck, Town Clerk

Town of Castle Valley
Road Department
Monthly Report April 2025

Dorje Honer
May 25, 2025

ROAD MAINTENANCE

*Planned work locations are the higher priority, unlisted roads are still planned to have work done.

- Grading.
 - We are planning on starting grading again as needed. We may have to prioritize flood damage repair over making smooth road surfaces, however we will be taking care of any roads that have a serious surface damage/issues.
 - Grading touch-up Areas:
 - Planned:
 - W. Pope, W. Miller, W. Shafer, W. Buchanan
 - These are mainly ditch reconstruction projects.
 - Complete (for now):
 - E. Shafer, E. Miller, E. Buchanan, W. Bailey
- Flood Repair (Generic)
 - Culvert clearing and drainage maintenance/repair will continue over the coming months as weather, time, equipment, authorization permits.
 - Most culverts have been cleared.
 - Began recutting of ditches along Castle Valley Drive.
 - Completed Areas:
 - Castle Valley Drive @ Pace.
 - In-Progress Areas:
 - Castle Valley Drive @ Pope, Miller, Buchanan, Pace.
 - Road restoration will also occur over the coming months, however the priority will be drainage over surface condition.
 - All roads were restored to passable condition.
 - Excess silt/material will be removed if it exceeds the amount that can be mixed with gravel.
 -
 - Gravel will be spread on silty/muddy areas to improve surface condition.
 - Current Planned Areas:
 - E. Miller
 - Recent Areas of Gravel Distribution:
 - E. Pace

PROJECTS

- Flood Repair (Large Projects/Damage)
 - Placer Creek
 - Multiple areas along Placer Creek had drainage restored/corrected and berms reinforced.
 - More work will continue over the coming months to increase safe water levels along the Placer Creek Drainage.
 - Washout areas will be reinforced with large rock to fill in and hopefully prevent future washout.
 - Castle Creek.
 - Diversion Dam below the irrigation pond repair planned, awaiting authorization.
 - NRCS
 - We are working with NRCS to repair the main culvert under Castle Valley Drive (at the intersection with Castle Creek). This work will be continuing over coming months and will likely take priority in most cases as there is a time limit on the financial aid provided by NRCS.
 - STATUS: We are currently waiting on designs from Jones & Demille Engineering.

MATERIALS

- Approximately 850 Cubic Yards of material removed from various ditches around Castle Valley.

REQUISITIONS

- Mower Wheel Bearing/spindle.
- 55 Gallon Drum of AW 46 Hydraulic Oil.

ACQUISITIONS

- 55 Gallon Drum of AW 46 Hydraulic Oil.

EQUIPMENT

- Mower
 - Non-Operational
 - Front Wheel bearing Failure
- 2013 Cat 420F IT.
 - Various small fixes completed.

FACILITIES

- Nothing to report at this time.

TRAINING

- Nothing to report at this time

BUDGET

- We are currently over budget for Maintenance/repair, and Fuels and Supplies.

INCIDENTS & ACCIDENTS

- Nothing to report at this time

WORK SCHEDULE

- The road crew works a flexible schedule (usually Mondays & Tuesdays) based upon: resources available, prioritization of work, weather conditions, and the private schedule of its employees. The road crew currently does not work on Sundays except for emergencies.

Resolution 2025-3
A RESOLUTION ADOPTING THE AMENDED
FISCAL YEAR 2025 BUDGET

BE IT RESOLVED by the Town Council, Town of Castle Valley that the attached amended budget for fiscal year 2025 (Attachment A) is the true and correct amended budget approved by the Town Council.

Passed, Adopted, and Approved by the Town Council, Town of Castle Valley in open session on the **21st day of May, 2025** by the following vote:

Those voting AYE:

Those voting NAY:

Absent:

APPROVED:

ATTESTED:

Jazmine Duncan, Mayor

Jocelyn Buck, Town Clerk

Resolution 2025-4

A RESOLUTION ADOPTING THE PROPOSED FISCAL YEAR 2026 BUDGET

BE IT RESOLVED by the Town Council, Town of Castle Valley that the attached proposed budget for fiscal year 2026 (Attachment A) is the true and correct proposed budget approved by the Town Council.

Passed, Adopted, and Approved by the Town Council, Town of Castle Valley in open session on the **21st day of May, 2025** by the following vote:

Those voting AYE:

Those voting NAY:

Absent:

APPROVED:

ATTESTED:

Jazmine Duncan, Mayor

Jocelyn Buck, Town Clerk

CASTLE VALLEY DRAFT "Public Lands Sales Provision" LETTER

May 21, 2025

Dear Senator Lee, Senator Curtis, and Congressman Kennedy,

We are writing today to address the "Public Lands Sales Provision" approved by the House Natural Resource Committee on May 6th.

Because the Town of Castle Valley in Grand County is surrounded by public lands including BLM and Forest Service lands, we are very concerned about the precedent this provision could set. We ask that you oppose this provision, as well as future efforts to sell our valuable public lands without adhering to the procedures enacted in the Federal Land Transaction Facilitation Act of 2000.

There are mechanisms in place to sell or swap public lands which involve environmental reviews and allow public input. Unfortunately, the Public Lands Sales Provision attempts to bypass these requirements and reduce or silence the input of local residents.

The Castle Valley town boundaries encompass nearly 1500 acres of BLM land, and we are surrounded by thousands more acres of public lands, both BLM and Forest Service. These lands provide many important direct benefits to the Town:

- They protect our EPA certified Sole Source Aquifer, which provides drinking water to our residents.
- They provide wildlife migration routes and habitat and are mostly designated as hunting areas.
- They are intensively managed to reduce wildfire danger to the residents of Castle Valley.

While this particular version of the Public Lands Sales Provision may not affect public lands near the Castle Valley region, it could open the door to other misguided attempts to sell public lands in and around the Town of Castle Valley.

We understand that some transfers or sales of BLM lands can be valuable. In fact, Castle Valley has benefitted from the transfer of BLM lands in the past. These transfers around our region were accomplished through a successful community collaborative effort between several public and private entities with significant public input.

Once again, we ask that you oppose this Provision. Our shared lands are too valuable to be treated as short-term income producing properties. The true value of these lands around Castle Valley lies in their capacity to be preserved in their natural state for future generations.

Town of Castle Valley

Job Description

Title: Water Agent

Fair Labor Standards Act Status: Non-Exempt

Part-Time Position: The workload will vary depending on citizen needs. Over the course of a normal year, an expected 150 to 200 hours of work.

Pay: Hourly position. Pay will start at \$ 30 per hour.

Supervision: The Water Agent reports to the Mayor

Job Summary

The Water Agent is responsible for administering the Town's Water Rights in accordance with current ordinances and the policies and procedures established by the Town Council. The WRA will also help create and guide TCV's water management strategy and interact on behalf of the Town with state and regional water agencies.

The Water Agent's responsibilities are administrative in nature, not policy making.

Duties and Responsibilities

- Understand and implement the Town Water Use Ordinance, Water Management Plan, and any other policies and procedures adopted by the Town Council.
- Interact on behalf of the Town with the Utah Division of Water Rights (UDWRi), Colorado River Authority of Utah (CRAU), Moab Area Watershed Partnership (MAWP, and other state and regional water agencies.
- Facilitate and assist with any programs pertaining to TCV water, such as aquifer monitoring or watershed protection.
- Implement the Water Master Plan provisions and goals.
- Attend the monthly Town Council meeting and provide a report.
- Prepare documents for a TCV lot owner who wants to drill a well using Town water rights, and certify the lot owner's compliance with requirements specified in the Water Use Ordinance and the Water Use Agreement and Permit that will be submitted by the lot owner.
- Prepare and file required reports and forms with the UDWRi.
- Maintaining water and water rights information in the TCV database.
- Update the Water Management Plan every two years or as needed.
- Work with the Town Council to develop, update, and guide TCV's water management strategy.

- Respond to inquiries from citizens, prospective lot owners, real estate agents, the Town Council or the Mayor about Town Water Rights.
- Monitor Legislature for changes to State statutes pertaining to water and water rights.
- Enforce of Water User Agreements, Water Use Ordinance, and any policies adopted by the Town Council.
- Propose updates to the Water Use Agreement, Water Use Ordinance, and any other water related ordinances or policies as needed.
- Direct the Water Committee and oversee meeting, minutes and public statements from the Committee.
- Represent the Town at MAWP, SEURP, and any other entities of interest to Castle Valley water.

Minimum Qualification

1. High School diploma or GED.
2. Valid Utah Driver's License.
3. At least two years of experience in an administrative position involving record-keeping or other related duties.

Disclaimer: The above information is intended to describe the general nature of this position, and is not considered a complete statement of duties, responsibilities, requirements or knowledge, skills and abilities. Employees may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Town of Castle Valley

5/20/2025 12:11 PM

Register: 1300 · General Accounts Unrestricted:Zions Operating

From 04/20/2025 through 05/23/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/30/2025			5100 · Administration:...	Service Charge	3.00	X		27,642.53
04/30/2025	eft	Zions Bank Liabilities	-split-	87-0483404 Fo...	2,181.42			25,461.11
04/30/2025	10150	Zions Bank	2000 · Accounts Payable	Office Sups	58.20			25,402.91
04/30/2025	10151	Colleen R Thompson	-split-		612.27			24,790.64
04/30/2025	10152	Dorje Honer	-split-		2,218.76			22,571.88
04/30/2025	10153	Egmont Honer	-split-		2,057.68			20,514.20
04/30/2025	10154	Faylene Roth	-split-		348.69			20,165.51
04/30/2025	10155	Jasmine A Duncan	-split-		911.50			19,254.01
04/30/2025	10156	Jocelyn F. Buck	-split-		2,058.31			17,195.70
05/07/2025			-split-	Deposit			130.00	17,325.70
05/14/2025			-split-	Deposit C DBS reimburse			168,584.19	185,909.89
05/20/2025	10157	4Rivers Equipment	2000 · Accounts Payable		104.92			185,804.97
05/20/2025	10158	Emery Telcom	2000 · Accounts Payable		172.38			185,632.59
05/20/2025	10159	John Deere Financial	2000 · Accounts Payable	Backhoe return	3,625.95			182,006.64
05/20/2025	10160	Moab Times Indepen...	2000 · Accounts Payable	Public Hearing Election	215.20			181,791.44
05/20/2025	10161	Napa Auto Parts	2000 · Accounts Payable		123.91			181,667.53
05/20/2025	10162	Parkland USA Corp./...	2000 · Accounts Payable	Diesel	1,675.07			179,992.46
05/20/2025	10163	Revize Software Syst...	2000 · Accounts Payable	Website	1,000.00			178,992.46
05/20/2025	10164	Rocky Mountain Po...	2000 · Accounts Payable		74.60			178,917.86
05/20/2025	10165	Solid Waste Special ...	2000 · Accounts Payable	Clean Up	4,448.00			174,469.86

+
5/20 Rhinehart oil invoice
for hydraulic oil
\$ 505.18