



AGENDA

PUBLIC HEARING ON THE INTERIM FY 2027 BUDGET AND THE REGULAR TOWN COUNCIL

MEETING WEDNESDAY, JUNE 17th, 2026 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=Q05sYm5qQ0lpNlY5TVp2bTU5VnZjQT09>

Call to order and Roll Call

PUBLIC HEARING

Public Hearing on the Interim Budget for FY 2027

Public Comment:

Regular Town Meeting

1. Open Public Comment:

2. Approval of Minutes: Special MBA Meeting, Public Hearing on the FY2026 second amended budget and the Regular Town Council Meeting Minutes from May 20, 2026.

3. Executive Reports:

*Water Agent and Water Advisory Committee Report - John Groo/ CM O'Brien/Sarah Stock- July Mtg. cancelled

*Road Department Report- D.Honer

*Planning & Land Use Commission- Deb Testa

*EMS Report- Ed Weeks

*Utah Renewable Communities-CM Gibson

*Fire District-M Duncan /Chief Drake

* Information Technology (IT) Report-Hardware proposal- Colleen Thompson

4. Correspondence: TBA.

5. Administrative Matters & Procedures: Town letters, Groundskeeper Update.

NEW BUSINESS

6. Discussion and Possible Action re: Adopting the 2025 General Plan.

7. Discussion and Possible Action re: Resolution 2026-5 Approving the Property Tax Increase Impact Schedule.

8. Discussion and Possible Action re: Resolution 2026-6 Adopting the Interim FY 2027 Budget.

9. Discussion and Possible Action re: Appointing two positions to the Planning and Land Use Commission.

10. Discussion and Possible Action re: Approving the Utah Geologic Survey FY2027 Water Monitoring MOU/Proposal.

11. Discussion and Possible Action re: Adopting Amendments to Ordinance 95-6 Land Disturbance language.

UNFINISHED BUSINESS -none

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 2025, Adopted 2026, Amended 2026, 2nd Amendment 2026, Proposed 2027							
		Operating Budget	Actual 2025 Budget	Adopted 2026 Budget	Amended 2026 Budget	2nd Amendment 2026 Budget	Proposed 2027 Budget
Codes	Operating Income		\$ 721,270.94	\$ 847,370.00	\$ 773,420.00	\$ 1,262,572.54	\$ 396,905.00
	Tax Revenue		\$ 214,966.31	\$ 289,282.00	\$ 215,332.00	\$ 216,650.00	\$ 291,350.00
4110	Property Taxes		\$ 132,398.44	\$ 208,942.00	\$ 134,850.00	\$ 134,850.00	\$ 209,850.00
4111		Current	\$ 126,986.27	\$ 204,942.00	\$ 130,850.00	\$ 130,850.00	\$ 205,850.00
4112		Delinquent	\$ 5,412.17	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
4150	Sales Tax		\$ 79,783.65	\$ 72,000.00	\$ 72,000.00	\$ 76,000.00	\$ 76,000.00
4175	Misc Tax		\$ 2,784.22	\$ 8,340.00	\$ 8,482.00	\$ 5,800.00	\$ 5,500.00
4176		Motor Carrier	\$ 475.36	\$ 490.00	\$ 632.00	\$ 1,000.00	\$ 700.00
4177		Fee in Lieu	\$ 860.02	\$ 6,350.00	\$ 6,350.00	\$ 3,600.00	\$ 3,600.00
4199		Other	\$ 1,448.84	\$ 1,500.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00
	Intergovernmental Revenue		\$ 237,683.13	\$ 65,500.00	\$ 65,500.00	\$ 618,727.39	\$ 83,000.00
4210	Class "C " Roads		\$ 61,617.89	\$ 60,000.00	\$ 60,000.00	\$ 76,000.00	\$ 76,000.00
4211	Add Road Tax		\$ 7,598.55	\$ 5,500.00	\$ 5,500.00	\$ 7,000.00	\$ 7,000.00
4220	Liquor Allotment Fund					\$ -	\$ -
4230	Government Grants		\$ 168,466.69			\$ 535,450.43	\$ -
4299	Other / ARPA					\$ 276.96	
4300	Permits and Fees		\$ 3,787.50	\$ 3,065.00	\$ 3,065.00	\$ 2,475.00	\$ 2,555.00
4310	Water Agreements		\$ 570.00	\$ 475.00	\$ 475.00	\$ 95.00	\$ 400.00
4320	Building Permits		\$ 1,700.00	\$ 1,250.00	\$ 1,250.00	\$ 755.00	\$ 1,000.00
4330	Business Lic/CUP		\$ 455.00	\$ 455.00	\$ 455.00	\$ 355.00	\$ 355.00
4340	Fines					\$ -	\$ -
4350	School Bus Prkg		\$ -	\$ -	\$ -	\$ -	\$ -
4399	Other Fees		\$ 1,062.50	\$ 885.00	\$ 885.00	\$ 1,270.00	\$ 800.00
4400	Donations/Private Grants		\$ 1,325.00	\$ -	\$ -	\$ -	\$ -
4420	Scholarship		\$ -	\$ -	\$ -	\$ -	\$ -
4499	Other	Rec Grant / RMP	\$ 1,325.00			\$ -	\$ -
4500	Interest		\$ 39,528.00	\$ 36,000.00	\$ 36,000.00	\$ 32,000.00	\$ 20,000.00
	Sale of Fixed Assets						
	Transfer from Genl Fund Balance		\$ 42,961.00				
	Transfer From Capital Funds		\$ 181,020.00	\$ 453,523.00	\$ 453,523.00	\$ 392,720.15	\$ -

ATTACHMENTS A B

	Operating Expenses		\$ 725,179.44	\$ 847,370.00	\$ 773,420.00	\$ 1,262,572.54	\$ 396,905.00
5100	Administration		\$ 68,879.15	\$ 100,820.00	\$ 84,820.00	\$ 76,406.96	\$ 99,889.00
5110	Payroll & Taxes		\$ 44,598.74	\$ 46,170.00	\$ 46,170.00	\$ 46,280.00	\$ 50,169.00
5111		Clerk	\$ 31,680.74	\$ 32,390.00	\$ 32,390.00	\$ 32,500.00	\$ 33,475.00
5115		Mayor	\$ 12,918.00	\$ 13,780.00	\$ 13,780.00	\$ 13,780.00	\$ 14,194.00
5119		Information Tech					\$ 2,500.00
5120	Office Expenses		\$ 2,395.08	\$ 4,000.00	\$ 4,000.00	\$ 5,499.96	\$ 5,770.00
5125	Public Notice/ Website		\$ 1,981.70	\$ 3,000.00	\$ 3,000.00	\$ 2,300.00	\$ 3,000.00
5130	Elections		\$ -	\$ 8,000.00	\$ -	\$ -	\$ -
5135	Programs/Events		\$ 4,428.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
5136		Scholarship	\$ -	\$ -	\$ -	\$ -	\$ -
5137		Clean-Up	\$ 4,428.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
5139		Other / CREP					
5150	Professional Services		\$ 5,473.41	\$ 17,550.00	\$ 12,550.00	\$ 6,627.00	\$ 21,850.00
5151		Legal	\$ 2,126.00	\$ 11,000.00	\$ 6,000.00	\$ 2,100.00	\$ 11,000.00
5152		Appeal Authority	\$ -	\$ 1,350.00	\$ 1,350.00	\$ -	\$ 1,350.00
5153		Audit	\$ 2,460.00	\$ 2,700.00	\$ 2,700.00	\$ 4,527.00	\$ 6,500.00
5154		Database	\$ 887.41	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 3,000.00
5160	Dues/Memberships/ Training		\$ 500.00	\$ 2,500.00	\$ 500.00	\$ 500.00	\$ 500.00
5165	Travel		\$ -	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
5170	Telephone		\$ 2,082.84	\$ 2,600.00	\$ 2,600.00	\$ 2,100.00	\$ 2,600.00
5175	Insurance/ Bonds		\$ 7,419.38	\$ 10,000.00	\$ 9,000.00	\$ 8,100.00	\$ 9,000.00
5180	Interlocal Services - Animal Control						
5199	Other						
5200	Community Bldg/Lot		\$ 19,985.61	\$ 29,125.00	\$ 22,675.00	\$ 20,825.00	\$ 25,726.00
5210	Payroll & Taxes		\$ 1,427.47	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
5260	Cemetery						
5261		Payroll					
5269		Other					
5220	Lease/MBA		\$ 7,498.63	\$ 7,350.00	\$ 7,350.00	\$ 7,350.00	\$ 7,200.00
5230	Utilities		\$ 1,148.92	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
5240	Maintenance Expenses		\$ 2,010.57	\$ 5,000.00	\$ 2,550.00	\$ 700.00	\$ 3,000.00
5241	Equipment for Community Center						
5250	ARPA Expenses						
5280	Road Shed Loan		\$ 7,900.02	\$ 7,775.00	\$ 7,775.00	\$ 7,775.00	\$ 7,526.00
5299	Other	lot irrigation / reparian fuels					
5290		emr / Defribulator					
5295	Donation Expenses						

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5300	Planning/ Land Use		\$ 12,600.23	\$ 14,925.00	\$ 12,925.00	\$ 15,000.00	\$ 16,290.00
5310	Payroll & Taxes		\$ 12,600.23	\$ 12,925.00	\$ 12,925.00	\$ 15,000.00	\$ 14,290.00
5311		Permit Agent	\$ 6,883.85	\$ 6,775.00	\$ 6,775.00	\$ 7,000.00	\$ 7,210.00
5312		Clerk	\$ 5,716.38	\$ 6,150.00	\$ 6,150.00	\$ 8,000.00	\$ 7,080.00
5320	Professional Services		\$ -	\$ 2,000.00	\$ -		\$ 2,000.00
5330	Studies						
5399	Other						
5400	Water		\$ 5,116.84	\$ 30,000.00	\$ 16,500.00	\$ 13,500.00	\$ 30,500.00
5410	Payroll & Taxes		\$ 4,177.50	\$ 16,000.00	\$ 8,000.00	\$ 8,400.00	\$ 16,000.00
5420	Professional Services		\$ 353.50	\$ 8,000.00	\$ 3,500.00	\$ -	\$ 8,000.00
5422	Cemetery Well						
5421	Water Study						
5499	Other	Water monitoring/	\$ 585.84	\$ 6,000.00	\$ 5,000.00	\$ 5,100.00	\$ 6,500.00
5500	Roads		\$ 488,597.61	\$ 672,500.00	\$ 636,500.00	\$ 1,073,647.58	\$ 153,500.00
5510	Payroll & Taxes		\$ 41,333.19	\$ 65,000.00	\$ 50,000.00	\$ 34,000.00	\$ 65,000.00
5511		Road Supervisor	\$ 26,427.35	\$ 40,000.00	\$ 30,000.00	\$ 22,000.00	\$ 40,000.00
5512		Road Staff	\$ 14,905.84	\$ 25,000.00	\$ 20,000.00	\$ 12,000.00	\$ 25,000.00
5513		Administrator					
5514		Training	\$ -	\$ 2,500.00	\$ 1,500.00	\$ -	\$ 2,500.00
5521		Road Legal	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
5520							
5530	Road Equipment		\$ 42,387.36	\$ 65,000.00	\$ 45,000.00	\$ 31,000.00	\$ 63,000.00
5531		Fuel Oil/ Supplies	\$ 11,670.30	\$ 17,000.00	\$ 15,000.00	\$ 15,000.00	\$ 17,000.00
5532		Maintenance/ Repa	\$ 25,525.06	\$ 31,000.00	\$ 25,000.00	\$ 15,000.00	\$ 31,000.00
5533		Equipment/Tools	\$ 965.11	\$ 15,000.00	\$ 5,000.00	\$ 1,000.00	\$ 15,000.00
5534	Leased Equipment		\$ 4,226.89	\$ 2,000.00	\$ -	\$ -	\$ -
5540	Road Maintenance/ Repair		\$ 404,877.06	\$ 538,000.00	\$ 538,000.00	\$ 1,008,647.58	\$ 21,000.00
5541		Contractors	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00
5542		Weed Control					
		Other- grader/ bac	\$ 147,070.00				
5543	Castle Valley Drive						
5547	CC Culvert		\$ 45,210.00	\$ 520,000.00	\$ 520,000.00	\$ 994,647.58	
5544	Shafer / Up80		\$ 198,466.69	\$ -	\$ -	\$ -	\$ -
5549		other / gravel	\$ 14,130.37	\$ 17,000.00	\$ 17,000.00	\$ 14,000.00	\$ 20,000.00
5599	Other	CVD / chip sealing					
	Transfers		\$ 130,000.00	\$ -	\$ -	\$ 63,193.00	\$ 71,000.00
	To General Fund						
	To Capital Fund		\$ 10,000.00				
	To Capital Fund/Roads		\$ 120,000.00			\$ 63,193.00	\$ 71,000.00
	SURPLUS		\$ (3,908.50)	\$ -	\$ -	\$ -	\$ -

ATTACHMENTS A B

[illegible]

SPECIAL MUNICIPAL BUILDING AUTHORITY (MBA) MEETING
PUBLIC HEARING ON THE SECOND AMENDED FY 2026 BUDGET AND THE
REGULAR TOWN COUNCIL MEETING DRAFT MINUTES WEDNESDAY, MAY 20th,
2026, 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: Dorje Honer, Colleen Thompson, Egmont Honer, Ron Drake, Jim, and Shawn Winder.

Others Present on Zoom: Glade Soward (URC) Brenda Short and John Groo.

M Duncan called the Meeting to Order and Buck called role at 6:32 PM.

SPECIAL MUNICIPAL BUILDING AUTHORITY (MBA) MEETING

1. Appointing new Municipal Building Authority Board Members Mayor Duncan, CM O'Brien, and CM Holland. Buck led Mayor Duncan, CM O'Brien, and CM Holland through their oath of office.
2. Authorization of annual Town Building CIB loan payment for \$ 7350.00.
3. CM Hill authorized the payment of \$7350 for the Municipal Building CIB loan, CM O' Brien seconded, motion passed unanimously.

M Duncan closed the MBA Meeting and opened the Public Hearing at 6:33PM

PUBLIC HEARING

Public Hearing on the Amended Budget for FY 2026

Public Comment: No comments

M Duncan closed the Hearing at 6:34PM

Regular Town Meeting

1. Open Public Comment: Jim Winder introduced himself; he is running for County Sherriff. He stated that if elected he would be attending the Council meetings on a regular basis and he emphasized the importance that he be in constant communication with the community for public safety.

2. Approval of Minutes: Regular Town Council Meeting April 15, 2026.

CM Hill moved to approve the April 15, 2026, Meeting Minutes, CM O'Brien seconded and the motion passed unanimously.

3. Executive Reports:

*Water Agent and Water Advisory Committee Report - John Groo/ CM O'Brien/Sarah Stock. Meeting Minutes provided. Groo explained he has been working on amending the Water Use Agreement and Ordinance and with Sarah working on a proposal for Water Metering. He will provide these drafts to the Council next month for their feedback. If the drafts are approved, then he would send them for legal review before they go on to the PLUC. CM O'Brien reported that the County Planning Commission is still working on the Water Use and Preservation part of the County's General Plan. The changes need to focus on conservation and watershed management instead of relying on using the Colorado River.

*Road Department Report- D. Honer – Report provided. Discussion between CM Gibson and Honer to get the end of Shafer closed off from motorcycle traffic and to replace the "not a thru road "sign on Shafer at CV Drive. Honer reported he recently met with the BLM, and they will be working on the Castle Creek berm to reduce the potential for flooding into lower Shafer and Miller.

*Planning & Land Use Commission-Faylene Roth / Deb Testa- Minutes provided. There was discussion on a non-permitted off grid building at the top of Taylor. This building is very primitive and was built years ago. The new owners have been approved by the County to build an addition, and Thompson verified the addition met with the Town's zoning setbacks.

*Utah Renewable Communities-CM Gibson- see Item #6

*Fire District-Chief Drake reported Engine 37 has been repaired and he went and picked it up in Salt Lake. The Fire District will put on a 4th of July Celebration.

* Information Technology (IT) Report- Colleen Thompson- nothing to report.

4. Correspondence: Emails previously sent out.

5. Administrative Matters & Procedures: No Town letters. We received an Emergency Operation grant through Grand County and with the funds we will be getting some solar generators, work lights, and a laptop. There are two positions open on the Planning and Land Use Commission so far Jeff Whitney has reapplied. The Groundskeeper position is still open. Buck reminded everyone that the "Grand County Senior Needs" survey is available online and there are hard copies in the library.

NEW BUSINESS

6. Discussion and Possible Action re: Adopting Ordinance 2026-1 Adopting the Utah Clean Energy Program. Glade Soward presented a power point (available on the Town's website and YouTube <https://www.youtube.com/watch?v=8uu980eqzNU> starting at 34:05) reviewing the history and explaining the Utah Clean Energy Program. CV residents will start receiving notices about the program in their Rocky Mountain Power bills in November. They will have the opportunity to opt out until January when they will be automatically enrolled in the program and \$4 will be added to their monthly bills. At that time, they will have until May to opt out of the program after May there will be a \$30 termination fee. There is a free low-income program. Residents enrolled in the old net metering program (schedule 135) cannot participate.

CM Hill had Soward clarify that new net metering customers are encouraged to stay enrolled in the URC program.

CM Holland had Soward clarify the URC program RFP is for solar, wind, geothermal and hydroelectric and not coal, nuclear or carbon sequestration that are included in the State Clean Energy Act.

CM Holland is in favor of small-scale renewable energy projects, not the large-scale wind and solar projects that are environmentally detrimental and encourage growth and data centers.

Thompson asked how the BlueSky program works with this program. Soward said you can choose to do both or opt out of the URC program.

M Duncan thanked Soward for attending.

M Duncan stated she has a conflict of interest with her investments and will abstain from the vote.

CM Hill thanked CM Gibson for all her work with the URC. CM Hill added she would not have supported this if coal and nuclear were in the program.

CM O' Brien moved to adopt Ordinance 2026-1 adopting the Utah Clean Energy Program, CM Gibson seconded. M Duncan abstained. CM Hill voted Yay, CM Holland voted nay. Motioned passed 3/1.

7. Discussion and Possible Action re: Resolution 2026-1 Adopting the second Amended FY 2026 Budget. CM Hill explained that we are still waiting for the final bills for the Culvert, so this budget is our best guess. After speaking with the State Auditor, she assured us this was fine as our best guess. Also, the reimbursements will cross over our fiscal years.

CM O'Brien moved to approve Resolution 2026-1 Adopting the second Amended FY 2026 Budget, CM Gibson seconded motion passed unanimously.

8. Discussion and Possible Action re: Resolution 2026-2 Treasurer intends and states that the FY 2027

Budget includes a property tax increase. And the Public Hearing on the Tax Increase will be Wednesday August 12th at 6:30PM.

CM Hill stated Town of Castle Valley will consider an increase to its property tax rate from .000864 to .001345 (estimated) to generate an additional \$75,000. The following information is intended to provide decision makers and the public with an explanation of how the Town's operations would be affected if the proposed property tax increase is adopted.

Town of Castle Valleys Current Property Tax Rate	.000864
Town of Castle Valleys Current Property tax income	\$134850
Proposed Revenue with Tax Change	\$209,850
New Property Tax Revenue to Castle Valley	\$75,000
Estimated Increase to the Town of Castle Valley's Property Tax Revenue	55.62%
Estimated Increase to a primary residence of \$400,000	= \$105.72

CM Hill stated this is incorrect, it will actually be \$192.40

Buck stated the State comes up with the scenario \$400K amount not the Town.

<u>Affected</u> <u>Department</u>	<u>Proposed</u> <u>Budget</u>	<u>Budget without</u> <u>Change</u>	<u>Budget Change</u>
Administration	\$149,535	\$134,535	\$15,000

Impact of Tax Increase

Two Computer upgrades to Windows 11, Server storage upgrade, IT budget established Staff cost of Living increases. Water Agent position requiring more hours to fulfill increased duties establishing and administration of the Water Advisory Committee. As well as additional work in order to pursue goals in the Town's Water Management Plan.

<u>Affected</u> <u>Department</u>	<u>Proposed</u> <u>Budget</u>	<u>Budget without</u> <u>Change</u>	<u>Budget Change</u>
Roads	\$153,500	\$93,500	\$60,000

Impact of Tax Increase

Capital Roads projects i.e. Castle Valley Drive chip seal, road equipment repair and/or replacements, road material i.e. gravel.

Total General Fund Change: \$75,000

CM O'Brien and M Duncan discussed this is the same amount and same reasons the Town tried to get the tax increase last year.

CM Hill moved to approved: Resolution 2026-2 stating that the Town intends to have a property tax increase in the FY 2027 Budget; CM O'Brien seconded motion passed unanimously.

9. Discussion and Possible Action re: Resolution 2026-3 Presentation and Approval of the Property Tax Impact Schedule.

CM Hill moved to approve Resolution 2026-3 Approving the Property Tax Impact Schedule. With the correction to the estimated increase to a primary residence of \$400,000 is \$192.40 not \$105.72 provided by the State. CM O'Brien seconded the motion passed unanimously.

10. Discussion and Possible Action re: Resolution 2026-4 Adopting the Tentative FY 2027 Budget.

CM O'Brien moved to approve Resolution 2026-4 Adopting the Tentative FY 2027 Budget; CM Gibson seconded motion passed unanimously.

11. Discussion and Possible Action re: Payment of MBA CIB Loan for \$7350.

CM Hill moved to approve the payment of MBA CIB Loan for \$7350. CM O'Brien seconded motion passed unanimously.

12. Discussion and Possible Action re: Future of the Hazard Mitigation Plan and its requirements.

M Duncan explained the Plan requirements make it almost impossible for entities to do this their own without hiring a private contractor. She liked the Town doing our own because it helped identify our vulnerabilities and risks and come up with those mitigation strategies. It strengthens the Community whether or no it is FEMA approved. Maybe we should go in on this with the County, we are not sure of the cost involved in sharing the hiring of a private contractor. This Plan is required to "qualify" for FEMA

funding even though potentially the Town will never have enough damage to meet FEMA thresholds. Buck added the best part of the Plan process that took us 12 months was identifying doable projects and goals.

D. Honer agreed a considerable portion of our work on the Plan was checking boxes for the State. If we went with the County, they could check those boxes, and we could work on our own more focused Plan just for us.

Thompson and E Honer agreed we could do our own.

M Duncan stated and the Council agreed we should approve our Plan as it is for the Town and work with the County for their update in 2027,

13. Discussion and Possible Action re: Adopting Amendments to Ordinance 85-3 Ch.5.0 Land Use Wildland Urban Interface Zone

CM Hill moved to adopt the Amendments to Ordinance 85-3 Ch.5.0 Land Use Wildland Urban Interface Zone. CM Gibson seconded motion passed unanimously.

14. Discussion and Possible Action re: Adopting Amendments to Ordinance 95-6 Building Permit Processes Sec.1.1

CM Hill moved to adopt the Amendments to Ordinance 95-6 Building Permit Processes Sec.1.1

CM Gibson seconded motion passed unanimously.

UNFINISHED BUSINESS -None

15. Closed Meeting (If necessary)

16. Payment of the bills

CM O'Brien moved to pay the bills, CM Gibson seconded, and the motion passed unanimously.

ADJOURNMENT

M Duncan adjourned the Meeting at 8:06 PM

Approved:

Attested:

Jazmine Duncan, Mayor

Jocelyn Buck, Town Clerk

WATER ADVISORY COUNCIL MEETING MINUTES
MONDAY, June 8th 2026. AT 9:00 A.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.

CALL TO ORDER AND ROLL CALL

Groo called the meeting to order at 9:08 AM, and called the roll.

Water Committee Members Present: John Groo, Sue Bellagamba, Bob O'Brien

Water Committee Present on Zoom: Dave Erley, Pam Hackley, Ryan Anderson

Water Committee Absent:

Present at the anchor site: Sarah Stock, Jocelyn Buck

Present on zoom: Diane Ackerman, Debbie Holland, Susan Auer, Egmont Honer, Laura Cameron, Kitty Calhoun, Roxanne DiSanto

REGULAR COMMITTEE MEETING

1. Open Public Comment

- None

2. Approval of Minutes

- WAC meeting May 11th, 2026
 - Bellagamba would like to clarify a section of the notes to read: "Bellagamba stresses that we are in a different scenario now that Lake Powell is so low. There are exemptions to the "Use it or lose it" clause in Utah Water Law. For example, special circumstances such as drought or hardship."
 - Groo moves to approve with the amendment. O'Brien seconds the motion. Erley, Hackley, O'Brien, Groo, Bellagamba vote in favor. Anderson abstains.

NEW BUSINESS

3. Calendar adjustment: Proposed cancellation of July 6th WAC meeting

- O'Brien moves to cancel the July 6th WAC meeting. Erley seconds the motion. All vote in favor.

PRIORITY ACTION REPORTS

4. Water Management Plan Priority Action List

- Water Rights - Groo
 - Groo is working on amendments to the Water Use Agreement and Permit and the Water Use Ordinance - which will require all new wells drilled using Town water rights to allow for the installation of a non-invasive water meter (measuring electrical use at the pump rather than water through the pipe).
 - Bellagamba clarifies that it is currently required by Utah Water Law to meter all new diversions.
 - Cameron asks for clarification on cost and existing users and how they fit into it.
 - Groo clarifies that this is for new wells and the town will install the meters.
 - Egmont throws out the ballpark estimate of \$150-300 per meter.

- Groo mentions that the end goal is for all the water users to have meters but the funding source has not been identified.
 - O'Brien asks for clarification of who will pay for each new meter.
 - Groo says that the cost will be rolled into the (soon to be updated) fee for new water users to cover the cost.
 - Bellagamba mentions that Utah Code 73-1034 outlines requirements for metering on new diversion and water uses and that enforcement will begin 2030.
 - Erley stresses that we are not talking about measuring water flow because those devices are fickle. We are rather measuring the electrical use of the pump and inferring the flow, which is more accurate and cheaper.
 - Hackley brings up previous meetings where we discussed doing test runs on these devices. She suggests putting out a call for volunteers to install meters for a pilot program.
 - Bellagamba asks how the metering requirement from the state will be enforced.
 - Groo explains that the Division of Water Rights deals with the water right holder, in this case, the Town of Castle Valley, so it is the Town's responsibility. The WAUP wouldn't become valid until the meter is installed.
- Well Metering – Stock/Groo/Honer
 - Stock introduces a draft Water Monitoring Program Proposal with timelines attached to phases.
 - WAC discusses the draft of a Water Monitoring Program Proposal:
 - Bellagamba emphasises that the intro should include the idea that the state owns the water. We need to simplify the scope of the introduction to emphasize Utah Water Law, the requirements, and how we are trying to follow Utah Water Law - leave out Colorado River Compact stuff.
 - Groo clarifies that we have pending change applications on our water rights. Our water rights are perfected and under current water law, cannot be taken away. So if our change applications are denied or the proof requirement on the change application lapses, we can simply re-apply and start anew.
 - Holland asks if meters would help protect our water rights from being taken by the state.
 - Groo: Current water law says that if a town has water rights, even if they aren't using all of them, they cannot be taken away. A 2009 Supreme Court case with the city of Roosevelt set this precedent. But this is current law, and it may change as water supplies get tighter and tighter. We currently have to measure surface water using estimates to prove our water rights. It would simplify things greatly to have all municipal water metered. If we did have all connections metered we could file a change application and move all of the Town's water rights to municipal use, which would make management much easier.
 - Holland states that this idea that this is a step towards protecting our water makes her want to participate in the pilot phase.
 - Erley adds that there is benefit of being able to get municipal status for all our rights that relate to our status in the whole Colorado River Basin. Municipal water will be protected by the Bureau of Reclamation along with dam operations.
 - DiSanto: Do you have to meter to get municipal status?
 - Groo responds to the affirmative.
 - Egmont gives a brief update of his research on the devices for water monitoring. He is going to supply us with a small catalog of off the shelf meters for comparison. During Jeep Safari, there were over 250 of these mesh network devices online in the area. There were no major glitches at first site, but upon examination, Egmont found that some of the data from his devices got lost. Egmont suggests developing a closed node system to avoid failure with

small repeaters. This is an additional cost, but in the range of \$150 each for repeater. These could be attached to Rocky Mountain Power poles with an agreement so as to be easily accessible.

- O'Brien asks if these are approved by the state.
- Egmont mentions that we need to find out if inventing our own system would preclude us from getting grants or funding from the state.
- Groo states that based on conversations with former Regional Engineer Marc Stilson, he is confident that if we can demonstrate the effectiveness of our system, that it will be approved by UDWRi.
- Castle Creek – Hackley
 - Hackley has been working on re-establishing the USGS streamgauge on upper Castle Creek. USGS is now looking for funding sources.
 - Hackley discusses the TMDL (Total Maximum Daily Loads)¹ impairment for E. coli on lower Castle Creek and how we might address this. Amy Dickey with UDWQ is working with Colton Lay, director of MAWP; they can apply for Non-point Source (NPS) funding to address TMDL. They want to do a synoptic study on the creek and sample many sites along the creek over 1 or 2 days to try to pinpoint sites where pollution comes into the creek. Septics and runoff from livestock are a potential source for contamination. Dickey will reach out to the SEUHD to see if there is any grant funding to do outreach mailers about septic maintenance.
 - Diane: Asks if there is current E. coli in the aquifer.
 - Hackley clarifies that the TMDL study was done on the creek surface waters, not the aquifer. E. coli starts showing up somewhere below Castleton. The upper section is clear. The focus of concern is for recreation aka swimming in the creek or Quaky Pond, etc.
 - Diane asks how you check the aquifer for E. coli.
 - Groo explains that the UGS tests twice a year at seven wells around the valley. They test for phosphates, which can indicate problems with septics in the aquifer.

¹ The purpose of a Total Maximum Daily Load (TMDL) is to restore clean water by determining the amount of a pollutant that a waterbody can receive to support its beneficial uses and meet state water quality standards. It involves identifying the location and magnitude of pollutant exceedances, all potential sources of the pollutant, and best management practices (BMPs) to reduce pollutant loading. Once a TMDL is completed, it is reviewed and approved by the Utah Water Quality Board, incorporated into state rule, and then submitted to the Environmental Protection Agency (EPA) for final approval. The federal Clean Water Act (CWA) aims to maintain and restore the physical, chemical, and biological integrity of the Nation's waters. The CWA requires EPA, or delegated authorities such as states, tribes, and territories, to establish beneficial uses, and define water quality standards to protect those uses. Section 303(d) of the CWA requires each state to publish a 303(d) list of impaired waterbodies that fail to meet state water quality standards for their beneficial uses as part of its Integrated Report. A TMDL is required for 303(d) impaired waters for each pollutant responsible for the designated use(s) impairment. The State of Utah was delegated authority to administer the CWA, which is encoded in the Utah Water Quality Act (Utah Code Title 19 and UAC R-317). The Utah Division of Water Quality (DWQ) administers the water quality regulatory programs for the state. As part of those duties, DWQ collects water quality data and assesses whether a waterbody meets water quality standards for its designated beneficial uses. The 2024 Integrated Report identified three Assessment Units (AUs) in southeastern Utah as impaired for not meeting the drinking water (Beneficial Use Class 1C) and frequent primary contact recreation (Beneficial Use Class 2A) designated beneficial uses (Utah Administrative Code R317-2-6) due to exceedances of water quality standards for Escherichia Coli (E. coli) bacteria (Figure 1). This report defines the TMDLs that, when attained, will bring the creeks into full support of their drinking water and recreational beneficial uses.

- Hackley says that the TMDL is only 4% off from compliance, so it is close to attainment. Dickey told her that this is a great opportunity for us to take action and get results. Compliance is voluntary, not 'actionable'.
- Erley explains that phosphates are in laundry detergent and are cheap to test for, so they are a good precursor and indicate septic contamination.
- Aquifer Monitoring (UGS Program) – Stock/O'Brien
 - Groo talks of the new 7th water monitoring well. The Kolm study pointed to the need of a new well in the area at the end of Shafer. There happened to be a newly abandoned well in just that area and the owner is letting us keep it open to use as a monitoring well.
- Non-Potable Water for Cisterns – Groo
 - Groo has no immediate updates. We are keeping our eye out for an existing source well.
 - Erley mentions that we should find out exactly what they do out at the airport for treatment.
 - Egmont mentions that the Synergy Company used UV lamps to create ozone for their small-scale treatment system.
- Grand County Watershed Protection Overlay District – O'Brien
 - O'Brien updates about his work to try to get County level protections for the lands over our sole-source aquifers. In the amendment to the Grand County General Plan it now says that the County should look at the land use issues in the two sole-source aquifers and there is a promise from the Planning Commission to look at the sole-source aquifers during land use code update. There are a number of things that you can do in conditional use on range and grazing that would be of great concern to the aquifer.
 - O'Brien explains that one protection from having a sole-source aquifer status is that if you are going to do a project with Federal money in our sole-source aquifer, it gets a review by the US EPA. The BLM has 'no surface occupancy' in the sole-source aquifer lands, but the County has no similar protections.
- DRWi Appropriations Policy for CV – Erley
 - No updates
 - Groo explains that we are looking at how much land is outside of the town that has yet to be developed and use this to look at appropriations policies.
 - Bellagamba mentioned that water rights are being moved around and this could be a factor of concern. The Town of Cisco just got a large appropriation of water from San Juan County.
 - WAC discusses interbasin water transfers.
- Explore options for protection of surplus water- Bellagamba
 - Bellagamba has been talking with Emily Lewis, a well connected water attorney who has worked on water marketing as well as in Castle Valley. She says that she would be glad to come talk to us about water banking. She can tentatively attend our next meeting via zoom. Bellagamba would like to pull together a list of legal water questions that we have and send it to her beforehand.
 - Bellagamba briefly explains water leasing.
 - Cameron expresses concerns over the general idea of using our surplus water because of declining water availability.
 - Bellagamba explains that she is most interested in the clause of water banking that would exempt us from showing beneficial use.

- WAC discusses general ideas of water banking and creek/groundwater interactions and ways in which water marketing could benefit Castle Valley water rights while keeping water in the system.
- DiSanto: Would this include leasing our water to data centers?
- Bellagamba responds that an entity could do this regardless of water banking, but wouldn't recommend that we pursue anything like this, rather it is a tool that could be used to preserve instream flows for example.
- Erlery mentions it would be good to get a brief opinion on water metering from Ms. Lewis as well as water banking.

ADJOURNMENT

Groo moves to adjourn at 10:53 AM.

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"

Contact information: Sarah Stock, wateragent@castlevalleyutah.com

August 10th, 2026

Chair's Signature

Date

Town of Castle Valley
Road Department
Monthly Report June 2026

Dorje Honer
June 16, 2026

ROAD MAINTENANCE

- General Road Maintenance
 - Culverts cleared as of 06/08/26.
 - Various side road improvements planned. (Mainly rock removal, drainage issues).

PROJECTS

- General
 - Castle Valley Drive (Current top priority)
 - We will be prioritizing repairs on CVD in preparation for chip sealing.
 - Work will begin shortly and continue through the summer.
- Flood Repair (Large Projects/Damage)
 - Placer Creek
 - More work will continue over the coming months to increase safe water levels along the Placer Creek Drainage.
 - Next Planned Area: Between Shafer and Miller along Placer, working with property owners and UDWR to provide a solution to overflow over road.
 - Castle Creek.
 - Berm repair to be completed by BLM, work should be in progress.

MATERIALS

- We are waiting on another ~30 Tons of cold patch for CVD repairs.

REQUISITIONS

- Approx. 30 tons of cold patch, for use on Castle Valley Drive potholes.
- (2) Batteries for the work truck.
- 5 Gallon bucket of Tack oil.

ACQUISITIONS

- Various small parts for the backhoe and work truck.

EQUIPMENT

- Mower
 - Main lift piston leaking (extreme).
 - Parts ordered and repair planned (In progress).
- CAT Grader
 - Tandem leaks, hoping to fix this year, expecting 5-15 thousand in parts and labor.
 - Work will begin shortly, planning in progress.

FACILITIES

- Town lot front area cleared of weeds.

TRAINING

- Nothing to report at this time

BUDGET

- We are currently within budget.

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.

**WORKING DRAFT MINUTES
REGULAR MEETING OF THE PLANNING AND LAND USE COMMISSION
TOWN OF CASTLE VALLEY
THURSDAY, JUNE 4, 2026, 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 at the Town Building.

PLUC Members (PM) Present at anchor site: Ryan Anderson, Dorje Honer, Janie Tuft, Jeff Whitney
Present at anchor site: Collen Thompson, Mayor Jazmine Duncan, Rebecca Martin, Nathan Whitney
Present on Zoom: Marie Hawkins, Faylene Roth, Egmont Honer
PLUC Clerk at anchor site: Debbie Testa

CALL TO ORDER & ROLL CALL FOR THE PUBLIC HEARING – GENERAL PLAN UPDATES

Anderson called the Public Hearing to order regarding proposed updates to the General Plan at 6:32 P.M. Testa called roll.

1. Open Public Comment

Mayor Duncan commented on adding the completion of the Castle Valley Creek culvert replacement project to the general plan.

Honer moved to adjourn the Public Hearing regarding proposed updates to the General Plan. Whitney seconded the motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously. Public Hearing Adjourned at 6:34 PM

CALL TO ORDER & ROLL CALL FOR THE PUBLIC HEARING – ORDINANCE 95-6 AMENDMENTS

Anderson called the Public Hearing to order regarding proposed amendments to Ordinance 95-6 Section 1.3 Land Disturbance Activity, Review and Permit at 6:34 PM. Roll call stayed the same.

2. Open Public Comment

No comments were received.

Whitney moved to adjourn the Public Hearing regarding proposed amendments to Ordinance 95-6 Section 1.3 Land Disturbance Activity, Review and Permit. Honer seconded the motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously. Public Hearing Adjourned at 6:37 PM

CALL TO ORDER & ROLL CALL

Anderson called to order the Regular Meeting of the Planning and Land Use Commission (PLUC) of the Town of Castle Valley (TCV) at 6:37 P.M. Roll call stayed the same.

1. Adoption of Agenda

Honer moved to adopt the Agenda. Tuft seconded the Motion. Honer, Tuft, Whitney, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

2. Open Public Comment - None

3. Approval of Minutes: May 7, 2026, Regular Meeting

Tuft moved to approve the May 7, 2026 minutes. Honer seconded the Motion. Honer, Tuft, Whitney, and Anderson approved the Motion. Hawkins abstains. The Motion passed 4-1.

4. Reports

Correspondence: None

Building Permit Agent (BPA) Report – Thompson

Colleen Thompson reported on various building permits in progress, including certificates of occupancy and septic system work. The following permits were approved during the month of May 2026: A residence certificate of occupancy for lot #193, an LDA Permit(major) for a pond on lot #430. The following permits are in process at the end of May 2026: a building permit for an addition to a residence on lot #351, a septic and building permit for a residence and outbuildings for lot #386, a building permit for a carport on lot #074

Water Advisory Committee (WAC) – Anderson

Anderson handed out summaries of the last WAC meeting on May 11, 2026. He said the Committee will meet again on Monday, June 8, 2026. WAC Minutes are available on the Town of Castle Valley website.

Procedural Matters: None

NEW BUSINESS

5. Discussion and possible action regarding proposed updates to the General Plan

The commission then discussed final updates to the general plan, including adding information on the completion of the Castle Creek culvert replacement project to the accomplishments section; removing the first bullet under goals on page 13; and replacing “Design Craft” with the word “Create” in the second bullet regarding building requirements. A comment was also received regarding the appendix maps not being included in the draft general plan, and it was noted that the appendices and maps will be included in the final version.

Honer moved to add language stating we completed the culvert replacement project and to send the updated General Plan to the Town Council. Whitney seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

Honer moved to replace the words Design Craft with Create and remove the first bullet point from goals on page 13 of the General Plan. Tuft seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

Honer moved that we send the General Plan to the Town Council with the addition of the amended changes just made. Tuft seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

6. Discussion and possible action regarding proposed amendments to Ordinances 95-6 Section 1.3 Land Disturbance Activity, Review and Permit

The commission and Colleen Thompson/BPA discussed amendments to Ordinance 95-6, Section 1.3, regarding land disturbance activity, which includes a preliminary questionnaire to determine the level of oversight required and one or more follow-up inspections to ensure satisfactory progress and/or completion.

Honer moved to approve amendments as presented to ordinance 95-6 Section 1.3 Land Disturbance Activity, Review and Permit. Tuft seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

7. #157 Johnston/Martin Nonroutine Solar application

Whitney raised questions about the inverter, switch and battery specifications.

Whitney moved to approve the Johnston/Martin Nonroutine Solar Application. Honer seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

UNFINISHED BUSINESS.

8. Discussion and possible action regarding updates to land use application forms, in order to align them with changes in procedure and recent amendments to Ordinances 95-6 (tabled):

Honer moved to untable item #8, discussion and possible action regarding updates to land use application forms, in order to align them with changes in procedure and recent amendments to Ordinances 95-6. Whitney seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

The discussion focused on updates to the Land Disturbance Permit Application Major Form B to align with the LDA updates to Ordinance 95-6. Thompson noted the proposed changes improve procedural tracking of follow-up inspections.

Honer moved to approve the two forms pending council approval of changes to language in section 1.3 of 95-6. Whitney seconded the motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

Honer moved to retable item #8. Whitney seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

- Nonroutine Solar Energy System (SES) Permit Application (update)
- Building Permit Information Sheet (update)
- Internal Accessory Dwelling Unit Permit Application (added 6.6.24)

- Septic Permit Application (approved 5.2.24)
- Electric Permit Application (approved 5.2.24)
- Routine Solar Energy System (SES) Permit Application (approved 8.1.24)
- Land Disturbance Activity Review (approved 6.6.24)
- **Land Disturbance Activity Permit (approved 9.5.24)**
- Certificate of Land Use Compliance (CLUC) Form to replace CLUC for Agricultural Use (approved 9.5.24)
- Agricultural Exemption Form (approved 3.6.25)
- Certificate of Occupancy Review form (added 5.8.25)
- Temporary Dwelling Permit Application form (approved 6.13.25)
- Temporary Dwelling Permit Renewal form (approved 6.13.25)
- Fulfillment of Decommission Contracts (added 5.8.25) (approved 4.3.25)
- Three Acknowledgments – Geologic Hazard, Short Term Rentals, One Dwelling Per Lot (approved 5.8.25)
- Temporary Accessory Dwelling Permit Application form (added 6.13.25)
- **Land Disturbance Activity Preliminary Questionnaire (added 5.7.26)**

CLOSED MEETING - If Needed

ADJOURNMENT

Whitney moved to adjourn. Tuft seconded the Motion. Whitney, Tuft, Honer, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

Anderson declared the Meeting adjourned at 7:03 P.M.

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

Government Type: select "Cities", Entity: select "Castle Valley", Body: select "Town of Castle Valley", select this meeting and click on Meeting Packet to download,

APPROVED:

ATTESTED:

Ryan Anderson Co-Chair Date
Dorje Honer, Co-Chair

Debbie Testa, PLUC Clerk Date

BPA Report as of 6/1/2026

Building permits approved									
date	lot#	road	owner	type	purpose	description	height	sq ft <=19	sq ft >19
5/5/26	193	Shafer	Mitchell	Cert of occupancy	Residence				
~5/25/26	430	Rimrock	Bellagamba	LDA Permit (major)	Pond	Final inspection OK			
Building permits in progress									
Start date	lot#	road	owner	type	purpose				
2/18/26	351	Taylor	Blauch	BP	Residence	Addition to existing cabin			
5/1/26	386	Homestead	Jones	Septic	Residence				
5/1/26	386	Homestead	Jones	BP	Residence + outbuildings				
5/6/26	074	Bailey	Holland	BP	Carport				

Subject **EMS**
From <lionelweeks@me.com>
To Town of Castle Valley <townclerk@castlevalleyutah.com>
Date 2026-05-25 12:58



As update: At the March board meeting, candidates for the vacant board position were interviewed and Cassidy Davis was chosen. Dr. D. Flanagan (surgeon and comedical director of EMS) presented the prehospital whole blood program, which elsewhere has led to better outcomes. Andy Smith announced the new Clinical Services Division and reported ongoing recruitment (a challenge) and training. Out of 6 offers for PRN positions 5 are graduates of the GCEMS EMT course. A 2.5% COLA was approved. REMS or Rapid Extrication and Medical Support has been established with Moab Valley Fire Department. Calls in 2026 so far are down 5% from last year, but more complex. January through March: 477 calls, 95 transfers (time consuming and difficult) and 47 backcountry.

Overall, challenges but delivering the highest quality care consistently. Thanks, Ed Weeks

6/17/2026 IT Report: proposed hardware upgrades

In order to remain in compliance with state security requirements, some of our computer hardware must be upgraded. Prices provided here are approximate, based on current Amazon prices, and don't include tax. Most or all of the labor required can be done by Town staff rather than the more expensive consultant. This is one area where AI is a big help.

Overview of current computers in use (all Windows PCs):

Two laptops—

1. Laptop used for Zoom meetings.
2. Laptop used by the Planning Clerk.

Four desktops—

1. Server, repository of most of the Town's data—8GB RAM/500gb storage
2. Town clerk—Dell Optiplex 3020 8/500
3. Water/Roads—Dell Optiplex 3070 8/128
4. PLUC—Dell Optiplex 3070 8/128

Hardware in need of upgrading (\$1065)

Server (\$628)

The Town's current file server runs Windows Server 2008 and is noncompliant with current state security requirements. It is also physically insecure in an unlocked closet, power-hungry during our frequent power outages, and quite noisy.

As suggested by our IT consultant Mike, I recommend replacing it with a compact 2-bay Synology NAS (such as the DS224+ or DS225+), with a 1TB NAS drive for the main data share and a 2TB NAS drive for nightly local backups, with Carbonite continuing as the offsite copy.

The new unit can move into the main office for better physical security, and draws much less power so our existing UPS will bridge longer outages.

Town Clerk (\$321)

Maxed out at Windows 10 and will soon be unable to receive security updates.

Recommend swapping it with the current public computer, which is almost never used and is exactly the same model as the PLUC and Water/Roads machines; plus, it's already running Windows 11.

For the Clerk's use it would need a RAM upgrade to 16GB and a drive upgrade to 1TB.

The Clerk computer being replaced would be repurposed as the public computer, for which security requirements are not an issue.

PLUC (\$116)

This computer is having issues with chronically full storage and should have its internal drive upgraded from the existing 128GB to 500GB.

—submitted by Colleen Thompson

Resolution 2026-5

A RESOLUTION PRESENTING AND ADOPTING THE FINAL FY 2027 PROPERTY TAX IMPACT SCHEDULE

BE IT RESOLVED by the Town Council, Town of Castle Valley that the attached Property Tax Impact Schedule for fiscal year 2027 is correct and approved by the Town Council.

Passed, Adopted, and Approved by the Town Council, Town of Castle Valley in open session on the **17th of June, 2026** by the following vote:

Those voting AYE:

Those voting NAY:

Absent: None

APPROVED:

ATTESTED:

Jazmine Duncan, Mayor

Jocelyn Buck, Town Clerk

Town of Castle Valley Proposed Property Tax Impact Schedule

The Town of Castle Valley will consider an increase to its property tax rate from .000864 to .001193 to generate an additional \$75,000. The following information is intended to provide decision makers and the public with an explanation of how the Town's operations would be affected if the proposed property tax increase is adopted.

Town of Castle Valleys Current Property Tax Rate	.000864
Town of Castle Valleys Current Property tax income	\$134850
Proposed Revenue with Tax Change	\$209,850
New Property Tax Revenue to Castle Valley	\$73,666
Estimated Increase to the Town of Castle Valley's Property Tax Revenue	54.04%

Estimated Increase to a primary residence of \$459,000 X 55% = \$252,450 Taxable value.
\$252,450 X .001193 = \$301.17 which is \$105.77 increase.

<u>Affected</u>	<u>Proposed</u>	<u>Budget without</u>	<u>Budget Change</u>
<u>Department</u>	<u>Budget</u>	<u>Change</u>	
Administration	\$149,535	\$134,535	\$13,666

Impact of Tax Increase

Two Computer upgrades to Windows 11, Server storage upgrade, IT budget established Staff cost of Living increases. Water Agent position requiring more hours to fulfill increased duties establishing and administration of the Water Advisory Committee. As well as additional work in order to pursue goals in the Town's Water Management Plan.

<u>Affected</u>	<u>Proposed</u>	<u>Budget without</u>	<u>Budget Change</u>
<u>Department</u>	<u>Budget</u>	<u>Change</u>	
Roads	\$153,500	\$93,500	\$60,000

Impact of Tax Increase

Capital Roads projects i.e. Castle Valley Drive chip seal, road equipment repair and/or replacements, road material i.e. gravel.

Total General Fund Change: \$73,666

6/17/2026 Final

NOTICE OF PROPOSED TAX INCREASE CASTLE VALLEY TOWN

The CASTLE VALLEY TOWN is proposing to increase its property tax revenue.

The CASTLE VALLEY TOWN tax on a \$459,000 residence would increase from \$195.40 to \$301.17, which is \$105.77 per year.

The CASTLE VALLEY TOWN tax on a \$459,000 business would increase from \$355.27 to \$547.59, which is \$192.32 per year.

If the proposed budget is approved, CASTLE VALLEY TOWN would receive an additional \$73,666 in property tax revenue per year as a result of the tax increase. If the proposed budget is approved, CASTLE VALLEY TOWN would increase its property tax budgeted revenue by 54.04% above last year's property tax budgeted revenue excluding eligible new growth.

The CASTLE VALLEY TOWN invites all concerned citizens to a public hearing for the purpose of hearing comments regarding the proposed tax increase and to explain the reasons for the proposed tax increase. You have the option to attend or participate in the public hearing in person or virtually.

PUBLIC HEARING

Date/Time: 8/12/2026 6:30 PM

Location: Town Building Town Building
2 Castle Valley Dr.
Castle Valley

To obtain more information regarding the tax increase, citizens may contact the CASTLE VALLEY TOWN at 435-259-9828 or visit <https://www.castlevalleyutah.com/> Instructions for virtual participation in the public hearing will be available at <https://www.castlevalleyutah.com/> no later than 24 hours before the public hearing is scheduled to begin.

Tax Increase Instructions

The advertisement shall be published **for at least 14 days before** the day on which the taxing entity conducts the public hearing in the following locations:

- 1) Electronically in accordance with Section 45-1-101: on a website established by the collective efforts of Utah newspapers. **www.utahlegals.com**
- 2) On the Utah Public Notice Website under Section 63A-16-601 **www.utah.gov/pmn/**
- 3) As a Class A notice under Section 63G-30-102.
- 4) Publish the public notice on the entity's official website.

The advertisement shall state that the taxing entity will meet on a certain day, time, and place in the advertisement. The exact wording for the advertisement can be found in 59-2-919.

The scheduled hearing shall not be held less than **ten (10) days after** the mailing of the "Notice of Property Valuation and Tax Change" by the county auditor.

The scheduled meeting on the proposed tax increase may coincide with the hearing on the proposed budget.

The hearing shall begin at or after **6:00 PM**

The public hearing must be open to the public and held at a meeting with no other items on the agenda other than discussion and action on the taxing entity's intent to levy a tax rate that exceeds the taxing entity's certified tax rate, budget, or a special districts fee implementation.

The public hearing needs to be available for individuals to attend or participate either in person or remotely through electronic means.

If another meeting is needed to finalize the tax increase, the details of the meeting (place, date, time) must be announced at the end of the public hearing.

Please see our website for more information.

<https://propertytax.utah.gov/tax-increases/>

Utah State Tax Commission - Property Tax Division Tax Rate Summary (693) ENTITY: 3010 CASTLE VALLEY TOWN	Form PT-693 Rev. 2/15
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GRAND COUNTY

Tax Year: 2026

The Board of Trustees for the above special district has set the current year's tax rates as follows:

Purpose of Tax Rate (Code from Utah Code Annotated)	Auditor's Tax Rate	Proposed Tax Rate	Maximum By Law	Budgeted Revenue
10 General Operations §10-5-112	0.000774	0.001193	.007	209,850
Total Tax Rate	0.000774	0.001193	Total Revenue	\$209,850

Certification by Taxing Entity

I, _____, as authorized agent, hereby certify that this statement is true and correct and in compliance with all sections of the Utah State Code relating to the tax rate setting process.

Signature: _____ Date: _____

Title: _____ Telephone: _____

Mailing address: _____

Resolution 2026-6

A RESOLUTION ADOPTING THE INTERIM FISCAL YEAR 2027 BUDGET

BE IT RESOLVED by the Town Council, Town of Castle Valley that the attached interim budget for fiscal year 2027 (Attachment A) is the true and correct interim budget approved by the Town Council. A Public Hearing on the tax increase for FY2027 will be Wednesday August 12, 2026 at 6:30 PM at the Town Building 2 Castle Valley Drive, Castle Valley, Utah as well as on Zoom.

Passed, Adopted, and Approved by the Town Council, Town of Castle Valley in open session on the 17th **day of June, 2026** by the following vote:

Those voting AYE:

Those voting NAY:

Absent:

APPROVED:

ATTESTED:

Jazmine Duncan, Mayor

Jocelyn Buck, Town Clerk

PROPOSAL FOR GROUNDWATER QUALITY MONITOR-WELL SAMPLING IN CASTLE VALLEY

Castle Valley is a growing community, and the Town of Castle Valley wishes to preserve the quality of their water. The Town, with the oversight of the UGS, had 6 monitor wells installed throughout Castle Valley as part of an EPA grant to help the Town gain additional data in areas downgradient from septic systems and in areas of the valley lacking water wells. The Town would like to have the monitor wells sampled on a semi-annual basis (autumn and spring). This proposal is for Fall 2026 and Spring 2027 monitoring events.

The UGS will collect water samples during Fall 2026 and Spring 2027 from wells selected as part of this task. One additional well located on Schafer Lane has been added for this and future monitoring events. For each event (Fall 2026 and Spring 2027), seven samples will be collected (fourteen total) in the valley analyzed each for field parameters, General Chemistry samples including: Nitrogen ($\text{NO}_2 + \text{NO}_3$), Total Dissolved Solids, Specific Conductance, pH, Bicarbonate, Calcium (dissolved), Carbon dioxide, Carbonate, Chloride, Hydroxide, Magnesium (dissolved), Phosphate (total), Potassium (dissolved), Sodium (dissolved), Sulfate, and Total Alkalinity. We will also analyze Total Hardness, Total Suspended Solids, and Turbidity (in NTU). The time required to measure water levels, sample, bail, and purge the 7 monitor wells by a UGS geologists for each sampling occasion will be 20 field hours and 10 hours travel time. The UGS owns all necessary equipment to collect samples including a hand-held multi-parameter instrument to measure water levels and field parameters including pH, specific conductance, and temperature, and a pump to extract the water up to 200 feet deep and HDPE bailers for samples deeper than 200 feet below ground surface. The Utah Public Health Lab will provide the sample bottles. The UGS receives the State discount for water quality samples. The data collected will help identify any problems with water quality and help the Town ensure preservation of high-quality groundwater.

The estimated cost for both sampling events is \$13,630.55 (see attached budget). **The UGS agrees to provide \$6,815.27 total as cost share. The Town of Castle Valley agrees to pay the Utah Geological Survey a total of \$6,815.27 total for work completed during Fall 2026 and Spring 2027 groundwater monitoring events.** Billing will occur shortly after the work completed and will be in subequal amounts (slightly greater in FY26 because two staff will participate).

Date _____
Darlene Batatian, Director
Utah Geological Survey

Date _____
Jazmine Duncan, Mayor
Town of Castle Valley

Date _____
Nguyen Seymour, Finance Manager
Utah Geological Survey

Proposed Budget for two sampling events

PERSONNEL

	FY27 Hours	FY27 Rate*	FY27 Total	FY28 Hours	FY28 Rate*	FY28 Total	TOTAL
Greg Gavin	20	\$75.10	\$1,502.00	30	\$78.86	\$2,365.65	\$3,867.65
Kathryn Ladig	20	\$68.85	\$1,377.00	0	\$72.29	\$0	\$1,377.00
							\$5,244.80

*Includes hourly rate and benefits

Total Personnel **\$5,244.65**

TRAVEL

Mileage (690 miles x \$0.24/mile + 6 days@\$35)	\$ 375.60
Per Diem (7 days @ \$68/day)	\$ 476.00
Lodging w/ tax (7 days @ \$150/night)	\$ 1050.00

Total Travel **\$1,901.60**

LAB COSTS

Cost Example for one Water Quality Site (7 total samples will be submitted)

Example site

Nitrate + Nitrite	\$20.00
Total Dissolved Solids (TDS)	\$14.03
Specific Conductance	\$10.00
pH	\$12.00
Phosphorous	\$23.00
Sodium	\$13.20
Potassium	\$13.20
Calcium	\$13.20
Magnesium	\$13.20
Chloride	\$20.00
Alkalinity	\$25.00
Sulfate	\$25.00

Total Per Sample **\$201.83**

Total Water Quality Lab Analyses **\$ 2,825.62**

TOTAL DIRECT COSTS \$ 9,971.87

INDIRECT COSTS (36.69% of Total Direct Costs)	\$ 3,658.68
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<u>TOTAL PROJECT COSTS</u>	<u>\$ 13,630.55</u>
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COST SHARE (Utah Geological Survey)	\$ 6,815.27
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REQUESTED FUNDING FROM TOWN OF CASTLE VALLEY	\$ 6,815.27
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**April 17, 2024 TOWN OF CASTLE VALLEY, UTAH
ORDINANCE 95-6 AMENDED**

**AN ORDINANCE OF THE TOWN OF CASTLE VALLEY REGARDING THE
BUILDING PERMIT AND OTHER LAND USE PERMIT PROCESSES**

**(This Ordinance dated April 17, 2024 amends and supersedes
any earlier dated Ordinance 95-6)**

WHEREAS, the Town of Castle Valley (“the Town”) has an Interlocal Agreement with Grand County (“the County”) regarding Building Inspection Services wherein the Town reviews and approves building plans, electrical system plans, and solar energy system plans for their compliance with the Town’s zoning regulations before the County can issue a building permit for such plans, and

WHEREAS, the Town also has legal and liability issues in relationship to property owners who construct buildings, electrical systems, and solar energy systems on their lots, and

WHEREAS, changes to washes, drainages, or Watercourses on individual lots may adversely impact Town roads, other public infrastructure, and neighboring properties, and

WHEREAS, the Town has occasion to change its zoning regulations, and must also make changes in its regulations and forms in order to remain in compliance with changes in County law, Utah State law, and case law relating to zoning and building, and

WHEREAS, the Town needs to have a building and land use permit process which is clear and effective in meeting all these needs; therefore

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CASTLE VALLEY, UTAH:

SECTION 1: SIGNED FORMS AND AGREEMENTS REQUIRED: The Town will have a Castle Valley Building Permit Information Sheet and other Land Use Applications which specify the submissions, forms, and agreements which the Town requires in order to grant Town Zoning Approval on the Grand County Building Permit Application form for submission to the County, to grant zoning approval for other structures or improvements that do not require a Grand County building permit but are subject to Town land use regulations, or to oversee Land Disturbance Activity that might affect drainage of Surface Water (as defined in Ordinance 85-3).

1.1 Building Permits. Unless determined inapplicable by the Designated Land Use Authority, the signed documents and information listed below are required in order to attain Town zoning approval for a building permit to construct, repair, reconstruct or alter any building, to move any building onto a lot, or for any other project that requires a Grand County Building Permit. Required submission documents and information may be

determined inapplicable by the Designated Land Use Authority only if deemed unnecessary in order to properly evaluate and ensure a Land Use Application's compliance with Town Land Use Regulations and its impact on the zone in which the land use will be located.

Property within the Wildland Urban Interface (WUI) Zone, as described in Ordinance 85-3, is subject to current Utah Wildland Urban Interface Code adopted as a construction code under the Utah State Construction Code (pursuant to Utah Code Title 15A).

- a. A Castle Valley Building Permit Information Sheet (initialed and signed by applicant).
- b. An approved Septic Application signed for the Town of Castle Valley.
- c. Building plans with all the information specified in the Castle Valley Building Permit Information Sheet except for those items determined to be inapplicable by the Designated Land Use Authority for the Land Use Application being applied for (signed by property owner, and, if relevant, the building contractor).
- d. An Acknowledgement of One Dwelling Per Platted Lot (signed by applicant).
- e. An Acknowledgement of Short-Term Rentals Prohibited (signed by applicant).
- f. A Geologic Hazards Release Agreement (signed by applicant).
- g. Land Disturbance Review as described in Section 1.3 of this Ordinance (signed by the Roads Manager or other designated official) that shall expire after 12 months unless a complete Building Permit Application is submitted to the Town within that period.
- h. (Where applicable) An Acknowledgment and Release Agreement for lots without legal access (signed by applicant).
- i. (Where applicable) A Temporary Dwelling Permit.
- j. (Where applicable) A Decommissioning Contract. No portion of the decommissioned unit or building shall be buried on the property or elsewhere within the Town as further provided for in Ordinance 96-1 Watershed Protection, and Ordinance 85-3, as amended. All decommissioned material shall be properly stored on the property or shall be promptly removed from the property to a place of safe and legal disposal, after which the site and/or building, as applicable, must be returned to its preexisting condition.
- k. (Where applicable) An approved Right of Way Encroachment Permit signed by the Roads Manager or other designated official.
- l. (Where applicable) A Grade Review to determine Existing Grade prior to any earth-moving, signed by the Building Permit Agent or other designated official, as described in Ordinance 85-3 Chapter 5.7.B, and Section 5 of this Ordinance.
- m. (Where applicable) A topographical drawing prepared by a registered land surveyor or civil engineer if deemed necessary by the Designated Land Use Authority to determine compliance with setbacks or to determine Existing Grade or an estimation of pre-development topography.

- n. (Where applicable) An approved Internal Accessory Dwelling Unit (IADU) Permit, as described in Ordinance 85-3 Section 5.10, if applying for a building permit to construct, or remodel to create, an IADU.
- o. Any additional information and signed documents deemed necessary in order to properly evaluate and ensure a Land Use Application's compliance with Town Land Use Regulations and its impact on the zone in which the land use will be located.

1.2 Electrical and Solar Energy System Permits. Electrical Permits are necessary only when no other construction work is being done. Otherwise, they are included as part of a building or remodel permit and not independent of it. Solar Energy System Permit Applications must always be submitted independent of construction work being done.

Unless determined inapplicable by the Designated Land Use Authority, the signed documents and information listed below are required in order to attain Town Approval for an Electrical Permit Application or a Solar Energy System Permit Application. Required submission documents and information may be determined inapplicable by the Designated Land Use Authority or the Building Permit Agent only if deemed unnecessary in order to properly evaluate and ensure a Land Use Application's compliance with Town Land Use Regulations and its impact on the zone in which the land use will be located.

- a. A completed Castle Valley Electrical Permit Application or Solar Energy System Permit Application along with submission of all information specified in the Application. If electricity (including solar electricity) is being installed or upgraded to supply an existing building for the first time, a statement of change of use may be required if deemed applicable by the Designated Land Use Authority.
- b. Electrical system Applicants must submit 3 complete copies of the Electrical Plan as submitted to the Grand County Building Department.
- c. Solar Energy System Applicants must submit approval of an interconnection agreement from the local electric utility company to the Town in order to gain Town approval on systems connected to the grid.
- d. Solar Energy System Applicants must submit 3 complete copies of the Grand County Residential Solar Photovoltaic (PV) System Plan Review as submitted to Grand County Building Department with the attachments as listed on the Town's Solar Energy System Permit Application.
- e. (Where applicable) A Grade Review to determine Existing Grade prior to any earth-moving signed by the Building Permit Agent or other designated official.
- f. (Where applicable) a Land Disturbance Review performed by the Roads Manager or other designated official.
- g. Any additional information and signed documents deemed necessary in order to properly evaluate and ensure a Land Use Application's compliance with Town Land Use Regulations and its impact on the zone in which the land use will be located.

Copies of these forms and agreements as they exist at the time of this Ordinance are attached to this Ordinance for information purposes.

1.3 Land Disturbance Activity, Review and Permit

Land Disturbance Activity (as defined in Ordinance 85-3) may require Town oversight, including such activity not associated with a Building Permit, to protect property from changes in drainage. A Preliminary Questionnaire shall determine the level of oversight required.

Land Disturbance Review. Any Building Permit application is required to have a Land Disturbance Review by the Roads Manager or other designated official. Any other planned Land Disturbance Activity that meets one or more of the following thresholds is required to have a Land Disturbance Review by the Roads Manager or other designated official:

- a. Area of ½ acre (21,800 square feet) or more.
- b. Within a 10-foot proximity of a Watercourse (as defined in Ordinance 85-3).
- c. Moving or disturbing 50 cubic yards of material or more.
- d. Planned disturbances in setback areas.

Submission requirements for a Land Disturbance Review shall include:

- a. Plot plan showing entire lot with setback lines, existing structures including septic systems, and proposed land disturbance activity (separate page zoomed with detail if necessary.)
- b. List of any thresholds expected to be triggered, with details.
- c. In the case of a Land Disturbance Review associated with a building permit, detail any planned land disturbance activity which is not already included on the building plans.
- d. List contractors, engineers, and any other involved professionals.
- e. Any additional details or notes.
- f. Payment of Land Disturbance Review fee (waived for building-permit-associated projects.)

Upon completion of the Land Disturbance Review, the Roads Manager or other designated official may determine that a Land Disturbance Permit is required.

Land Disturbance Permit. Every person or entity shall be required to obtain a Land Disturbance Permit if the planned Land Disturbance Activity meets one or more of the following thresholds:

- a. Land Disturbance of 1 acre or more; Utah licensed engineering required if greater than 2 acres. Approval is contingent on notification of the State under UPDES (as defined in Ordinance 85-3).
- b. Engaging (crossing or changing) a Watercourse.

- c. Moving or disturbing 100 cubic yards of material or more; Utah licensed engineering required if greater than 2,000 cubic yards.
- d. If in the determination of the Roads Manager or other designated official at the Land Disturbance Review a permit should be required because of other circumstances directly relevant to the intent of protecting property from changes in drainage.

Mitigations or other conditions may be imposed by the Roads Manager or other designated official as part of the Land Disturbance Permit, which may include, but not limited to:

- a. Revegetation of disturbed areas.
- b. Riprap/armoring on erosion prone areas.
- c. Silt fencing or other silt retention methods.
- d. Timeframe for mitigations.
- e. One or more followup inspections to ensure satisfactory progress and/or completion.

Exemptions from the Land Disturbance Permit requirement:

- a. Any emergency activity that is immediately necessary for the protection of life, property, or natural resources.
- b. Pre-existing agricultural operations conducted as an allowed use.

SECTION 2: The content of the forms and agreements listed in Section 1 may be amended as deemed necessary by the Planning and Land Use Commission to keep them compatible with Town Land Use Regulations, Grand County regulations, Utah state law, and evolving case law. Changes in content will be reported to the Town Council.

SECTION 3: Additional forms and agreements may be required as directed by the Town Council or as deemed necessary by the Planning and Land Use Commission to assure compliance with Town Land Use Regulations, and Grand County regulations, Utah state law, and evolving case law. Such additional forms and agreements will be reported to the Town Council.

SECTION 4: All road easement encroachments must receive written approval by the Town prior to any work being done within a Town road easement. Town approval of road easement encroachments shall take the form of the signature of the Town's Roads Manager on the Right of Way Encroachment Permit application. Town zoning approval for a new building or addition may be denied if any changes have already been made to any wash, drainage, or Watercourse on the lot in a way that affects the exit point of surface water or the concentration of discharge at that point, as determined by a Land Disturbance Review.

SECTION 5: A Grade Review shall determine and establish existing grade prior to earth-moving processes used to prepare a site for future construction or moving a

structure on to a lot (see Ordinance 85-3 Definitions, and Illustrations for Definitions C1 and C2; and Section 1.1.1 of this Ordinance).

**SECTION 6: APPROVAL OF BUILDING PERMIT APPLICATIONS,
ELECTRICAL OR SOLAR ENERGY SYSTEM APPLICATIONS AND OTHER
LAND USE APPLICATIONS:**

- a. The Town Building Permit Agent is the Designated Land Use Authority for approving routine Building Permit Applications, routine Electrical and Solar Energy System Permit Applications, and other routine Land Use Applications as designated in Ordinance 85-3, as amended and shall consider approval for a complete application. The Building Permit Agent shall determine if an application is complete and determine applicable submission requirements prior to review. Town approval of a routine Building Permit Application, a routine Electrical or Solar Energy System Permit Application, and other routine Land Use Applications shall take the form of the signature of the Town Building Permit Agent on the Grand County Building Permit application form.
- b. The Castle Valley Planning and Land Use Commission is the Land Use Authority for approving nonroutine Building Permit Applications, nonroutine Solar Energy System Permit Applications, and other Land Use Applications as designated in Ordinance 85-3, as amended, and will consider approval of a complete application at their next regularly scheduled meeting. If determined nonroutine by the Building Permit Agent, the Building Permit Agent shall also determine if an application is complete and determine applicable submission requirements for the Planning and Land Use Commission and their review of the Land Use Application. Town approval for Land Use Applications for which the Planning and Land Use Commission is the Land Use Authority shall take the form of the signature of the Planning and Land Use Commission Chair on the appropriate Land Use Application Permit form after an affirmative majority vote by the members of the Planning and Land Use Commission present at an Open Public Meeting.
- c. The Town Council is the Land Use Authority for approving Building Permit Applications related to noncomplying buildings, nonconforming uses and Temporary Accessory Dwellings for Medical Purposes and other Land Use Applications as designated in Ordinance 85-3, as amended, and will consider approval of a complete application at their next regularly scheduled meeting after a recommendation for action from the Planning and Land Use Commission. The Building Permit Agent shall determine if an application is complete and determine applicable submission requirements for the Town Council's review, prior to the Planning and Land Use Commission's initial review of the Land Use Application and their recommendation for action to the Town Council. Town approval for Land Use Applications for which the

Town Council is the Land Use Authority shall take the form of the signature of the Mayor on the appropriate Land Use Application Permit form after an affirmative majority vote by the members of the Town Council present at an Open Public Meeting.

- d. Unless a specific requirement is determined inapplicable by the Designated Land Use Authority, a valid Building Permit or other Land Use Application Permit can be issued only after the completion of all requirements as specified in the Building Permit Information Sheet, all requirements as specified on the Application form for the specific Land Use Permit being applied for, the payment of all required fees, and the approval by the Designated Land Use Authority. The Building Permit Agent shall, in a timely manner, determine whether the Land Use Applications listed in this Ordinance are complete for the purposes of subsequent, substantive land use authority review. After a reasonable period of time to allow consideration of a Land Use Application, the Land Use Authority shall approve or deny each complete Land Use Application with reasonable diligence.

SECTION 7: REVOCATION OF TOWN BUILDING PERMIT APPROVALS:

- a. Grand County Building Permit Application forms must be signed by the Designated Castle Valley Land Use Authority and then the Grand County Building Department (also by the Local Health Department if there is a septic system) to be a complete and valid permit.
- b. Town Approval of a Building Permit Application, an Electrical System Permit Application, or a Solar Energy System Permit Application will be revoked and become invalid if, within six months of receiving Town approval, the Applicant has not received a completed Building Permit, Electrical Permit or Residential Solar Photovoltaic System Plan Review (PV Plan Review) from the Grand County Building Department with all fees paid. If the Town's approval is revoked on this basis, the fee paid to the Town will not be refunded. If the applicant wishes to start the application process again, new forms must be filed and a new fee must be paid.
- c. If the County revokes a completed Building Permit, Electrical Permit or PV Plan Review for any reason, the Town's Approval is also revoked. If the applicant wishes to revive such an application, the applicant must begin anew the application process with the Town. In such an instance, the original fee will not be refunded and new forms must be filed and a new fee must be paid.
- d. The applicant may extend the Town's approval for an additional six months with no additional fee as long as: no changes have been made to the applicant's proposed building, addition, electrical system, or solar energy system; no changes have occurred in the Town's Land Use Regulations since the applicant's original approval by the Town that would affect the application; the request is made before the expiration date of the permit; and the

Town's approval has not been revoked for any reason. If any of the above have occurred, the applicant must begin anew the application process with the Town.

SECTION 8: SEVERABILITY: If any provision of this ordinance or any application thereof to any person(s), entity, or circumstance is held invalid, the remaining provisions of this ordinance and applications thereof to other person(s), entities, or circumstances shall not be affected thereby.

SECTION 9: PENALTIES AND FINES:

Criminal Penalty and Imprisonment: Every person who violates this Ordinance is guilty of a Class B misdemeanor and may be punished by a criminal penalty not to exceed the maximum class B misdemeanor fine under Utah Code §76-3-301 or a term of imprisonment up to six (6) months, or both.

Civil Penalty: Alternatively, the Town Council may impose an appropriate civil penalty for each violation of this Ordinance by a fine not to exceed the maximum class B misdemeanor fine under Utah Code § 76-3-301, which civil penalties the Town Council shall specify and adopt under its authority herein and as granted by law with a minimum fine as established by resolution.

SECTION 10: EFFECTIVE DATE: This ordinance will become effective immediately upon passage by the Town Council of the Town of Castle Valley with regard to all building permit applications made after this date.

PASSED, ADOPTED AND APPROVED by the Town Council of the Town of Castle Valley, Utah in open session the 17th day of April, 2024, by the following vote:

Those Voting AYE: Mayor Duncan, Council Members Hill, Gibson, and O'Brien.

Those voting NAY: None.

Those ABSENT: Council Member Holland.

APPROVED:

ATTESTED:

Jazmine Duncan, Mayor

Jocelyn Buck, Town Clerk

Town of Castle Valley

6/17/2026 12:10 PM

Register: 1300 · General Accounts Unrestricted:Zions Operating

From 05/25/2026 through 06/22/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/28/2026			1300 · General Accoun...	Funds Transfer		X	15,000.00	180,278.90
05/31/2026			5100 · Administration:...	Service Charge	3.00	X		180,275.90
05/31/2026	eft	Zions Bank Liabilities	-split-	87-0483404	1,505.00			178,770.90
05/31/2026	10371	Colleen R Thompson	-split-		352.23			178,418.67
05/31/2026	10372	Debbie Testa	-split-		438.66			177,980.01
05/31/2026	10373	Dorje Honer	-split-		1,477.78			176,502.23
05/31/2026	10374	Egmont Honer	-split-		800.13			175,702.10
05/31/2026	10375	Faylene Roth	-split-		231.24			175,470.86
05/31/2026	10376	Jasmine A Duncan	-split-		912.50			174,558.36
05/31/2026	10377	Jocelyn F. Buck	-split-		2,087.26			172,471.10
05/31/2026	10378	Sarah E Stock	-split-		401.72			172,069.38
05/31/2026			B&C Roads PTIF#8084	Funds Transfer			30,000.00	202,069.38
06/01/2026	10379	Zions Bank	2000 · Accounts Payable	Shop Seals (Incident)	107.45			201,961.93
06/01/2026	10380	Beh Brothers , LLC	2000 · Accounts Payable	Cv Culvert Final	367,281.86			-165,319.93
06/01/2026	10382	Emery Telecom	2000 · Accounts Payable		175.79			-165,495.72
06/01/2026	10383	LIMB WALKER TR...	2000 · Accounts Payable	Woodchips	300.00			-165,795.72
06/01/2026	10384	Moab Times Indepen...	2000 · Accounts Payable		121.60			-165,917.32
06/01/2026	10385	Rocky Mountain Po...	2000 · Accounts Payable		32.17			-165,949.49
06/01/2026	10386	Solid Waste Special ...	2000 · Accounts Payable		33.00			-165,982.49
06/01/2026	10387	Walker's True Hardw...	2000 · Accounts Payable		31.97			-166,014.46
06/01/2026	10388	Jones Demille Engin...	2000 · Accounts Payable	Culvert Exp	25,856.83			-191,871.29
06/01/2026			1400 · Capital Funds:1...	Funds Transfer ...			205,781.94	13,910.65
06/04/2026			-split-	Deposit			125.00	14,035.65
06/04/2026	10381		1100 · CV Municipal ...	annual paymen...	7,350.00			6,685.65