

AGENDA
THE REGULAR TOWN COUNCIL MEETING

WEDNESDAY, NOVEMBER 17th, 2021 AT 6:30 P.M.

****Due to concerns regarding the potential spread of COVID-19 this meeting will be held electronically by Zoom. If you have comments or concerns for the Council please email them prior to the Meeting: townclerk@castlevalleyutah.com or call 259-9828 M-W 9AM-1PM. Thank you!**

Electronic Meeting Determination

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. § 54-2-207(4), Jazmine Duncan, Mayor of the Town of Castle Valley issues this Determination supporting the decision to convene electronic a meeting of the Council via Zoom without a physical anchor location. Due to the COVID-19 pandemic Meetings at the anchor site may present substantial risk to public health and safety. Taking into consideration public health orders limiting in-person gatherings, the average "at risk" age of Town residents and the limited space in the Town Building, the Town of Castle Valley will continue to hold meetings by electronic means. This determination expires 30 days after the day on which the Mayor has made the determination. The public can join the Zoom or submit comments through emails

PLEASE NOTE, WE HAVE TRANSITIONED TO ZOOM ** 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/ roll call

Regular Town Meeting

1. Open Public Comment

2. Approval of Minutes: Regular Town Council Meeting October 20th, 2021.

3. Executive Reports:

*Water Agent and Water Committee Report - John Groo

*EMS District- Ed Weeks

*Roads Committee- M Duncan

*Fire District-M Duncan /Chief Drake

*Planning & Land Use Commission-Colleen Thompson

*Housing Task Force- M Duncan

*Community Renewable Energy Act-CM Gibson

*County Economic Advisory Board-M Duncan

*Solid Waste District- Diane Ackerman

*Dark Sky Committee- Buck

4. Correspondence:

5. Administrative Matters & Procedures: Town letters, Emery Service to Town Building, RMP grant, new email provider.

NEW BUSINESS

6. Discussion and Possible Action re: Approval of 2022 Meeting Dates.

7. Discussion and Possible Action re: Amendments to Fire Ordinance 2007-6.

8. Discussion and Possible Action re: Amendments to Ordinance 95-6 Building Permit and other Land Use Permit processes.

UNFINISHED BUSINESS- None

9. Closed Meeting (If necessary)

10. 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"

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Entity: select "Castle Valley"

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

DRAFT MINUTES
THE REGULAR TOWN COUNCIL MEETING

WEDNESDAY, OCTOBER 20, 2021 AT 6:30 P.M.

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

Absent: None

Others Present: Ron Drake, Colleen Thompson, John Groo, Ryan Anderson, Laurie Simonson, Jessica Maw, Carol Drake, Laura Cameron, Roy Bloomfield, Diane Ackerman, Dana Rogers, Marcy Ryan, Kevin Walker, Evan Tyrrell, Susan Roche, Mary O' Brien, Norman and Peggy Llewellyn.

Clerk: Jocelyn Buck

Regular Town Meeting

M Duncan called the Meeting to Order at 6:30 PM and delivered the Electronic Meeting Determination
Buck called roll.

1. Open Public Comment: None

2. Approval of Minutes: Regular Town Council Meeting September 15th, 2021.

CM Gibson motioned to approve the Minutes from September 15, 2021; CM Holland seconded motion
passed unanimously

3. Executive Reports:

***Grand County Public Lands proposal – Grand County Commissioner Kevin Walker**

Walker presented Grand County is looking for support for their proposal to get Federal protection for public lands (BLM) specific to areas surrounding the developed areas of the County. These are areas subject to the growing impacts from tourism. The BLM has additional funding available for the management of National Conservation Areas (NCAs). With increased visitation to the County the BLM could use this funding to increase staff to help better manage our public lands. To qualify the proposed NCA land must have public support and be of intrinsic value to preserve for future generations. The maps on the link below show the proposed areas next to Arches, Book cliffs and the LaSals. The areas also include lands up to Castle Valley on the east side of the Colorado. There is a link to a public survey on the County website link below. Walker asked the Town Council for support and to weigh in officially on the proposal.

CM O'Brien asked if the proposed areas could include watersheds. Walker stated that the NCAs can have different "use" designations that could include watershed protection. CM Holland asked what the time-frame would be; Walker explained this is a multi-step process that could take 5-8 years to find its way to and through Congress. <https://www.grandcountyutah.net/777/Public-Lands-Bill>

***Solid Waste Special Service District- Manager Evan Tyrrell**

Tyrrell presented a power point with lots of information. The Solid Waste Special Service District has acquired Monument Waste Services which includes management of the transfer station on Hwy 191 as well as all the collection and hauling services and existing contracts related to solid waste in Grand County and northern San Juan County. The new name for the combined services will be Canyonlands Solid Waste Authority. The Recycle Center and processes have had a major overhaul; all materials now stay in country nothing is being shipped overseas. Even the glass is now being shipped and recycled in Salt Lake and not ground up and put in landfills. The Moab land fill has been revamped to increase its life time capacity by 20-30 years. In addition the landfill now includes a green waste / mulching program. Tyrrell ran thru several upcoming Community events i.e. the current voucher program, household hazardous waste events and our Spring Clean-up. Castle Valley waste pick up will be moving towards using poly carts only. This will make it easier for automated pickup instead of manual pick up requiring 2 employees. There are 2 sizes of poly carts available 96 and 64 gallon. There is also weekly and bimonthly pick up options. Recycle pick up is available bimonthly with a 96 gallon poly cart. Those materials are sorted and recovered by single stream process through a third party vendor. Residents can also continue to drop off their recycling at the Recycling Center.

CM Hill asked if the Hazardous waste event took latex paint. Tyrrell stated they will accept it but if it is dried out it is not considered hazardous waste. In the future he hopes to have a place where people can drop off and/or pick up useable paint.

***Water Agent and Water Committee Report – John Groo**

Groo had previously sent an extensive report to the Council. Administrative amendments to the water ordinance were approved by the Council to be sent for legal review. Groo will be attending the next Fire District Commissioner's Meeting to discuss the Town having access to residential non potable water from the well on Lot 13. Water metering will be mandated by the State at some point in the future and Groo's research on this is ongoing as to how the Town should proceed. M Duncan asked for some projected costs for meters. Groo explained that we will need to prove up Town water rights in 2023 and it would be nice to have the metering in place by then, if not we can ask for extensions until metering is in place. CM Gibson stated Groo's report was very informative and she supports Groo researching metering.

CM O'Brien agreed with CM Gibson, documenting the history of water rights in CV is extremely valuable. He updated the Council Dave Erley is working with Marc Stilson on the Water Study peer review process. The Division of Water Rights has done a critique of the first Water study and has come up with some omissions and Erley has been addressing those omissions with Ken Kohm the author of the study(s). Once those are resolved and provided the information is what the Division of Water Rights requires in order to close the aquifer then we will proceed with getting the study peer reviewed.

***Roads Committee-** M Duncan- Draft Minutes provided. M Duncan reported that Dorje Honer has been hired a Road Supervisor and Equipment Operator 2. He will be attending some required traffic safety classes in November and he will continue his training with Gritts. There was no Road Committee meeting yesterday but M Duncan did have a Roads staff meeting with Gritts, Sousa and Honer. They still have some grading to complete and will be working on getting the tar pot working to do crack sealing by next fall. Also the dump truck with the snow plow needs some repairs. Gritts has sent an updated road restoration checklist and map to Justin Johanson (Emery) and Gritts has requested a meeting before and after the work is done. The road restoration agreement is with Emery now not the VmCo the subcontractor.

***Planning & Land Use Commission-**Colleen Thompson reported the PLUC is currently working on the Draft Dark Sky Ordinance. There are some amendments to 95-6 pending related to approval of the IADU language in 85-3. And the Building Permit information sheet is also pending changes re: IADUs.

*** Community Renewable Energy Program** CM Gibson reported C-REP has done some PR events and press releases. They have hired a utility attorney Gary Dodge to represent the agency. Some of the program deadlines have been pushed back which will give other Communities time to join. So far 15 of the 23 eligible Communities have joined.

*** Treasurer's Report:** Tory Hill reported everything is below budget with the exception of the road shed loan that was more than projected and will be corrected when we amend the budget.

***Solid Waste District-** Diana Ackerman- Evan Tyrrell gave the power point.

***EMS District-** Ed Weeks- not present no report.

***Fire District-**Chief Drake explained that the Fire Commission voted to have the Town Council amend the Fire Ordinance to remove language that stated the Fire Chief can authorize burning if the fire risk is above moderate. The grant the Department received from Rocky Mountain Power is being used to create a fire wise video. Bill Rau is the organizer and CM Holland and Marybeth Fitzburgh starred in the video.

***Housing Task Force-** M Duncan- minutes provided.

***County Economic Advisory Board-**M Duncan emailed minutes prior to this meeting. The Board reviewed and approved the Rural County Grant application.

*** Dark Sky Team** - Buck reported they had their first outreach event. Dr Sharolyn Anderson came and did a great power point presentation up at Fire Station 2. Thirty-five people attended, and the Draft Lighting Ordinance is with the Planning and Land Use Commission.

4. Correspondence: Diane Ackerman Book Club email. M Duncan explained we had received a request from Ackerman to open the Town Building to the Book Club; we also had a request to open for yoga. Correspondences were received from two Book club members not wanting us to open the building for the Book Club. M Duncan stated prior to this we discussed not opening the building until the Health Department posted the County was at low COVID risk which it is not; it is currently at high risk. M Duncan also stated if we open for one group we have to be open for everyone. Council agreed to stay closed. Buck added that Jenny Haraden (librarian) had some funding that could pay for a Zoom acct. for the Book club.

5. Administrative Matters & Procedures: Town letters, CM Holland suggested getting Council comments together for the Grand County Public Lands proposal. Re-districting CM Hill reported that some of the plans people in Grand County have submitted are pretty good for Castle Valley. Website link: portal.utah/mapping.org. Fire District fund raising update CM Holland reported that the fund raising has been very successful between the email s, letters and some personal visits from Linda Skogrand . \$24,00.00 has been raised . The Fire Department would like to send out a follow up email using the Town list. Council was in agreement. Laurie Simonson and the Council thanked Linda all her work fund-raising.

NEW BUSINESS

6. Discussion and Possible Action re: Manti LaSal Forest Service Management Plan letter. CM Hill motioned to approve the Manti LaSal Forest Service Management Plan letter as amended with M Duncan's edits, CM Gibson seconded. Motioned passed unanimously. M Duncan thanked O'Brien and Holland for their work on the letter.

7. Discussion and Possible Action re: Appointment to the Solid Waste Special Service District Board CM Hill motioned to appoint Diane Ackerman to the Solid Waste Special Service District Board, CM Gibson seconded, motion passed unanimously.

UNFINISHED BUSINESS- None

11. Closed Meeting (If necessary)

12. Payment of the bills.

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

ADJOURNMENT

CM Hill motioned to adjourn, CM O'Brien seconded, motion passed unanimously.

M Duncan adjourned the Meeting at 8:12 PM

Approved:

Attested:

Jazmine Duncan, Mayor

Date:

Jocelyn Buck, Town Clerk

Date:

Town of Castle Valley

Road Department MONTHLY REPORT

OCTOBER, 2021

CURRENT & UPCOMING - ROUTINE WORK

Taylor Lane Repairs:

- We have been hauling native sand material to Taylor Lane to make much needed repairs to the road surface and shoulder ditches.

Flood Damage Repairs:

- We have been cleaning silt deposits out of the road shoulder ditches.

PROJECTS

Emery Fiber Project:

- We will be coordinating with Emery to ensure that the roads affected by their work shall be restored satisfactorily.

MATERIALS

- We have a quote from LeGrand Johnson to import 395 tons of 1" gravel for improving road surface areas.

REQUISITIONS

- Nothing to report at this time.

ACQUISITIONS

- Nothing to report at this time.

EQUIPMENT

Dump Truck (GMC):

- We have repaired the power steering hose that was leaking.

Dump Truck (Ford):

- The air brake system needs some work.

FACILITIES

- Nothing to report at this time.

TRAINING

- Nothing to report at this time.

BUDGET

- We are currently within our budget .

INCIDENTS & ACCIDENTS

- Nothing to report at this time.

WORK SCHEDULE

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

Town of Castle Valley
Road Department
Monthly Report
Dorje Honer

October, 2021

Road Grading:

- Ditches for all East side roads were completed earlier in the month.
- Lower Keogh ditches completed.
- (Training) Lower Pope, past all occupied lots was cleaned and graded to a degree.
- Remaining Roads: E. Shafer, Emery Telecom areas.

PROJECTS

- We have been working towards getting the Emery Telecom replacement gravel put into place.

MATERIALS

- Nothing to report at this time.

REQUISITIONS

- Headlights & warning lights for the grader.

ACQUISITIONS

- Nothing to report at this time.

EQUIPMENT

- Dump Truck (Ford)
 - Oil in air brake system & brake issues)
- Grader
 - 1 headlight and 0 warning lights are functional. Must be replaced before snow plowing.

FACILITIES

- Nothing to report at this time.

TRAINING

- LTAP Traffic Control Training
 - First (Technician) training completed
 - Second will occur on 29th and 30th of November.
 - Grader training is still in progress, however we have begun work on roads.

BUDGET

- Nothing to report at this time.

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.

Town of Castle Valley

Work Log - Work Type Detail

Between 9/1/2021 and 9/30/2021

WORK TYPE: 001 / Grading

Employee Totals: 15.5 Hours	\$503.29
Equipment Totals: 15.5 Hours	\$1,910.00
Grading Total \$2,413.29	

WORK TYPE: 004 / Drainage Maintenance

Employee Totals: 5 Hours	\$100.00
Equipment Totals: 5 Hours	\$300.00
Drainage Maintenance Total \$400.00	

WORK TYPE: 008 / Signing

Employee Totals: 1 Hours	\$32.47
Signing Total \$32.47	

WORK TYPE: 014 / Equipment Maintenance

Employee Totals: 1.5 Hours	\$48.71
Equipment Totals: 1.5 Hours	\$112.50
Equipment Maintenance Total \$161.21	

WORK TYPE: 015 / Water Road Surface

Employee Totals: 21 Hours	\$420.00
Equipment Totals: 21 Hours	\$1,575.00
Material Totals:	\$0.00
Water Road Surface Total \$1,995.00	

WORK TYPE: 022 / Material Processing

Employee Totals: 10 Hours	\$274.82
Equipment Totals: 10 Hours	\$480.00
Material Totals:	\$0.00
Material Processing Total \$754.82	

WORK TYPE: 023 / Materials Hauling

Employee Totals: 6 Hours	\$120.00
Equipment Totals: 6 Hours	\$450.00
Material Totals:	\$0.00

Materials Hauling Total \$570.00

WORK TYPE: 025 / Facilities Maintenance

Employee Totals: 4 Hours \$80.00

Facilities Maintenance Total \$80.00

WORK TYPE: 026 / Equipment Repair

Employee Totals: 4 Hours \$104.94

Equipment Totals: 4 Hours \$300.00

Equipment Repair Total \$404.94

WORK TYPE: 097 / Parts / Supplies Travel

Employee Totals: 1 Hours \$32.47

Parts / Supplies Travel Total \$32.47

WORK TYPE: 998 / Administration

Employee Totals: 19.5 Hours \$633.17

Administration Total \$633.17

Report Total \$7,477.36

Town of Castle Valley

Road Work - Roads Summary

Between 9/1/2021 and 9/30/2021

ROAD: /

Employee Total \$899.28

Equipment Total \$412.50

Total \$1,311.78

ROAD: 001 / Amber Lane

Employee Total \$100.00

Equipment Total \$300.00

Amber Lane Total \$400.00

ROAD: 018 / Homestead Road

Employee Total \$294.82

Equipment Total \$1,155.00

Material Total \$0.00

Homestead Road Total \$1,449.82

ROAD: 036 / Taylor Lane

Employee Total \$780.94

Equipment Total \$2,780.00

Material Total \$0.00

Taylor Lane Total \$3,560.94

ROAD: 044 / Road Shop

Employee Total \$274.82

Equipment Total \$480.00

Material Total \$0.00

Road Shop Total \$754.82

Report Total \$7,477.36

Town of Castle Valley
Road Work - Employee Summary
Between 9/1/2021 and 9/30/2021

EMPLOYEE: 003 / Mingo Gritts

Grading Total Hours: 15.5		
Signing Total Hours: 1		
Equipment Maintenance Total Hours: 1.5		
Material Processing Total Hours: 6		
Equipment Repair Total Hours: 2		
Parts / Supplies Travel Total Hours: 1		
Administration Total Hours: 19.5		
Mingo Gritts Total	46.5	\$1,509.86

EMPLOYEE: 004 / Mike Souza

Drainage Maintenance Total Hours: 5		
Water Road Surface Total Hours: 21		
Material Processing Total Hours: 4		
Materials Hauling Total Hours: 6		
Facilities Maintenance Total Hours: 4		
Equipment Repair Total Hours: 2		
Mike Souza Total	42	\$840.00
Report Total	88.5	\$2,349.86

Town of Castle Valley

Work Log - Work Type Detail

Between 10/1/2021 and 10/31/2021

WORK TYPE: 001 / Grading

Employee Totals: 6.5 Hours	\$130.00
Equipment Totals: 6.5 Hours	\$390.00
Grading Total \$520.00	

WORK TYPE: 002 / Snow Removal

Employee Totals: 2 Hours	\$64.94
Equipment Totals: 2 Hours	\$260.00
Snow Removal Total \$324.94	

WORK TYPE: 004 / Drainage Maintenance

Employee Totals: 23 Hours	\$535.00
Equipment Totals: 23 Hours	\$2,430.00
Drainage Maintenance Total \$2,965.00	

WORK TYPE: 007 / Mowing

Employee Totals: 9.5 Hours	\$190.00
Equipment Totals: 9.5 Hours	\$570.00
Mowing Total \$760.00	

WORK TYPE: 014 / Equipment Maintenance

Employee Totals: 10.5 Hours	\$241.24
Equipment Totals: 7 Hours	\$525.00
Equipment Maintenance Total \$766.24	

WORK TYPE: 022 / Material Processing

Employee Totals: 10 Hours	\$200.00
Equipment Totals: 10 Hours	\$510.00
Material Processing Total \$710.00	

WORK TYPE: 026 / Equipment Repair

Employee Totals: 4 Hours	\$80.00
Equipment Totals: 4 Hours	\$300.00
Equipment Repair Total \$380.00	

WORK TYPE: 090 / Road Inspection

Employee Totals: 20 Hours	\$518.47
Equipment Totals: 1.5 Hours	\$0.00
Road Inspection Total \$518.47	

WORK TYPE: 091 / Drainage Review

Employee Totals: 3 Hours	\$97.41
Drainage Review Total \$97.41	

WORK TYPE: 095 / Other Meeting

Employee Totals: 1 Hours	\$32.47
Other Meeting Total \$32.47	

WORK TYPE: 097 / Parts / Supplies Travel

Employee Totals: 1.5 Hours	\$48.71
Parts / Supplies Travel Total \$48.71	

WORK TYPE: 100 / Third Party Supervision

Employee Totals: 3 Hours	\$97.41
Equipment Totals: 3 Hours	\$390.00
Third Party Supervision Total \$487.41	

WORK TYPE: 997 / Training

Employee Totals: 10 Hours	\$200.00
Equipment Totals: 6 Hours	\$710.00
Training Total \$910.00	

WORK TYPE: 998 / Administration

Employee Totals: 20 Hours	\$649.40
Administration Total \$649.40	
Report Total \$9,170.04	

DRAFT MINUTES
REGULAR MEETING OF THE PLANNING AND LAND USE COMMISSION
TOWN OF CASTLE VALLEY

Date: Wednesday, November 10, 2021^{SEP}

Time: 6:30 PM^{SEP}

Place: Electronic Meeting Due to COVID-19

Electronic Meeting Determination

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. § 54-2-207(4), Ryan Anderson, Chairman of the Town of Castle Valley Planning and Land Use Commission issues this Determination supporting the decision to convene an electronic meeting of the Planning and Land Use Commission via Conference Call without a physical anchor location. Due to the COVID-19 pandemic Meetings at the anchor site may present substantial risk to public health and safety. Taking into consideration public health orders limiting in-person gatherings, the average "at risk" age of Town residents and the limited space in the Town building, the Planning and Land Use Commission will continue to hold meetings by electronic means. This determination expires 30 days after the day on which the Chairman has made the determination. The public can join the Conference Call Meetings or submit comments through emails.

Commission Members Present: Ryan Anderson, Marie Hawkins, Julie Baird, Jeff Whitney, and Colleen Thompson

Absent: None

Others Present: Mayor Duncan, *Nebeker, Jocelyn Buck, and Carol Drake

Clerk: Jessica Maw

CALL TO ORDER REGULAR MEETING

Chairman Ryan Anderson called the Meeting to order at 6:35 PM and delivered the Determination. Maw took roll call.

1. Adoption of Agenda:

Thompson moves to strike agenda item #6 as it was resolved during October's meeting. Baird seconds. Motion passes unanimously.

2. Open Public Comment: None

3. Approval of Minutes from September 1, 2021:

Thompson states agenda item #6 was passed, incorrect language on Motion. Thompson moves to approve minutes with corrections. Hawkins seconds, Whitney abstains. Motion passes unanimously.

4. Reports:

- Correspondence: None
- Town Council Meeting(s) - Thompson gives report for November 17, 2021 Town Council meeting included in meeting packet.
 - Building Permit Agent Report - Thompson gives report included in meeting packet. Ryan asks regarding the cabin kit seeking a permit, if the cabin kit's size

fits within the overall square footage. Colleen advises it does after the owner had it reduced in size to comply with Town ordinances.

- Permit Activity - Ryan asks regarding the cabin kit seeking a permit, if the cabin kit's size fits within the overall square footage. Colleen advises it does after the owner had it reduced in size to comply with Town ordinances.
- Updates on Recent Applications

NEW BUSINESS

5. Discussion and Possible Action re: Dark Sky Ordinance:

Colleen covers proposed changes to language presented at last month's PLUC meeting, included in meeting packet. Ryan asks if lower lumens make the light dimmer. Colleen clarifies that it is the color of the light. Jessica questions how to measure objectionable light between properties. Colleen explains exterior light is labeled with lumens by the manufacturer. Jeff says we could only measure someone's light from off of their property. Ryan discusses previous complaints between neighbors that have come up and how it was resolved. Colleen sees no reason to go inside someone's house. Interior lights shouldn't be shining out onto neighboring trees. Jocelyn was able to resolve a previous complaint by talking to the neighbors who made a small, but impactful change to the lighting.

Committee would like PLUC feedback on lumens, color, string lights, flood lights.

Kelvins is the color of the light, warm vs. cold. We propose 2700K over 3000K, which would be slightly warmer. Thompson moves to change part of section G to adopt 2700K instead of 3000K. Baird seconds. Motion passes unanimously.

Baird motions to accept deleting sentence in Section C III. Whitney seconds. Motion passes unanimously.

Jocelyn explains information on Prohibited Lighting is now in both sections III and VII to make sure it's clear. Thompson motions to accept changes as proposed. Hawkins seconds. Motion passes unanimously.

Section IV covering lot maximum lumens, as an example, Jocelyn's floodlight on her property is 960 lumens, rough equivalent of 75 watts. Marie asks Jeff what light is adequate for agricultural use. Jeff explains 100 watts is appropriate. Colleen explains there is also a section for agricultural exceptions that covers when a person is actively caring for their livestock. Jeff says residences are required to have an exterior light at all entrances, and holiday lights are only allowed for 90 days of the year due to potential fire hazards. Jocelyn indicates we are proposing 60 days.

Thompson motions to accept the proposed Dark Sky ordinance as presented with the changes that were discussed tonight. Whitney seconds. Motion passes unanimously.

7. Discussion and Possible Action re: Update to Building Permit Information sheet to comply with updates previously made to Ordinance 85-3 as required by HB 82. Whitney motions to untable from last month's meeting. Thompson Seconds. Motion passes unanimously.

Colleen explains suggested changes included in meeting packet. This is not an ordinance, so PLUC votes on the changes and advises the Town Council. She suggests we put discussions regarding septic on hold until we're able to discuss it further, with the exception of what is proposed in the packet. She explains all permit applicants will need to sign the Building Permit Information sheet. There was discussion at last meeting about some of the wording matching the ordinance, but Colleen believes this language keeps it understandable to the layman. Jeff and Julie agree. Julie believes the red lines are good edits to the document. Julie asks Colleen if she anticipates having conversations about the Dwelling language with applicants. Colleen doesn't believe so. Town Council have previously decided that a kitchen is a distinguishing feature of a

Dwelling. As long as the Building Permit Information sheet language agrees with 85-3 and is understandable, that's most important. Ryan says keep it simple.

Jeff explains Demolition permits are mainly for tax purposes, and asbestos is a concern that the DAQ wants to manage. Colleen says she was told if a large load is taken to the dump, the dump will turn them away if they don't have a Demolition permit.

Julie asks to explain why section B is removed. Colleen states this is to be more in-line with the current process of getting approvals from the health department, and the Town doesn't need to insert itself into that process. Colleen says she has access to County records in order to verify what was submitted to the Town matches. Jeff says we want to be timely in reviewing permits, we want to avoid any steps that increase the time in review.

Baird moves to accept proposed revisions to the Building Permit Information sheet. Whitney seconds. Motion passes unanimously.

8. Discussion and possible Action re: Approval of 2022 Meeting Dates

Thompson moves to accept as presented. Baird seconds. Motion passes unanimously.

UNFINISHED BUSINESS

8. None

CLOSED MEETING

9. If Necessary

ADJOURNMENT

Whitney moves to adjourn. Hawkins seconds. Motion passes unanimously

Ryan Anderson (Chairman) adjourned the Meeting at 8:05 PM

ORDINANCE 2008 – 3

(This Ordinance 2008-3 dated October 16th, 2013 supersedes any earlier dated 2008-3)

AN ORDINANCE ESTABLISHING A CASTLE VALLEY ROAD COMMITTEE

WHEREAS, maintaining and repairing the Town's roads and related drainages is a critical public service, and

WHEREAS, significant taxpayer money is spent on these activities, and

WHEREAS, there should be citizen/taxpayer involvement in setting priorities and monitoring the quality of the work performed, and

WHEREAS, there may be citizens/taxpayers with expertise and/or interest in road and/or drainage matters who wish to participate in managing these activities, and

WHEREAS, the burden of managing the Road Department of the Town should not fall solely to the Mayor but should be shared among interested citizens, and

WHEREAS, the Town Council has the authority under Utah Code 10-3b-403 to assign administrative duties

NOW THEREFORE BE IT ORDAINED BY THE TOWN OF CASTLE VALLEY:

1. The Road Committee (hereinafter referred to as "Committee") will be an official committee of the Town of Castle Valley. Its purpose will be to provide direction and support to the Road Department in areas outlined below.
2. Formation and composition of the Committee:
 - A. The Committee will consist of four members who are appointed by the Town Council, based on those people who offer to serve on the Committee after public notice of vacancies;
 - B. Each member will serve a three-year term. Terms will be staggered, as determined by the Committee;
 - C. Committee members will meet at least once per quarter. Meetings will be governed by the Open Meetings Act and will be governed by and conducted in accordance with the current edition of Robert's Rules of Order. Agendas and minutes will be posted and supplied to the Town Council. Records will be kept on file at the Town Office;
 - D. A quorum will consist of three members;
 - E. Up to two members may be members of the Town Council; and
 - F. The Committee will elect its Chairperson.
3. Duties of the Committee:

- A. The Committee will create and periodically review the job description for the Road Department Manager;
- B. The Committee must approve all major personnel actions regarding the Road Department Manager (i.e., hiring, firing, raises, etc.), and must participate in the Personnel Evaluation of the Road Department Manager;
- C. The Committee will create and keep an updated a list of priority projects for road repair and construction;
- D. The Committee will give the Road Department Manager overall direction for road priorities and allocation of resources;
- E. The Committee will establish a general yearly maintenance policy;
- F. The Committee will regularly review the quality and completeness of the work of the Road Department;
- G. The Committee will develop other policies as needed (e.g., driveway culvert policy, etc.) and recommend them to the Town Council;
- H. The Committee will work with the Road Department Manager on C., D. and E. above, including periodic meetings in person or via email and phone calls;
- I. The Chairperson, along with the Road Department Manager, will report relevant information at the monthly Town Council meetings, as needed;
- J. The Committee, along with the Road Department Manager, will be responsible for tracking the Road budget:
 - 1) The Road Department Manager will inform the Committee Chairperson of anticipated expenditures that would require Town Council approval. The Committee Chairperson or other available Committee member will inform the Town Council or Mayor so that the item appears on the agenda;
 - 2) The Committee, with the Road Department Manager, will establish a pay scale for Road staff, with Town Council approval; and
 - 3) The Committee Chairperson will receive from the Town Clerk prior to every Town Council meeting a report on Road Department expenditures-to-date and Road Department bills to be approved by the Council at the meeting.
- K. The Committee will interface with residents and property owners on Road issues as needed. The Road Department Manager will keep the Committee informed of such issues;
- L. The Committee will assist the Road Department Manager with special projects, such as acquiring drainage easements, as needed; and

2022 Meeting Schedule - Town of Castle Valley

Due to COVID meetings will be held virtually on Zoom unless
otherwise posted on Agendas

Regular Town Council Meetings

Held at 6:30 P.M. on the 3rd Wednesday of each month.

January 19

February 16

March 16

April 20

May 18

June 15

July 20

August 17

September 21

October 19

November 16

December 21

Planning & Land Use Commission Meetings

Held at 6:30 P.M. on the 1st Wednesday of each month.

January 5

February 2

March 2

April 6

May 4

June 1

July 6

August 3

September 7

October 5

November 2

December 7

Road Committee Meetings

Held at 4:30 P.M. on the 3rd Tuesday of each month, except where
noted.

January 18

February 15

March 15

April 19

May 17

June 14 (2nd Tues)

July 19

August 16

September 20

October 18

November 15

December 20

TOWN OF CASTLE VALLEY, UTAH
ORDINANCE 2021-4
(This Ordinance Supersedes Ordinance 2007-6)

**AN ORDINANCE PROHIBITING OPEN FIRES, THE USE OF FIREWORKS, AND OTHER
FIRE HAZARDS DURING PERIODS OF HIGH FIRE DANGER IN THE TOWN OF
CASTLE VALLEY**

WHEREAS, the Town Council of the Town of Castle Valley finds that there can exist within the Town a high degree of fire hazard which creates a significant danger to persons and to property, and

WHEREAS, there is a limited ability to fight fires and contain fires in the Valley, and

WHEREAS, the Bureau of Land Management has posted a Smokey the Bear sign at the entrance to the Town, and the Castle Valley Fire Department posts by 9:00 A.M. daily the degree of fire danger in Castle Valley, therefore

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

SECTION 1: Period of Prohibition/Restriction: At any time that the Fire District sign posts a fire hazard at a "High", "Very High" or "Extreme" level, the activities listed in Section 2 are strictly prohibited. This includes periods when, according to Utah State officials, the "burn window" is open.

SECTION 2: Prohibited and restricted hazards:

- A) Open fires are prohibited. The burning of trash, garbage or refuse in any manner is prohibited. Fires for recreational purposes are prohibited. Charcoal outdoor cooking may be used if it is done in a metal or masonry cooking device and is done in a manner such that no airborne sparks are produced.
- B) The use of all types of fireworks is prohibited except in the case of approval in writing from the Castle Valley Fire Department Chief. The use of any aerial fireworks such as "bottle" or "penny rockets", or any other combustion-propelled device shall be a class B misdemeanor.
- C) Smoking materials must be disposed of safely.
- D) Welding, metal grinding or other processes known to produce sparks and other fire hazards must be conducted indoors or with means to extinguish a fire located at the site of the activity.
- E) ~~An exception for recreational fires may be permitted in a fire pit approved in writing by the Castle Valley Fire Department Chief.~~

SECTION 3: Cost Responsibility and restitution

- A) Any individual(s) causing a fire in the Town of Castle Valley shall pay for any costs incurred in extinguishing such fire and shall pay full restitution for any property damaged by such fire, insofar as permitted by State law
- B) If any fire is started by any child under the age of legal accountability, the parents, guardians, or other adults legally responsible for that child shall pay for the costs of extinguishing the fire and shall pay for any damage caused by the fire, insofar as permitted by State law.

SECTION 4: LEGAL SANCTION: It shall be a class B misdemeanor to violate any provisions of this ordinance. The Grand County Sheriff is hereby authorized by the Town of Castle Valley to enforce the provisions of this ordinance.

SECTION 5: 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 6: EFFECTIVE DATE: To protect the safety of the residents of the Town of Castle Valley, this ordinance shall take effect immediately upon passage by the Town Council.

PASSED, ADOPTED AND APPROVED by the Town Council of the Town of Castle Valley, Utah in open session on the 17th day of November, 2021 by the following vote:

Those voting **AYE**:

Those voting **NAY**:

Those **ABSTAINING**:

Jazmine Duncan, Mayor

ATTEST:

Jocelyn Buck, Town Clerk

**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 November 17, 2021 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 waterways on individual lots may adversely impact town roads and other public infrastructure, 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 gain Town Zoning Approval on the Grand County Building Permit Application form for submission to the County.

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 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.

- a. A Castle Valley Building Permit Information Sheet (initialed and signed by applicant).
- b. An approved Septic Application signed by the designated Land Use Authority for the Town of Castle Valley.

- c. When plumbing is present, a copy of the final approved and signed Southeast Utah Health Department Application for Onsite Waste Water Review including all attachments such as the required property map.
- d. 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).
- e. A Single Dwelling Acknowledgment Form (signed by applicant).
- f. Short-Term Rentals Prohibited Acknowledgement Form (signed by applicant).
- g. A Geologic Hazards Release Agreement (signed by applicant)
- h. A Drainage Review Form (signed by 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).
- i. (Where applicable) An Acknowledgment and Release Agreement for lots without legal access (signed by applicant).
- j. (Where applicable) A Temporary Dwelling Permit.
- k. (Where applicable) A Decommissioning Contract. No portion of the decommissioned 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.
- l. (Where applicable) An approved Right of Way Encroachment Permit signed by the Roads Manager or other designated official.
- m. (Where applicable) A Grade Review to determine existing grade prior to any earth-moving signed by the Building Permit Agent or other designated official.
- n. (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.
- o. (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.
- p. 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. 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.

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 Approval for a permit for a new building or addition may be denied if any changes have already been made to any wash, drainage or waterway 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 drainage review.

SECTION 5: In order to determine existing grade, a Grade Review by the Town's Building Permit Agent must be completed prior to commencing any human-made cuts, fills, excavation, grading or similar earth-moving process to prepare any building site, septic system and associated plumbing, pad, foundation, driveway or removal of a structure and provisions as further provided for in Chapter 5 of Ordinance 85-3, as amended.

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 November, 2021, by the following vote:

Those Voting AYE:

Those voting NAY:

Those ABSENT:

APPROVED:

ATTESTED:

Jazmine Duncan, Mayor

Jocelyn Buck, Town Clerk

Town of Castle Valley

11/17/2021 10:04 AM

Register: 1300 · General Accounts Unrestricted:Zions Operating

From 10/22/2021 through 11/18/2021

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/31/2021			5100 · Administration:...	Service Charge	3.00	X		11,298.77
10/31/2021	eft	Zions Bank Liabilities	-split-	87-0483404 Fo...	1,347.50			9,951.27
10/31/2021	9409	Colleen R Thompson	-split-		175.47			9,775.80
10/31/2021	9410	Dorje Honer	-split-		925.94			8,849.86
10/31/2021	9411	Janet M Gregory	-split-		161.84			8,688.02
10/31/2021	9412	Jasmine A Duncan	-split-		606.36			8,081.66
10/31/2021	9413	Jessica L Chamberlin...	-split-		62.33			8,019.33
10/31/2021	9414	Jocelyn F. Buck	-split-		1,673.21			6,346.12
10/31/2021	9415	Mike Souza *	-split-		744.15			5,601.97
10/31/2021	9416	Mingo J Gritts	-split-		1,230.75			4,371.22
10/31/2021	9417	Warren M Egbert	-split-		118.69			4,252.53
11/01/2021	9418	Zions Bank	2000 · Accounts Payable		26.02			4,226.51
11/03/2021			-split-	Deposit			2,490.00	6,716.51
11/17/2021	9419	Frontier	2000 · Accounts Payable		368.33			6,348.18
11/17/2021	9420	Napa Auto Parts	2000 · Accounts Payable	Shop Sups	65.42			6,282.76
11/17/2021	9421	Rhinehart Oil	2000 · Accounts Payable	Diesel	1,501.54			4,781.22
11/17/2021	9422	Rocky Mountain Po...	2000 · Accounts Payable		26.49			4,754.73
11/17/2021	9423	Smuin Rich & Marsing	2000 · Accounts Payable	Incl part of audit	892.00			3,862.73
11/17/2021	9424	Solid Waste Special ...	2000 · Accounts Payable		30.00			3,832.73

Town of Castle Valley
Profit & Loss Budget vs. Actual
July 2021 through June 2022

	<u>Jul '21 - ...</u>	<u>Budget</u>	<u>% of ...</u>
Ordinary Income/Expense			
Income			
4500 · Interest Income			
4501 · Interest Income	665.75	2,100.00	31.7%
Total 4500 · Interest Income	<u>665.75</u>	<u>2,100.00</u>	<u>31.7%</u>
4100 · Tax Revenue			
4110 · Property			
4111 · Current	16,031.74	126,400.00	12.7%
4112 · Delinquent	1,339.77	3,600.00	37.2%
Total 4110 · Property	<u>17,371.51</u>	<u>130,000.00</u>	<u>13.4%</u>
4150 · Sales Tax	22,473.99	60,000.00	37.5%
4175 · Misc Tax			
4176 · Motor Carrier	114.68	500.00	22.9%
4177 · Fee in Lieu	1,405.00	2,400.00	58.5%
4199 · Other Misc Tax	0.00	1,500.00	0.0%
Total 4175 · Misc Tax	<u>1,519.68</u>	<u>4,400.00</u>	<u>34.5%</u>
Total 4100 · Tax Revenue	<u>41,365.18</u>	<u>194,400.00</u>	<u>21.3%</u>
4200 · Intergovernmental Revenue			
4211 · Add TrmL Road Tax	2,123.32	6,000.00	35.4%
4210 · Class "C" Roads	16,407.36	40,000.00	41.0%
4299 · Other Gov't Revenue	20,711.50		
Total 4200 · Intergovernmental Revenue	<u>39,242.18</u>	<u>46,000.00</u>	<u>85.3%</u>
4300 · Permits & Fees			
4350 · School Bus Prkg	0.00	0.00	0.0%
4310 · Water Agreements	95.00	500.00	19.0%
4320 · Building Permits	515.00	100.00	515.0%
4330 · Business License/CUP	75.00	1,000.00	7.5%
4399 · Other Permits & Fees	75.00	500.00	15.0%
Total 4300 · Permits & Fees	<u>760.00</u>	<u>2,100.00</u>	<u>36.2%</u>
4400 · Donation / Private Grants			
4420 · Scholarship	0.00	2,500.00	0.0%
4499 · Other Donation / Private Grants	2,400.00		
Total 4400 · Donation / Private Grants	<u>2,400.00</u>	<u>2,500.00</u>	<u>96.0%</u>
Total Income	<u>84,433.11</u>	<u>247,100.00</u>	<u>34.2%</u>
Gross Profit	<u>84,433.11</u>	<u>247,100.00</u>	<u>34.2%</u>
Expense			
5100 · Administration			
5110 · Payroll & Taxes			
5111 · Clerk	8,931.33	27,500.00	32.5%
5115 · Mayor	3,480.67	9,700.00	35.9%
Total 5110 · Payroll & Taxes	<u>12,412.00</u>	<u>37,200.00</u>	<u>33.4%</u>
5120 · Office Expenses	1,962.32	3,500.00	56.1%
5125 · Public Notices / Website	204.00	2,000.00	10.2%
5135 · Programs / Events			
5136 · Scholarship	0.00	2,500.00	0.0%
5137 · Clean-up	0.00	3,000.00	0.0%
Total 5135 · Programs / Events	<u>0.00</u>	<u>5,500.00</u>	<u>0.0%</u>

Town of Castle Valley
Profit & Loss Budget vs. Actual
July 2021 through June 2022

	<u>Jul '21 - ...</u>	<u>Budget</u>	<u>% of ...</u>
5150 · Professional Fees			
5156 · Appeal Authority	0.00	1,350.00	0.0%
5154 · Database	0.00	1,000.00	0.0%
5151 · Legal Fees	441.00	10,000.00	4.4%
5153 · Audit	968.00	2,150.00	45.0%
Total 5150 · Professional Fees	1,409.00	14,500.00	9.7%
5160 · Dues / Memberships / Training	0.00	2,500.00	0.0%
5165 · Travel	0.00	2,000.00	0.0%
5170 · Telephone	1,084.61	4,400.00	24.7%
5175 · Insurance / Bonds	5,418.60	10,000.00	54.2%
Total 5100 · Administration	22,490.53	81,600.00	27.6%
5200 · Community Building/Public Works			
5241 · Equipment for Community Center	0.00	0.00	0.0%
5280 · Road Shed Loan	8,275.00	7,225.00	114.5%
5210 · Payroll & Taxes	1,549.54	6,000.00	25.8%
5220 · Lease / MBA	0.00	6,875.00	0.0%
5230 · Utilities	566.11	2,000.00	28.3%
5240 · Maintenance Expenses	260.79	4,000.00	6.5%
Total 5200 · Community Building/Public Works	10,651.44	26,100.00	40.8%
5300 · Planning / Land Use			
5310 · Payroll & Taxes			
5311 · Permits Agent	1,162.62	6,000.00	19.4%
5312 · Clerk	784.77	5,000.00	15.7%
Total 5310 · Payroll & Taxes	1,947.39	11,000.00	17.7%
5320 · Professional Services	0.00	500.00	0.0%
Total 5300 · Planning / Land Use	1,947.39	11,500.00	16.9%
5400 · Water			
5410 · Payroll & Taxes	1,106.25	4,500.00	24.6%
5420 · Professional Services			
5421 · Water Study	0.00	0.00	0.0%
5420 · Professional Services - Other	0.00	2,000.00	0.0%
Total 5420 · Professional Services	0.00	2,000.00	0.0%
5499 · Other Water	0.00	4,500.00	0.0%
Total 5400 · Water	1,106.25	11,000.00	10.1%
5500 · Roads			
5510 · Payroll & Taxes			
5514 · Training	0.00	2,500.00	0.0%
5511 · Road Supervisor	8,651.88	25,500.00	33.9%
5512 · Road Staff	3,645.45	14,900.00	24.5%
Total 5510 · Payroll & Taxes	12,297.33	42,900.00	28.7%
5520 · Professional fees			
5521 · Roads Legal Fees	0.00	2,000.00	0.0%
Total 5520 · Professional fees	0.00	2,000.00	0.0%
5530 · Road Equipment			
5535 · Equipment & Tools	0.00	5,000.00	0.0%
5534 · Leased Equipment	0.00	14,000.00	0.0%
5531 · Fuel Oil / Supplies	2,279.52	10,000.00	22.8%
5532 · Maintenance / Repair	1,446.31	11,000.00	13.1%
Total 5530 · Road Equipment	3,725.83	40,000.00	9.3%

Town of Castle Valley
Profit & Loss Budget vs. Actual
July 2021 through June 2022

	<u>Jul '21 - ...</u>	<u>Budget</u>	<u>% of ...</u>
5540 · Road Maintenance / Repair			
5543 · Special Road Projects			
5549 · Other	<u>2,800.00</u>	<u>10,000.00</u>	<u>28.0%</u>
Total 5543 · Special Road Projects	<u>2,800.00</u>	<u>10,000.00</u>	<u>28.0%</u>
5541 · Road Work Contractors	<u>0.00</u>	<u>500.00</u>	<u>0.0%</u>
Total 5540 · Road Maintenance / Repair	<u>2,800.00</u>	<u>10,500.00</u>	<u>26.7%</u>
Total 5500 · Roads	<u>18,823.16</u>	<u>95,400.00</u>	<u>19.7%</u>
6000 · Capital Projects Expenses			
6100 · Road Improvements			
6130 · Materials	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
6199 · Other Road Improvements	<u>0.00</u>	<u>21,500.00</u>	<u>0.0%</u>
Total 6100 · Road Improvements	<u>0.00</u>	<u>21,500.00</u>	<u>0.0%</u>
6200 · Community Building / Lot'			
6250 · Lot Improvements	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
6299 · Other Community Bldg / Lot	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total 6200 · Community Building / Lot'	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
6300 · Other Capital Projects	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total 6000 · Capital Projects Expenses	<u>0.00</u>	<u>21,500.00</u>	<u>0.0%</u>
6560 · Payroll Expenses	<u>0.00</u>		
Total Expense	<u>55,018.77</u>	<u>247,100.00</u>	<u>22.3%</u>
Net Ordinary Income	<u>29,414.34</u>	<u>0.00</u>	<u>100.0%</u>
Other Income/Expense			
Other Income			
7052 · Transfer Fr General Fund-CPF	<u>0.00</u>	<u>21,500.00</u>	<u>0.0%</u>
Total Other Income	<u>0.00</u>	<u>21,500.00</u>	<u>0.0%</u>
Other Expense			
7051 · To Capital Projects Fund	<u>0.00</u>	<u>21,500.00</u>	<u>0.0%</u>
Total Other Expense	<u>0.00</u>	<u>21,500.00</u>	<u>0.0%</u>
Net Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u>29,414.34</u>	<u>0.00</u>	<u>100.0%</u>