APPLE VALLEY TOWN COUNCIL MEETING

1777 N Meadowlark Dr, Apple Valley
Wednesday, May 18, 2022 at 6:30 PM

AGENDA

Notice is given that a meeting of the Town Council of the Town of Apple Valley will be held on **Wednesday, May 18, 2022**, commencing at **6:30 PM** or shortly thereafter at **1777 N Meadowlark Dr, Apple Valley**.

Mayor| Frank Lindhardt |
Council Members | Andy McGinnis | Barratt Nielson | Kevin Sair | Robin Whitmore |

Pursuant to the Executive Order issued by Governor Gary Herbert on March 18, 2020 regarding Electronic Public Meetings, please be advised that the meeting will be held electronically and broadcast via Zoom. Persons allowed to comment during the meeting may do so via Zoom. Login to the meeting by visiting:

*https://us02web.zoom.us/j/*85361949012

if the meeting requests a password use 1234

To call into meeting, dial (253) 215 8782 and use Meeting ID 853 6194 9012

CALL TO ORDER / PLEDGE OF ALLEGIANCE/ PRAYER/ ROLL CALL

DECLARATION OF CONFLICTS OF INTEREST

CONSENT AGENDA

1. Disbursement Listing--04/01/2022-04/30/2022
2. Budget Report-- 07/01/2022-04/30/2022

MAYOR'S TOWN UPDATE

PUBLIC COMMENTS

DISCUSSION AND ACTION

3. Open bids and award contract for Building Inspector Services.
4. Zone Change Application for Av-1329-B from OST to SF-1.0; Applicant Ladd Macdonald. Planning Commission Recommended Denial On 12.1.21. Tabled By Applicant On 1.27.22, 3.17.22, 4.21.22.
5. Appointment to the Southwest Mosquito Abatement and Control District--Resolution R-2022-21.

   Tabled from meeting on April 21, 2022.
6. Update 10.28.200 Dumping, Storing or Disposal--O-2022-17

   PC approved changes on 2/3/22 as written recommended approval.
7. Adopt 10.28.280 Time Restriction on Completion of The Exterior of Buildings--O-2022-18

   PC recommended approval. TC approved on 2/17/22. This is to Adopt the Ordinance.
8. Update 11.02.040 Necessity Of Plat; Exemption From Plat Requirements--O-2022-20

   PC recommended approval. TC approved on 2/17/22. This is to Adopt the Ordinance.
9. Adopt 10.28.290 Building Permit Expiration and Renewal--O-2022-21

PC recommended approval. TC approved on 2/17/22. This is to Adopt the Ordinance.

10. Update 11.02.020 Scope and Limitations--O-2022-22

    PC recommended approval. TC approved on 2/17/22. This is to Adopt the Ordinance.

11. Update 11.08.040 Street Improvements--O-2022-23

    PC recommended approval. TC approved on 2/17/22. This is to Adopt the Ordinance.

12. Application to Appear Before Town Council to discuss code violations.
13. Add Town Administrator as check signer for SBSU accounts.
14. Purchasing Policy Repeal and Replace.--Resolution-R-2022-29
15. Add Authorized Individuals on PTIF Accounts--Resolution R-2022-30
16. Adoption of FY2023 Tentative Budget, and set Public Hearing date.

REPORTS, RECOMMENDATIONS, AND ANNOUNCEMENTS

REQUEST FOR A CLOSED SESSION

ADJOURNMENT

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

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL COMMUNITY EVENTS AND MEETINGS
In compliance with the American with Disabilities Act, individuals needing special accommodations (Including auxiliary communicative aids and services) during this meeting should call 435-877-1190.

Town of Apple Valley
Disbursement Listing
Checking - SBSU - 04/01/2022 to 04/30/2022

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
Returned/NSF Payment	323	04/04/2022	$75.00			Returned/NSF Pay
Utah Retirement Systems	URS040522	04/05/2022	$599.82			Payroll
XPress Bill Pay	XBP040522	04/05/2022	$1,834.95			Purchasing
McGinnis, Marshal	5078	04/06/2022	$415.57			Paycheck
Nielson, Barratt	5079	04/06/2022	$346.31			Paycheck
Whitmore, Robin L	5081	04/06/2022	$277.05			Paycheck
Utah Retirement Systems	URS040622	04/06/2022	$130.77			Payroll
Buck's Ace Hardware	5082	04/07/2022	$27.48			Purchasing
Steamroller Copies	5083	04/07/2022	$1.25			Purchasing
Superior Technical Solutions	5084	04/07/2022	$355.00			Purchasing
The Spectrum	5085	04/07/2022	$29.82			Purchasing
Zolg, David	5086	04/07/2022	$165.00			Purchasing
South Central Communications	5087	04/07/2022	$382.85			Purchasing
Big Plains Water and Sewer SSD	5088	04/07/2022	$122,871.09			Purchasing
Payroll	0408221200	04/08/2022	$3,069.14			Paycheck
Internal Revenue Service	EFTPS040622	04/08/2022	$1,013.04			Payroll
Utah Retirement Systems	URS040722	04/08/2022	$446.96			Payroll
AT&T	5090	04/12/2022	$338.07			Purchasing
Blackburn Propane	5091	04/12/2022	$569.22			Purchasing
Gallian Welker & Beckstrom, L.C.	5092	04/12/2022	$3,717.00			Purchasing
Little Creek Station	5093	04/12/2022	$132.30			Purchasing
Revco Leasing	5094	04/12/2022	$230.69			Purchasing
Sunrise Engineering	5095	04/12/2022	$715.00			Purchasing
Washington County Sheriff's Office	5096	04/12/2022	$3,750.00			Purchasing
Washington County Solid Waste	5097	04/12/2022	$4,345.20			Purchasing
XPress Bill Pay	AUTO04052022	04/12/2022	$228.12			Purchasing
iST Laser Engraving	DEBIT0412202	04/12/2022	$319.00			Purchasing
iST Laser Engraving	DEBIT0412202	04/12/2022	$319.00			Purchasing
Superior Technical Solutions	STS04122022	04/12/2022	$355.00			Purchasing
Amazon.com	DEBIT0413202	04/13/2022	$95.36			Purchasing
Amazon.com	DEBIT0413202	04/13/2022	$126.89			Purchasing
FireHose Direct	DEBT04112022	04/13/2022	$503.58			Purchasing
Amazon.com	REF04132022	04/13/2022	($35.97)			Purchasing
Amazon.com	04142022CR	04/14/2022	($35.98)			Purchasing
Gallian Welker & Beckstrom, L.C.	5098	04/14/2022	$6,980.00			Purchasing
Amazon.com	DEBIT0414202	04/14/2022	$55.82			Purchasing
USPS	EFT04142022	04/14/2022	$232.00			Purchasing
Ruesch & Reeve, PLLC	5098	04/19/2022	$3,500.00			Purchasing
Rocky Mountain Power	DEBIT0415202	04/19/2022	$185.44			Purchasing
Emergency Services Marketing Corp., In	5100	04/21/2022	$355.00			Purchasing
Payroll	0422221200	04/22/2022	$2,873.87			Paycheck
Department of Workforce Services	DWS042222	04/22/2022	$183.95			Purchasing
Internal Revenue Service	EFTPS0421202	04/22/2022	$737.94			Payroll
Utah Retirement Systems	URS04212022	04/22/2022	$481.48			Payroll
Utah State Tax Commission	USTC042022	04/22/2022	$744.97			Payroll
Zions Bank	ZB042522	04/25/2022	$880.37			Purchasing
To correct Amazon invoice 1356203 off 1		04/28/2022	$0.01			JE: 602
Blackburn Propane	5101	04/28/2022	$79.65			Purchasing
Little Creek Station	5102	04/28/2022	$54.60			Purchasing
MegaPro	5103	04/28/2022	$590.00			Purchasing
Sunrise Engineering	5104	04/28/2022	$965.25			Purchasing
Utah Local Governments Trust	5105	04/28/2022	$36.44			Purchasing
Vizcardo, Jenna	5106	04/28/2022	$2.86			Purchasing
Costco	ACH04202022	04/28/2022	$489.71			Purchasing
Amazon.com	DEBIT0428202	04/28/2022	$129.20			Purchasing
Zoom Video Communications Inc.	DEBIT0428202	04/28/2022	$54.99			Purchasing
Amazon.com	DEBIT2042820	04/28/2022	$198.29			Purchasing
Amazon Return for Ipad pro 11 case		04/29/2022	($51.58)			JE: 601
Customer check Paul Cleverly #152 for $		04/29/2022	$50.00			JE: 603
			$167,523.84		**$0.00**	

Town of Apple Valley

Operational Budget Report
10 General Fund - 07/01/2021 to 04/30/2022
83.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Change In Net Position					
Revenue:					
Taxes					
3110 General property taxes-current	121,352.97	15,795.04	129,070.55	111,933.00	115.31%
3120 Prior year's taxes-delinquent	9,320.94	0.00	5,139.11	8,000.00	64.24%
3130 General sales and use taxes	117,785.84	0.00	94,237.16	130,000.00	72.49%
3140 Energy and communication taxes	33,650.07	3,645.50	17,038.14	35,000.00	48.68%
3150 RAP Tax	10,834.86	2,715.94	14,641.96	13,000.00	112.63%
3160 Transient Taxes	4,839.95	839.24	5,746.97	3,500.00	164.20%
3170 Fee in lieu of personal property taxes	8,103.54	0.00	1,584.85	8,400.00	18.87%
3190 Highway/Transit Tax	10,762.11	1,333.02	10,097.04	9,600.00	105.18%
Total Taxes	**316,650.28**	**24,328.74**	**277,555.78**	**319,433.00**	**86.89%**
Licenses and permits					
3210 Business licenses	3,850.00	0.00	7,350.00	3,400.00	216.18%
3221 Building Permits-Fee	107,709.37	3,696.50	64,907.59	80,000.00	81.13%
3222 Building Permits-Non Surcharge	2,769.26	554.47	9,166.15	3,500.00	261.89%
3223 Building permit - HCP Valuation	0.00	227.24	3,723.52	0.00	0.00%
3224 Building Permits Surcharge	0.00	0.00	332.22	0.00	0.00%
3225 Animal licenses	430.00	30.00	420.00	500.00	84.00%
Total Licenses and permits	**114,758.63**	**4,508.21**	**85,899.48**	**87,400.00**	**98.28%**
Intergovernmental revenue					
3356 Class "C" road allotment	69,287.89	0.00	57,577.59	82,000.00	70.22%
3358 Liquor control profits	0.00	0.00	755.59	800.00	94.45%
3370 State Grants	15,326.25	0.00	13,236.51	45,000.00	29.41%
3371 State Highway Grants	30,765.00	0.00	0.00	0.00	0.00%
3373 CARES Revenue	72,089.00	0.00	0.00	0.00	0.00%
Total Intergovernmental revenue	**187,468.14**	**0.00**	**71,569.69**	**127,800.00**	**56.00%**
Charges for services					
3230 Special Event Permit	0.00	0.00	3,000.00	0.00	0.00%
3410 Clerical services	195.82	26.63	160.32	100.00	160.32%
3415 SSD Payroll Services	4,612.40	0.00	0.00	0.00	0.00%
3416 Other Interdepartmental Charges	4,099.34	0.00	0.00	10,000.00	0.00%
3420 Fire Department Contracts	7,513.50	0.00	0.00	0.00	0.00%
3431 Zoning and subdivision fees	27,496.00	715.00	54,045.13	30,000.00	180.15%
3440 Solid waste	38,348.53	4,459.86	41,856.17	48,800.00	85.77%
3441 Storm Drainage	33,651.95	3,723.51	35,353.20	38,880.00	90.93%
3461 GRAMA requests	55.00	0.00	0.00	200.00	0.00%
3470 Park and recreation fees	55.00	0.00	0.00	100.00	0.00%
3615 Late charges/Other Fees	1,620.96	190.02	1,454.85	2,000.00	72.74%
Total Charges for services	**117,648.50**	**9,115.02**	**135,869.67**	**130,080.00**	**104.45%**
Fines and forfeitures					
3510 Fines	3,381.21	7,232.81	7,756.74	4,800.00	161.60%
Total Fines and forfeitures	**3,381.21**	**7,232.81**	**7,756.74**	**4,800.00**	**161.60%**
Interest					
3610 Interest earnings	1,643.60	378.36	2,071.48	4,800.00	43.16%
Total Interest	**1,643.60**	**378.36**	**2,071.48**	**4,800.00**	**43.16%**
Miscellaneous revenue					
3690 Sundry revenue	5,125.01	1,194.40	3,887.26	1,000.00	388.73%
3692 Fire department fundraisers	1,000.00	1,165.73	1,165.73	1,300.00	89.67%
3697 Park department fundraisers	0.00	0.00	0.00	800.00	0.00%
3801.1 Impact fees - Fire	531.00	1,688.00	19,471.00	2,000.00	973.55%
3801.2 Impact fees - police	0.00	228.00	2,622.00	0.00	0.00%
3801.3 Impact fees - roadways	4,626.00	2,660.00	59,034.00	18,000.00	327.97%
3801.4 Impact fees - culinary water	6,260.00	0.00	0.00	0.00	0.00%
3801.6 Impact fees - storm water	7,389.12	4,703.84	34,762.79	15,000.00	231.75%
3801.7 Impact fees - parks, trails, OS	1,269.00	1,450.00	16,816.00	6,000.00	280.27%
Total Miscellaneous revenue	**26,200.13**	**13,089.97**	**137,758.78**	**44,100.00**	**312.38%**
Contributions and transfers					
3802.2 Contributions - public safety	0.00	0.00	0.00	300.00	0.00%
3802.7 Contributions - parks and recreation	69.26	0.00	0.00	100.00	0.00%
3802.8 Contributions - Contingency	0.00	0.00	0.00	100,000.00	0.00%
Total Contributions and transfers	**69.26**	**0.00**	**0.00**	**100,400.00**	**0.00%**
Total Revenue:	**767,819.75**	**58,653.11**	**718,481.62**	**818,813.00**	**87.75%**

Town of Apple Valley
Operational Budget Report
10 General Fund - 07/01/2021 to 04/30/2022
83.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Expenditures:					
General government					
Council					
4111.110 Council Salaries and wages	2,567.04	1,875.00	13,775.00	5,000.00	275.50%
4111.130 Council Employee benefits	481.77	143.46	1,300.50	700.00	185.79%
4111.210 Council Travel Reimbursement	909.40	0.00	0.00	2,100.00	0.00%
4111.220 Council Training	0.00	0.00	0.00	1,900.00	0.00%
4111.610 Council Donations and discretionary spending	0.00	0.00	0.00	500.00	0.00%
Total Council	**3,958.21**	**2,018.46**	**15,075.50**	**10,200.00**	**147.80%**
Administrative					
4141.110 Admin Salaries and Wages	59,929.14	7,559.72	75,473.52	90,000.00	83.86%
4141.130 Admin Employee Benefits	7,141.47	613.38	6,426.24	13,400.00	47.96%
4141.140 Admin Employee Retirement - GASB 68	1,160.49	908.47	1,117.46	4,700.00	23.78%
4141.210 Admin Dues, Subs & Memberships	927.50	590.98	3,443.57	1,000.00	344.36%
4141.220 Admin Public Notices	284.92	0.00	597.54	800.00	74.69%
4141.230 Admin Clerk Training	95.00	0.00	135.00	900.00	15.00%
4141.240 Admin Office/Administrative Expense	6,368.72	3,765.41	14,299.74	7,500.00	190.66%
4141.250 Admin Equipment Expenses	5,988.86	1,295.69	5,949.23	7,500.00	79.32%
4141.260 Admin Building & ground maintenance	2,790.36	0.00	1,769.33	1,000.00	176.93%
4141.270 Admin Utilities	9,395.32	648.87	4,923.99	5,800.00	84.90%
4141.280 Admin Telephone and Internet	5,791.57	717.05	6,754.70	15,000.00	45.03%
4141.290 Admin Postage	1,593.02	232.00	2,435.35	3,000.00	81.18%
4141.320 Admin Engineering/Professional Fees	77,125.80	715.00	36,209.88	20,000.00	181.05%
4141.330 Admin Legal	23,183.96	8,454.00	56,828.15	28,000.00	202.96%
4141.331 Admin Assessment legal fees	0.00	0.00	2,028.84	0.00	0.00%
4141.340 Admin Accounting & Auditing	4,796.75	0.00	16,823.74	7,500.00	224.32%
4141.350 Building Fees-Inspector/85% Surcharge	14,857.18	0.00	52,717.48	45,000.00	117.15%
4141.360 Admin Education-General	0.00	0.00	247.83	0.00	0.00%
4141.390 Admin Bank service charges	406.69	0.00	3,462.10	6,000.00	57.70%
4141.410 Admin Insurance	10,365.20	36.44	6,088.77	11,000.00	55.35%
4141.490 Admin Travel reimbursements	0.00	120.22	319.54	500.00	63.91%
4141.500 Admin Weed abatement	1,063.00	0.00	0.00	1,500.00	0.00%
4141.550 Admin Cares Act	56,334.53	0.00	0.00	0.00	0.00%
4141.610 Bad debt expense	0.00	0.00	0.33	0.00	0.00%
4170 Elections	0.00	0.00	2,288.46	1,500.00	152.56%
4171 Contingency	0.00	0.00	0.00	30,000.00	0.00%
Total Administrative	**289,599.48**	**25,657.23**	**300,340.79**	**301,600.00**	**99.58%**
Total General government	**293,557.69**	**27,675.69**	**315,416.29**	**311,800.00**	**101.16%**
Public safety					
Police					
4210.110 Police Salaries & Wages/Contract	11,340.00	3,750.00	13,200.00	15,000.00	88.00%
4210.250 Police Expenditures	1.00	0.00	4,762.58	100.00	4,762.58%
4253.250 Animal Control Supplies	62.90	0.00	63.25	100.00	63.25%
Total Police	**11,403.90**	**3,750.00**	**18,025.83**	**15,200.00**	**118.59%**
Fire					
4220.110 Fire Salaries & wages	17,890.61	4,667.00	25,643.05	22,000.00	116.56%
4220.130 Fire Employee Benefits	1,356.09	1,135.96	4,236.63	1,700.00	249.21%
4220.210 Fire Dues, subscriptions & memberships	0.00	355.00	355.00	0.00	0.00%
4220.230 Fire Travel, Mileage & Cell	0.00	0.00	57.19	300.00	19.06%
4220.240 Fire Office expenses	75.87	0.00	0.00	0.00	0.00%
4220.250 Fire Equipment maintenance & repairs	450.45	503.58	1,807.47	300.00	602.49%
4220.260 Fire Rent expense	763.85	0.00	0.00	850.00	0.00%
4220.360 Fire Training	5.00	165.00	389.27	800.00	48.66%
4220.450 Fire Small Equip/Supplies	1,034.47	638.00	638.00	1,200.00	53.17%
4220.460 Fire Supplies-Fundraisers	0.00	489.71	489.71	200.00	244.86%
4220.465 Fire Gear	11,614.49	590.00	1,062.79	2,500.00	42.51%
4220.550 Fire Cares Act	15,429.00	0.00	0.00	0.00	0.00%
4220.560 Fire Equipment Fuel	632.72	132.30	474.84	1,800.00	26.38%
4220.610 Fire Principal	9,665.01	1,047.07	10,241.25	11,100.00	92.26%
4220.620 Fire Interest	1,556.49	75.08	980.25	2,400.00	40.84%
4220.740 Fire Capital outlay	0.00	0.00	27,500.00	5,000.00	550.00%
4220.810 Fire Captial Contingency	0.00	0.00	0.00	35,000.00	0.00%
Total Fire	**60,474.05**	**9,798.70**	**73,875.45**	**85,150.00**	**86.76%**
Total Public safety	**71,877.95**	**13,548.70**	**91,901.28**	**100,350.00**	**91.58%**

Town of Apple Valley
Operational Budget Report
10 General Fund - 07/01/2021 to 04/30/2022
83.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Highways and public improvements					
Highways					
4410.110 Road Wages and Contract Labor	5,118.00	0.00	0.00	3,500.00	0.00%
4410.130 Road Employee benefits	0.00	0.00	0.00	300.00	0.00%
4410.380 Road Department Services	0.00	0.00	720.00	400.00	180.00%
4410.450 Road Department Supplies	0.00	0.00	1,616.79	1,000.00	161.68%
4410.550 Road Equipment Maintenance	2,858.90	0.00	3,029.05	10,000.00	30.29%
4410.560 Road Equipment Fuel	641.28	0.00	1,589.88	5,400.00	29.44%
4410.740 Road Capital outlay	14,592.90	0.00	0.00	51,000.00	0.00%
4410.810 Road Principal	39,787.61	816.54	41,028.35	41,100.00	99.83%
4410.820 Road Interest	31,641.15	63.83	30,564.86	35,000.00	87.33%
4415.110 Public Works Wages and Contract Labor	1,530.00	0.00	0.00	2,500.00	0.00%
4415.130 Public Works Employee benefits	2.30	0.00	0.00	200.00	0.00%
4415.320 Public Works Engineering/Professional Fees	0.00	0.00	0.00	40,000.00	0.00%
4415.450 Public Works Supplies	450.88	0.00	3,799.22	3,500.00	108.55%
4415.550 Public Works Equipment Maintenance	58.96	0.00	1,435.48	500.00	287.10%
4415.560 Public Works Equipment fuel	250.00	0.00	(52.00)	500.00	-10.40%
4415.570 Public Works Travel Reimbursement	0.00	0.00	0.00	200.00	0.00%
4415.710 Public Works Principal	14,380.50	0.00	14,919.85	16,000.00	93.25%
4415.720 Public Works Interest	1,679.50	0.00	1,140.15	2,500.00	45.61%
4415.810 Public Works Contingency	0.00	0.00	0.00	35,000.00	0.00%
Total Highways	**112,991.98**	**880.37**	**99,791.63**	**248,600.00**	**40.14%**
Sanitation					
4420.460 Solid Waste Service	33,853.70	4,345.20	40,158.46	44,500.00	90.24%
Total Sanitation	**33,853.70**	**4,345.20**	**40,158.46**	**44,500.00**	**90.24%**
Total Highways and public improvements	**146,845.68**	**5,225.57**	**139,950.09**	**293,100.00**	**47.75%**
Parks, recreation, and public property					
Parks					
4540.110 Park/Rec Wages and Contract Labor	4,380.00	0.00	2,755.00	6,000.00	45.92%
4540.130 Park/Rec Employee benefits	0.00	0.00	0.00	1,000.00	0.00%
4540.250 Park/Rec Department Expenses	1,015.00	0.00	0.00	0.00	0.00%
4540.460 Park/Rec Community events supplies	0.00	0.00	157.85	0.00	0.00%
4540.740 Parks Capital outlay	9,967.58	0.00	4,586.00	12,000.00	38.22%
Total Parks	**15,362.58**	**0.00**	**7,498.85**	**19,000.00**	**39.47%**
Total Parks, recreation, and public property	**15,362.58**	**0.00**	**7,498.85**	**19,000.00**	**39.47%**
Transfers					
4804 Transfer to Fund Balance	0.00	0.00	0.00	13,563.00	0.00%
4805 Transfer to capital projects	0.00	0.00	0.00	40,000.00	0.00%
4807 Transfer to Assigned Balance - Fire Impact Fees	0.00	0.00	0.00	2,000.00	0.00%
4809 Transfer to Assigned Balance - Roadway Impact Fee	0.00	0.00	0.00	18,000.00	0.00%
4810 Transfer to Assigned Balance -Storm Water Imp Fee	0.00	0.00	0.00	15,000.00	0.00%
4811 Transfer to Assigned Balance - Parks & Rec Fees	0.00	0.00	0.00	6,000.00	0.00%
Total Transfers	**0.00**	**0.00**	**0.00**	**94,563.00**	**0.00%**
Total Expenditures:	**527,643.90**	**46,449.96**	**554,766.51**	**818,813.00**	**67.75%**
Total Change In Net Position	**240,175.85**	**12,203.15**	**163,715.11**	**0.00**	**0.00%**

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

Fee: $500.00 + Acreage Fee
1 – 100 Acres: $50.00/Acre
101 – 500 Acres: $25.00/Acre
501 + Acres: $10/Acre

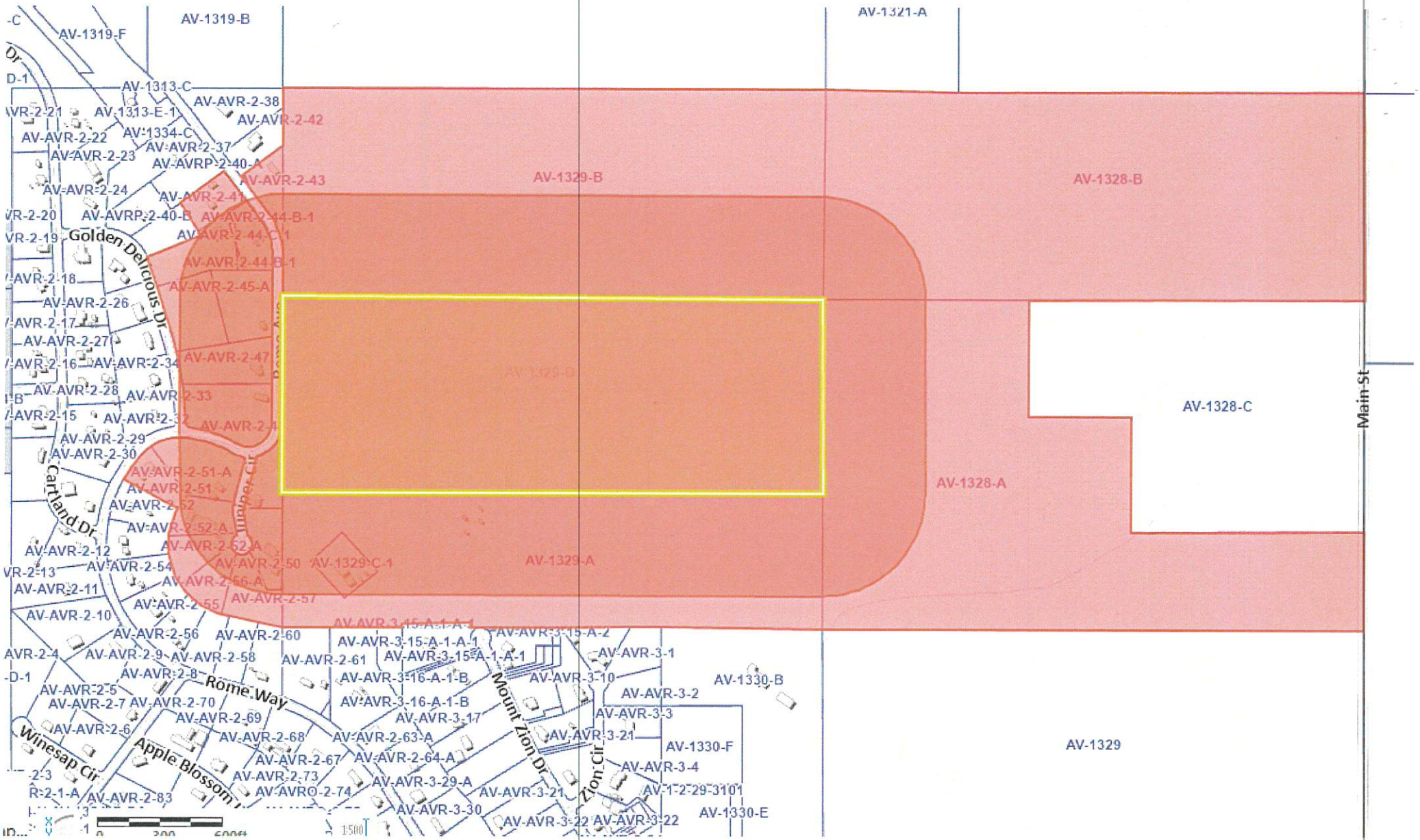
Applications Must Be Submitted A Minimum of 21 Days In Advance of The Planning Commission Meeting		
Name: LADD MACDONALD		Phone: 925-407-5073
Address: [redacted]		Email: LADDMAC@GMAIL.COM
City: Provo	State: UT	Zip: 84604
Agent: (If Applicable) Paul Johnson		Phone: (801) 377-3100
Address/Location of Property: BETWEEN ROME AVE & MAIN ST.	Parcel ID: AV 1329-B	
Existing Zone: OST		Proposed Zone: SF 1.0
Reason for the request SINGLE FAMILY HOMES WITHOUT FARM ANIMALS, WITHOUT INDUSTRIAL LOOKING BUILDINGS		

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

- [x] A. The name and address of every person or company the applicant represents
- [x] B. An accurate property map showing the existing and proposed zoning classifications
- [x] C. All abutting properties showing present zoning classifications SEE ABOVE
- [x] D. An accurate legal description of the property to be rezoned ON DEED
- [x] E. Stamped envelopes with the names and address's of all property owners within 500' of the boundaries of the property proposed for rezoning. Including owners along the arterial roads that may be impacted
- [x] F. Warranty deed or preliminary title report or other document (see attached Affidavit) showing evidence the applicant has control of the property

Note: To avoid delays in processing your Zone Change request, it is important that all applicable information noted above, along with the fee, is submitted with the application. An incomplete application will not be scheduled for the Planning Commission. Planning Commission meetings are held on the second and fourth Wednesday of each month at 6:00 pm. Submission of a completed application does not guarantee your application will be placed on the next PC meeting agenda. It may be placed on the next available PC meeting agenda.

Official Use Only	paid fee 10/12/21	
Date Received:	10/6/21	By:
Date Application Deemed Complete:	10/12/21	By:



PROPERTIES WITHIN 500'

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

AFFIDAVIT
PROPERTY OWNER

STATE OF UTAH)
:ss
COUNTY OF)

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

(Property Owner)

(Property Owner)

Subscribed and sworn to me this 24 day of Sept 2021

(Notary Public)

MATTHEW JENKINS
NOTARY PUBLIC-STATE OF UTAH
COMMISSION# 719596
COMM. EXP. 08-03-2025

Residing in: Utah County, Utah

My Commission Expires: 08/03/2025

AGENT AUTHORIZATION

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

(Property Owner)

(Property Owner)

Subscribed and sworn to me this 24 day of Sept 2021

(Notary Public)

Residing in: Utah County Utah

My Commission Expires: 08/03/2025

MATTHEW JENKINS
NOTARY PUBLIC-STATE OF UTAH
COMMISSION# 719596
COMM. EXP. 08-03-2025

WHEN RECORDED MAIL DEED AND TAX NOTICE TO:
DRL Investments
985 North Shadow Ridge Avenue
Eagle, Idaho 83616

DOC # 20060058754
Warranty Deed Page 1 of 2
Russell Shirts Washington County Recorder
12/19/2006 02:36:54 PM Fee $ 13.00 By SOUTHERN UTAH TITLE CO

Order No. 136491
Tax I.D. No. AV-1329-B

WARRANTY DEED

MCM LAND AND DEVELOPMENT, LLC, a Utah Limited Liability Company, grantor(s), of St. George, County of Washington, State of Utah, hereby

CONVEY and WARRANT to

DRL INVESTMENTS, LLC, an Idaho Limited Liability Company, grantee(s) of Eagle, County of Ada, State of Idaho, for the sum of
TEN DOLLARS AND OTHER GOOD AND VALUABLE CONSIDERATION
the following described tract of land in WASHINGTON County, State of UTAH:

SEE ATTACHED EXHIBIT "A" - LEGAL DESCRIPTION

TOGETHER WITH all improvements and appurtenances thereunto belonging.
LESS AND EXCEPTING any and all water rights.
SUBJECT TO easements, rights of way, restrictions, and reservations of record and those enforceable in law and equity.

WITNESS the hand(s) of said grantor(s), this 15 day of December, A. D. 2006.

MCM LAND AND DEVELOPMENT, LLC, a Utah Limited Liability Company

JANA LYN MUSGRAVE, Member/Manager

MATTHEW C. MUSGRAVE, Member/Manager

NOTARY

STATE OF UTAH)
) ss
County of Washington)

On the 15 day of December, A. D. 2006, personally appeared before me Matthew C. Musgrave and Jana Lyn Musgrave, Managing Members of MCM LAND AND DEVELOPMENT,LLC,a Utah Limited Liability Company and known to me to be members or designated agents of the Limited Liability Company that executed the herein instrument and acknowledged the instrument to be the free and voluntary act and deed of the Limited Liability Company, by authority of statute, its articles of organization or its operating agreement, for the uses and purposes herein mentioned, and on oath stated that they are authorized to execute this instrument on behalf of the Limited Liability Company.

NOTARY PUBLIC
STEPHANIE L HUTCHINGS
40 SOUTH 100 EAST
ST. GEORGE, UT 84770
MY COMM EXP 09-01-08
STATE OF UTAH

Notary Public

Notary Public residing at:
My Commission Expires:

Unofficial Copy

This Legal description is attached to that Warranty Deed, between DRL Investments, LLC, grantee(s), and MCM LAND AND DEVELOPMENT, LLC, a Utah Limited Liability Company,as to an undivided 50% interest, Grantor(s).

EXHIBIT "A"

AN UNDIVIDED 50% INTEREST IN AND TO THE FOLLOWING DESCRIBED PROPERTIES:

PARCEL 1:

Beginning at the Northwest Corner of Section 29, Township 42 South, Range 11 West, Salt Lake Base and Meridian, and running thence South 89°57'52" East, along the Section line 2639.81 feet to the North Quarter Corner of said Section 29; thence South 0°05'25" East, along the Quarter Section line, 1019.60 feet; thence North 89°57'52" West 2639.41 feet to a point on the Section line; thence North 0°06'46" West, along the Section line, 1019.60 feet to the point of beginning.

PARCEL 2:

Easement for ingress and egress, as created by Warranty Deed, recorded August 9, 2006, as Doc. No. 20060035761, Official Washington County Records, across the North 50.00 feet of the following described parcel:

Beginning at the Northeast Corner of Section 29 Township 42 South, Range 11 West, Salt Lake Base and Meridian, and running thence South 0°05'43" East along the Section line 1019.21 feet; thence South 89°57'16" West 2642.00 feet to a point on the Quarter Section line; thence North 0°04'45" West along the Quarter Section line, 1019.21 feet to the North Quarter Corner of said Section 29; thence North 89°57'16" East, along the Section line, 2641.71 feet to the point of beginning.

Initials _____ / _____

Unofficial Copy

TOWN OF APPLE VALLEY

RESOLUTION NO. R-2022-21

APPOINTMENT TO THE SOUTHWEST MOSQUITO ABATEMENT AND CONTROL DISTRICT

WHEREAS, the Town of Apple Valley belongs to the Southwest Mosquito Abatement and Control District; and

WHEREAS, the Town of Apple Valley is entitled to appoint a Mosquito Abatement and Control District board member to the Southwest Mosquito Abatement and Control District Board; and

WHEREAS, the Town Council has determined that the Town's interests would be best served by the appointment of a TOWN RESIDENT to the Southwest Mosquito Abatement and Control District Board.

NOW, THEREFORE, IT IS RESOLVED by the Town Council of the Town of Apple Valley to

appoint _____to serve on the Southwest Mosquito Abatement and Control District Board.

RESOLVED this the 18th day of May 18, 2022.

TOWN OF APPLE VALLEY

_____
Frank G. Lindhardt, Mayor

ATTEST:

_____
Jenna Vizcardo, Town Recorder

Mayor Frank Lindhardt voted _____
Council Member Kevin Sair voted _____
Council Member Andy McGinnis voted _____
Council Member Robin Whitmore voted _____
Council Member Barratt Nielson voted _____

APPLE VALLEY
ORDINANCE O-2022-17

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

SECTION 1: **AMENDMENT** "10.28.200 Dumping Or Disposal" of the Apple Valley Land Use is hereby *amended* as follows:

BEFORE AMENDMENT

10.28.200 Dumping Or Disposal

A. The use of land for the dumping or disposal of scrap iron, junk, rubbish or other refuse, or of ashes or other industrial waste or byproduct, shall be prohibited in every zoning district unless otherwise provided in this title.
B. The dumping of dirt, sand, rock, or other material excavated from the earth shall be permitted in any district; provided, that the surface of such dumped material is graded, leaving the ground surface in a condition suitable for other use permitted in the district; and provided further, that such fill does not increase the susceptibility of the ground to erosion, landslide, flooding, or other dangerous condition. Concrete may be dumped as fill in excavations where it will be buried and not remain on the land surface.
C. No person, firm, or corporation shall strip, excavate or otherwise remove topsoil for sale or for use other than on the premises from which the same shall be taken, except in connection with the construction or alteration of a building on those premises or where an excavation permit has been issued by the town.
D. No yard or other open space surrounding an existing building in a residential zone, or which is hereinafter provided around any building in any residential zone, shall be used for the storage of junk, debris or junk cars, except as specifically permitted herein or as provided and regulated in any other applicable ordinance.

AFTER AMENDMENT

10.28.200 Dumping, Storing Or Disposal

A. The use of land for the dumping, storing, or disposal of scrap iron, junk, rubbish or other refuse, old or junk cars, trucks or trailers, building materials, shipping containers, ~~or of ashes or other~~ industrial waste or byproduct, shall be prohibited in every zoning district unless otherwise provided in this title.
B. Subject to Section 15:32, ~~T~~the dumping of dirt, sand, rock, or other material excavated from the earth shall be permitted in any district; provided, that the surface of such dumped material is graded, leaving the ground surface in a condition suitable for other use permitted in the district; and provided further, that such fill does not increase the susceptibility of the ground to erosion, landslide, flooding, or other dangerous

condition. Concrete may be dumped as fill in excavations where it will be buried and not remain on the land surface.

C. No person, firm, or corporation shall strip, excavate or otherwise remove topsoil for sale or for use other than on the premises from which the same shall be taken, except in connection with the construction or alteration of a building on those premises or where an excavation permit has been issued by the town. (See also Section 15:32 of this title)

D. No yard or other open space surrounding an existing building in ~~a residential~~any zone, or which is hereinafter provided around any building in any ~~residential~~ zone, shall be used for the storage of personal property, junk, or other unsightly items, such items must be stored inside approved garages, sheds or accessory buildings, unless specifically approved for such use. ~~debris or junk cars, except as specifically permitted herein or as provided and regulated in any other applicable ordinance.~~

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

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

PASSED AND ADOPTED BY THE APPLE VALLEY COUNCIL _____.

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

Attest

_____
Jenna Vizcardo, Town Clerk, Apple Valley

Presiding Officer

_____
Frank Lindhardt, Mayor, Apple Valley

APPLE VALLEY
ORDINANCE O-2022-18

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

SECTION 1: **ADOPTION** "10.28.280 Time Restriction On Completion Of The Exterior Of Buildings" of the Apple Valley Land Use is hereby *added* as follows:

BEFORE ADOPTION

10.28.280 Time Restriction On Completion Of The Exterior Of Buildings (Non-existent)

AFTER ADOPTION

10.28.280 Time Restriction On Completion Of The Exterior Of Buildings*(Added)*

Any home owner and/or builder, building a home or building in the Town of Apple Valley, must ensure that the exterior of the home or building is completed within twelve (12) months from the issuance of a building permit.

Completed shall include, but are limited to the following:

A. Installation of a permanent roof, finished with such materials as tile, asphalt shingle, metal roofing or any other permanent roofing allowed by the building code.
B. The installation of all windows, exterior doors including garage doors.
C. Finishing of all soffits and fascia surfaces with their permanent finish.
D. The exterior walls shall be finished with stucco (including color coat), brick, rock, siding or other permanent finishes allowed by building code. If the permanent finish includes a material that needs to be painted in order to be weather proof, such painting shall be required.

A short extension up to 90 days, for cause, may be granted by the Planning Commission.

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

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

PASSED AND ADOPTED BY THE APPLE VALLEY COUNCIL
_____.

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

Attest

_____
Jenna Vizcardo, Town Clerk, Apple Valley

Presiding Officer

_____
Frank Lindhardt, Mayor, Apple Valley

APPLE VALLEY
ORDINANCE O-2022-20

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

SECTION 1: **AMENDMENT** "11.02.040 Necessity Of Plat; Exemption From Plat Requirements" of the Apple Valley Subdivisions is hereby *amended* as follows:

BEFORE AMENDMENT

11.02.040 Necessity Of Plat; Exemption From Plat Requirements

All subdivisions shall be required to prepare and receive approval of a preliminary and final plat in accordance with the provisions of this chapter, except as follows:

A. A subdivision creating no more than ten (10) new lots may be approved by the Mayor or designee without the necessity of preparing and filing a preliminary plat or final plat if:
    1. Notice is provided by Town as required by this title.
    2. The proposed subdivision:
        a. Is not traversed by the mapped lines of a proposed street as shown in the general plan unless the Town has approved the location, and dedication of any public street, Town utility easement, any other easement, or any other land for public purposes as the Town's ordinance requires. Created lots shall be located on a public right-away or dedicated street.
        b. Does not impact an existing easement or right of way or, if it does have an impact, evidence is shown that the impact will not impair the use of any such easement or right of way.
        c. Has been approved by the culinary water authority and sanitary sewer authority.
        d. Is located in a zoned area, and conforms to all applicable land use code or has properly received a variance from the requirements of an otherwise conflicting and applicable land use code.
B. A lot or a parcel resulting from a division of agricultural land or land located in an Open Space, Open Space Transitional zones is exempt from the plat requirements of this title if the lot or parcel:
    1. Meets the minimum size requirement of applicable zoning; and
    2. Is located on a public right-away or dedicated street, and
    3. Is only used for purposes allowed in the Open Space, Open Space Transitional, and Agricultural zones.
C. The creation of a lot under subsection A of this section shall not be approved until a

plan for providing utilities and other required improvements to the proposed lot has been reviewed by the local utilities (Big Plains WSSSD). No building permit will be issued for said lot until the approved improvements are constructed and accepted.

D. The boundaries of each lot or parcel exempted under subsection A or B of this section shall be graphically illustrated on a record of survey map or by deed, and upon approval of Town staff, shall be recorded with the county recorder.

E. Notice of the application for a lot split shall be published in the Town Council Agenda following the receipt of the application.

AFTER AMENDMENT

11.02.040 Necessity Of Plat; Exemption From Plat Requirements

All subdivisions shall be required to prepare and receive approval of a preliminary and final plat in accordance with the provisions of this chapter, except as follows:

A. A subdivision creating no more than one ~~ten (10)~~ new lot~~s~~ may be approved by the ~~Mayor~~ Town staff ~~or designee~~ without the necessity of preparing and filing a preliminary plat or final plat if:
    1. Notice is provided by Town as required by this title.
    2. The proposed subdivision:
        a. Is not traversed by the mapped lines of a proposed street as shown in the general plan unless the Town has approved the location, and dedication of any public street, Town utility easement, any other easement, or any other land for public purposes as the Town's ordinance requires. Created lots shall be located on a public right-away or dedicated street.
        b. Does not impact an existing easement or right of way or, if it does have an impact, evidence is shown that the impact will not impair the use of any such easement or right of way.
        c. Has been approved by the culinary water authority and sanitary sewer authority.
        d. Is located in a zoned area, and conforms to all applicable land use code or has properly received a variance from the requirements of an otherwise conflicting and applicable land use code.

B. A lot or a parcel resulting from a division of agricultural land or land located in an Open Space, Open Space Transitional zones is exempt from the plat requirements of this title if the lot or parcel:
    1. Meets the minimum size requirement of applicable zoning; and
    2. Is located on a public right-away or dedicated street, and
    3. Is only used for purposes allowed in the Open Space, Open Space Transitional, and Agricultural zones.

C. The creation of a lot under subsection A of this section shall not be approved until a plan for providing utilities and other required improvements to the proposed lot has been reviewed by the local utilities (Big Plains WSSSD). No building permit will be issued for said lot until the approved improvements are constructed and accepted.

D. The boundaries of each lot or parcel exempted under subsection A or B of this section shall be graphically illustrated on a record of survey map or by deed, and upon approval of Town staff, shall be recorded with the county recorder.
E. Notice of the application for a lot split shall be published in the Town Council Agenda following the receipt of the application.

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

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

PASSED AND ADOPTED BY THE APPLE VALLEY COUNCIL
_____.

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

Attest

_____
Jenna Vizcardo, Town Clerk, Apple Valley

Presiding Officer

_____
Frank Lindhardt, Mayor, Apple Valley

APPLE VALLEY
ORDINANCE O-2022-21

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

SECTION 1: **ADOPTION** "10.28.290 Building Permit Expiration And Renewal" of the Apple Valley Land Use is hereby *added* as follows:

BEFORE ADOPTION

10.28.290 Building Permit Expiration And Renewal (Non-existent)

AFTER ADOPTION

10.28.290 Building Permit Expiration And Renewal*(Added)*

PERMIT EXPIRATION

When building permits are issued, they include a built-in expiration date, governed by the Building Code. The information below explains how long permits last and how they may be renewed.

The Building Code sets timeline requirements when building permits are issued. The work authorized by the permit must begin and demonstrate progress by certain dates, and all work must be completed within two years. From the day the permit is issued, it will expire if the work is not started within 180 days. To meet this requirement, the permittee must call for, and pass a valid inspection. If no inspection has been scheduled and passedwithin the first 180 days, the permit becomes null and void.

Once the work has started and the first required inspection has been passed, the permitteemust show that the work is progressing by passing a valid inspection at least every 180 days (six months). If these progress requirements are not met the permit willexpire. This applies regardless of when the first inspection took place within the first year of the life of the permit.

To renew an expired building permit that has received and passed at least one valid inspection, but has not exceeded the two-year mark:

- The plans cannot be changed, nor changes proposed.
- One-half of current permit fees are due upon renewal unless progress has beenmade (and approved) so that only a final inspection is needed, then one-quarter of current permit fees are due.
- If the two-year deadline to complete work has been exceeded and the work has received valid inspections, full current permit fees are due upon renewal

When requesting a renewal of an expired permit, you must bring the full set of the original stamped, permitted p1ans, along with supporting documentation (such as trussand/or engineering calculations) and present them upon request.

No impact or hookup fees paid, will have to be re-paid if a building permit expire, unless such fees has changed, in which case the difference in fees must be paid, if higher.

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

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

PASSED AND ADOPTED BY THE APPLE VALLEY COUNCIL _____.

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

Attest

_____
Jenna Vizcardo, Town Clerk, Apple Valley

Presiding Officer

_____
Frank Lindhardt, Mayor, Apple Valley

APPLE VALLEY
ORDINANCE O-2022-22

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

SECTION 1: **AMENDMENT** "11.02.020 Scope" of the Apple Valley Subdivisions is hereby *amended* as follows:

BEFORE AMENDMENT

11.02.020 Scope

A. No person shall subdivide any tract of land which is wholly or in part within the Town boundaries except in compliance with this title.
B. No person shall sell or exchange, or offer to sell or exchange, any parcel of land which is a part of a subdivision of a larger tract of land, or offer for recording in the office of the county recorder any deed conveying such a parcel of land, or any interest therein, unless such subdivision has been created pursuant to and in accordance with the provisions of this title.
C. All lots, plots, or tracts of land located within a subdivision shall be subject to this title regardless of whether or not the tract is owned by the subdivider or a subsequent purchaser, transferor, or holder of the land.

AFTER AMENDMENT

11.02.020 Scope and Limitations

A. No person shall subdivide any tract of land which is wholly or in part within the Town boundaries except in compliance with this title.
B. No person shall sell or exchange, or offer to sell or exchange, any parcel of land which is a part of a subdivision of a larger tract of land, or offer for recording in the office of the county recorder any deed conveying such a parcel of land, or any interest therein, unless such subdivision has been created pursuant to and in accordance with the provisions of this title.
C. All lots, plots, or tracts of land located within a subdivision shall be subject to this title regardless of whether or not the tract is owned by the subdivider or a subsequent purchaser, transferor, or holder of the land.
D. No property owner may apply for a building permit, General Plan Change, Zoning Change, Conditional Use Permits if their lot or land has been subdivided in violation of this Title 11.02.020, until such violation has been corrected.

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

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

PASSED AND ADOPTED BY THE APPLE VALLEY COUNCIL _____.

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

Attest

_____
Jenna Vizcardo, Town Clerk, Apple Valley

Presiding Officer

_____
Frank Lindhardt, Mayor, Apple Valley

APPLE VALLEY
ORDINANCE O-2022-23

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

SECTION 1: **AMENDMENT** "11.08.040 Street Improvements" of the Apple Valley Subdivisions is hereby *amended* as follows:

BEFORE AMENDMENT

11.08.040 Street Improvements

A. Prior to start of any work on a subdivision the sub divider shall furnish to the Town Engineer, a complete set of construction plans and profiles of all streets, existing and proposed, within the subdivision. Plans are to be prepared by a licensed Engineer and shall be accompanied by the final plat. If the plans are not approved, they shall be returned to the sub divider with the reasons for non-approval, and upon correction, shall be re-submitted in the same manner as required herein. Such plans and profiles shall include but are not limited to the following; (see Town Subdivision Design Standards):
    1. The designation of limits of work to be done.
    2. The location of the benchmark and its true elevation according to County datum, all profiles to be referred to that datum.
    3. Construction plans which include the details of curb and gutter (if applicable) and street cross sections, locations and elevations of manholes, catch basins and storm sewers, elevations and locations of fire hydrants and any other details necessary to simplify construction.
    4. Adequate horizontal and vertical survey control shall be established as required by the engineer; sufficient survey monuments shall be permanently set so that lot boundaries can be established from points within the subdivision.
    5. Complete data for field layouts and office checking.
    6. On curb returns, at least two additional controls points of curvature. Control points shall be staked in the fields to insure drainage of intersections.
B. Grades of all streets shall not be in excess of eight percent on major collector's streets or in excess of ten (10) percent on all other streets.
C. All streets within the town shall be improved in accordance with the Design Standards, rules and regulations adopted by the Town Council. Such plans and profiles shall include but are not limited to (see Town Subdivision Design Standards):

    EXHIBIT A. TABLE 1 MINOR, MAJOR & ARTERIAL STREET DESIGN STANDARDS

Street Type	Maxi mum	Right of way	Pavement Widths	Number of lanes	Lane Widths	Shoulder Widths	Borrow Ditch
Minor Collector (100-200 Units)	10%	60'	34'	2	11'	2'	5'
Major Collector (201-600 Units)	10%	70'	44'	2	12'	2'	5'
Minor Arterial (6,000-20,000)	8%	90'	64'	5	11'	5'	5'
Major Arterial (20,000 Plus)	8%	106'	80'	5	12'	5'	5'

All Minor, Major and Arterial Streets shall be paved as per Apple Valley Town Design Standards, and shall be built as outlined in it and as per Exhibit A, Table 1 above.

Sidewalks may be required instead of Borrow Ditches as required by the Town Council.

EXHIBIT B. Table 1A RESIDENTIAL STREET STANDARDS

Street Type	Maximum Grade	Right of way	Pavement Widths	Number of lanes	Land Widths	Shoulder Widths	Borrow Ditch
Residential Minimum (10 or less Units)	10%	41'	26'	2	11'	2'	5'
Residential Minimum Alternate	10%	49'	26'	2	11'	2'	5'
Residential Local (11-50 Units)	10%	45'	30'	2	10'	5'	5'
Residential Local Alternate	10%	53'	30'	2	10'	5'	5'
Residential Standard (51+ Units)	10%	52'	37'	2	11'	7.5	5'
Residential Standard Alternate	10%	60'	37'	2	11'	7.5	5'

In subdivision with 1 acre or larger lots, curb and gutter may be replaced by borrow ditches, as required by the Town Council.

In subdivision with less than 1 acre lots and in all commercially zoned areas of town and roads bordering such areas, curb & gutter shall be installed instead of borrow ditches and pavement shall be required.

D. 1. No intersections shall be closer than 150 feet, unless otherwise noted in the

standards of the American Association of state highway and transportation official's manual for street and intersection design.

2. If curbs and gutters are required, it shall be of concrete and shall meet the standard and specifications adopted by the town.
3. If sidewalks are required, it shall be of concrete and shall meet the standard and specifications adopted by the town.
4. Storm water inlets and catch basins shall be provided within the roadway improvements at points specified by the engineer.
5. All curb corners shall have a radius of not less than 15 feet and at intersections involving collector or major streets, of not less than 25 feet.
6. Local streets shall approach collector or arterial streets at as near ninety degrees as possible, not to exceed a fifteen degree variance.

E. Street name signs, conforming to the design and specifications, and in the number necessary for proper identification of all streets, shall be provided for and installed by the developer.

F. Traffic control signs including stop or yield right of way sign, shall be installed to ensure a smooth flow of traffic through the town.

G. No subdivision shall be approved unless the area to be subdivided shall have frontage, with a width as required by the land use code, on a dedicated street, improved to town standards, unless otherwise approved by the Town Council. On cul-de-sac street, the required width of any lot in the cul-de-sac shall be measured at the setback line instead of the street lot line.

H. Access to a major arterial street may be limited by one of the following means:

1. No lot access shall be provided from the arterial directly to any lot in the subdivision, and screening or fencing may be required in a landscaped strip along or side property line of said lots.
2. A series of cul-de-sacs of U shaped streets sharing access to such street.
3. A service road separated from the primary arterial by a planting strip and having access thereto a suitable point.

I. The arrangement of streets shall provide for continuation of principal streets between adjacent properties when such continuation is in accordance with the master plan of streets. If the adjacent property is undeveloped and the street must be a temporarily a dead end street, the right of way shall be extended to the property line, and a temporary turnaround shall be provided. Dead end streets shall be avoided, and dead-end streets of more than eight hundred (800) feet shall require town approval.

J. The inspection and written recommendations for approval of streets shall be done by the town engineer. Final acceptance for dedication after (2) years of maintenance shall be accepted by the Town Council following a favorable recommendation from the engineer.

K. Following the final approval of the subdivision plat by the Town Council; the developer may construct streets and utility systems prior to recording the plat without the necessity of bonding. However, no construction shall begin until the town engineer has approved all construction drawings, the necessary inspection fees have been paid, a Joint Utility meeting has been held and an inspector has been assigned to the project. The inspector shall be notified at least twenty-four (24) hours in advance, wherever

any work is proposed to be done.

AFTER AMENDMENT

11.08.040 Street Improvements

A. Prior to start of any work on a subdivision the sub divider shall furnish to the Town Engineer, a complete set of construction plans and profiles of all streets, existing and proposed, within the subdivision. Plans are to be prepared by a licensed Engineer and shall be accompanied by the final plat. If the plans are not approved, they shall be returned to the sub divider with the reasons for non-approval, and upon correction, shall be re-submitted in the same manner as required herein. Such plans and profiles shall include but are not limited to the following; (see Town Subdivision Design Standards):
    1. The designation of limits of work to be done.
    2. The location of the benchmark and its true elevation according to County datum, all profiles to be referred to that datum.
    3. Construction plans which include the details of curb and gutter (if applicable) and street cross sections, locations and elevations of manholes, catch basins and storm sewers, elevations and locations of fire hydrants and any other details necessary to simplify construction.
    4. Adequate horizontal and vertical survey control shall be established as required by the engineer; sufficient survey monuments shall be permanently set so that lot boundaries can be established from points within the subdivision.
    5. Complete data for field layouts and office checking.
    6. On curb returns, at least two additional controls points of curvature. Control points shall be staked in the fields to insure drainage of intersections.
B. Grades of all streets shall not be in excess of eight percent on major collector's streets or in excess of ten (10) percent on all other streets.
C. All streets within the town shall be improved in accordance with the Design Standards, rules and regulations adopted by the Town Council. Examples of ~~S~~such plans and profiles shall include but are not limited to Exhibit A, B & C. (see Town Subdivision Design Standards), The Design Standards shall prevail, if any of the example in Exhibit A, B, & C conflicts with the Design Standards.:

    EXHIBIT A. TABLE 1 MINOR, MAJOR & ARTERIAL STREET DESIGN STANDARDS

Street Type	Maximum	Right of way	Pavement Widths	Number of lanes	Lane Widths	Shoulder Widths	Borrow Ditch
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Major Arterial (20,000 Plus)	8%	106'	80'	5	12'	5'	5'

~~**All Minor, Major and Arterial Streets shall be paved as per Apple Valley Town Design Standards, and shall be built as outlined in it and as per Exhibit A, Table 1 above.**~~

D. All roads shall be constructed as per the Town Design Standards and the actual road profiles to be used in a subdivision shall be determined by the Town Engineer. Curb, Gutter and Sidewalks shall be required in all zones, except in Agricultural zones, where the Rural Road Standards may be applied if recommended by the Town Engineer and approved by the Town Council.

Sidewalks may be required instead of Borrow Ditches as required by the Town Council.

EXHIBIT B. Table 1A RESIDENTIAL STREET STANDARDS

Street Type	Maximum Grade	Right of way	Pavement Widths	Number of lanes	Land Widths	Shoulder Widths	Borrow Ditch
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Residential Local Alternate	10%	53'	30'	2	10'	5'	5'
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Residential Standard Alternate	10%	60'	37'	2	11'	7.5	5'

In subdivision with 1 acre or larger lots, curb and gutter may be replaced by borrow ditches, as required by the Town Council.

In subdivision with less than 1 acre lots and in all commercially zoned areas of town and roads bordering such areas, curb & gutter shall be installed instead of borrow ditches and pavement shall be required.

A.
1. No intersections shall be closer than 150 feet, unless otherwise noted in the standards of the American Association of state highway and transportation official's manual for street and intersection design.
2. If curbs and gutters are required, it shall be of concrete and shall meet the standard and specifications adopted by the town.
3. If sidewalks are required, it shall be of concrete and shall meet the standard

and specifications adopted by the town.

4. Storm water inlets and catch basins shall be provided within the roadway improvements at points specified by the engineer.
5. All curb corners shall have a radius of not less than 15 feet and at intersections involving collector or major streets, of not less than 25 feet.
6. Local streets shall approach collector or arterial streets at as near ninety degrees as possible, not to exceed a fifteen degree variance.

B. Street name signs, conforming to the design and specifications, and in the number necessary for proper identification of all streets, shall be provided for and installed by the developer.

C. Traffic control signs including stop or yield right of way sign, shall be installed to ensure a smooth flow of traffic through the town.

D. No subdivision shall be approved unless the area to be subdivided shall have frontage, with a width as required by the land use code, on a dedicated street, improved to town standards, unless otherwise approved by the Town Council. On cul-de-sac street, the required width of any lot in the cul-de-sac shall be measured at the setback line instead of the street lot line.

E. Access to a major arterial street may be limited by one of the following means:

1. No lot access shall be provided from the arterial directly to any lot in the subdivision, and screening or fencing may be required in a landscaped strip along or side property line of said lots.
2. A series of cul-de-sacs of U shaped streets sharing access to such street.
3. A service road separated from the primary arterial by a planting strip and having access thereto a suitable point.

F. The arrangement of streets shall provide for continuation of principal streets between adjacent properties when such continuation is in accordance with the master plan of streets. If the adjacent property is undeveloped and the street must be a temporarily a dead end street, the right of way shall be extended to the property line, and a temporary turnaround shall be provided. Dead end streets shall be avoided, and dead-end streets of more than eight hundred (800) feet shall require town approval.

G. The inspection and written recommendations for approval of streets shall be done by the town engineer. Final acceptance for dedication after (2) years of maintenance shall be accepted by the Town Council following a favorable recommendation from the engineer~~.~~

~~H. Following the final approval of the subdivision plat by the Town Council; the developer may construct streets and utility systems prior to recording the plat without the necessity of bonding. However, no construction shall begin until the town engineer has approved all construction drawings, the necessary inspection fees have been paid, a Joint Utility meeting has been held and an inspector has been assigned to the project. The inspector shall be notified at least twenty-four (24) hours in advance, wherever any work is proposed to be done~~.

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

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

PASSED AND ADOPTED BY THE APPLE VALLEY COUNCIL _____.

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

Attest

_____
Jenna Vizcardo, Town Clerk, Apple Valley

Presiding Officer

_____
Frank Lindhardt, Mayor, Apple Valley

5/5/22
rec[illegible] Town Office forwarded to Mayor and Town Administrator
JW
(Recorder)

Item 12.

Town of Apple Valley
1777 N. Meadowlark Dr., Apple Valley, Utah 84737
Phone: (435) 877-1190 Fax: (435) 877-1192
www.applevalleyut.gov

APPLICATION TO APPEAR BEFORE TOWN COUNCIL

Name: Richard Ososki Date: May 5, 2022

Address: 1024 West Little Pinion Way
Apple Valley UT 84737

Phone: Cell 702-292-4440

Date of Town Council meeting for this agenda item to appear: May 18, 2022

Purpose of Request:
See Attached for Request

Note: Final approval of this application is subject to all necessary paperwork being submitted, as well as Town staff requirements being met. When other earlier deadlines are not specified, this application must be submitted no later than 4:00 p.m. the Wednesday, one week and one day prior to the regularly scheduled Council meeting.

Richard Ososki / May 5, 2022
Applicant Signature Date

_____ / _____
Town Administration Date

May 5, 2022

Item 12.

Code Violations in Gooseberry

Several residents have been trying to get a 5th wheel and 40 foot shipping container removed from the Gooseberry Development. We have submitted several nuisance complaints. This 5th wheel has been on the lot since before Christmas. We knew the previous administration would not do anything so we waited for the new administration to take over. Since we cannot get all the residents that want to meet with the Mayor, we would like to be put on the agenda to discuss the problems in our area. Also another trailer moved onto lot AV-1311-V without a building permit. We did discuss this last year with the Mayor Lisonbee and TC Beddo and were told there was a building permit. This lot has a shipping container and not a trailer. On AV -1311-U, this lot has a trailer and other items parked on it. Some residents do no want to go to the meeting or live out of town, so they can zoom the agenda item. Some of us residents do not want to live in an RV park or junk yard.

Agenda item to appear May 18, 2022

Richard Osborne

5/5/22
received in Town Office,
forwarded to Mayor
and Town Administrator.
(Recorder)

TOWN OF APPLE VALLEY

RESOLUTION NO. R-2022-29

PURCHASING POLICY REPEAL AND REPLACE

WHEREAS, the Town of Apple Valley ("Town") has adopted a Purchasing Policy; and

WHEREAS, the Town Council deems it necessary and appropriate that such Purchasing Policy be amended; and

WHEREAS, the Town Council desires to amend by repealing and replacing the existing policy;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Town Council that the Purchasing Policy is hereby repealed and replaced as attached hereto.

This resolution is made, voted upon and passed by the Town Council of the Town by the following vote of its members on the 18th day of May, 2022:

TOWN OF APPLE VALLEY

_____
Frank Lindhardt, Mayor

ATTEST:

_____
Jenna Vizcardo, Town Recorder

Mayor Frank Lindhardt voted _____
Council Member Kevin Sair voted _____
Council Member Andy McGinnis voted _____
Council Member Robin Whitmore voted _____
Council Member Barratt Nielson voted _____

TOWN OF APPLE VALLEY
PURCHASING POLICY

Adopted by Resolution No. R-2022-29

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TOWN OF APPLE VALLEY
PURCHASING POLICY AND PROCEDURES

SECTION I. Definitions

The following definitions apply to terms used in this policy.

A. Building improvement projects: The construction or repair of a public building or structure.

B. Town property: Any item of real or personal property owned by the Town.

C. Competitive bid: A written response from a contractor, supplier or vendor to a request to provide known and specific services or products as stated in an open advertisement outlining the scope, specifications, and terms and conditions of the proposed contract as well as the criteria that will be used to evaluate the responses.

D. Donation: A gift of money, services, personal or real property of a tangible or intangible nature given without return consideration to the donor.

E. Donor: An individual, a group of individuals or an entity that donates money, services, personal or real property of a tangible or intangible nature without return consideration.

F. Emergency purchases: Purchases of materials or services made to eliminate an imminent risk of damage or loss of public or private property; remedy a condition that poses an immediate physical danger; or reduce a substantial, imminent risk of interruption of an essential public service.

G. Encumbered: To record committed, planned or obligated expenditures in the accounting records.

H. Known prospective bidders or responders: Individuals or entities that have responded to competitive bid requests or requests for proposals for similar services or products within the past two years or individuals or entities that have expressed interest in providing services or products similar to those being sought through formal written notification of their interest within the past two years.

I. Local bidder: A business having all three of the following:
   1. A commercial office, store, distribution center or other place of business located within the boundaries of Apple Valley, with an intent to remain on a permanent basis. The principal place of business of a local bidder may be elsewhere as long as a local branch meeting the above criteria is present. The domicile of one or

more partners, owners, associates, directors, employees or agents shall not qualify for constituting a local bidder in the absence of an actual local business outlet;

2. A current Town business license; and
3. At least one employee physically present at the local business outlet.

J. Lowest bidder/lowest local bidder: The bidder or local bidder, when the local bidder preference is applied, who has submitted the lowest bid to furnish supplies or contractual services to the Town.

K. Parcel of insignificant property: A continuous parcel of land that, in light of the Town's zoning ordinance and engineering standards, is of insufficient size or dimension to allow a building to be erected on said property.

L. Personal property: All rights and interests in property other than real property.

M. Public works project: The construction of a park or recreational facility; or a pipeline, culvert, dam, canal, or other system for water, sewage, storm water or flood control; and does not include the replacement or repair of existing infrastructure on private property.

N. Procurement processes: The methods of buying, purchasing, renting, leasing, leasing with an option to purchase, or otherwise acquiring any supplies, services or construction. Examples include competitive bidding, requests for proposals and price quotes.

O. Real property: Town property such as buildings, land, and those structures that are attached to land.

P. Request for proposal: A document used to solicit formal proposals from potential contractors, suppliers or vendors where the nature of the work to be performed or the product to be purchased has the potential to be satisfied with various options, which may be difficult to identify and accurately describe.

Q. Responsible bidder: A bidder who has submitted a bid to furnish supplies or contractual services to the Town and who has complied with the specifications, delivery terms and conditions, and other qualifications and requirements included in the invitation for bids. In determining a responsible bidder, the Town may consider the following items:

1. The ability, capacity, experience and skill of the bidder to perform the service required;
2. Whether the bidder can perform, or the contractor provide his or her services within the time specified;
3. The quality and performance of the previous services by the bidder, either to the Town or another entity;

4. Quality, availability and adaptability of the supplies or contractual services to the particular use required;
5. The ability of the bidder to provide future maintenance and service;
6. The number and scope of conditions attached to the bid, proposal or price quote;
7. The maintenance history of the product, the parts and service costs of the product, existing inventory, mechanics expertise and ease of maintenance; and/or
8. The local bidder preference.

SECTION II. Procurement Processes

Except as otherwise required by state or federal law, the Town shall accept purchase prices and award contracts pursuant to one of the processes outlined in this section, provided an exception as outlined in section IV does not apply. Section III establishes when each of these processes may be used. The Town shall substantially comply with the guidelines for the specific process used but shall not incur any liability in choosing one alternative over another.

A. Competitive Bids.

The competitive bid process shall be used when the nature of the work to be performed or the product to be purchased is known and can be adequately and accurately described in the bid documents.

1. Required documentation. All competitive bids shall have the following minimum documentation:
    a. A notice inviting bids;
    b. Specifications; and
    c. Instructions to bidders.

2. At a minimum the notice inviting bids shall consist of the following:
    a. A general description of the goods and/or services being solicited;
    b. A physical and/or electronic location where interested parties may access a complete set of bid documents; and
    c. The time and date when complete bids are due and the location where complete bids are to be submitted.

3. The minimum specification requirements shall include a description of the goods and/or services being solicited in enough detail as to enable a reasonable bidder to formulate a bid.

4. At a minimum the instructions to bidders shall include the following requirements, when reasonably necessary, considering the types of goods and/or services being solicited:
    a. Bonding and insurance requirements;

b. The process bidders shall use to ask questions during the bid process;
c. Site visits;
d. Necessary licensure requirements;
e. Due dates and location for submitting bids;
f. Page limits and format of the bid;
g. Delivery terms and/or completion deadlines;
h. The award of bid being contingent on successful negotiation of an agreement with the Town; and
i. The Town's right to waive certain matters and/or reject any and all informalities.

5. The notice inviting bids shall be published as per the requirements contained in II(C).

6. The following minimum standards shall apply to all bids:
   a. Only bids submitted in conformance with the bid documents shall be considered;
   b. Bids shall be opened in public on the date and at the time and place stated in the public notice; and
   c. A tabulation of all bids received shall be available for public inspection either electronically or at the Town offices during regular business hours for a period of not less than thirty days after the bid opening.

7. Bids shall be awarded or rejected pursuant to the provisions set forth in section V.

B. Request for proposals (RFPs).

The RFP process may be used when the nature of the work to be performed, or the product to be purchased, has the potential to be satisfied with various options which may be difficult to identify and accurately describe. This process shall only be used when the Town Administrator or a designee determines that this process is more advantageous to the Town or the use of the competitive bid process is impractical. This method is more practical for professional service type contracts, i.e., legal services.

1. Required documentation. All RFPs shall have the following minimum documentation:
   a. A notice inviting proposals;
   b. A request for proposals; and
   c. Instructions to responders.

2. At a minimum the notice inviting proposals shall consist of the following:
   a. A general description of the goods and/or services being solicited;
   b. A physical and/or electronic location where interested parties may access a complete RFP; and

c. The time and date when complete proposals are due and the location where complete proposals are to be submitted.

3. The minimum RFP requirements shall include a description of the goods and/or services being solicited in enough detail so that a reasonable responder can formulate a proposal.

4. At a minimum the instructions to responders shall include the following requirements, when reasonably necessary, considering the types of goods and/or services being solicited:
    a. Bonding and insurance requirements;
    b. The process responders shall use to ask questions during the proposal process;
    c. Site visits;
    d. Necessary licensure requirements;
    e. Due dates and location for submitting proposals;
    f. Page limits and format of the bid;
    g. Delivery terms and/or completion deadlines;
    h. The award of proposal being contingent on successful negotiation of an agreement with the Town; and
    i. The Town's right to waive certain matters and/or reject any and all informalities.

5. The notice inviting proposals shall be published as per the requirements contained in II(C).

6. The following minimum standards shall apply to all proposal reviews:
    a. Only proposals submitted in conformance with the RFP documents shall be considered;
    b. Proposals shall be evaluated on the basis of compliance with the notice requesting proposals; and
    c. A tabulation of all proposals received shall be available for public inspection either electronically or at the Town offices during regular business hours for a period of not less than thirty days after acceptance of a proposal.

7. Revisions to submitted proposals
    a. Revisions of proposals may be permitted after submission, and prior to selection, for the purpose of obtaining the best and final offers.
    b. Discussions may be conducted with responders who submit responsible proposals when the Town finds a reasonable likelihood that the proposal will be selected and identifies a need to further clarify its understanding of the elements of the proposal.

c. Responders who submit responsible proposals shall be accorded fair and equal treatment with respect to opportunities for discussion and revisions of proposals.
d. During discussions, information derived from submitted proposals shall not be disclosed to competing responders.

8. Proposals shall be awarded or rejected pursuant to the provisions set forth in section V.

C. Notice publication requirements for competitive bidding and request for proposals. Except as otherwise required by state or federal law, the following shall be the publication requirements for competitive bidding and requests for proposals:

1. Notices for all public works and building improvement projects that have an estimated cost exceeding the State of Utah's statutory bid limit shall be published at least five days before the due date for the bids or proposals. Notices shall be published in a newspaper of general circulation, on the Utah Public Notice website, on a web page established by the Town, at Town Hall, and the Gateway bulletin board.

2. All other notices shall be published once at least five days before the due date for the bids or proposals. The notices shall be published in a newspaper of general circulation and on the Utah Public Notice website. In addition, notices may be published at least five days before the due date on the Town web page.

3. Notices published in the newspaper and on the internet may also be delivered to known prospective bidders or responders. If notices are delivered to one known prospective bidder or responder, they shall be delivered to all known prospective bidders or responders.

D. Price Quotes:

1. Price quotes may be sought when the time and cost of using the competitive bid or request for proposals process is prohibitive.

2. Whenever possible, three price quotes shall be received.

3. To promote consistency, price quotes shall be solicited by written request that provides a general description of the work to be performed or the product to be purchased. Price quotes may also be solicited from published prices from various vendors, such as through internet advertisements.

SECTION III. Criteria for Using Procurement Processes

Except as otherwise required by state or federal law, the following dollar limits shall govern the procurement processes identified in section II. Dollar limits shall apply to individual purchases or contracts, to like items rather than broad categories of purchases, and to Town departments and divisions individually as identified in the Town's annual budget, rather than to the Town as a whole.

A. Purchases and contracts estimated below $5,000.

    1. Purchases and contracts estimated below $5,000 are not subject to the procurement processes identified in section II.

    2. When practical, the procurement processes identified in section II or the obtaining of verbal price quotes is encouraged.

B. Purchases and contracts estimated at $5,000 but below $12,000.

    1. Purchases and contracts estimated at $5,000 but below $12,000 shall, at a minimum, follow the procedures outlined in section II(D) for price quotes.

    2. When practical, the competitive bid process as outlined in section II(A) is encouraged.

    3. When the nature of the work to be performed or the product to be purchased has the potential to be satisfied with various options, which may be difficult to identify and accurately describe, the request for proposal process as outlined in section II(B) shall be used.

C. Purchases and contracts estimated at $12,000 or higher.

    1. Purchases and contracts estimated at $12,000 or higher, shall follow the procedures outlined in section II(A) or (B).

SECTION IV. Exceptions to the Procurement Processes.

While the procurement processes in section II are encouraged, unless otherwise required by state or federal law, they shall not be required in the following situations:

A. Professional Service Contracts.

    Upon approval of the Town Administrator, or a designee, professional services including but not limited to: auditing, appraisals, architecture, banking, artistic design, engineering,

legal and other consulting services, may be awarded based on professional qualifications, service ability, cost of service and other criteria.

B. Contracts not suitable to competitive bidding.

Contracts, which by their nature, are not suitable for competitive bidding include:

1. Contracts that may only be available from a single source;

2. Contracts for additions to and repairs and maintenance of buildings or equipment that may more efficiently or effectively be performed by a particular person or firm;

3. Contracts for equipment and parts more compatible with existing equipment and parts inventories or the skills of trained Town personnel; and

4. Contracts for artistic performances and events where the nature of the event is not conducive to competitive bidding.

C. Auction, bankruptcy, close-out and internet sales.

Purchases of supplies, materials and equipment may be made at auctions, bankruptcy or close-out sales or on the internet, when the Town Administrator determines that such purchases would be made at a cost below the current market cost.

D. Exchanges

Real or personal property shall be exchanged between the Town and any public agency by mutual agreement of all agencies involved having equal or similar value, or being mutually beneficial.

E. Agreements with other agencies

The Town shall have the power to enter into joint purchase agreements with any or all other public agencies within the state for the purchase of any commodity if the Town Council finds the joint purchase agreement to be in the best interest of the Town.

F. Projects performed by Town employees and Volunteers

Town employees and/or volunteers may be used to complete Town projects provided the Town complies with state statutory requirements governing contracts for municipal public improvements.

G. State and other municipal government bid lists

The Town may purchase supplies or goods, but not services, from the vendor who has submitted the lowest bid price for such items to the State of Utah purchasing office at the quoted price without any solicitation or price quotation or invitation to bid. For such purposes, the quoted price shall be deemed to be the lowest price available for such items and the Town need not follow any other bidding requirements unless the cost of the proposed purchase on the State of Utah bid list exceeds twelve thousand dollars ($12,000.00). If the State bid list price exceeds twelve thousand dollars ($12,000.00) the Town shall solicit bids in conformance with the procedures in this policy. If a local vendor, or vendors, bid on the item, and the local vendor, or vendors, are within one- and one-half percent (1.5%) of the state bid list, the bid shall be awarded to the local vendor with the lowest submitted price. Local vendors that have the low State bid price at the time of the purchase shall be required to honor the State bid list price and not receive a one- and one-half percent (1.5%) preference. For purposes of this policy local vendor is defined as a vendor with a principal place of business located within the Town and a valid Town business license.

H. Utah Correctional Industries Division

The Town may purchase goods and services produced and sold by the Utah Correctional Industries Division.

I. Grant and donor instructions and restrictions

Town department and division heads are not prohibited from accepting cash or noncash grants and donations with specific instructions or restrictions that may conflict with the Town's procurement processes. When such grants and donations are accepted, the grant and donor instructions and restrictions shall be followed when in conflict with Town procurement processes.

J. Emergencies

The Town Administrator or his or her designee may authorize emergency purchases of materials or services.

SECTION V. Awarding Bids and Selecting Proposals.

Bids and proposals shall be evaluated and awarded or rejected in conformance with the requirements of the bid documents and this policy.

A. Awarding /rejecting bids and proposals

1. All bids required by the procurement criteria outlined in section III of this policy shall be awarded by the Town Council except when the conditions outlined in sections V(A)(3) and (4) apply.

2. All proposals required by the procurement criteria outlined in section III of this policy shall be awarded by the Town Council after considering cost benefit, staff recommendations and the criteria outlined in the RFP.

B. Rejection of all bids or proposals

Those authorized to approve or reject bids and proposals under section V(A) are also authorized to reject all bids or proposals presented and may re-advertise for bids or proposals using the procurement processes outline in sections II and III.

C. Tie bids

When two or more bids are received that are equal in price, quality and service, the Town Administrator or designee may negotiate with the bidders to obtain the best bid possible.

D. Single bids

The Town Administrator or designee may require a price or cost analysis when only one bid is received. The bidder may be required to furnish a detailed cost proposal, and the bid award may be subject to subsequent negotiations.

E. Local bidder preference

1. In awarding bids for public work or for the procurement of supplies or services preference shall be given to local bidders, unless prohibited by federal law or by the terms of a federal grant or loan; the proceeds of which are used to fund the public work or procurement of supplies or services.

2. When the lowest responsible bidder is not a local bidder and local bidders are within five percent of the lowest responsible bid, the lowest responsible local bidder shall be awarded the bid if the lowest responsible local bidder agrees in writing to meet the lowest responsible bid within seventy-two hours after being notified by the Town of the option to exercise the local bidder preference.
    a. If the lowest responsible local bidder elects not to exercise the local bidder preference, the next lowest responsible local bidder who is within five percent of the lowest responsible bid shall be given the option to exercise the local bidder preference. This process shall continue until a qualified local bidder exercises the option or until there are no more local bidders

within five percent of the lowest responsible bid.

b. The Town's notice to the lowest responsible local bidder shall contain the exact bid amount submitted by the lowest responsible bidder.

c. The Town shall not enter into a contract with regard to the bid until the seventy-two hours beginning with notification to the local bidder has elapsed.

3. If no bidders qualify as local bidders, the same preference and procedures shall be extended to bidders from Washington County.

SECTION VI. Donations.

This section shall not apply to federal and state grants. The Town is not obligated to accept donations, and in fact, should not accept donations for projects that have not received approval from the Town Council.

A. Cash donations

Before accepting a cash donation of more than $250, the Town Administrator shall obtain in writing from the donor all of the following:

1. The amount of the donation;

2. All donor instructions and restrictions governing the donation; and

3. Actions the Town must take with any excess donated funds after the intended purpose of the donation has been met.

The Town shall not incur any liability associated with the purpose of donated funds until all of the cash has been received.

B. Noncash donations

Before taking possession of a noncash donation with a fair market value in excess of $1,000, the Town Administrator shall obtain written validation from the donor that the noncash donation has been paid for and is free of all third-party obligations.

SECTION VII. Purchasing Procedures

After compliance with all bid requirements set forth herein, the following shall govern purchasing procedures:

A. Preauthorization procedures

Purchases for goods and services not exempted in section VII(D) shall be preauthorized

prior to the purchase being made.

1. Uniform purchase order forms approved by the Finance Director shall be used to obtain preauthorization for purchases.

2. After compliance with all bid requirements, the department or division shall complete a purchase order and submit it to the Finance Director. The Finance Director or his or her designee shall review the purchase order for budget compliance and completeness and return the approved purchase order to the Town Administrator or, in the absence of the Town Administrator, his or her designee.

3. Upon approval by the Town Administrator or his or her designee, the purchase order will be returned to the Finance Director.

4. A copy of the approved purchase order will then be returned to the department or division and serves as notification that the purchase has been authorized.

5. Based on the parameters of the approved purchase order, the purchase can then be made.

B. Blanket purchase orders

A single purchase order may be preauthorized, and budgeted funds noted for the entire amount of contracts and for blanket purchase orders to reduce paperwork and authorization time associated with multiple purchases throughout the year from the same vendor.

C. Payment of invoices

The division or department shall submit the invoice to accounts payable for payment. Invoices to be paid shall be accompanied by a copy of the preauthorized purchase order, or when a blanket purchase order is being used, the face of the invoice shall make reference to the blanket purchase order.

Checks will be released to vendors after final approval by the Town Administrator. In rare instances checks may need approval by Town Council, when deemed necessary and appropriate by the Town Administrator and/or the Mayor.

D. Exceptions to preauthorization and/or payment of invoice procedures:

1. Purchase Cards

a. The Town may utilize a purchase card program as an alternative to purchase orders to provide a more efficient, cost-effective method of purchasing and paying for small-dollar transactions. An essential element of any purchase card program instituted by the Town shall be the ability to establish monthly and single purchase limits. The maximum limits shall be $500 for monthly purchases and $1,000 for single purchases. Due to the particular work assigned to the fire department, purchasing card maximum limits shall be $5,000 for monthly purchases, or $3,000 for single purchases.
b. The Town Administrator shall have the authority to designate employees who are issued purchase cards and establish purchasing limits within the overall parameters of this policy. All employees who are issued a purchasing card shall attend purchase card training prior to being issued the card and shall adhere to the policies and procedures developed for the purchase card program.

2. Recurring monthly charges for goods and services such as utility and fuel bills.

3. Travel per diem and other reimbursements to employees and other agents of the Town including witness fees.

4. Refunds of deposits, overpayments and payments for services that ultimately are not provided to the customer.
5. The Town Administrator or his or her designee may authorize emergency purchases of materials or services.

6. Electronic transfers of funds from Town accounts to facilitate bond payments, bond closings and other operational needs of the Town when other options are not available, and upon approval of the Town Treasurer and the Town Administrator and/or the Mayor.

7. When a cost savings or the loss of a cost savings of the greater of $100 or five percent of the price would result due to a time deadline upon approval of the department head and the Town Administrator.

8. Use of the Town's credit card after obtaining a preauthorized purchase order.

9. Purchases under $500 for all departments other than the fire department, which shall be $1,000.

SECTION VIII. Change Orders

The Town recognizes that change orders are a normal component of the procurement process. This section outlines when modifications to approved competitive bids or proposals qualify as

change orders and the approval process for change orders.

A. Determination of change orders

Modifications to approved contracts shall be deemed change orders when the Town Administrator and/or Mayor determine that:

1. The modification is related in some manner to the same project approved in the contract, and

2. Treating the modification as a change order would maximize efficiency in completion of and cost savings to the Town.

   Modifications deemed change orders shall not be required to go through the procurement processes outlined in section II of this policy.

B. Additive change order approval process

1. Individual change orders below $3,000 or two percent of the contract amount, whichever is less, may be approved by the responsible department head after consultation with the Town Administrator, provided the change order is within the approved project budget. Change orders similar in nature and timing shall not be split into multiple change orders to fall below the $3,000 threshold.
2. Individual change orders $3,000 and above shall be approved by the Town Administrator after consultation with the responsible department head and project manager, provided the change order is within the approved project budget.

3. All change orders that will exceed the approved project budget shall be approved by the Town Council before work is initiated.

C. Deductive change order approval process

1. The responsible department head, after consultation with the Town Administrator, may approve change orders below two percent of the contract amount.

2. The Town Administrator and/or Mayor may approve change orders totaling two percent, but below five percent, of the contract amount.

3. Change orders of five percent or more shall be approved by the Town Council.

D. Netting

1. The netting of cost increases and decreases to arrive at an additive or deductive change order is allowed only when items contained in the original contract are being upgraded, downgraded, or replaced with related items that will serve the same, or a similar function or purpose.

2. When netting is used, the resulting additive or deductive change order shall follow the applicable approval process outlined in section VIII(B) or (C).

SECTION IX. Insurance and Bonds.

A. Requirements. All work performed will require the following documents.

1. Completed and signed W-9;
2. Certificate of proof of liability insurance;
3. Certificate of proof of workers compensation insurance or approved waiver; and
4. A signed contract.

B. Bonds. When directed by the Council, Town Administrator or purchasing agent, or when required by state statute or Town ordinance, bonds, whether permit, bid, performance or materialmen's, shall be provided by a party contracting with the Town to the purchasing agent in a form approved and in amounts recommended by the Council or Town Administrator. Such bonds or insurance shall: name the Town as an additional insured; where cancelable, provide that no cancellation thereof may be made without first giving the Town at least ten days' prior written notice; and be in sums sufficient to fully protect the Town and its interest. All corporate guarantor or sureties shall be licensed to do business in the state and shall be sound and reputable firms, as determined acceptable.

SECTION X. Disposal or Lease of Town Property.

A. Disposal of personal property

1. Disposal of personal property with an estimated value less than $1,000:

a. If the personal property in question is a consumable item such as office supplies, cleaning supplies, or other such supplies that are not in a condition to provide a beneficial use to the Town, then such materials may be disposed of. The preferred method of disposal is by recycling the material. If recycling is not available, the items may be placed in the garbage.
b. Items of personal property owned by the Town that are provided for sale to the public, with prices established in the Town's consolidated fee

schedule, may be disposed of by the various departments without further process.

c. If the item of personal property in question is not a consumable item such as cell phones, keyboards, tools, parts, or other such items, the following is the process for disposal:
    i. The department head shall gather an inventory of the items and provide said inventory to the Town Administrator. The inventory shall include a proposed method of disposal for each item.
    ii. Once the inventory is given to the Town Administrator, and the Town Administrator approves of the disposal of the items contained in the inventory and the method of disposal, the department may dispose of the items. Methods of disposal include exchange, recycling, sale, donation, or depositing the property in the garbage. In choosing the method of disposal the department head shall give primary consideration to the method of disposal that will provide the maximum benefit to the Town and protect any confidential information. Recycling of used electronic devices is considered providing a benefit to the Town.

2. Disposal of personal property with a value equal to or greater than $1,000.00:
    a. If a department has an item of personal property it would like to dispose of with an estimated value exceeding $1,000.00, the department head shall request permission to dispose of the item from the Town Council.
    b. Once the Town Council has given its permission to dispose of an item the department head may dispose of the item by recycling it, selling it at a public auction, or using it toward an exchange.

B. Disposal of real property
    1. Other than rights of way, easements, or licenses reasonably anticipated to last no more than two years, all disposals of real property shall, at the minimum, follow the following procedure:
        a. Receive a recommendation from the Town Council.
        b. The property shall be appraised by a real estate appraiser that is duly licensed by the State of Utah. The appraisal shall be completed within six months of the proposed disposal, or at a date closer to the disposal if the Town deems market conditions favorable to generating a greater sale price. The Town may reserve the right to select the appraiser; however, once the appraiser is selected, the appraisal will be ordered by the Town. All appraisal costs shall be prepaid for by the party who initiated the property disposal.
    2. The property shall be placed for public bid with public notice being published one time at least 10 days prior to the closing of the public bid process. Notice shall be

posted on the Town's web page, in a newspaper of general circulation, and provided to known bidders. If the real property proposed for disposal is an insignificant parcel of property, the property may be disposed of by a majority vote of the Town Council without a public hearing.

3. If the real property proposed for disposal is a significant parcel of property, the property may be disposed of by a majority vote of the Town Council after a public hearing has been held. The public hearing shall be advertised at least 14 days in advance on the Town's web page and in a newspaper of general circulation.

C. Lease of real property

1. The Town Council recognizes that some of the Town's property is leased out for a short term on a regular basis. Examples of these types of leases or rentals are the meeting room at Town Hall and park facilities. These types of leases are not governed by this section of the policy. Rather, these types of leases are regulated by the establishment of a rental rate in the Town's consolidated fee schedule.

2. In the case the request is made to lease property other than property where a rate is established in the Town's consolidated fee schedule, the Town Council may approve the lease of the Town's real property upon such terms and conditions as may be deemed desirable, fair, and appropriate: considering intended land use, equivalent property tax value, fair and reasonable lease rates that will be adjusted over time, and the best interests of the Town. Prior to approving a lease, the Town Council shall hold a public hearing which shall be advertised one time at least 14 days in advance of the public hearing on the Town's web page and in a newspaper of general circulation.

SECTION XI. Sanctions.

A. It is unlawful:

1. For any bidder or any employee or officer thereof, in restraint of freedom of competition or otherwise, by agreement with any other person, bidder or prospective bidder, to bid a fixed price or to "rotate" bidding practices among competitors.

2. For any person or entity to offer or to give to any elected or appointed official, officer or employee of the Town, or any member or their immediate family, any gift more than $50, whether in the form of money, services, loan, travel, entertainment, hospitality, promise, or other form.

3. For any elected or appointed official, officer, or employee to disclose, in advance

of the opening of bids or proposals, the content of any bid or proposal invited through the competitive bid or request for proposal process.

4. For any elected or appointed official, officer, or employee to participate in the awarding of a contract from which said person would directly benefit, without fully disclosing any interest therein.

5. For any elected or appointed official, officer or employee or other person to appropriate any item of Town property for personal or private use.

6. For any elected or appointed official, officer, or employee to purchase supplies or equipment for the personal use, unless the item or items are required as part of a worker's equipment and are necessary to the successful performance for the duties of such official, officer or employee. Other personal purchases shall not be permitted and will be cause for disciplinary action.

B. The following contracts are, at the discretion of the Town Council, voidable:

1. Contracts which result from a conflict of interest of this policy or other applicable law.

2. Contracts awarded to a person or firm that tried to influence the award of contract by offering something of value to any elected or appointed official, officer, or employee.

TOWN OF APPLE VALLEY

RESOLUTION R-2022-30
UTAH PUBLIC TREASURERS' INVESTMENT FUND CERTIFICATION OF AUTHORIZED INDIVIDUALS

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

WHEREAS, the Town Council has the authority to designate individuals to make changes to PTIF accounts, such as adding or deleting users to access and/or transact with PTIF accounts, add, delete, or make changes to bank accounts tied to PTIF accounts, open or close PTIF accounts, and complete any necessary forms in connection with such changes; and

WHEREAS, The Utah State Treasurer requires that the Town Council designate the individuals authorized to make changes to PTIF accounts by adopting the Public Entity Resolution attached hereto; and

WHEREAS, at a meeting of the Town Council of Apple Valley, Utah, duly called, noticed and held on the 18th day of May, 2022, and upon motion duly made and seconded:

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Town Council of the Town of Apple Valley that Robin Whitmore, Apple Valley Town Treasurer and Jauna McGinnis, Apple Valley Town Administrator are designated as authorized individuals for PTIF transactions outlined above. Frank Lindhardt is hereby authorized to execute the Public Entity Resolution attached hereto. This resolution is effective immediately.

EFFECTIVE DATE This Resolution shall be in full force and effect from May 18th, 2022.

PASSED this 18th day of May, 2022.

ATTEST: APPLE VALLEY TOWN COUNCIL:

_____ _____

Jenna Vizcardo, Town Clerk Frank Lindhardt, Mayor

COUNCIL VOTE TAKEN:

Council Member Sair voted _____
Council Member Whitmore voted _____
Council Member McGinnis voted _____
Council Member Nielson voted _____
Mayor Frank Lindhardt voted _____

1. Certification of Authorized Individuals

I, Robin Whitmore (Name) hereby certify that the following are authorized: to add or delete users to access and/or transact with PTIF accounts; to add, delete, or make changes to bank accounts tied to PTIF accounts; to open or close PTIF accounts; and to execute any necessary forms in connection with such changes on behalf of Town of Apple Valley (Name of Legal Entity). Please list at least two individuals. Each individual must have a unique email.

Name	Title	Email	Signature(s)
Robin Whitmore	Treasurer	rwhitmore@applevalleyut.gov	
Jauna McGinnis	Town Administrator	jmac@applevalleyut.gov	Jauna McGinnis

The authority of the named individuals to act on behalf of Town of Apple Valley (Name of Legal Entity) shall remain in full force and effect until written revocation from Town of Apple Valley (Name of Legal Entity) is delivered to the Office of the State Treasurer.

2. **Signature of Authorization**

I, the undersigned, Treasurer (Title) of the above named entity, do hereby certify that the forgoing is a true copy of a resolution adopted by the governing body for banking and investments of said entity on the 18th day of May, 2022, at which a quorum was present and voted; that said resolution is now in full force and effect; and that the signatures as shown above are genuine.

Signature	Date	Printed Name	Title
		Robin Whitmore	Treasurer

STATE OF UTAH)
§
COUNTY OF _____)

Subscribed and sworn to me on this 18th day of May, 2022, by _____ (Name), as _____ (Title) of Town of Apple Valley (Name of Entity), proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature_____

(seal)

Town of Apple Valley

Budgeting Worksheet

10 GENERAL FUND	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	Proposed Amended Budget	2023 Proposed Budget	Worksheet Notes
REVENUE									
Taxes									
3110 General property taxes-current	67,975	70,677	105,007	104,098	129,071	111,933	132,000	111,933	Still waiting on certified tax rate.
3120 Prior year's taxes-delinquent	9,839	10,460	12,804	8,000	5,139	8,000	8,000	8,000	
3130 General sales and use taxes	86,426	99,678	105,307	85,000	94,237	130,000	130,000	130,000	
3140 Energy and communication taxes	13,856	14,771	15,889	34,200	17,038	35,000	35,000	35,000	
3150 RAP Tax	8,446	10,052	10,459	9,000	14,642	13,000	15,500	13,000	
3160 Transient Taxes	0	659	1,979	1,500	5,747	3,500	6,550	6,550	
3170 Fee in lieu of personal property taxes	6,760	10,142	8,634	8,500	1,585	8,400	8,400	8,400	
3180 Fuel Tax Refund	0	0	119	0	0	0	0	0	
3190 Highway/Transit Tax	0	0	0	9,600	10,097	9,600	12,550	12,550	
Total Taxes	***193,301***	***216,439***	***260,197***	***259,898***	***277,556***	***319,433***	***348,000***	***325,433***	
Licenses and permits									
3210 Business licenses	3,505	4,113	2,775	3,400	7,350	3,400	8,000	8,000	
3221 Building Permits-Fee	69,529	47,301	34,309	15,091	64,908	80,000	80,000	75,000	Based on 30 permits
3222 Building Permits-Non Surcharge	0	0	4,295	2,264	9,166	3,500	10,500	11,250	
3223 Building permit - HCP Valuation	-11	9,669	1,732	0	3,724	0	4000	0	
3224 Building Permits Surcharge	272	347	1,178	0	332	0	1000	750	
3225 Animal licenses	1,570	1,340	970	700	420	500	500	400	
3430 Assessment fee income	53,045	2,006	0	0	0	0	0	0	
Total Licenses and permits	***127,910***	***64,775***	***45,258***	***21,455***	***85,900***	***87,400***	***104,000***	***95,400***	
Intergovernmental revenue									
3342 Fire Dept-State Wildland Grant	0	0	0	10,000	0	0	0	10,000	
3356 Class C" road allotment"	93,477	63,285	80,259	72,000	57,578	82,000	82,000	82,000	
3358 Liquor control profits	758	1,171	697	800	756	800	800	800	
3370 State Grants	17,431	0	0	45,000	13,237	45,000	45,000	0	
3371 State Highway Grants	0	0	0	0	0	0	0	0	
3373 CARES Revenue	0	0	0	0	0	0	0	0	
Total Intergovernmental revenue	***111,665***	***64,456***	***80,956***	***127,800***	***71,571***	***127,800***	***127,800***	***92,800***	

Town of Apple Valley

Budgeting Worksheet

10 GENERAL FUND	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	Proposed Amended Budget	2023 Proposed Budget	Worksheet Notes
Charges for services									
3230 Special Event Permit	0	0	0	0	3,000	0	3000	3000	
3410 Clerical services	22,800	25,323	21	0	160	100	200	150	
3415 SSD Payroll Services	50,400	48,566	0	30,000	0	0	0	0	
3416 Other Interdepartmental Charges	0	0	4,903	0	0	10,000	10,000	16,000	
3420 Fire Department Contracts	0	2,000	300	0	0	0	0		
3431 Zoning and subdivision fees	7,580	17,105	33,854	15,000	54,045	30,000	60,000	40,000	Includes Consultant Fees
3440 Solid waste	38,228	40,815	42,442	48,750	41,856	48,800	50,850	53,350	
3441 Storm Drainage	28,470	35,399	37,778	38,880	35,353	38,880	42,800	42,800	
3461 GRAMA requests	105	36	0	0	0	200	200	200	
3470 Park and recreation fees	20	60	55	0	0	100	100	100	
3615 Late charges/Other Fees	11,297	21,026	-2,307	2,000	1,455	2,000	2,000	2,000	
Total Charges for services	***158,900***	***190,330***	***117,045***	***134,630***	***135,869***	***130,080***	***169,150***	***157,600***	
Fines and forfeitures									
3510 Fines	3,212	6,000	5,360	4,800	7,757	4,800	8,000	1,000	
Total Fines and forfeitures	***3,212***	***6,000***	***5,360***	***4,800***	***7,757***	***4,800***	***8,000***	***1,000***	
Interest									
3610 Interest earnings	1,207	2,676	5,493	4,800	2,056	4,800	2,300	2,300	
Total Interest	***1,207***	***2,676***	***5,493***	***4,800***	***2,056***	***4,800***	***2,300***	***2,300***	
Miscellaneous revenue									
3640 Sale of capital assets	0	26,182	650	2,000	0	0	0	0	
3670 Debt proceeds	0	77,000	48,074	0	0	0	0	0	
3690 Sundry revenue	64	1	420	0	3,888	1,000	4,500	2,800	
3692 Fire department fundraisers	100	2,636	947	800	1,166	1,300	1,300	2,000	
3697 Park department fundraisers	351	819	884	800	0	800	800	800	
3801.1 Impact fees - Fire	1,298	2,589	767	472	19,471	2,000	20,000	25,320	
3801.2 Impact fees - police	0	0	0	0	2,622	0	0	0	
3801.3 Impact fees - roadways	11,308	10,014	6,682	4,112	59,034	18,000	65,000	79,800	
3801.6 Impact fees - storm water	3,784	2,924	2,728	1,376	34,763	15,000	45,000	86,550	
3801.7 Impact fees - parks, trails, OS	3,102	2,115	1,833	1,128	16,816	6,000	17,000	21,750	

Town of Apple Valley

Budgeting Worksheet

10 GENERAL FUND	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	Proposed Amended Budget	2023 Proposed Budget	Worksheet Notes
Total Miscellaneous revenue	***20,007***	***124,280***	***62,984***	***10,688***	***137,760***	***44,100***	***153,600***	***219,020***	
Contributions and transfers									
3802.2 Contributions - public safety	0	0	0	0	0	300	300	0	
3802.7 Contributions - parks and recreation	500	594	100	0	0	100	100	0	
3802.8 Contributions - Contingency	0	0	0	0	0	100,000	30,000	0	
3890 Fund balance appropriation	0	0	0	15,000	0	0	0	15000	For use of impact fees for metal building
Total Contributions and transfers	***500***	***594***	***100***	***15,000***	***0***	***100,400***	***30,400***	***15,000***	
Total Revenue:	***616,701***	***669,550***	***577,394***	***579,071***	***718,469***	***818,813***	***943,250***	***908,553***	
EXPENDITURES									
General government									
Council									
4111.110 Council Salaries and wages	17,250	17,031	8,311	17,200	13,775	5,000	14,000	21,000	
4111.130 Council Employee benefits	10,866	9,962	2,610	1,316	1,301	700	1500	2,410	
4111.210 Council Travel Reimbursement	0	0	453	2,040	0	2,100	2,100	1,500	
4111.220 Council Training	0	0	1,630	1,850	0	1,900	1,900	1,500	
4111.610 Council Donations and discretionary spending	3,260	1,344	0	500	0	500	500	500	
Total Council	***31,376***	***28,337***	***13,004***	***22,906***	***15,076***	***10,200***	***20,000***	***26,910***	
Administrative									
4141.110 Admin Salaries and Wages	68,620	87,583	91,128	85,000	75,474	90,000	90,000	99,445	If finance director & administrator had stayed, 2022 actual would have been around $43,000 more($111K total)
4141.130 Admin Employee Benefits	17,347	19,568	7,444	13,403	6,426	13,400	13,400	11,377	
4141.140 Admin Employee Retirement - GASB 68	8,502	6,454	4,272	4,616	1,118	4,700	4,700	13,553	
4141.210 Admin Dues, Subs & Memberships	960	1,135	1,257	700	3,444	1,000	3,500	1,500	
4141.220 Admin Public Notices	922	1,251	1,290	800	598	800	1200	800	
4141.230 Admin Clerk Training	1,192	0	1,299	900	135	900	900	500	

Town of Apple Valley

Budgeting Worksheet

10 GENERAL FUND	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	Proposed Amended Budget	2023 Proposed Budget	Worksheet Notes
4141.240 Admin Office/Administrative Expense	4,302	5,126	4,688	3,550	12,516	7,500	18,000	5,000	
4141.250 Admin Equipment Expenses	456	5,134	5,924	5,048	5,239	7,500	5,500	2,000	
4141.260 Admin Building & ground maintenance	1,790	2,379	1,027	1,000	1,769	1,000	2,000	1,500	
4141.270 Admin Utilities	2,641	4,365	5,987	4,430	4,924	5,800	5,800	5,800	
4141.280 Admin Telephone and Internet	2,943	4,518	16,834	10,646	6,421	15,000	10,000	4,800	
4141.290 Admin Postage	823	1,149	1,899	2,970	2,435	3,000	3,000	3,000	
4141.320 Admin Engineering/Professional Fees	1,625	36,457	7,975	55,000	36,210	20,000	40,000	20,000	
4141.330 Admin Legal	20,154	13,078	5,644	55,000	56,828	28,000	60,000	25,000	
4141.331 Admin Assessment legal fees	37,409	6	0	0	2,029	0	0	0	
4141.340 Admin Accounting	4,125	7,512	12,868	4,000	16,824	7,500	17,000	7,500	Audit only-No contractual Accounting
4141.350 Building Fees-Inspector/85% Surcharge	0	0	20,656	13,151	52,717	45,000	57,000	35,000	
4141.360 Admin Education-General	1,109	1,462	0	0	248	0	500	500	
4141.390 Admin Bank service charges	1,820	2,301	2,902	3,600	3,462	6,000	4,600	4,600	
4141.410 Admin Insurance	12,011	10,987	10,129	10,000	6,089	11,000	7,000	7,000	
4141.490 Admin Travel reimbursements	4,284	5,208	760	500	320	500	500	500	
4141.500 Admin Weed abatement	0	0	387	0	0	1,500	1,500	1,500	
4141.550 Admin Cares Act	0	0	0	0	0	0	0	0	
4141.610 Bad debt expense	37	0	0	0	0	0	0	0	
4141.740 Admin Capital outlay	0	2,068	1,060	0	0	0	0	0	
4170 Elections	0	1,885	0	0	2,289	1,500	2,500	0	
4171 Contingency	0	0	0	0	0	30,000	0	0	
Total Administrative	***193,073***	***219,627***	***205,429***	***274,314***	***297,515***	***301,600***	***348,600***	***250,875***	
Total General government	***224,450***	***247,964***	***218,433***	***297,220***	***312,591***	***311,800***	***368,600***	***277,785***	
Public safety									
Police									
4210.110 Police Salaries & Wages/Contract	10,848	9,522	1,080	15,000	13,200	15,000	13,250	15,000	$3,750/QTR
4210.130 Police Employee benefits	830	736	83	0	4763	0	4800	0	
4210.230 Police Travel & mileage	1,436	628	0	0	0	0	0	0	
4210.250 Police Expenditures	0	0	0	0	0	100	100	0	

Town of Apple Valley

Budgeting Worksheet

10 GENERAL FUND	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	Proposed Amended Budget	2023 Proposed Budget	Worksheet Notes
4210.470 Police Building Permits	39,861	35,999	0	0	0	0	0	0	
4253.250 Animal Control Supplies	60	64	63	100	63	100	100	100	
Total Police	***53,034***	***46,949***	***1,225***	***15,100***	***18,026***	***15,200***	***18,250***	***15,100***	
Fire									
4220.110 Fire Salaries & wages	9,360	14,625	20,400	20,400	25,643	22,000	32,000	40,100	
4220.130 Fire Employee Benefits	716	910	1,976	1,621	4,237	1,700	6,000	11,254	
4220.140 Fire Contract Salaries & Wages	0	0	0	0	0	0	0	6680	
4220.150 Fire Contract Expense	698	0	0	0	0	0	0	0	
4220.210 Fire Dues, subscriptions & memberships	80	94	109	0	355	0	500	500	
4220.230 Fire Travel, Mileage & Cell	248	271	28	300	57	300	300	600	
4220.240 Fire Office expenses	1,451	78	329	0	0	0	0	0	
4220.250 Fire Equipment maintenance & repairs	1,091	1,823	705	300	1,808	300	2000	1500	
4220.260 Fire Rent expense	716	720	0	750	0	850	850	0	
4220.360 Fire Training	5,644	440	1,248	800	389	800	800	8000	EMT Training, general training
4220.450 Fire Small Equip/Supplies	2,467	1,196	458	1,200	638	1,200	1,200	17,536	Equipment for engines/trucks, radios
4220.460 Fire Supplies-Fundraisers	0	604	544	200	490	200	500	500	
4220.465 Fire Gear	0	0	9,383	2,500	1,063	2,500	2,500	4,400	
4220.475 Fire Other Grant Expenditures	0	0	0	0	0	0	0	0	
4220.550 Fire Cares Act	0	0	0	0	0	0	0	0	
4220.560 Fire Equipment Fuel	554	1,290	2,047	1,800	475	1,800	1,800	1,800	
4220.610 Fire Principal	0	0	0	11,103	10,241	11,100	11,100	14,590	Fire Rescue Trk (Will be paid off 5/2023), Funds can be used toward Structure Engine Pmt (~$1700/mo)
4220.620 Fire Interest	0	0	0	2,362	980	2,400	2,400	1,165	
4220.740 Fire Capital outlay	15,935	1,386	305	5,000	27,500	5,000	30,000	15,000	Metal building
4220.810 Fire Captial Contingency	0	0	0	0	0	35,000	0	0	
Total Fire	***38,959***	***23,436***	***37,532***	***48,336***	***73,876***	***85,150***	***91,950***	***123,625***	

Town of Apple Valley

Budgeting Worksheet

10 GENERAL FUND	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	Proposed Amended Budget	2023 Proposed Budget	Worksheet Notes
Total Public safety	***91,994***	***70,385***	***38,758***	***63,436***	***91,902***	***100,350***	***110,200***	***138,725***	
Highways and public improvements									
Highways									
4410.110 Road Wages and Contract Labor	15,590	13,037	879	3,500	0	3,500	3,500	7,500	
4410.130 Road Employee benefits	5,861	5,204	67	268	0	300	300	858	
4410.270 Road Flood damage	9,950	-9,929	9,008	0	0	0	0	0	
4410.380 Road Department Services	0	0	0	0	720	400	850	850	
4410.450 Road Department Supplies	2,753	1,474	10,873	1,000	1,617	1,000	1,800	1,500	
4410.550 Road Equipment Maintenance	10,995	11,383	19,999	10,000	3,029	10,000	10,000	6,000	
4410.560 Road Equipment Fuel	0	337	2,674	5,400	1,590	5,400	2,000	2,500	
4410.740 Road Capital outlay	8,913	0	48,076	51,000	0	51,000	0	0	
4410.810 Road Principal	0	35,000	31,000	41,113	41,028	41,100	42,000	44,100	Dump Truck (final pmt 6/2024), Gateway (final pmt 10/2046)
4410.820 Road Interest	0	32,950	32,200	32,076	30,565	35,000	35,000	29,531	
4415.110 Public Works Wages and Contract Labor	50,114	56,049	10,965	2,500	0	2,500	2,500	32,500	Contract Public Works Consultant - $25,000
4415.130 Public Works Employee benefits	11,912	13,391	702	191	0	200	200	858	
4415.140 Public Works Employee Retirement - GASB 68	6,864	7,153	0	0	0	0	0	0	
4415.320 Public Works Engineering/Professional Fees	0	0	0	0	0	40,000	0	0	
4415.450 Public Works Supplies	201	313	207	300	3,799	3,500	4,500	4,000	
4415.550 Public Works Equipment Maintenance	2,522	374	3,753	500	1,435	500	2000	1700	
4415.560 Public Works Equipment fuel	2,914	1,881	742	500	-52	500	500	500	
4415.570 Public Works Travel Reimbursement	0	0	202	200	0	200	200	200	
4415.610 Public Works Storm Drainage	0	0	0	0		0	0	5000	
4415.710 Public Works Principal	0	0	0	14,381	14,920	16,000	15,000	15,500	Backhoe (last pmt 9/2022)
4415.720 Public Works Interest	0	0	0	1,680	1,140	2,500	1,140	585	
4415.740 Public Works Capital Outlay	0	84,598	3,700	0	0	0	0	0	
4415.810 Public Works Contingency	0	0	0	0	0	35,000	0	0	
Total Highways	***128,589***	***253,217***	***175,048***	***164,609***	***99,791***	***248,600***	***121,490***	***153,682***	
Sanitation									

Town of Apple Valley

Budgeting Worksheet

10 GENERAL FUND	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	Proposed Amended Budget	2023 Proposed Budget	Worksheet Notes
4420.220 Solid Waste Postage	722	481	0	0	0	0	0	0	
4420.460 Solid Waste Service	36,211	37,436	37,475	44,445	40,159	44,500	44,500	52,128	
Total Sanitation	***36,933***	***37,918***	***37,475***	***44,445***	***40,159***	***44,500***	***44,500***	***52,128***	
Total Highways and public improvements	***165,522***	***291,135***	***212,523***	***209,054***	***139,950***	***293,100***	***165,990***	***205,810***	
Parks, recreation, and public property									
Parks									
4540.110 Park/Rec Wages and Contract Labor	0	0	0	4,560	2,755	6,000	6,000	7,500	
4540.130 Park/Rec Employee benefits	0	0	0	0	0	1,000	1,000	858	
4540.250 Park/Rec Department Expenses	825	325	243	500	0	0	0	1000	
4540.460 Park/Rec Community events supplies	4,000	1,584	760	0	158	0	1500	4000	
4540.740 Parks Capital outlay	10,442	0	0	4,000	4,586	12,000	12,000	0	
Total Parks	***15,267***	***1,909***	***1,003***	***9,060***	***7,499***	***19,000***	***20,500***	***13,358***	
Total Parks, recreation, and public property	***15,267***	***1,909***	***1,003***	***9,060***	***7,499***	***19,000***	***20,500***	***13,358***	
Debt service									
4141.810 Debt service - principal	12,519	14,341	24,585	0	0	0	0	0	
4141.820 Debt service - interest	2,520	1,999	6,063	0	0	0	0	0	
Total Debt service	***15,039***	***16,340***	***30,648***	***0***	***0***	***0***	***0***	***0***	
Transfers									
4804 Transfer to Fund Balance	0	-1	0	301	0	13,563	90,960	59,455	
4805 Transfer to capital projects	0	0	0	0	0	40,000	40,000	0	
4807 Transfer to Assigned Balance - Fire Impact Fees	0	0	0	0	0	2,000	20,000	25,320	
4808 Transfer to Assigned Balance - Police Impact Fees	0	0	0	0	0	0	0	0	
4809 Transfer to Assigned Balance - Roadway Impact Fees	0	0	0	0	0	18,000	65,000	79,800	
4810 Transfer to Assigned Balance -Storm Water Imp Fees	0	0	0	0	0	15,000	45,000	86,550	

Town of Apple Valley
Budgeting Worksheet

10 GENERAL FUND	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	Proposed Amended Budget	2023 Proposed Budget	Worksheet Notes
4811 Transfer to Assigned Balance - Parks & Rec Fees	0	0	0	0	0	6,000	17,000	21,750	
Total Transfers	***0***	***-1***	***0***	***301***	***0***	***94,563***	***277,960***	***272,875***	
Total Expenditures:	***512,272***	***627,732***	***501,364***	***579,071***	***551,942***	***818,813***	***943,250***	***908,553***	
Total Change In Net Position	***104,430***	***41,818***	***76,030***	***0***	***166,527***	***0***	***0***	***0***	

41 CAPITAL PROJECTS FUND	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	Revised Budget	2023 Proposed	
Revenue:									
Intergovernmental Revenue									
3345 Grant Revenues-Fire	0	0	0	0	0	0	0	250,000	Structure Engine Grant
Total Intergovernmental Revenue	***0***	***0***	***0***	***0***	***0***	***0***	***0***	***250,000***	
Interest									
3610 Interest earnings	6,573	0	0	0	0	0	0	-	
Total Interest	***6,573***	***0***	***0***	***0***	***0***	***0***	***0***	***-***	
Miscellaneous Revenue									
3675 Fire Capital Proceeds	0	0	0	0	0	0	0	250,000	Structure Engine Loan
Total Interest	***0***	***0***	***0***	***0***	***0***	***0***	***0***	***250,000***	
Total Revenue:	***6,573***	***0***	***0***	***0***	***0***	***0***	***0***	***500,000***	
Expenditures:									

Town of Apple Valley

Budgeting Worksheet

10 GENERAL FUND	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual	Original Budget	Proposed Amended Budget	2023 Proposed Budget	Worksheet Notes
Miscellaneous									
4141.740 Capital Outlay expenses	1,669,390	4,996	210	0	0	0	0		
4220.740 Fire Capital Outlay	0	0	0	0	0	0	0	500,000	
Total Miscellaneous	***1,669,390***	***4,996***	***210***	***0***	***0***	***0***	***0***	***500,000***	
Total Expenditures:	***1,669,390***	***4,996***	***210***	***0***	***0***	***0***	***0***	***500,000***	Structure Engine Outlay
Total Change In Net Position	***-1,662,817***	***-4,996***	***-210***	***0***	***0***	***0***	***0***	***0***	