

**APPLE VALLEY
RESOLUTION R-2025-29**

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

SECTION 1: **ADOPTION** “Holiday Gifts And Bonuses” of the Apple Valley Policies & Procedures is hereby *added* as follows:

ADOPTION

Holiday Gifts And Bonuses(*Added*)

Holiday Gifts and Bonuses

A. Purpose.

The purpose of this section is to authorize the mayor or designee, at their discretion, to provide a one-time holiday gift, cash bonus, or limited period of paid time off to Town employees. This is to be available during the month of December or January as a gesture of appreciation for service to the Town, consistent with state law and within approved budget appropriations.

B. Authority.

The Mayor may, at their discretion, authorize a one-time holiday gesture for Town employees in any of the following forms:

1. A cash gift or bonus,
2. A non-cash gift (such as a gift card, food item, or holiday basket), or
3. A limited period of paid time off for full-time employees during the holiday season.

These actions shall be intended solely as a one-time discretionary expression of appreciation and shall not constitute an ongoing benefit or entitlement.

C. Limitations.

1. The value of any cash gift or non-cash gift provided under this section shall not exceed \$1,000 per employee in any calendar year, unless specifically approved by the Town Council.
2. All gifts, bonuses, or paid time off authorized under this section shall be:
 - a. Discretionary and non-recurring;
 - b. Not tied to hours worked, rate of pay, or accrued leave;
 - c. Processed in compliance with all applicable tax and payroll reporting requirements;
 - d. Designated as non-URS-eligible compensation; and
 - e. Consistent with available budget appropriations.

D. Budget Compliance.

All gifts, bonuses, or paid leave under this section must be funded within the current approved budget. If sufficient funds are not available, the Town Council must approve a budget amendment prior to disbursement or authorization of paid time off.

E. Council Oversight.

The Mayor shall report any such discretionary action to the Town Council at the next regular meeting, including:

1. The form of the gesture (cash, non-cash, or paid leave),
2. The total amount or value expended, and
3. Confirmation that the action complied with this section and all applicable laws.

F. No Entitlement Created.

This section does not create a right or expectation of any future bonus, gift, or paid leave. Any such gesture shall be considered a one-time discretionary action and shall not amend the Town’s standard holiday schedule, compensation policies, or employee benefits.

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

SECTION 3: EFFECTIVE DATE This Ordinance shall be in full force and effect from November 18, 2025.

PASSED AND ADOPTED BY THE APPLE VALLEY COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Mayor Michael Farrar	_____	_____	_____	_____
Council Member Kevin Sair	_____	_____	_____	_____
Council Member Annie Spendlove	_____	_____	_____	_____
Council Member Scott Taylor	_____	_____	_____	_____
Council Member Richard Palmer	_____	_____	_____	_____

Attest

Presiding Officer

Jenna Vizcardo, Town Clerk, Apple Valley

Michael Farrar, Mayor, Apple Valley