**Cache County Council Appropriations Committee**

**April 26, 2024**

**Minutes**

The Cache County Council Appropriations Committee met in regular session on April 26, 2024 at 2:00 in the County Council Conference Room, Cache County Historic Court House, 199 North Main Street, Logan, Utah 84321

**ATTENDANCE**

**Board Members Present:**

Sandi Goodlander – County Council

Amy Adams – Director of Personnel Management

Dirk Anderson – Chief Deputy Executive

Chad Jensen – County Sherrif

Taylor Sorensen – County Attorney

Noral Gunnell – County Council

Bryson Behm – County Auditor/Clerk

Kathryn Beus – County Council

**Board Members Absent:**

David Zook – County Executive

Bartt Nelson – Information Technology

**Others in Attendance:**

Stephen Nelson – Director of Planning and Zoning

Brittney Kingston – Senior Finance Analyst

Alma Burgess – Finance and Grant Administrator

Jared Odd – County Intern

Bart Esplin – Fair Grounds

**02:00:00**

**Call to Order**

**Goodlander** opened the meeting and asked for introductions

**Action Items**

**#1 Approval of Minutes for March 19, 2024**

**ACTION: A motion was made by Beus to approve the minutes from March 19, 2024 and was seconded by Gunnell. The vote in favor was unanimous, 3-0.**

**Discussion Items**

**#1 Review of ARPA Fund Applications**

**Burgess** reviewed the web based and venue scheduling software and it is eligible for funding.

**Staff** and **Committee** discussed the three-year match requirement for the software, fees for credit card charges, and the costs of the new software.

**Bart Esplin** joined by phone and explained what upgrades would happen with the new software.

**Staff** and **Committee** discussed how booking is currently handled for the event center.

**Burgess** reviewed the application for refinishing the floors for the County Event center.

**Staff** and **Committee** discussed making sure the refinished floor would hold up to the needed traffic and that a bid has already been received.

**Burgess** reviewed the application for the Mental Health and Suicide Awareness event and that he does not feel it meets the requirements for ARPA and it was funded under RAPZ.

**Staff** and **Committee** discussed past funding for the Mental Health and Suicide Awareness event, and the ranking of the three fairground projects in order of importance with the stormwater being the most important.

**Beus** asked about the generator that was removed from the RAPZ request and was decided to be discussed at this meeting.

**Esplin** responded that the Event Center is a tertiary location for an emergency operation center for different needs but if they currently loose power, no operations could happen. They would like to purchase a backup generator so they will be to run power.

**Goodlander** asked about $70,000 RAPZ funding for the stormwater project.

**Esplin** responded there is some matching funds in the budget.

**Staff** and **Committee** discussed the generator being a better suited project for ARPA funding or RAPZ funding. They have tried to get a generator approved through FEMA but have not been able to.

**Burgess** reviewed the treasurer’s project for a COVID drop box protection for payments.

**Staff** and **Committee** discussed the location of the drop box.

**Burgess** reviewed the application from Development Services for the popup bike lane initiative was eligible but the other two projects, technical assistance and uniform signage for county wide trails, are marked as not eligible.

**Nelson** reviewed the information for the popup bike lane application, technical assistance, and signage.

**Staff** and **Committee** discussed the technical assistance for engineering needs for road types to make them easier for active transportation.

**Burgess** reviewed the ambulance application.

**Staff** and **Committee** discussed the amount of funding available, using ARPA funds for something that is already budgeted and do a transfer of funds, and software needed for accounting information.

**Burgess** reviewed the eligible first responder mental health application information.

**Kingston** informed the committee that the money from the state that supports the program was not renewed by the state but first responder mental health assistance has been mandated by the state to be available.

**Staff** and **Committee** discussed the program and funding available, who uses the program, the total amount of the eligible ARPA projects, funding for runner up projects, how to handle funds if projects come in under bid, timeline to review projects and funding, and ranking of eligible projects for funding.

**#2 Budget Calendar**

**Goodlander** reviewed the budget calendar for the previous year.

**Staff** and **Committee** discussed the timeline for insurance quotes, a schedule for each department to do a budget workshop with the council, notice for truth in taxation, forecasts for the budget, deadline for department budgets, and timeline for getting all information ready for the 2025 budget.

**Next Scheduled Meeting**

**To Be determined**

**ACTION: A motion was made by Gunnell to adjourn and seconded by Beus. The vote in favor was unanimous, 3-0.**

**Adjourn**