

COUNCIL APPROVED

CACHE COUNTY COUNCIL

May 10, 2022 at 5:00 p.m. - Cache County Chamber at 199 North Main, Logan, Utah.

In accordance with the requirements of Utah Code Annotated Section 52-4-203, the County Clerk records in the minutes the names of all persons who appear and speak at a County Council meeting and the substance "in brief" of their comments. Such statements may include opinions or purported facts. The County does not verify the accuracy or truth of any statement but includes it as part of the record pursuant to State law.

MEMBERS PRESENT: Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

MEMEBERS EXCUSED: None

STAFF PRESENT: Executive David Zook, Attorney John Luthy, Clerk/Auditor Jess Bradfield, Bartt Nelson, Dianna Schaeffer, Alma Burgess, Shawn Milne, Bart Esplin, Chis Harrild, Matt Phillips, Chase Petersen, Bryson Behm

OTHER ATTENDANCE: Randy Feser, Jim Jenson, Doug Peterson, Lyndsay Peterson, Jon Wells, Holly Gunther, Amanda Schaaf, Marissa Garr, Curtis Checketts, Janet Checketts, Mariana Lopez, Megan Neibert, Channae Appel, Corey Twedt, Jena Hasson

WORKSHOP

1. **Call to Order 3:00 p.m.** – Chair Barbara Tidwell

2. **Cemetery District Appointments**

Discussion: The County Council discussed appointments to the cemetery district boards and other issues regarding the cemetery districts, including the duties and qualifications of board members, members to be appointed, releasing a new notice of vacancy for Newton and Cornish districts, and stewardship of cemeteries by districts compared to cities.

3. **Council Policy Analyst and Lobbyist**

Discussion: The Council discussed potentially hiring a policy analyst for the Council and the need for additional staff to assist the Council. County Executive David Zook spoke to the Executive's office staff duties and functions.

4. **Review of Ordinance 2022-11**

An Ordinance amending Title 3 of the Cache County Code regarding revenue and finance to bring it into harmony with State Code and current county practices

Discussion: The County Council discussed concerns regarding whether there was sufficient segregation of duties in the proposal, and the conflict with state law regarding notice requirements for the tentative budget. County Attorney John Luthy, County Clerk Jess Bradfield, and Finance Director Cameron Jenson also spoke to the matter.

COUNCIL MEETING

1. **Call to Order 5:00p.m.** – Chair Barbara Tidwell [0:16](#)

2. **Presentation of Colors and Pledge of Allegiance** – Cache County Sheriff Honor Guard [1:49](#)

Opening – County Executive David Zook [4:09](#)

3. **Review and Approval of Agenda APPROVED** [5:35](#)

Action: Motion made by Councilmember Nolan Gunnell to approve the agenda; seconded by Councilmember Gina Worthen
Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

4. **Review and Approval of Minutes APPROVED** [35:57](#)

Action: Motion made by Councilmember Gina Worthen to approve the minutes for the Council Meeting held April 12, 2022 with amendments; seconded by Councilmember David Erickson

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

Action: Motion made by Councilmember Gina Worthen to approve the minutes for the Council Meeting held April 26, 2022 with amendments; seconded by Councilmember Paul Borup

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

5. Report of the County Executive

No report.

6. Items of Special Interest

a. **Proclamation – Law Enforcement Week / Peace Officers’ Memorial Day** – Proclamation read by Chair Barbara Tidwell [5:55](#)

b. Presentation of Awards – Cache County Sheriff Chad Jensen [9:33](#)

c. Consideration of RAPZ / Restaurant Tax Committee 2022 Funding Recommendations [53:52](#)

Discussion: Council discussed RAPZ funds and fund allocation.

Council discussed a motion to increase allocated funds to North Logan and if possible under an existing agreement between the County and the city of North Logan.

Action: Motion made by Councilmember Gina Worthen to amend item number 53 to allocate \$100,000 to North Logan for park pavilion reconstruction; no second [1:03:24](#)

Motion dies for lack of second

Action: Motion made by Councilmember Karl Ward to approve RAPZ / Restaurant Tax Committee 2022 funding recommendations; seconded by Councilmember Paul Borup [1:12:55](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

d. Solid Waste Update – Mayor Lyndsay Peterson of North Logan spoke to the Council about the progress of the Solid Waste plan. [1:13:30](#)

e. Council Discussion on Solid Waste [1:19:35](#)

Discussion: The Council discussed solutions to resolve the solid waste issue, including a joint Council meeting to be set up with the Logan City Council.

7. Department or Committee Reports

No reports.

8. Board of Equalization Matters [1:23:07](#)

a. Findings and Determination – IHC Health Services, Inc. for Logan Regional Hospital Cache Valley Community Health Center

Action: Motion made by Councilmember Gina Worthen to move into Board of Equalization; seconded by Councilmember David Erickson

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

Discussion: Tax Administration Supervisor Dianna Schaeffer presented recommendations for approval. Councilmembers asked questions.

Action: Motion made by Councilmember Paul Borup to approve recommended requests; seconded by Councilmember David Erickson

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

Action: Motion made by Councilmember Gina Worthen to close the Board of Equalization; seconded by Councilmember Nolan Gunnell

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

9. Public Hearings [40:05](#)

a. **Set Public Hearing for May 24, 2022 – 2nd CDBG Public Hearing**

Action: Motion made by Councilmember Karl Ward to set the 2nd CDBG Public Hearing for May 24, 2022; seconded by Councilmember Gina Worthen [40:28](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

b. Public Hearing – Ordinance 2022-15 – Christy Farm Rezone [40:54](#)

Request to rezone 7.41 acres from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone located at 5560 West 2000 South, near Mendon

Discussion: Chris Harrild described the proposed rezone and recommended approval ([41:27](#)).

Action: Motion made by Councilmember David Erickson to close the public hearing; seconded by Councilmember Gina Worthen [42:36](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

c. Public Hearing – Resolution 2022-15 [43:00](#)

A resolution declaring three County-owned parcels in the Logan, Hyde Park, Smithfield Canal to be surplus property and approving disposal of these plots by Quitclaim Deed to property owners

Discussion: County Attorney John Luthy spoke to the resolution ([44:02](#)). John Wells, Chairman of Highline Waters Association, also spoke concerning the Canal and the surrounding parcels ([49:01](#)). Councilmembers asked clarifying questions.

Action: Motion made by Councilmember Gordon Zilles to close the public hearing; seconded by Councilmember David Erickson [51:03](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

10. Pending Action [1:27:50](#)

a. Ordinance 2022-11

An Ordinance amending Title 3 of the Cache County Code regarding revenue and finance to bring it into harmony with State Code and current county practices

Action: Motion made by Councilmember Gina Worthen to postpone consideration of the ordinance indefinitely; seconded by Councilmember Paul Borup [1:28:10](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

b. Resolution 2022-12 [1:28:30](#)

A Resolution updating the rules for public electronic meetings by the Cache County Council

Discussion: The Council discussed State code requirements regarding electronic meetings. County Attorney John Luthy spoke to State code requirements ([1:29:26](#)). Bartt Nelson spoke to potential technology solutions ([1:32:22](#)).

Action: Motion made by Councilmember Karl Ward to approve Resolution 2022-12; seconded by Councilmember Gordon Zilles [1:36:58](#)

Motion passes.

Aye: 6 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gordon A. Zilles, Karl B. Ward

Nay: 1 Gina Worthen

c. Resolution 2022-14 [1:37:28](#)

A Resolution amending the 2022 Cache County Budget

Discussion: The Council discussed questions on budget amendments. Finance Director Cameron Jensen addressed council questions. ([1:38:26](#)).

Action: Motion made by Councilmember Gina Worthen to strike item 31 from Resolution 2022-14; seconded by Councilmember Paul Borup [1:38:12](#)

Action: Motion to amend the previous motion made by Councilmember Karl Ward to approve the amendment to the County Budget, striking item 31 from the amendment; seconded by Councilmember Paul Borup [1:40:11](#)

Motion passes.

Aye: 6 Barbara Tidwell, Paul R. Borup, Gina Worthen, Nolan Gunnell, Gordon A. Zilles, Karl B. Ward

Nay: 1 David Erickson

11. Initial Proposals for Consideration of Action [1:41:55](#)

a. *Ordinance 2022-15* Christy Farm Rezone

Request to rezone 7.41 acres from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone located at 5560 West 2000 South, near Mendon

Action: Motion made by Councilmember Karl Ward to waive the rules and approve Ordinance 2022-15; seconded by Councilmember David Erickson [1:42:31](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

b. *Ordinance 2022-16* [1:42:58](#)

An Ordinance amending Section 5.08.100 of the Cache County Code relating to Alcohol Consumption and Alcohol Advertisement on County-owned Property

Discussion: Fairgrounds Manager Bart Esplin spoke to the Ordinance ([1:43:24](#)). Councilmembers asked questions and voiced concerns. Esplin and Attorney John Luthy spoke to concerns.

Action: Motion made by Councilmember Gina Worthen to waive the rules and approve Ordinance 2022-16; seconded by Councilmember Nolan Gunnell. [1:55:45](#)

Motion passes.

Aye: 4 Barbara Tidwell, Gina Worthen, Nolan Gunnell, Gordon Zilles

Nay: 1 Karl Ward

Abstain: 2 Paul Borup, David Erickson

c. *Resolution 2022-10* [1:57:03](#)

A Resolution approving the appointment of representatives to the Avon, Cornish, Hyde Park, Millville/Nibley, Newton, Paradise, and Richmond Cemetery Districts Boards of Trustees

Discussion: Councilmember Gina Worthen spoke to the Hyde Park Cemetery District appointments ([1:57:31](#)). Councilmember Gordon Zilles spoke to the Millville/Nibley Cemetery Board appointments ([2:00:45](#)).

The Council discussed terms for board members and a potential plan to turn stewardship control of cemeteries over to cities.

Action: Motion made by Councilmember Gina Worthen to appoint Brian Balls, Cody Johnson, Jennifer Bruff, Rachel Willis, and Alma Brown to the Hyde Park Cemetery Board; seconded by Councilmember Paul Borup [1:59:28](#)

Motion passes.

Aye: 6 Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 1 Barbara Tidwell

Action: Motion made by Councilmember Gordon Zilles to reappoint the current Millville/Nibley Cemetery Board with Danny Eames to fill a vacancy; seconded by Councilmember David Erickson [2:01:21](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

Action: Motion made by Councilmember David Erickson to approve the Cemetery Board appointments for the Richmond, Paradise, and Avon districts; seconded by Councilmember Gina Worthen [2:02:37](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

Action: Motion made by Councilmember David Erickson to issue another notice and institute another cycle to Newton and Cornish to fill vacancies, and to approve those applicants to the Board who qualified by meeting the deadline; seconded by Councilmember Nolan Gunnell [2:04:03](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

Action: Motion made by Councilmember Gina Worthen to waive the rules on all the previous motions made regarding Resolution 2022-10; seconded by Councilmember Paul Borup [2:08:21](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

d. Resolution 2022-15 [2:09:23](#)

A Resolution declaring three County-owned parcels in the Logan, Hyde Park, Smithfield Canal to be surplus property and approving disposal of those plots by Quitclaim Deed to property owners

Action: Motion made by Councilmember Karl Ward to waive the rules and approve Resolution 2022-15; seconded by Councilmember David Erickson [2:09:42](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

Action: Motion made by Councilmember David Erickson to change “Logan, Hyde Park, Smithfield Canal” to “Cache Highline Canal” on the resolution; seconded by Councilmember Gina Worthen [2:10:31](#)

Motion passes.

Aye: 7 Barbara Tidwell, Paul R. Borup, David Erickson, Nolan Gunnell, Gina H. Worthen, Gordon A. Zilles, Karl B. Ward

Nay: 0

e. County Roads Committee [2:11:18](#)

Discussion: The Council discussed reinstating a Roads Committee to address county road improvement and maintenance needs. Matt Phillips spoke to the issue. Attorney John Luthy spoke to the issue.

f. 2022 Budget Process [2:24:17](#)

Discussion: Councilmembers discussed plans to make a tentative County budget. A Council workshop to discuss budget processes, requests from departments, and plan how to create a tentative budget was scheduled for May 24, 2022.

12. Other Business [2:31:06](#)

a. Smithfield Health Days Parade Saturday, May 14, 2022 at 10:00 a.m.

David Z, Barbara

b. Richmond Black & White Days Parade Saturday, May 21, 2022 at 5:00 p.m.

David Z., Dave E., Karl Ward

13. Councilmember Reports [2:31:43](#)

David Erickson – Spoke to the solid waste plan and the County whistleblower protections.

Gordon Zilles – Spoke to efforts for greater intergovernmental cooperation between elected officials.

Nolan Gunnell – Spoke to water usage and rights.

Paul Borup – Shared a quote from Mahatma Gandhi.

Karl Ward – No report.

Gina Worthen – No report.

Barbara Tidwell – Spoke to the upcoming quarterly meeting with the Planning and Zoning Committee.

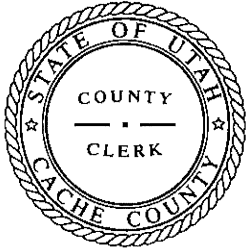
Adjourn: 7:30 PM

Jess W. Bradfield

ATTEST: Jess W. Bradfield
County Clerk/Auditor

Barbara Y. Tidwell

APPROVAL: Barbara Tidwell
Chair



**CACHE COUNTY COUNCIL MEETING
MAY 10, 2022**

ATTACHMENT 1

TABLED INDEFINITELY



**CACHE COUNTY
ORDINANCE NO. 2022-11**

**AN ORDINANCE AMENDING TITLE 3 OF THE CACHE COUNTY CODE
REGARDING REVENUE AND FINANCE TO BRING IT INTO HARMONY WITH
STATE CODE AND CURRENT COUNTY PRACTICES**

WHEREAS, the Office of the Clerk/Auditor conducted an audit “[t]o clarify the roles and authorities of the finance department within Cache County Code Title 3” and issued a report of that audit on January 21, 2022; and

WHEREAS, the audit report concludes that Title 3 of the Cache County Code contains provisions that are inconsistent with relevant provisions of the Utah Code; and

WHEREAS, the County’s current accounting practices comply with state code but are at odds with some provisions in Title 3 of the Cache County Code; and

WHEREAS, it is in the County’s interest for the County Code to conform to relevant provisions of the Utah Code and for the County’s accounting practices and relevant provisions of the County Code to be in harmony;

NOW, THEREFORE, the County Legislative Body of Cache County ordains as follows:

SECTION 1:

Sections 3.04.050, 3.04.060, 3.04.070, 3.04.080, 3.04.085, 3.04.090, and 3.04.140 of the Cache County Code are amended, respectively, to read in full as follows:

3.04.050: BUDGET OFFICER:

The county executive, as chief executive officer of the county, shall direct the budget process as the formal budget officer and supervise and direct the centralized budgeting and administrative participation of the various county departments, boards, and agencies in the county budget process, subject to the provisions of chapters 3.04 through 3.56 of this title.

3.04.060: BUDGET PREPARATION AND SUBMISSION:

The following procedure, subject to the Utah uniform fiscal procedures act for counties, shall be followed in the preparation and submission of the annual county budget:

- A. The finance department shall prepare a budget report for the first eight (8) months of the year indicating actual revenues and expenditures, the current budget in terms of total annual budget, budget expenditures and revenues to date, and the remaining budget balance.



B. The finance department will submit a copy of that report in full to the county executive and copies of the report as they pertain to each county department head. Each department head shall:

1. Review the report;
2. Prepare a proposed department budget for the next year; and
3. Submit that proposed department budget to the county executive on or before September 20, and a copy to the finance department.

C. The finance department shall:

1. Estimate anticipated revenues for the next budget year, review actual revenues and expenditures to date for the current year, and review other available and relevant budget information and data; and
2. Prepare a proposed tentative county budget for the next year, together with recommendations regarding the budget and its implementations; and
3. Submit a proposed tentative county budget for the next year, with recommendations, and copies of the department head proposals to the county executive on or before October 1.

D. The county executive shall:

1. Review the eight (8) month report of the finance department, the proposed budget submitted by the department heads, and the proposed tentative budget and recommendations of the finance department;
2. Prepare a proposed budget and recommendations and confer with the finance department to reconcile any differences between the executive's proposed budget and the finance department's proposed budget and recommendations.

E. The finance department shall prepare the revised tentative budget and recommendations proposed by the county executive.

F. The county executive with support and assistance of the finance department shall prepare and submit a budget message explanation of the revised tentative budget to the county council.



3.04.070: ADOPTION OF BUDGET:

A. The county council shall review, consider and tentatively approve, upon motion, a tentative budget with any modifications it deems appropriate.

B. The tentative budget shall be a public record available for inspection on the county website at least ten (10) days prior to the public hearing on the adoption of the final budget.

C. The county council shall, in accordance with its rules of procedure, schedule a public hearing on the adoption of the budget.

D. Notice of the public hearing shall be published at least seven (7) days before the hearing at least once in a newspaper of general circulation within the county. The county clerk shall be responsible for publication of this notice.

E. The county council shall conduct a public hearing on the budget at the time and place and on the date specified in the notice.

F. Upon the completion of the public hearing, the county council shall make final adjustments to the tentative budget as it deems appropriate, giving due consideration to matters discussed at the hearing subject to the following limitations:

1. There shall be no decrease in an amount appropriated for reduction of any deficit which exists.
2. No budget increase shall exceed the estimate revenue for such budget.

G. On or before December 15, the county council shall, by resolution, adopt the budget which, subject to further amendment, shall thereafter be in effect until the next fiscal year.

3.04.080: CERTIFICATION:

A. A copy of the final budget, and of any subsequent amendment thereof, shall be certified by the county clerk/auditor and filed with the state auditor not later than thirty (30) days after its adoption.



B. A copy of the budget, similarly certified, shall be filed in the finance department for inspection by the public during business hours and made available on the county website.

3.04.085: ELECTED OFFICIAL/DEPARTMENT HEAD RESPONSIBILITY:

Each elected official and/or department head is designated to have accountability, authority, and responsibility for the fiscal management of their office or department. The elected official or department head shall work with the executive (formal budget officer) and the finance department in making any adjustment to the budget(s) assigned to them.

3.04.090 TRANSFERS:

A. With the consent of the county council and upon written notice to the finance department, the county executive may authorize an intradepartmental transfer over one thousand dollars (\$1,000.00) in any department, as to any unencumbered or unexpended appropriation balance or any part from one expenditure account to another within the department during the budget year, or may transfer an excess expenditure of one or more line items; provided, that the total of all excess expenditures or encumbrances does not exceed the total unused appropriation within the department at the close of the budget year. Transfers of one thousand dollars (\$1,000.00) or less may be authorized directly by the county executive.

B. At the request of the county executive or upon its own motion, the county council may, by resolution, transfer any unencumbered or unexpended appropriation balance or part thereof from one department in a fund to another department in the same fund; provided, that no appropriation for debt retirement and interest, reduction of deficit, or other appropriations required by law may be reduced below the required minimum.

3.04.140: OPERATING AND CAPITAL BUDGET:

A. Before or at the time the county council adopts budgets for the general fund, special revenue funds, debt service funds, capital improvement funds, or any other fund for which a budget is required, it shall adopt an operating capital budget for the next fiscal year for each enterprise fund and for any other special nonbudgetary fund for which operating and capital budgets are required.

B. On or before November 1 of each fiscal year, the county executive, with assistance from the finance department, shall prepare for the next fiscal year a tentative operating and capital budget for each enterprise fund and for any other special fund which requires an operating capital budget.



C. The tentative operating and capital budget shall be submitted, reviewed and handled in the same manner as provided for in this chapter regarding the budget for the general fund. Such submission, review, recommendations and procedures shall be followed by the finance department, county executive and county council as specified.

D. The tentative operating and capital budget shall be accompanied by a supplementary estimate of all capital projects or planned capital projects within the next fiscal year and within the next three (3) succeeding fiscal years.

E. The tentative operating and capital budget shall be reviewed by the county council at any regular or special meeting called for that purpose and shall be subject to any changes deemed appropriate by the county council.

F. The county council shall adopt an operating and capital budget for the next fiscal year prior to the close of the current fiscal year.

G. Upon final adoption, the operating and capital budget shall be in effect for the budget year, subject to amendment.

H. A copy of the operating and capital budget as adopted for each fund shall be:

1. Certified by the county clerk/auditor;
2. Made available to the public during business hours in the office of the county auditor;
3. Submitted to the county executive;
4. Filed with the state auditor within thirty (30) days after its adoption.



SECTION 2:

Section 3.20.050 of the Cache County Code is repealed, and the title of Chapter 20 of Title 3 of the Cache County Code and the text and titles of sections 3.20.010, 3.20.020, 3.20.030, and 3.20.040 of the Cache County Code are amended, respectively, to read in full as follows:

CHAPTER 3.20 PAYMENTS

3.20.010: AUTHORIZATION:

With regard to payments, and as set forth in this chapter, the county operates under Utah Code section 17-19a-205(2)(b) and -205(3). The county remits payments in accordance with this chapter, as authorized by Utah Code section 17-19a-301(1)(a)(ii).

3.20.020: CONTENTS:

All requests for payment must distinctly specify:

- A. The liability and purpose for which they are drawn;
- B. When they accrued;
- C. The funds from which they are to be paid;
- D. The number, date, and amount to be paid; and
- E. The name of the person to whom payable.

3.20.030: APPROVAL AND ISSUANCE:

- A. The finance department shall notify the county treasurer of the aggregate amount of all contemporaneous payments.
- B. The finance department shall notify the county treasurer and the county executive, as described in subsection C, of the amount and payee of each payment made by check or other payment mechanism.
- C. As used in this subsection, “remuneration” means a warrant, check, or other payment mechanism. For a remuneration issued by the finance department, the department shall:
 - 1. number each remuneration consecutively, commencing annually on the first day of January; and



2. state on the remuneration:
 - a. the number of the remuneration;
 - b. the date of payment;
 - c. the amount of the payment made;
 - d. the name of the person to whom payable; and
 - e. the purpose for which the remuneration was made.

D. The finance department shall dispose of a payment not presented for collection in accordance with Utah Code sections 67-4a-101 through -1504, the Revised Uniform Unclaimed Property Act.

3.20.040: COUNTY COUNCIL:

At least monthly, a list of payments approved and issued for each month shall be submitted to the county council for its information and placed in the minutes of its meetings. No action or approval of the county council is required.

SECTION 3:

Sections 3.36.020 and 3.36.040 of the Cache County Code are amended, respectively, to read in full as follows:

3.36.020: BOND PROCEDURE:

- A. The county shall reserve the right to designate or retain bond counsel of its choosing for any bond issuance.
- B. No bond issuance shall be approved until the county attorney and formal budget officer have reviewed all bond documents and procedures and have submitted their opinions and recommendations.
- C. The county executive and county attorney, or their designees, and such other officers as may be required or appropriate, shall attend each bond closing.
- D. No bond issuance shall be made except upon the specific approval of the county council in the manner as required by the appropriate laws and bond issuance requirements.



3.36.040: REPORTS AND REVIEW:

A. The finance department shall keep and maintain records regarding payments, interest, credits and the fiscal status of all bonds issued by the county.

B. The finance department shall submit progress or status reports of all outstanding bonds to the county council and county executive at least annually or upon specific requests.

SECTION 4:

Sections 3.40.010, 3.40.020, and 3.40.030 of the Cache County Code are amended, respectively, to read in full as follows:

3.40.010: DECLARATION OF PROPERTY AS SURPLUS:

A. This chapter applies only to the real and tangible personal property of the county listed by the finance department in an official inventory of county general fixed assets. For the purposes of this chapter, "disposition" or "dispose" means the transfer of ownership from the county to any other party or entity by any method.

B. No real or any tangible personal property list by the finance department in an official inventory as a county general fixed asset may be disposed of unless it has first been declared to be surplus in accordance with the provisions of this chapter.

C. Real property may be declared surplus only by the county council, which must first find that it is in the public interest that the subject real property be disposed of as surplus property.

D. Personal property may be declared surplus only by the county executive who must first find that it is in the public interest that the subject personal property be disposed of as surplus property.

E. In determining whether any property shall be declared surplus, the following must be taken into consideration:

1. Whether the county has, or anticipates that it will have, no practical, economical, efficient or appropriate use for the property currently or in the reasonably foreseeable future.
2. Whether the purpose served by the property can be better accomplished by other alternatives or property.

3. Whether the purpose served by the property or its use either no longer exists or has significantly changed because of the needs and demands of the county or as may be determined by a change of policy evidenced by an ordinance or resolution of the county council.
4. Whether the property is so damaged, depreciated or worn that it is inoperable or limited in operation without repairs and the cost of such repairs is unreasonable, excessive or impractical.
5. Whether the purposes and interests of the county would be better served by the declaration of the property as surplus and the disposition of that property.

3.40.020: PROCEDURES:

A. The finance department shall maintain an official inventory of all county general fixed assets in accordance with the provisions of Utah Code Annotated section 17-36-6(1)(i), as amended, and a list of all county property that has been declared surplus.

B. Upon the declaration of any county property as surplus property, such surplus property may be disposed of by the county executive subject to the provisions of this chapter.

C. Unless provided otherwise by this chapter, the disposition of county surplus property may be by public sale, private sale, exchange, exchange and sale, option to purchase, lease, lease with an option to purchase, trade in, public auction, private auction, sale upon public advertisement by sealed bid, or by any other lawful and reasonable means.

D. No disposition of surplus property shall be made for less than a fair market value unless the county executive determines that it is in the best public interest that disposition of that surplus property be made for less than its full market value. The disposition of county surplus property for less than full market value must also be approved by the county council. Consideration may be in forms other than cash payment and may include the exchange of property or services as may be reasonably determined by the county executive.

E. The county executive shall maintain records of the manner and date of the disposal of all county surplus property as well as the amount and nature of consideration received for such property and provide copies thereof to the county auditor.



F. County employees are not prohibited from purchasing surplus county property; providing, that the provisions of this chapter are complied with and disclosure is made of the employee's county employment.

3.40.030: DISPOSAL OF PERSONAL PROPERTY:

A. For purposes of this chapter "personal property" means tangible personal property currently on the general fixed asset list.

B. If a county department head, having county personal property under his or her control or supervision which the department head has determined is no longer needed by that department or is unusable, the department head shall notify the county executive who shall in turn notify all county department heads of the availability of such property. If any other department head requests the designated available property for their respective department or division, the county executive has the option of transferring the property to the requesting department head. The county executive shall notify the finance department of all transfers.

C. If no requests for the available personal property are received from any county department head and the county executive deems it reasonable and in the public interest to dispose of the property, the county executive shall declare the property surplus and proceed to dispose of the personal property in accordance with the provisions of this chapter as the county executive deems to be in the best interest of the county.

D. If surplus personal property is not readily marketable or marketable for a fair market value because of its condition, the county executive may dispose of that personal property by any reasonable means.

E. The county clerk shall execute and deliver to the county executive the documents necessary for the sale or transfer of any titled personal property which is sold or transferred as surplus property.

F. Upon the disposal of any personal property of the county, the county executive shall forward to the finance department the revenues received to be receipted into the county funds and a record of the disposition thereof, including the date, amounts received, the manner of disposition, the party to whom the property was sold or transferred, and any supporting documentation. The county executive shall maintain a record of final dispositions for auditing purposes.

G. The following tangible personal property shall be exempt from the procedures set forth in this chapter:



1. Property which is of a unique nature and for which there is a limited market, if any.
2. Property obtained by the Cache County sheriff's office in accordance with the provisions of Utah Code Annotated section 76-10-525 (regarding disposition of weapons); Utah Code Annotated section 77-24-4 (regarding sale of unclaimed property); Utah Code Annotated section 77-24a-5 (regarding disposition of certain unclaimed property); and Utah Code Annotated section 67-4a-101 et seq., (unclaimed property act).
3. Property that has a value of less than two hundred dollars (\$200.00).

SECTION 5:

Sections 3.44.010, 3.44.060, and 3.44.070 of the Cache County Code are amended, respectively, to read in full as follows:

3.44.010: TRAVEL:

- A. A request for travel reimbursement will only be allowed if approved according to limitations in section 3.08.060 of this title.
- B. Mileage shall be logged every time the vehicle is used as defined by IRS Treas. Reg. Section 1.61-21. The mileage logs shall be submitted at the end of every payroll cycle to department heads for approval and forwarded to the finance department for review and action.
- C. It is the policy of the county to reimburse county employees and officers for reasonable expenses incurred in travel approved for the primary purpose of conducting bona fide county business.
- D. Travel shall be by the most reasonable and least expensive means available within reasonable schedules.
- E. Travel mileage expenses shall be made at a standard rate based upon current United States internal revenue service policies and shall be established by resolution of the county council.
- F. Travel reimbursement for mileage expenses shall be made only to officers and employees using a private vehicle for the travel to be reimbursed.



G. Officers and employees shall, to the extent reasonably possible, use county vehicles to travel on county business. Mileage reimbursement will not be paid for the use of county vehicles.

H. When frequent flyer or bonus mileage benefits are awarded to county officers or employees for flights on commercial airlines, those county officers or employees shall be allowed to accumulate and use those benefits.

I. The county council and planning commission members may be reimbursed for the amount of their actual and reasonable traveling expenses in attending regular and special sessions and in the discharge of necessary duties; provided, that an itemized statement shall be made showing in detail the expenses incurred, and shall be subscribed to and sworn to by the member claiming such expenses.

**3.44.060: DUPLICATION OF REIMBURSEMENTS PROHIBITED;
DISTRIBUTION OF PROCEEDS FROM OUTSIDE SOURCES:**

A. No county officer or employee shall receive reimbursement for any travel, per diem or other expense if such officer or employee has received reimbursement from any other source for such expense or per diem.

B. In the event any county officer or employee receives any reimbursement from a source other than the county which duplicates any reimbursement from the county, the officer or employee shall immediately submit the reimbursement received from the outside source to the finance department and that reimbursement shall be placed back into the fund or line item budget from which the original reimbursement was taken.

3.44.070: REIMBURSEMENT PROCEDURES:

Claims for reimbursement shall be made in a manner and using voucher or other forms as required by the finance department or as provided by resolution of the county council.

SECTION 6:

Sections 3.48.030, 3.48.060, and 3.48.080 of the Cache County Code are amended, respectively, to read in full as follows:

3.48.030: AUDIT:

A. The receipt and disbursement of grant funds shall be administered by the finance department.



B. The independent auditor shall audit all funds in accordance with the standards and procedures set forth for audits in chapter 3.32 of this title and in the grant documents.

3.48.060: FINANCE DEPARTMENT 'S BUDGETARY PROCEDURES FOR APPROVED GRANTS:

A. The finance department will assign specific budgetary accounts for each grant revenue and separate accounts will be assigned where necessary to identify grant expenditures. The grant application containing the detailed budget plan document will be the basis for determining the budgetary accounts.

B. All grant expenditures shall be submitted to the finance department prior to payment so the finance department can verify that the expenditure is appropriate under the terms of the grant. The finance department shall maintain a separate file for each grant and the file shall contain a copy of the approved grant application along with all requests for reimbursements.

C. 1. The allowable costs will be determined by federal circular A-87 and the applicable grant requirements as outlined in the specific grant applications. Circular A-87, attachment B, paragraph C, requires specific approval of the grantor agency of the following costs:

- a. Automatic data processing;
- b. Building space and related facilities;
- c. Capital expenditures;
- d. Insurance and indemnification;
- e. Management studies;
- f. Pre-agreement costs;
- g. Professional services;
- h. Proposal costs.

2. The following costs are not allowed under circular A-87:

- a. Bad debts;
- b. Contingencies;



- c. Contributions and donations;
- d. Entertainment;
- e. Fines and penalties;
- f. Governor's expenses;
- g. Interest and other financial costs;
- h. Legislative expenses;
- i. Underrecovery of costs under grant agreements.

D. All requests for reimbursements under the terms of the grant shall be coordinated through the county executive's and county finance department. The finance department shall verify that all expenditure reimbursements have been properly posted to the appropriate budget. The finance department shall coordinate with the department administering the grant on a monthly basis to ensure that all reimbursements for expenditures incurred are submitted for on a timely basis.

3.48.080: COMPLETED GRANTS:

Upon the completion of a grant, the administering department shall coordinate with the finance department on submitting all required documentation to the granting agency as required in the approved grant application.

SECTION 7: EFFECTIVE DATE

This ordinance takes effect 15 days following its passage and approval by the County Council.

PASSED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH, THIS 10th DAY OF MAY 2022.

	In Favor	Against	Abstained	Absent
Paul R. Borup				
David Erickson				
Nolan P. Gunnell				
Barbara Tidwell				
Karl Ward				
Gina Worthen				
Gordon Zilles				
Total				

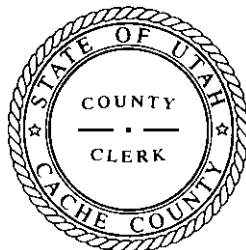


CACHE COUNTY COUNCIL

Barbara Y. Tidwell, Chair

ATTEST:

Jess W. Bradfield, County Clerk



ACTION OF COUNTY EXECUTIVE:

_____ Approved

_____ Disapproved (written statement of objection attached)

David Zook, County Executive

Date



REDLINE VERSION OF AMENDMENTS:

SECTION 1:

3.04.050: BUDGET OFFICER:

~~A.~~ The county executive, as chief executive officer of the county, shall direct the budget process as the formal budget officer and supervise and direct the centralized budgeting and administrative participation of the various county departments, ~~boards~~ [boards,] and agencies in the county budget process, subject to the provisions of chapters 3.04 through 3.56 of this title.

~~B. — The county auditor shall serve as the assistant county budget officer, subject to the provisions of chapters 3.04 through 3.56 of this title, and perform the duties of that position as those duties are specified in the Utah fiscal procedures act for counties, being set forth in Utah Code Annotated title 17, chapter 36, as amended.~~

3.04.060: BUDGET PREPARATION AND SUBMISSION:

The following procedure, subject to the Utah uniform fiscal procedures act for counties, shall be followed in the preparation and submission of the annual county budget:

A. The ~~auditor~~ [finance department] shall prepare a budget report for the first eight (8) months of the year indicating actual revenues and expenditures, the current budget in terms of total annual budget, budget expenditures and revenues to date, and the remaining budget balance.

B. The ~~auditor~~ [finance department] will submit a copy of that report in full to the county executive and copies of the report as they pertain to each county department head. Each department head shall:

1. Review the report;
2. Prepare a proposed department budget for the next year; and
3. Submit that proposed department budget to the county executive on or before September 20, and a copy to the ~~county auditor~~ [finance department].

C. The ~~auditor~~ [finance department] shall:

1. Estimate anticipated revenues for the next budget year, review actual revenues and expenditures to date for the current year, and review other available and relevant budget information and data; and
2. Prepare a proposed tentative county budget for the next year, together with recommendations regarding the budget and its implementations; and
3. Submit a proposed tentative county budget for the next year, with recommendations, and copies of the department head proposals to the county executive on or before October 1.

D. The county executive shall:

1. Review the eight (8) month report of the ~~county auditor~~ [finance department], the proposed budget submitted by the department heads, and the proposed tentative budget and recommendations of the ~~county auditor~~ [finance department];
2. Prepare a proposed budget and recommendations and confer with the ~~county auditor~~ [finance department] to reconcile any differences between the executive's proposed budget and the ~~auditor's~~ [finance department's] proposed budget and recommendations.

E. The ~~county auditor~~ [finance department] shall prepare the revised tentative budget and recommendations proposed by the county executive.

F. The county executive with support and assistance of the ~~auditor~~ [finance department] shall prepare and submit a budget message explanation of the revised tentative budget to the county council.

3.04.070: ADOPTION OF BUDGET:

A. The county council shall review, consider and tentatively approve, upon motion, a tentative budget with any modifications it deems appropriate.

B. The tentative budget ~~and all supportive schedules and data~~ shall be a public record available for inspection ~~during business hours at the offices of the county auditor for~~ [on the county website] at least ten (10) days prior to the public hearing on the adoption of the final budget.



C. The county council shall, in accordance with its rules of procedure, schedule a public hearing on the adoption of the budget.

D. Notice of the public hearing shall be published at least seven (7) days before the hearing at least once in a newspaper of general circulation within the county. The county clerk shall be responsible for publication of this notice.

E. The county council shall conduct a public hearing on the budget at the time and place and on the date specified in the notice.

F. Upon the completion of the public hearing, the county council shall make final adjustments to the tentative budget as it deems appropriate, giving due consideration to matters discussed at the hearing subject to the following limitations:

1. There shall be no decrease in an amount appropriated for reduction of any deficit which exists.
2. No budget increase shall exceed the estimate revenue for such budget.

G. On or before December 15, the county council shall, by resolution, adopt the budget which, subject to further amendment, shall thereafter be in effect until the next fiscal year.

3.04.080: CERTIFICATION:

A. A copy of the final budget, and of any subsequent amendment thereof, shall be certified by the county ~~auditor~~ [clerk/auditor] and filed with the state auditor not later than thirty (30) days after its adoption.

B. A copy of the budget, similarly certified, shall be filed in the ~~office of the county auditor~~ [finance department] for inspection by the public during business hours [and made available on the county website].

~~C. — A copy of the final budget shall be submitted by the county auditor to the county executive.~~



3.04.085: ELECTED OFFICIAL/DEPARTMENT HEAD RESPONSIBILITY:

Each elected official and/or department head is designated to have accountability, authority, and responsibility for the fiscal management of their office or department. The elected official or department head shall work with the executive (formal budget officer) and ~~auditor~~ [the finance department] in making any adjustment to the budget(s) assigned to them.

3.04.090: TRANSFERS:

A. With the consent of the county council and upon written notice to the ~~county auditor~~ [finance department], the county executive may authorize an intradepartmental transfer over one thousand dollars (\$1,000.00) in any department, as to any unencumbered or unexpended appropriation balance or any part from one expenditure account to another within the department during the budget year, or may transfer an excess expenditure of one or more line items; provided, that the total of all excess expenditures or encumbrances does not exceed the total unused appropriation within the department at the close of the budget year. Transfers of one thousand dollars (\$1,000.00) or less may be authorized directly by the county executive.

B. At the request of the county executive or upon its own motion, the county council may, by resolution, transfer any unencumbered or unexpended appropriation balance or part thereof from one department in a fund to another department in the same fund; provided, that no appropriation for debt retirement and interest, reduction of deficit, or other appropriations required by law may be reduced below the required minimum.

3.04.140: OPERATING AND CAPITAL BUDGET:

A. Before or at the time the county council adopts budgets for the general fund, special revenue funds, debt service funds, capital improvement funds, or any other fund for which a budget is required, it shall adopt an operating capital budget for the next fiscal year for each enterprise fund and for any other special nonbudgetary fund for which operating and capital budgets are required.

B. On or before November 1 of each fiscal year, the county executive, with assistance from the ~~county auditor~~ [finance department], shall prepare for the next fiscal year a tentative operating and capital budget for each enterprise fund and for any other special fund which requires an operating capital budget.



C. The tentative operating and capital budget shall be submitted, reviewed and handled in the same manner as provided for in this chapter regarding the budget for the general fund. Such submission, review, recommendations and procedures shall be followed by the ~~county auditor~~ [finance department], county executive and county council as specified.

D. The tentative operating and capital budget shall be accompanied by a supplementary estimate of all capital projects or planned capital projects within the next fiscal year and within the next three (3) succeeding fiscal years.

E. The tentative operating and capital budget shall be reviewed by the county council at any regular or special meeting called for that purpose and shall be subject to any changes deemed appropriate by the county council.

F. The county council shall adopt an operating and capital budget for the next fiscal year prior to the close of the current fiscal year.

G. Upon final adoption, the operating and capital budget shall be in effect for the budget year, subject to amendment.

H. A copy of the operating and capital budget as adopted for each fund shall be:

1. Certified by the county ~~auditor~~ [clerk/auditor];
2. Made available to the public during business hours in the office of the county auditor;
3. Submitted to the county executive;
4. Filed with the state auditor within thirty (30) days after its adoption.

SECTION 2:

CHAPTER 3.20 ~~WARRANTS~~ [PAYMENTS]

3.20.010: ~~DEFINITION~~ [AUTHORIZATION]:

~~A warrant is an order in a specific amount drawn upon the county treasurer by the county auditor.~~ [With regard to payments, and as set forth in this chapter, the county operates under Utah Code section 17-19a-205(2)(b) and -205(3). The county remits payments in accordance with this chapter, as authorized by Utah Code section 17-19a-301(1)(a)(ii).]



3.20.020: CONTENTS:

~~A.~~ All ~~warrants~~ [requests for payment] must distinctly specify:

- ~~1.A.~~ The liability and purpose for which they are drawn;
- ~~2.B.~~ When they accrued;
- ~~3.C.~~ The funds from which they are to be paid;
- ~~4.D.~~ The number, date, and amount to be paid; and
- ~~5.E.~~ The name of the person to whom payable.

~~B.~~ ~~All warrants must be numbered consecutively during each calendar year.~~

3.20.030: APPROVAL AND ISSUANCE:

~~A.~~ The county auditor, upon receipt of an approved purchase order or voucher, shall prepare a list of warrants to be issued and the actual warrants within fourteen (14) days. [The finance department shall notify the county treasurer of the aggregate amount of all contemporaneous payments.]

~~B.~~ The list of warrants and warrants if requested shall be submitted to the county executive or a designee who shall review and approve or disapprove the warrants, signing those approved and returning the list to the county auditor within three (3) days. [The finance department shall notify the county treasurer and the county executive, as described in subsection C, of the amount and payee of each payment made by check or other payment mechanism.]

~~C.~~ The county auditor shall register all warrants and retain a copy of the original warrant. [As used in this subsection, "remuneration" means a warrant, check, or other payment mechanism. For a remuneration issued by the finance department, the department shall:

1. number each remuneration consecutively, commencing annually on the first day of January; and
2. state on the remuneration:
 - a. the number of the remuneration;
 - b. the date of payment;



- c. the amount of the payment made;
- d. the name of the person to whom payable; and
- e. the purpose for which the remuneration was made.

D. The finance department shall dispose of a payment not presented for collection in accordance with Utah Code sections 67-4a-101 through -1504, the Revised Uniform Unclaimed Property Act.]

3.20.040: PAYMENT:

~~A. The county auditor will present approved warrants to the county treasurer for payment.~~

~~B. Warrants shall be paid in the order of presentation to the county treasurer and as funds are available.~~

~~C. The county treasurer shall note upon the back of each warrant the date of presentation and the date of payment.~~

~~D. If the county fund from which the warrant is to be paid is insufficient, the warrant must be so registered and paid in the order of presentation as funds become available.~~

~~E. Warrants not presented within two (2) years from the date of issuance shall be cancelled.~~

3.20.050 [3.20.040]: COUNTY COUNCIL:

At least monthly, a list of ~~warrants~~ [payments] approved and issued for each month shall be submitted to the county council for its information and placed in the minutes of its meetings. No action or approval of the county council is required ~~as to warrants~~.

SECTION 3:

3.36.020: BOND PROCEDURE:

A. The county shall reserve the right to designate or retain bond counsel of its choosing for any bond issuance.

B. No bond issuance shall be approved until the county attorney and ~~county auditor~~ [formal budget officer] have reviewed all bond documents and procedures and have submitted their opinions and recommendations.



C. The county executive, ~~county auditor~~ and county attorney, or their designees, and such other officers as may be required or appropriate, shall attend each bond closing.

D. No bond issuance shall be made except upon the specific approval of the county council in the manner as required by the appropriate laws and bond issuance requirements.

3.36.040: REPORTS AND REVIEW:

A. The ~~county auditor~~ [finance department] shall keep and maintain records regarding payments, interest, credits and the fiscal status of all bonds issued by the county.

B. The ~~county auditor~~ [finance department] shall submit progress or status reports of all outstanding bonds to the county council and county executive at least annually or upon specific requests.

SECTION 4:

3.40.010: DECLARATION OF PROPERTY AS SURPLUS:

A. This chapter applies only to the real and tangible personal property of the county listed by the ~~county auditor~~ [finance department] in an official inventory of county general fixed assets. For the purposes of this chapter, "disposition" or "dispose" means the transfer of ownership from the county to any other party or entity by any method.

B. No real or any tangible personal property list by the ~~county auditor~~ [finance department] in an official inventory as a county general fixed asset may be disposed of unless it has first been declared to be surplus in accordance with the provisions of this chapter.

C. Real property may be declared surplus only by the county council, which must first find that it is in the public interest that the subject real property be disposed of as surplus property.

D. Personal property may be declared surplus only by the county executive who must first find that it is in the public interest that the subject personal property be disposed of as surplus property.

E. In determining whether any property shall be declared surplus, the following must be taken into consideration:

1. Whether the county has, or anticipates that it will have, no practical, economical, efficient or appropriate use for the property currently or in the reasonably foreseeable future.
2. Whether the purpose served by the property can be better accomplished by other alternatives or property.
3. Whether the purpose served by the property or its use either no longer exists or has significantly changed because of the needs and demands of the county or as may be determined by a change of policy evidenced by an ordinance or resolution of the county council.
4. Whether the property is so damaged, depreciated or worn that it is inoperable or limited in operation without repairs and the cost of such repairs is unreasonable, excessive or impractical.
5. Whether the purposes and interests of the county would be better served by the declaration of the property as surplus and the disposition of that property.

3.40.020: PROCEDURES:

A. The ~~county auditor~~ [finance department] shall maintain an official inventory of all county general fixed assets in accordance with the provisions of Utah Code Annotated section 17-36-6(1)(i), as amended, and a list of all county property that has been declared surplus.

B. Upon the declaration of any county property as surplus property, such surplus property may be disposed of by the county executive subject to the provisions of this chapter.

C. Unless provided otherwise by this chapter, the disposition of county surplus property may be by public sale, private sale, exchange, exchange and sale, option to purchase, lease, lease with an option to purchase, trade in, public auction, private auction, sale upon public advertisement by sealed bid, or by any other lawful and reasonable means.

D. No disposition of surplus property shall be made for less than a fair market value unless the county executive determines that it is in the best public interest that disposition of that surplus property be made for less than its full market value. The disposition of county surplus property for less than full market value must also be approved by the county council. Consideration may be in forms other than cash payment and may include the exchange of property or services as may be reasonably determined by the county executive.



E. The county executive shall maintain records of the manner and date of the disposal of all county surplus property as well as the amount and nature of consideration received for such property and provide copies thereof to the county auditor.

F. County employees are not prohibited from purchasing surplus county property; providing, that the provisions of this chapter are complied with and disclosure is made of the employee's county employment.

3.40.030: DISPOSAL OF PERSONAL PROPERTY:

A. For purposes of this chapter "personal property" means tangible personal property currently on the general fixed asset list.

B. If a county department head, having county personal property under his or her control or supervision which the department head has determined is no longer needed by that department or is unusable, the department head shall notify the county executive who shall in turn notify all county department heads of the availability of such property. If any other department head requests the designated available property for their respective department or division, the county executive has the option of transferring the property to the requesting department head. The county executive shall notify the ~~county auditor~~ [finance department] of all transfers.

C. If no requests for the available personal property are received from any county department head and the county executive deems it reasonable and in the public interest to dispose of the property, the county executive shall declare the property surplus and proceed to dispose of the personal property in accordance with the provisions of this chapter as the county executive deems to be in the best interest of the county.

D. If surplus personal property is not readily marketable or marketable for a fair market value because of its condition, the county executive may dispose of that personal property by any reasonable means.

E. The county clerk shall execute and deliver to the county executive the documents necessary for the sale or transfer of any titled personal property which is sold or transferred as surplus property.

F. Upon the disposal of any personal property of the county, the county executive shall forward to the ~~county auditor~~ [finance department] the revenues received to be receipted into the county funds and a record of the disposition thereof, including the date, amounts received, the manner of disposition, the party to whom the property was sold or transferred, and any



supporting documentation. The county executive shall maintain a record of final dispositions for auditing purposes.

G. The following tangible personal property shall be exempt from the procedures set forth in this chapter:

1. Property which is of a unique nature and for which there is a limited market, if any.
2. Property obtained by the Cache County sheriff's office in accordance with the provisions of Utah Code Annotated section 76-10-525 (regarding disposition of weapons); Utah Code Annotated section 77-24-4 (regarding sale of unclaimed property); Utah Code Annotated section 77-24a-5 (regarding disposition of certain unclaimed property); and Utah Code Annotated section 67-4a-101 et seq., (unclaimed property act).
3. Property that has a value of less than two hundred dollars (\$200.00).

SECTION 5:

3.44.010: TRAVEL:

A. A request for travel reimbursement will only be allowed if approved according to limitations in section 3.08.060 of this title.

B. ~~A mileage log shall be kept in all county vehicles.~~ Mileage shall be logged every time the vehicle is used [as defined by IRS Treas. Reg. Section 1.61-21.] The mileage logs shall be submitted ~~monthly~~ [at the end of every payroll cycle] to department heads for approval and forwarded to the ~~county auditor's office~~ [finance department] for review and action.

C. It is the policy of the county to reimburse county employees and officers for reasonable expenses incurred in travel approved for the primary purpose of conducting bona fide county business.

D. Travel shall be by the most reasonable and least expensive means available within reasonable schedules.

E. Travel mileage expenses shall be made at a standard rate based upon current United States internal revenue service policies and shall be established by resolution of the county council.



F. Travel reimbursement for mileage expenses shall be made only to officers and employees using a private vehicle for the travel to be reimbursed.

G. Officers and employees shall, to the extent reasonably possible, use county vehicles to travel on county business. Mileage reimbursement will not be paid for the use of county vehicles.

H. When frequent flyer or bonus mileage benefits are awarded to county officers or employees for flights on commercial airlines, those county officers or employees shall be allowed to accumulate and use those benefits.

I. The county council and planning commission members may be reimbursed for the amount of their actual and reasonable traveling expenses in attending regular and special sessions and in the discharge of necessary duties; provided, that an itemized statement shall be made showing in detail the expenses incurred, and shall be subscribed to and sworn to by the member claiming such expenses.

**3.44.060: DUPLICATION OF REIMBURSEMENTS PROHIBITED;
DISTRIBUTION OF PROCEEDS FROM OUTSIDE SOURCES:**

A. No county officer or employee shall receive reimbursement for any travel, per diem or other expense if such officer or employee has received reimbursement from any other source for such expense or per diem.

B. In the event any county officer or employee receives any reimbursement from a source other than the county which duplicates any reimbursement from the county, the officer or employee shall immediately submit the reimbursement received from the outside source to the ~~county auditor~~ [finance department] and that reimbursement shall be placed back into the fund or line item budget from which the original reimbursement was taken.

3.44.070: REIMBURSEMENT PROCEDURES:

Claims for reimbursement shall be made in a manner and using voucher or other forms as required by the ~~county auditor~~ [finance department] or as provided by resolution of the county council.

SECTION 6:

3.48.030: ~~AUDITOR~~ [AUDIT]:

A. The receipt and disbursement of grant funds shall be administered by the ~~county auditor~~ [finance department].



B. The ~~county~~ [independent] auditor shall audit all funds in accordance with the standards and procedures set forth for audits in chapter 3.32 of this title and in the grant documents.

3.48.060: ~~AUDITOR'S~~ [FINANCE DEPARTMENT 'S] BUDGETARY PROCEDURES FOR APPROVED GRANTS:

A. The ~~auditor~~ [finance department] will assign specific budgetary accounts for each grant revenue and separate accounts will be assigned where necessary to identify grant expenditures. The grant application containing the detailed budget plan document will be the basis for determining the budgetary accounts.

B. All grant expenditures shall be submitted to the ~~county auditor~~ [finance department] prior to payment so the ~~auditor's office~~ [finance department] can verify that the expenditure is appropriate under the terms of the grant. The ~~auditor's office~~ [finance department] shall maintain a separate file for each grant and the file shall contain a copy of the approved grant application along with all requests for reimbursements.

C. 1. The allowable costs will be determined by federal circular A-87 and the applicable grant requirements as outlined in the specific grant applications. Circular A-87, attachment B, paragraph C, requires specific approval of the grantor agency of the following costs:

- a. Automatic data processing;
- b. Building space and related facilities;
- c. Capital expenditures;
- d. Insurance and indemnification;
- e. Management studies;
- f. Pre-agreement costs;
- g. Professional services;
- h. Proposal costs.

2. The following costs are not allowed under circular A-87:

- a. Bad debts;



- b. Contingencies;
- c. Contributions and donations;
- d. Entertainment;
- e. Fines and penalties;
- f. Governor's expenses;
- g. Interest and other financial costs;
- h. Legislative expenses;
- i. Underrecovery of costs under grant agreements.

D. All requests for reimbursements under the terms of the grant shall be coordinated through the county executive's and county ~~auditor's offices~~ [finance department]. The ~~auditor's office~~ [finance department] shall verify that all expenditure reimbursements have been properly posted to the appropriate budget. The ~~auditor's office~~ [finance department] shall coordinate with the department administering the grant on a monthly basis to ensure that all reimbursements for expenditures incurred are submitted for on a timely basis.

3.48.080: COMPLETED GRANTS:

Upon the completion of a grant, the administering department shall coordinate with the ~~auditor's office~~ [finance department] on submitting all required documentation to the granting agency as required in the approved grant application.

**CACHE COUNTY COUNCIL MEETING
MAY 10, 2022**

ATTACHMENT 2



**CACHE COUNTY
RESOLUTION 2022 - 12**

**RESOLUTION UPDATING THE RULES FOR PUBLIC ELECTRONIC
MEETINGS BY THE CACHE COUNTY COUNCIL**

- A. WHEREAS, the Utah Open and Public Meetings Act, at Utah Code Ann. § 52-4-207, allows public bodies to hold electronic meetings subject to certain requirements; and
- B. WHEREAS, it is in the public interest of Cache County for the County Council to have the option of holding electronic meetings in accordance with the requirements of the Utah Open and Public Meetings Act; and
- C. WHEREAS, HB0022 amends Utah Code Ann. § 52-4-207 and requires for electronic meetings that the County Legislative Body establish the conditions under which a remote member is included in calculating a quorum, that all non-unanimous votes be taken by roll call, and prohibits the public body from permitting a member from voting or taking other actions by proxy unless allowed by resolution; and
- D. WHEREAS, HB0022 has been passed in the Utah State Legislature and has been signed into law by the governor; and
- E. WHEREAS, Cache County Resolution 2020-07 states that the rules contained in the resolution must be amended from time to time to conform to new state law;

NOW, THEREFORE, the County Legislative Body of Cache County hereby RESOLVES that the Cache County Council may hold electronic meetings in accordance with state law and the following rules:

1. Electronic meetings will originate from an “anchor location,” which will be inside the building at 199 North Main Street, Logan, Utah, where the County Council normally meets.
2. Space and facilities will be provided at the anchor location for interested persons and members of the public to attend and monitor the open portions of the electronic meeting.



3. If comments from the public will be accepted during the electronic meeting, space and facilities will be provided at the anchor location so that interested persons and members of the public may attend, monitor, and participate in the open portions of the electronic meeting.
4. Except during the time of an emergency declaration issued by the federal, state, or county executive, an electronic meeting may not be held unless a quorum of the County Council is present in person at the anchor location and approves by majority vote to approve establishment of an electronic meeting in order to include other members of the County Council through electronic connection. Members attending through electronic connection shall not be included in the count for determination of a quorum at the anchor location.
5. During the time of an emergency declaration issued by the federal, state, or county executive, an electronic meeting may be held if at least one member of the County Council is present at the anchor location and a quorum of the County Council attends the meeting in person or through electronic connection.
6. Public notice of an electronic meeting will be given as required for a regular meeting. The public notice will be given at least 24 hours before the electronic meeting. Notice of the electronic meeting will also be given to members of the County Council at least 24 hours before the meeting.
7. During any such electronic meeting in which members of the County Council are attending through electronic connection, except for unanimous votes, all votes must be taken by roll call.
8. If future changes in state law conflict with these rules, the conflicting provisions of the new state law will be automatically incorporated into these rules by reference, superseding the conflicting provisions of these rules, until these rules can be amended to conform to the new state law.

RESOLVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH THIS 10th DAY OF May 2022.

	In Favor	Against	Abstained	Absent
Paul R. Borup	✓			
David Erickson	✓			
Nolan Gunnell	✓			
Barbara Tidwell	✓			
Karl Ward	✓			
Gina Worthen		✓		
Gordon Zilles	✓			
Total	6	1		

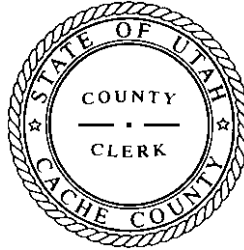


CACHE COUNTY:

By: *Barbara Y Tidwell*
Barbara Tidwell, Chair

ATTEST:

By: *Jess W. Bradfield*
Jess Bradfield, County Clerk / Auditor



**CACHE COUNTY COUNCIL MEETING
MAY 10, 2022**

ATTACHMENT 3

RESOLUTION NO. 2022-14

A RESOLUTION INCREASING THE BUDGET APPROPRIATIONS FOR CERTAIN COUNTY DEPARTMENTS.

The Cache County Council, in a duly convened meeting, pursuant to Sections 17-36-12 through 17-36-26, Utah Code Annotated, 1953 as amended, finds that certain adjustments to the Cache County budget for 2022 are reasonable and necessary; that said budget has been reviewed by the County Executive with all affected department heads; that a duly called hearing has been held and all interested parties have been given an opportunity to be heard; that the County Council has given due consideration to matters discussed at the public hearing and to any revised estimates of revenues; and that it is in the best interest of the County that these adjustments be made.

NOW THEREFORE, it is hereby resolved that:

Section 1.

The following adjustments are made to the 2022 budget for Cache County:

See attached

Section 2.

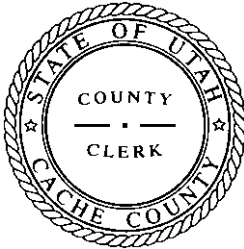
Other than as specifically set forth above, all other matters set forth in the 2022 budget shall remain in full force and effect.

Section 3.

This resolution shall take effect immediately upon adoption and the County Executive and other county officials are authorized and directed to act accordingly.

This resolution was duly adopted by the Cache County Council on May 10, 2022.

ATTESTED TO:



CACHE COUNTY COUNCIL

Jess W. Bradfield

Jess Bradfield, Cache County Clerk-Auditor

Barbara Tidwell

Barbara Tidwell, Council Chair



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
General			
REVENUES			
Taxes			
Property Taxes	17,130,000	-	17,130,000
Sales Taxes	8,734,000	-	8,734,000
	<u>25,864,000</u>	-	<u>25,864,000</u>
Other Revenues			
Intergovernmental	14,225,600	7,924,000	22,149,600
Charges for Services	8,214,100	-	8,214,100
Licenses and Permits	40,000	-	40,000
Fines and Forfeitures	111,000	-	111,000
Interest and Investment Income	248,000	-	248,000
Rental Income	155,400	-	155,400
Public Contributions	52,500	-	52,500
Miscellaneous Revenue	31,700	-	31,700
	<u>23,078,300</u>	<u>7,924,000</u>	<u>31,002,300</u>
Other Financing Sources			
Lease Proceeds	824,500	-	824,500
Sale of Assets	210,000	-	210,000
Transfers from Other Funds	36,000	-	36,000
Use of Fund Balance	5,387,500	1,125,600	6,513,100
	<u>6,458,000</u>	<u>1,125,600</u>	<u>7,583,600</u>
Total Revenues	55,400,300	9,049,600	64,449,900
EXPENDITURES			
General Government			
Council	189,200	32,400	221,600
Executive	441,400	5,400	446,800
Finance	768,100	-	768,100
Human Resources	431,100	-	431,100
GIS	119,700	-	119,700
IT	1,134,600	9,500	1,144,100
Clerk	234,300	-	234,300
Auditor	38,800	-	38,800



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Elections	750,200	52,000	802,200
Recorder	456,700	-	456,700
Attorney	2,133,500	-	2,133,500
Public Defender	869,200	-	869,200
Victim Advocate	888,400	1,076,000	1,964,400
Buildings and Grounds	354,700	243,100	597,800
Economic Development	296,900	-	296,900
USU Extension Services	244,600	-	244,600
Agriculture Promotion	6,000	-	6,000
Miscellaneous and General	662,900	-	662,900
Contributions to Other Units	530,000	948,600	1,478,600
	10,550,300	2,367,000	12,917,300
Public Safety			
Sheriff: Administration	4,614,700	387,100	5,001,800
Sheriff: Criminal	5,522,400	-	5,522,400
Sheriff: Support Services	3,422,500	-	3,422,500
Sheriff: Corrections	9,823,400	145,000	9,968,400
Emergency Management	415,500	-	415,500
Animal Control	225,300	-	225,300
Ambulance	1,923,500	-	1,923,500
Fire	1,592,400	-	1,592,400
	27,539,700	532,100	28,071,800
Health and Welfare			
Mental Health Services	327,700	-	327,700
Welfare Services	82,800	-	82,800
	410,500	-	410,500
Culture and Recreation			
Fairgrounds	1,478,300	-	1,478,300
TV Translator Station	18,800	2,500	21,300
Library Services	143,000	-	143,000
Fair and Rodeo	465,600	-	465,600
	2,105,700	2,500	2,108,200



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Other Financing Uses			
Compensation Reserve	180,900	-	180,900
Transfers to Other Funds	2,095,600	6,148,000	8,243,600
Addition to Fund Balance	12,517,600	-	12,517,600
	14,794,100	6,148,000	20,942,100
Total Expenditures	55,400,300	9,049,600	64,449,900



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Municipal Services			
REVENUES			
Taxes			
Sales Taxes	8,137,000	-	8,137,000
	8,137,000	-	8,137,000
Other Revenues			
Intergovernmental	2,732,700	-	2,732,700
Charges for Services	1,193,200	-	1,193,200
Licenses and Permits	1,062,300	-	1,062,300
Interest and Investment Income	10,000	-	10,000
Public Contributions	6,000	-	6,000
Miscellaneous Revenue	5,000	-	5,000
	5,009,200	-	5,009,200
Other Financing Sources			
Sale of Assets	329,000	-	329,000
Transfers from Other Funds	891,500	2,603,000	3,494,500
Use of Fund Balance	1,567,300	-	1,567,300
	2,787,800	2,603,000	5,390,800
Total Revenues	15,934,000	2,603,000	18,537,000
EXPENDITURES			
General Government			
Development Services Administration	434,000	100,000	534,000
Zoning Administration	555,700	-	555,700
Building Inspection	1,021,500	-	1,021,500
Sanitation and Waste Collection	-	-	-
Miscellaneous Expense	1,500	-	1,500
	2,012,700	100,000	2,112,700
Public Safety			
Sheriff: Animal Control	12,000	-	12,000
Fire-EMS	359,000	-	359,000
	371,000	-	371,000



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Public Works			
Public Works Admin	405,500	300,000	705,500
Roads	5,889,500	480,000	6,369,500
Vegetation Management	783,400	-	783,400
Engineering	1,291,500	-	1,291,500
Contributions to Other Governments	4,000,000	-	4,000,000
	<u>12,369,900</u>	<u>780,000</u>	<u>13,149,900</u>
Culture and Recreation			
Trails Management	329,900	550,000	879,900
Eccles Ice Center Support	16,000	-	16,000
	<u>345,900</u>	<u>550,000</u>	<u>895,900</u>
Other Financing Uses			
Compensation Reserve	-	-	-
Transfers to Other Funds	834,500	-	834,500
Addition to Fund Balance	-	1,173,000	1,173,000
	<u>834,500</u>	<u>1,173,000</u>	<u>2,007,500</u>
Total Expenditures	15,934,000	2,603,000	18,537,000



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Council on Aging			
REVENUES			
Other Revenues			
Intergovernmental	565,900	-	565,900
Charges for Services	88,600	-	88,600
Public Contributions	13,000	-	13,000
Miscellaneous Revenue	4,000	-	4,000
	<u>671,500</u>	<u>-</u>	<u>671,500</u>
Other Financing Sources			
Sale of Assets	-	-	-
Transfers from Other Funds	334,000	18,000	352,000
Use of Fund Balance	196,100	-	196,100
	<u>530,100</u>	<u>18,000</u>	<u>548,100</u>
Total Revenues	1,201,600	18,000	1,219,600
EXPENDITURES			
Health and Welfare			
Nutrition	529,600	-	529,600
Senior Center	511,200	18,000	529,200
Access	160,800	-	160,800
	<u>1,201,600</u>	<u>18,000</u>	<u>1,219,600</u>
Other Financing Uses			
Compensation Reserve	-	-	-
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	1,201,600	18,000	1,219,600



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Health			
REVENUES			
Taxes			
Property Taxes	1,029,000	-	1,029,000
	1,029,000	-	1,029,000
Other Revenues			
Charges for Services	320,000	-	320,000
	320,000	-	320,000
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	60,300	-	60,300
	60,300	-	60,300
Total Revenues	1,409,300	-	1,409,300
EXPENDITURES			
General Government			
Contributions to Other Units	50,000	-	50,000
	50,000	-	50,000
Health and Welfare			
Bear River Health Department	1,104,300	-	1,104,300
Air Pollution Control	255,000	-	255,000
	1,359,300	-	1,359,300
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
Total Expenditures	1,409,300	-	1,409,300



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Mental Health			
REVENUES			
Other Revenues			
Intergovernmental	3,146,400	-	3,146,400
	<u>3,146,400</u>	-	<u>3,146,400</u>
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	3,146,400	-	3,146,400
EXPENDITURES			
Health and Welfare			
Mental Health Services	3,146,400	-	3,146,400
	<u>3,146,400</u>	-	<u>3,146,400</u>
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	3,146,400	-	3,146,400



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Children's Justice Center			
REVENUES			
Other Revenues			
Intergovernmental	428,800	-	428,800
Public Contributions	-	-	-
Miscellaneous Revenue	-	-	-
	<u>428,800</u>	-	<u>428,800</u>
Other Financing Sources			
Transfers from Other Funds	30,100	-	30,100
Use of Fund Balance	3,000	-	3,000
	<u>33,100</u>	-	<u>33,100</u>
Total Revenues	461,900	-	461,900
EXPENDITURES			
Public Safety			
Children's Services	361,900	-	361,900
	<u>361,900</u>	-	<u>361,900</u>
Other Financing Uses			
Transfers to Other Funds	-	-	-
Compensation Reserve	100,000	-	100,000
Addition to Fund Balance	-	-	-
	<u>100,000</u>	-	<u>100,000</u>
Total Expenditures	461,900	-	461,900



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Visitor's Bureau			
REVENUES			
Taxes			
Sales Taxes	1,191,000	-	1,191,000
	1,191,000	-	1,191,000
Other Revenues			
Intergovernmental	39,100	-	39,100
Charges for Services	31,000	-	31,000
Public Contributions	4,200	-	4,200
Miscellaneous Revenue	500	-	500
	74,800	-	74,800
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	100,100	-	100,100
	100,100	-	100,100
Total Revenues	1,365,900	-	1,365,900
EXPENDITURES			
Culture and Recreation			
Cache Valley Visitor's Bureau	906,300	-	906,300
	906,300	-	906,300
Other Financing Uses			
Transfers to Other Funds	287,000	-	287,000
Compensation Reserve	-	-	-
Addition to Fund Balance	172,600	-	172,600
	459,600	-	459,600
Total Expenditures	1,365,900	-	1,365,900



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Tax Administration			
REVENUES			
Taxes			
Property Taxes	3,600,500	-	3,600,500
	3,600,500	-	3,600,500
Other Revenues			
Charges for Services	1,200,000	-	1,200,000
Miscellaneous Revenue	100	-	100
	1,200,100	-	1,200,100
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	295,600	115,800	411,400
	295,600	115,800	411,400
Total Revenues	5,096,200	115,800	5,212,000
EXPENDITURES			
General Government			
Tax Administration Allocations	1,912,900	123,000	2,035,900
IT	459,200	-	459,200
Assessor	2,184,100	-	2,184,100
Treasurer	347,800	-	347,800
Miscellaneous Expense	59,500	-	59,500
Contributions to Other Units	125,500	-	125,500
	5,089,000	123,000	5,212,000
Other Financing Uses			
Compensation Reserve	-	-	-
Transfers to Other Funds	-	-	-
Addition to Fund Balance	7,200	-7,200	-
	7,200	-7,200	-
Total Expenditures	5,096,200	115,800	5,212,000



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Capital Projects			
REVENUES			
Other Revenues			
Miscellaneous Revenue	-	-	-
	-	-	-
Other Financing Sources			
Bond Proceeds	-	-	-
Transfers from Other Funds	-	5,000,000	5,000,000
Use of Fund Balance	43,900	1,473,000	1,516,900
	43,900	6,473,000	6,516,900
Total Revenues	43,900	6,473,000	6,516,900
EXPENDITURES			
Streets and Public Improvements			
Administration Facilities	-	-	-
Road Facilities	43,900	5,000,000	5,043,900
	43,900	5,000,000	5,043,900
Streets and Public Improvements			
Fairgrounds Facilities	-	-	-
	-	-	-
Other Financing Uses			
Transfers to Other Funds	-	1,473,000	1,473,000
Addition to Fund Balance	-	-	-
	-	1,473,000	1,473,000
Total Expenditures	43,900	6,473,000	6,516,900



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Debt Service			
REVENUES			
Other Revenues			
Miscellaneous Revenue	-	-	-
	-	-	-
Other Financing Sources			
Transfers from Other Funds	2,849,000	-	2,849,000
Use of Fund Balance	-	-	-
	2,849,000	-	2,849,000
Total Revenues	2,849,000	-	2,849,000
EXPENDITURES			
Debt Payments			
Bonds	2,073,000	-	2,073,000
Sheriff Vehicle Lease	726,200	-	726,200
Fire Vehicle Lease	18,300	-	18,300
Road Equipment Lease	31,500	-	31,500
IT Equipment Lease	-	-	-
	2,849,000	-	2,849,000
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
Total Expenditures	2,849,000	-	2,849,000



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
CDRA			
REVENUES			
Taxes			
Property Taxes	70,000	-	70,000
	<u>70,000</u>	-	<u>70,000</u>
Other Revenues			
Intergovernmental	266,000	-	266,000
	<u>266,000</u>	-	<u>266,000</u>
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	336,000	-	336,000
EXPENDITURES			
General Government			
Cache County Redevelopment Agency	325,000	-	325,000
	<u>325,000</u>	-	<u>325,000</u>
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	11,000	-	11,000
	<u>11,000</u>	-	<u>11,000</u>
Total Expenditures	336,000	-	336,000



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Restaurant Tax			
REVENUES			
Taxes			
Sales Taxes	2,106,000	-	2,106,000
	2,106,000	-	2,106,000
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	848,600	848,600
	-	848,600	848,600
Total Revenues	2,106,000	848,600	2,954,600
EXPENDITURES			
Culture and Recreation			
Tourism Promotion	303,600	44,600	348,200
Facility Awards	1,574,600	1,031,800	2,606,400
	1,878,200	1,076,400	2,954,600
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	227,800	-227,800	-
	227,800	-227,800	-
Total Expenditures	2,106,000	848,600	2,954,600



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
RAPZ Tax			
REVENUES			
Taxes			
Sales Taxes	2,801,000	-	2,801,000
	2,801,000	-	2,801,000
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	-	-	-
Total Revenues	2,801,000	-	2,801,000
EXPENDITURES			
Culture and Recreation			
Program Awards	490,500	257,400	747,900
Facility Awards	1,532,400	449,600	1,982,000
	2,022,900	707,000	2,729,900
Other Financing Uses			
Transfers to Other Funds	49,000	-	49,000
Addition to Fund Balance	729,100	-707,000	22,100
	778,100	-707,000	71,100
Total Expenditures	2,801,000	-	2,801,000



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
CCCOG			
REVENUES			
Taxes			
Sales Taxes	7,007,000	-	7,007,000
	7,007,000	-	7,007,000
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	12,267,500	-	12,267,500
	12,267,500	-	12,267,500
Total Revenues	19,274,500	-	19,274,500
EXPENDITURES			
Streets and Public Improvements			
Road Projects	12,100,000	-	12,100,000
	12,100,000	-	12,100,000
Other Financing Uses			
Transfers to Other Funds	717,500	-	717,500
Addition to Fund Balance	6,457,000	-	6,457,000
	7,174,500	-	7,174,500
Total Expenditures	19,274,500	-	19,274,500



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Airport			
REVENUES			
Other Revenues			
Intergovernmental	1,324,500	-	1,324,500
Interest and Investment Income	1,500	-	1,500
Miscellaneous Revenue	157,000	-	157,000
	<u>1,483,000</u>	-	<u>1,483,000</u>
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	68,200	-	68,200
	<u>68,200</u>	-	<u>68,200</u>
Total Revenues	1,551,200	-	1,551,200
EXPENDITURES			
General Government			
Airport	1,544,400	-	1,544,400
	<u>1,544,400</u>	-	<u>1,544,400</u>
Other Financing Uses			
Compensation Reserve	6,800	-	6,800
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	<u>6,800</u>	-	<u>6,800</u>
Total Expenditures	1,551,200	-	1,551,200



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
Roads Special Service District			
REVENUES			
Other Revenues			
Intergovernmental	120,000	-	120,000
Interest and Investment Income	1,000	-	1,000
	<hr/>		<hr/>
	121,000	-	121,000
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	<hr/>		<hr/>
	-	-	-
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Total Revenues	121,000	-	121,000
EXPENDITURES			
Other Financing Uses			
Transfers to Other Funds	121,000	-	121,000
Addition to Fund Balance	-	-	-
	<hr/>		<hr/>
	121,000	-	121,000
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Total Expenditures	121,000	-	121,000



Budget Amendment by Department

Hearing Date: 04.26.2022; Vote Date 05.10.2022

Fund	Budget	Amendment	New Budget
CC Community Foundation			
REVENUES			
Other Revenues			
Interest and Investment Income	100	-	100
Public Contributions	36,000	-	36,000
	<u>36,100</u>	-	<u>36,100</u>
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	<u>-</u>	-	<u>-</u>
Total Revenues	36,100	-	36,100
EXPENDITURES			
General Government			
Miscellaneous Expense	100	-	100
	<u>100</u>	-	<u>100</u>
Other Financing Uses			
Transfers to Other Funds	36,000	-	36,000
Addition to Fund Balance	-	-	-
	<u>36,000</u>	-	<u>36,000</u>
Total Expenditures	36,100	-	36,100

**CACHE COUNTY COUNCIL MEETING
MAY 10, 2022**

ATTACHMENT 4

Ordinance No. 2022-15

Cache County, Utah

Christy Farm Rezone

An ordinance amending the County Zoning Map by rezoning 7.41 acres from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone

Whereas, the “County Land Use Development and Management Act,” Utah Code Ann. §17-27a-101 et seq., as amended (the “Act”), provides that each county may enact a land use ordinance and a zoning map establishing regulations for land use and development; and

Whereas, pursuant to the Act, the County’s Planning Commission (the “Planning Commission”) shall prepare and recommend to the county’s legislative body, following a public hearing, a proposed land use ordinance and a zoning map, or amendments thereto, that represent the Planning Commission’s recommendations for zoning the area within the county; and

Whereas, the Planning Commission caused notice of a public hearing for the rezone to be posted at least ten (10) days before the date of the public hearing; and

Whereas, on April 7, 2022, the Planning Commission held a public hearing, accepted all comments, and recommended the approval of the proposed amendments to the County Council for final action; and

Whereas, the Act also provides certain procedures for the county legislative body to adopt or reject amendments to the land use ordinance and zoning map for the county; and

Whereas, following proper notice, the County Council held a public hearing on May 10, 2022, to consider any comments regarding the proposed rezone. The County Council accepted all comments; and

Whereas, the Cache County Council has determined that it is both necessary and appropriate for the County to amend and implement this ordinance.

Now, therefore, the County Legislative Body of Cache County ordains as follows:

1. Statutory Authority

The statutory authority for enacting this ordinance is Utah Code Annotated Sections 17-27a Part 1 and Part 3, and 17-53 part 2(1953, as amended to date).

2. Adoption of amended Zoning Map

The County Council hereby amends the County’s Zoning Map to reflect the rezone of the property affected by this ordinance and hereby adopts the amended Zoning Map with the amendment identified as Exhibit B, of which a detailed digital or paper copy is available in the Development Services Department.

3. Conclusions

- A. The location of the subject property is compatible with the purpose of the Rural 2 (RU2) Zone as identified under §17.08.030[A] of the Cache County Code as it:
 - a. Is in close proximity to the Mendon City boundary.
 - b. Allows for residential development in a moderately dense pattern that can allow for rural subdivisions without impeding adjacent agricultural uses.

4. Prior ordinances, resolutions, policies, and actions superseded

This ordinance amends and supersedes the Zoning Map of Cache County, and all prior ordinances, resolutions, policies, and actions of the Cache County Council to the extent that the provisions of such prior ordinances, resolutions, policies, or actions are in conflict with this ordinance. In all other respects, such prior ordinances, resolutions, policies, and actions shall remain in full force and effect.

5. Exhibits

- A. Exhibit A: Rezone summary and information
- B. Exhibit B: Zoning Map of Cache County showing affected portion.

6. Council Vote and Final Action

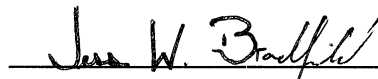
Date: <u>5/10/22</u>	<u>Council Votes</u>			
<u>Council members</u>	In Favor	Against	Abstain	Absent
Paul Borup	✓			
Dave Erickson	✓			
Nolan Gunnell	✓			
Barbara Tidwell	✓			
Karl Ward	✓			
Gina Worthen	✓			
Gordon Zilles	✓			
Total:	7			
Final action:	<u>7</u> Adopt _____ Reject			

Cache County Council:

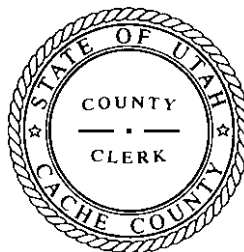
Attest:



 Barbara Tidwell, Chair



 Jess Bradfield, Clerk
 Cache County

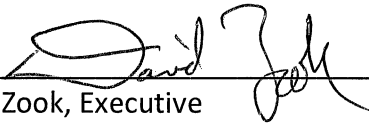


Action of the County Executive

Regarding Ordinance 2022-15, the Christy Farm Rezone

Approve

Disapprove (A Statement of Objection is attached)



David Zook, Executive
Cache County

5/20/22

Date

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Ord 2022-15
Christy Farm Rezone
Amending the Cache County Zoning Map by rezoning
7.41 acres of property from the Agricultural (A10) Zone
to the Rural 2 (RU2) Zone.

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County Council action

Hold a public hearing on May 10, 2022.

If approved, the rezone will take effect 15 days from the date of approval.

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Planning Commission action

Approval (5-yea; 0-nay).

Public hearing held on April 7, 2022.

Conclusion: Based on the findings of fact noted [in the staff report], the Christy Farm Rezone is hereby recommended for approval to the County Council as follows:

1. The location of the subject property is compatible with the purpose of the Rural (RU2) Zone as identified under §17.08.030[A] of the Cache County Code as it:
 - a. Is in close proximity to the Mendon City boundary.
 - b. Allows for residential development in a moderately dense pattern that can allow for rural subdivisions without impeding adjacent agricultural uses.

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Staff Report review by Development Services Director

Chris Harrild

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Staff Report by County Planner

Angie Zetterquist

General Description

This ordinance amends the County Zoning Map by rezoning 7.41 acres from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone.

Additional review materials included as part of Exhibit A

Staff Report to Planning Commission

Staff Report: Christy Farm Rezone

7 April 2022

This staff report is an analysis of the application based on adopted county documents, standard county development practices, and available information. The report is to be used to review and consider the merits of the application. Additional information may be provided that supplements or amends this staff report.

Agent: Aaron Christy

Parcel ID#: 11-033-0013

Staff Recommendation: Approval

Type of Action: Legislative

Land Use Authority: Cache County Council

Location

Reviewed by Angie Zetterquist

Project Address:
5560 West 2000 South
Mendon

Acres: 7.41

Surrounding Uses:

North – Residential
South – Agricultural
East – Agricultural
West – Residential

Current Zoning:
Agricultural (A10)

Proposed Zoning:
Rural 2 (RU2)



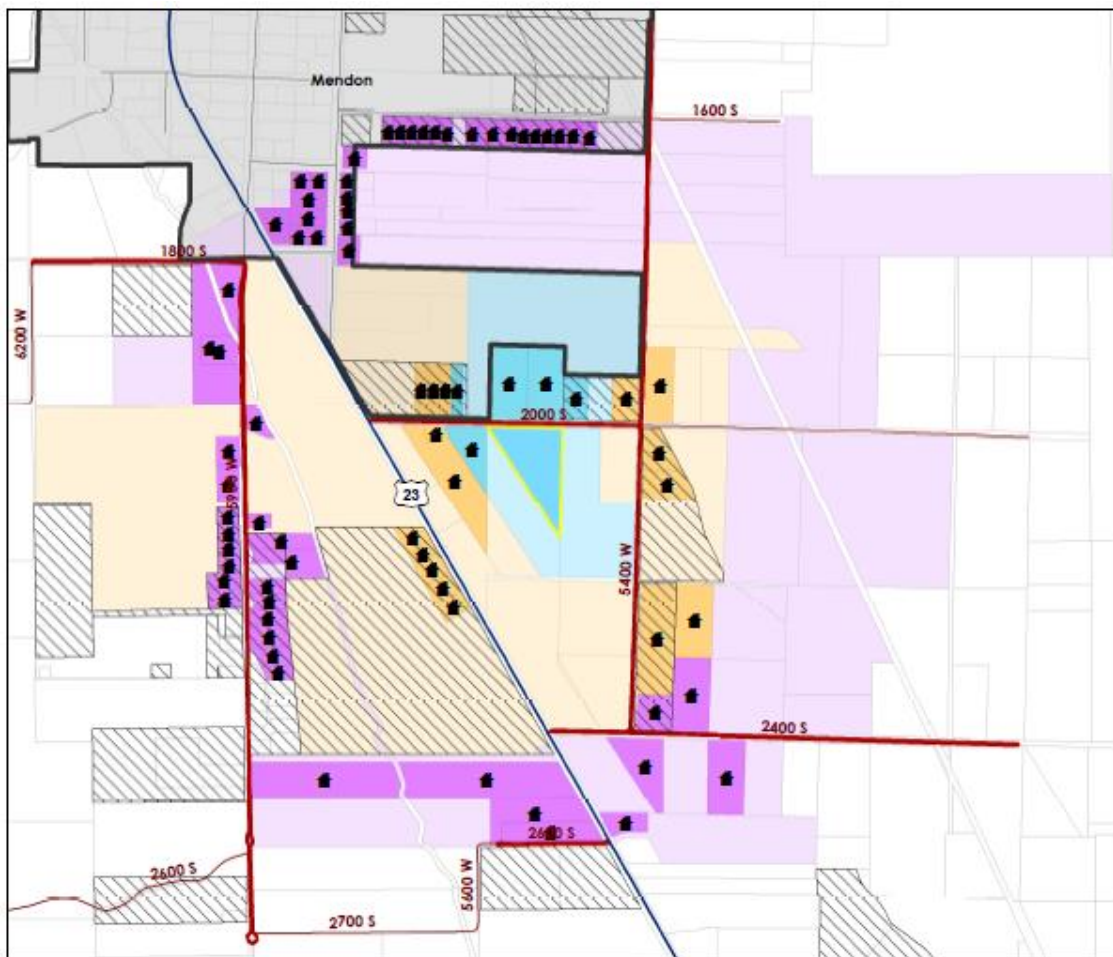
Findings of Fact

A. Request description

1. A request to rezone 7.41 acres from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone.
2. This rezone may allow the parcel to be legally divided into a maximum of 3 separate lots as part of a subdivision process.
3. Staff has identified general information as pertains to the subject property to assist the Planning Commission and County Council in arriving at a decision. This information is reflected in the attached map (Attachment A) and in the following text:

a. Land Use Context:

- i. Parcel status: The subject property is legal as it is in the same size and configuration as August 8, 2006. Under the current density requirements of the Agricultural (A10) Zone, the subject property cannot be further divided.
- ii. Average Lot Size: (See Attachment A)



Average Parcel Size	
Adjacent Parcels	With a Home: 3.9 Acres (4 Parcels)
	With a Home in Mendon City: 1.15 Acres (1 Parcel)
	Without a Home: 6.4 Acres (5 Parcels)
	Without a Home in Mendon City: 15.1 Acres (2 Parcels)
1/4 Mile Buffer	With a Home: 2.9 Acres (17 Parcels)
	With a Home in Mendon City: 1.2 Acres (4 Parcels)
	Without a Home: 13 Acres (23 Parcels)
	Without a Home in Mendon City: 9.8 Acres (6 Parcels)
1/2 Mile Buffer	With a Home: 2.8 Acres (47 Parcels)
	With a Home in Mendon City: 0.8 Acres (32 Parcels)
	Without a Home: 11 Acres (60 Parcels)
	Without a Home in Mendon City: 5.2 Acres (13 Parcels)

The proposed RU2 zone allows a maximum density of 1 lot for every 2 acres, whereas the current A10 zone allows a maximum density of 1 lot for every 10 acres. With approximately 7.41 acres of property, the subject property cannot be further divided under the current A10 Zone standards. A rezone to RU2 may allow up to 3 buildable lots.

iii. Schedule of Zoning Uses: Under the current County Land Use Ordinance, the RU2 Zone is more restrictive in the uses allowed when compared to the Agricultural (A10) Zone. There are no uses that are allowed as a permitted or conditional use within the RU2 Zone that are not allowed as a permitted or conditional use within the A10 Zone. The following uses are conditional uses in the A10 Zone but are not allowed in the RU2 Zone:

- Agricultural Manufacturing
- Recreational Facility
- Cemetery
- Private Airport
- Concentrated Animal Feed Operation
- Livestock Auction Facility
- Topsoil Extraction

iv. Adjacent uses: The properties adjacent to the subject rezone are primarily used for agriculture and single family dwellings and the boundary of Mendon City is north of the subject property divided by the road and one residential lot.

v. Annexation Areas: The subject property is located within the Mendon City future annexation area. Mendon City was notified of the rezone request, but has not commented on the request at this time.

vi. Zone Placement: As identified by the Planning Commission and the County Council at the time the RU2 Zone was adopted, the intended/anticipated placement of this zone was in areas of the unincorporated county adjacent to municipalities. The Mendon City boundary is immediately north of the subject property and separated by a single parcel to the west.

The nearest RU2 zone is immediately north of the subject property. This RU2 Zone was approved as the Christy Rezone in June 2021, but a subdivision application has not been submitted. The next closest RU2 zone is north and east of the subject property. This RU2 zone was approved as the Mountain View Meadow Rezone in November 2018. The rezone was for a 6.29 acre parcel located on 2000 South, a maintained County road that required minimal improvements when the 3-lot subdivision was approved in February 2019.

B. Ordinance—§12.02.010, §17.02.060; §17.08.030 [C]

4. As per §17.02.060, Establishment of Land Use Authority, the County Council is authorized to act as the Land Use Authority for this application.

5. The current County Land Use Ordinance does not specify appropriate locations for the Rural 2 (RU2) Zone but does contain possible guidelines for its implementation. County Land Use Ordinance §17.08.030 [B] [1] identifies the purpose of the RU2 Zone and includes the following:

- a. “To allow for residential development in a moderately dense pattern that can allow for rural subdivisions, and to allow for clustering plans larger than a single parcel. This type of development should be located and designed to not unreasonably impede

adjacent agricultural uses, nor to unreasonably conflict with the development standards of adjacent municipalities.

b. To implement the policies of the Cache Countywide Comprehensive Plan, including those regarding improved roadways, density based residential standards, clustering, moderate income housing and municipal standards.

c. This zone must be appropriately served by suitable public roads, have access to the necessary water and utilities, and have adequate provision of public services.”

6. Consideration of impacts related to uses allowed within the RU2 Zone will be addressed as part of each respective approval process required prior to site development activities.

C. Access—16.04.040 [A], 16.04.080 [E], Road Manual

7. §16.02.010 Standards and Lot Size – All subdivisions must meet the minimum lot and development standards as outlined in each base zone of the Cache County Zoning Ordinance and within this title.

8. Table 17.10.040 Site Development Standards – Minimum lot frontage required in the RU2 Zone is 90 feet.

9. §17.07.040 General Definitions – Lot/Parcel Frontage: that portion of a development site that abuts a public or private roadway. For the purposes of determining setback requirements on corner lots, all sides of a lot adjacent to a roadway shall be considered frontage

10. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.

11. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).

12. §16.04.080 [E] Roads and Access – A basic road review is required and must consider:

a. The layout of proposed roads;

b. An analysis of existing roadway compliance with the Road Manual requirements;

c. Existing maintenance;

d. And any additional impacts to the proposed development access roads.

13. The Road Manual specifies the following:

a. Local Roads – Local roads are roads whose primary function is to provide access to residences, farms, businesses, or other properties that abut the road, rather than to serve through traffic. Although some through traffic may occasionally use a local road, through traffic service is not the primary purpose of local roads. For purposes of design and construction standards, local roads are subdivided into Major Local (ML) and Minor Local (L) roads.

b. §2.1 Roadway Functional Classification – Major Local Road (ML): Major local roads serve a dual function of providing access to properties that abut the road as well as providing through or connection service between higher road classification facilities. Major local roads may have significant local continuity and may operate at relatively high speeds. Because of the possibility of through traffic, a meaningful segment of traffic on major local roads may include drivers who are unfamiliar with the roads. Traffic on major local roads is largely composed of passenger vehicles or other smaller vehicle types. Where a significant proportion traffic is trucks or other heavy vehicles, additional design consideration will be required. almost exclusively to provide access to properties adjacent to the road.

c. Table B-6 Typical Cross Section Minimum Standards: Major local roads must meet the minimum standard of a 66-foot right-of-way, two 10-foot wide paved travel lanes with 6-foot wide shoulders (2 feet paved, 4 feet gravel): 14-inches depth of granular borrow, a 6-inches depth of untreated base course, and 3 inches of bituminous surface course (asphalt).

- a. Table B-8 Typical Cross Section Structural Values: The minimum structural composition for major local roads requires 14” depth of granular borrow, 6” depth of road base, and 3” depth of asphalt.

14. A basic review of the access to the subject property identifies the following:

- a. Primary access to the subject properties is from 2000 South, a County road.

15. 2000 South:

- a. Is an existing county facility that provides access to multiple dwellings, agricultural uses, vacant lots, and provides through access from SR-23 to 5400 West.
- b. Is classified as a Major Local Road.
- c. Consists of an average width of 22 feet with a paved surface.
- d. Is maintained year round by the County.

D. Service Provisions:

16. §16.04.080 [C] Fire Control – The County Fire District had no comments on the rezone. Future access must be reevaluated and may require improvements based on the location of any proposed structure on lots created through a subdivision process.

17. §16.04.080 [F] Solid Waste Disposal – Logan City Environmental provides refuse collection in this area, but had no comments on the rezone request.

E. Public Notice and Comment—§17.02.040 Notice of Meetings

18. Public notice was posted online to the Utah Public Notice Website on 21 March 2022.

19. Notices were posted in three public places on 21 March 2022.

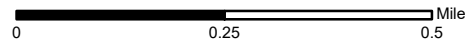
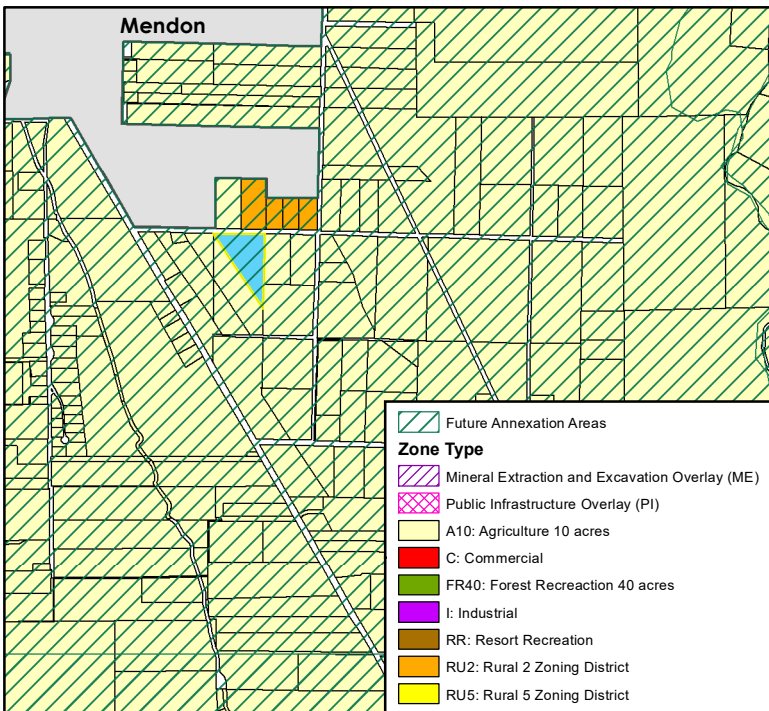
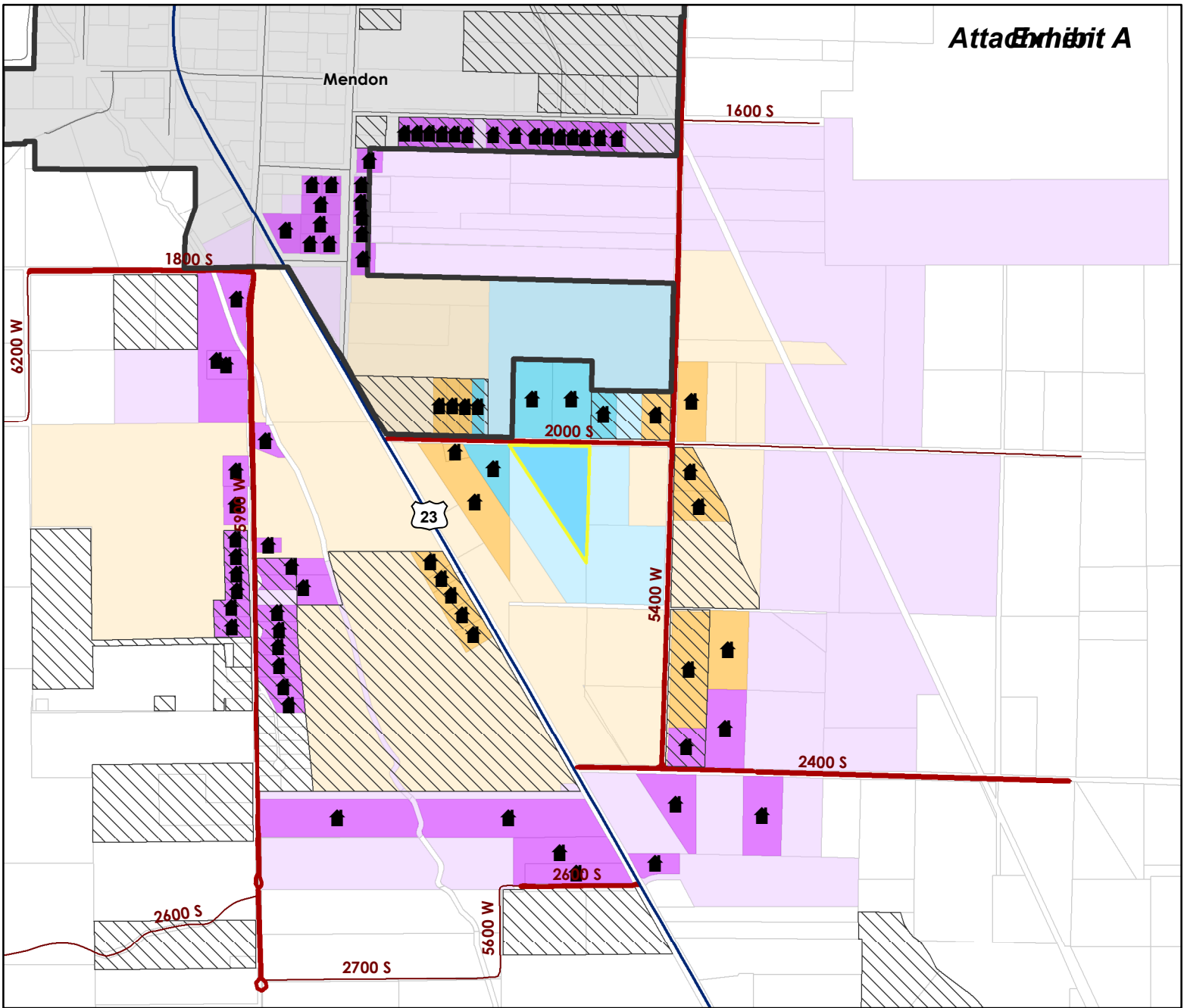
20. Notices were mailed to all property owners within 300 feet and Mendon City on 18 March 2022.

21. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

Recommendation & Conclusion

Based on the findings of fact noted herein, the Christy Farm Rezone is hereby recommended for approval to the County Council as follows:

- 1. The location of the subject property is compatible with the purpose of the Rural (RU2) Zone as identified under §17.08.030[A] of the Cache County Code as it:
 - a. Is in close proximity to the Mendon City boundary.
 - b. Allows for residential development in a moderately dense pattern that can allow for rural subdivisions without impeding adjacent agricultural uses.



Legend

- Proposed Rezone
- Municipal Boundaries
- Subdivisions
- Parcels
- Winter Maintenance
- County Roads
- Highways

Average Parcel Size	
Adjacent Parcels	With a Home: 3.9 Acres (4 Parcels)
	With a Home in Mendon City: 1.15 Acres (1 Parcel)
	Without a Home: 6.4 Acres (5 Parcels)
	Without a Home in Mendon City: 15.1 Acres (2 Parcels)
1/4 Mile Buffer	With a Home: 2.9 Acres (17 Parcels)
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	Without a Home in Mendon City: 9.8 Acres (6 Parcels)
1/2 Mile Buffer	With a Home: 2.8 Acres (47 Parcels)
	With a Home in Mendon City: 0.8 Acres (32 Parcels)
	Without a Home: 11 Acres (60 Parcels)
	Without a Home in Mendon City: 5.2 Acres (13 Parcels)

- Future Annexation Areas
- Mineral Extraction and Excavation Overlay (ME)
- Public Infrastructure Overlay (PI)
- A10: Agriculture 10 acres
- C: Commercial
- FR40: Forest Recreation 40 acres
- I: Industrial
- RR: Resort Recreation
- RU2: Rural 2 Zoning District
- RU5: Rural 5 Zoning District



Exhibit B: Ordinance 2022-15

Zoning Map of Cache County – Affected Portion
Christy Farm Rezone



The following legal description reflects the noted properties above to be rezoned from Agricultural (A10) to Rural 2 (RU2):

11-033-0013

BEG 22.73 CHS S & 0.28 CHS E OF NW COR SEC 16 T 11N R 1W S 88*22' E 10.2 CHS TO NE COR
LOT 6 BLK 7 PLAT C MENDON FARM SVY S 1*35' W 14.54 CHS N 33*33' W 17.78 CHS TO BEG
7.41 AC E1527A

**CACHE COUNTY COUNCIL MEETING
MAY 10, 2022**

ATTACHMENT 5



**CACHE COUNTY
ORDINANCE 2022 - 16**

**AN ORDINANCE AMENDING SECTION 5.08.100 OF THE CACHE COUNTY CODE
RELATING TO ALCOHOL CONSUMPTION AND ALCOHOL ADVERTISEMENT ON
COUNTY-OWNED PROPERTY**

WHEREAS, the Cache County Code does not now address whether alcohol consumption is or is not allowed upon County-owned property; and

WHEREAS, it is in the interest of the County and its citizens for the Cache County Code to set forth appropriate regulations for the consumption of alcohol on County-owned property; and

WHEREAS, Section 5.08.100 of the Cache County Code now prohibits any advertisement of alcoholic beverages in or upon any County-owned property yet such advertising may be in the interest of the County in limited circumstances; and

WHEREAS, the Cache County Council finds that this ordinance is in the best interest of Cache County and its citizens;

NOW, THEREFORE, the County Legislative Body of Cache County ordains as follows:

Section 1:

Section 5.08.100 of the Cache County Code is amended to read in full as follows:

5.08.100 MISCELLANEOUS:

(A) Alcohol Consumption on County-Owned Property.

(1) It is unlawful for any individual to consume alcohol while on property owned by Cache County, unless:

- (a) the individual has a contract with Cache County for a private party that designates facilities or areas of the Cache County Fairgrounds or Event Center where alcohol will be served and consumed;
- (b) the individual is designated on the guest list for a private party and is within the facilities or areas of the Cache County Fairgrounds or Event Center that are contractually designated as the site for the private party;



- (c) the individual is (i) attending an event for which a person or entity has obtained a single event permit per Utah Code Chapter 32B, Section 9, Part 3 and has contracted with Cache County to allow alcohol to be served and consumed in designated facilities or areas within the Cache County Fairgrounds or Event Center, (ii) the individual is consuming alcohol within the facilities or areas of the Cache County Fairgrounds or Event Center that are contractually designated for the single event, and (iii) the individual is consuming alcohol within the publicly advertised hours of the event; or
- (d) the individual is participating in field sobriety and nystagmus training conducted by the Cache County Sheriff's Office.

(2) If an individual violates Subsection (1), then the individual is guilty of a class B misdemeanor. If an entity knowingly allows an individual to consume alcohol in violation of Subsection (1), then each violation shall result in a civil penalty of \$500.00.

(B) Advertising on County-Owned Property Prohibited Without Contract. Any advertising of alcoholic beverages in or upon any county-owned property is prohibited, unless it is contractually agreed upon with Cache County in accordance with County policy.

EFFECTIVE DATE

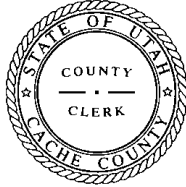
This ordinance takes effect 15 days following its passage and approval by the County Council.



PASSED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH, THIS 10th DAY OF MAY 2022.

	In Favor	Against	Abstained	Absent
Paul R. Borup			✓	
David Erickson			✓	
Nolan Gunnell	✓			
Barbara Tidwell	✓			
Karl Ward		✓		
Gina Worthen	✓			
Gordon Zilles	✓			
Total	<i>4</i>	<i>1</i>	<i>2</i>	

ATTEST:



Jess W. Bradfield
Jess W. Bradfield, County Clerk/Auditor

CACHE COUNTY COUNCIL

Barbara Tidwell
Barbara Tidwell, Chair

ACTION OF COUNTY EXECUTIVE:

_____ Approve

_____ Disapprove (written statement of objection attached)

David Zook, County Executive

Date



REDLINE VERSION OF AMENDMENTS:

5.08.100 MISCELLANEOUS:

(A) Alcohol Consumption on County-Owned Property.

(1) It is unlawful for any individual to consume alcohol while on property owned by Cache County, unless:

- (a) the individual has a contract with Cache County for a private party that designates facilities or areas of the Cache County Fairgrounds or Event Center where alcohol will be served and consumed;
- (b) the individual is designated on the guest list for a private party and is within the facilities or areas of the Cache County Fairgrounds or Event Center that are contractually designated as the site for the private party;
- (c) the individual is (i) attending an event for which a person or entity has obtained a single event permit per Utah Code Chapter 32B, Section 9, Part 3 and has contracted with Cache County to allow alcohol to be served and consumed in designated facilities or areas within the Cache County Fairgrounds or Event Center, (ii) the individual is consuming alcohol within the facilities or areas of the Cache County Fairgrounds or Event Center that are contractually designated for the single event, and (iii) the individual is consuming alcohol within the publicly advertised hours of the event; or
- (d) the individual is participating in field sobriety and nystagmus training conducted by the Cache County Sheriff's Office.

(2) If an individual violates Subsection (1), then the individual is guilty of a class B misdemeanor. If an entity knowingly allows an individual to consume alcohol in violation of Subsection (1), then each violation shall result in a civil penalty of \$500.00.

(A) (B) Advertising on County-Owned Property Prohibited Without Contract. Any advertising of alcoholic beverages in or upon any county-owned property is prohibited, unless it is contractually agreed upon with Cache County in accordance with County policy.

**CACHE COUNTY COUNCIL MEETING
MAY 10, 2022**

ATTACHMENT 6

**CACHE COUNTY
RESOLUTION 2022 – 10**

A RESOLUTION APPROVING THE APPOINTMENT OF REPRESENTATIVES TO THE AVON, CORNISH, HYDE PARK, MILLVILLE / NIBLEY, NEWTON, PARADISE, AND RICHMOND CEMETERY DISTRICTS BOARDS OF TRUSTEES

The County Council of Cache County, Utah, in a regular meeting lawful notice of which has been given, finds that pursuant to 17B-2a-106 of the Utah Code, each vacancy on a Cemetery District Board of Trustees shall be filled by a person appointed by the legislative body of the county in which the district is located, as provided in Section 17B-1-304..

THEREFORE, the Cache County Council hereby adopts the following resolution.

BE IT RESOLVED, that the following individuals have expressed interest and have been recommended to serve on the Avon, Cornish, Hyde Park, Millville/Nibley, Newton, Paradise, and Richmond Cemetery Districts Boards of Trustees

Section 1. Appointment

Please see Exhibits A-G attached hereto and made a part hereof.

Section 2. Authorization

The Cache County Council hereby appoints the individuals listed on Exhibits A-G attached hereto and made a part hereof to the Avon, Cornish, Hyde Park, Millville/Nibley, Newton, Paradise, and Richmond Cemetery Districts Boards of Trustees.

Section 3. Terms

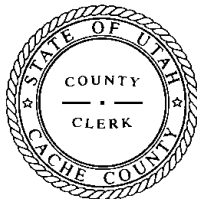
The term of each appointment shall be four years which expires on December 31, 2025.

Section 4. Effective Date

These appointments shall become effective immediately upon the adoption of this resolution.

This resolution was adopted by the Cache County Council on the 10th day of May, 2022.

Attest:



Cache County Council

By: Jess W. Bradfield
Jess Bradfield, County Clerk/Auditor

By: Barbara Y. Tidwell
Barbara Y. Tidwell, Chair

APPOINTMENTS

05/10/2022

AVON CEMETERY DISTRICT BOARD OF TRUSTEES

BOARD MEMBER

DEANNA HULME

883 East 11000 South
Avon, UT 84328
435-770-3003

lovelynnordeannahulme@gmail.com

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

DAVID MAUGHAN

745 East 11000 South
Avon, UT 84328
435-245-2109

dncmon@gmail.com

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

MARK WILLIAMS

1280 East Canyon Road
Avon, UT 84328
801-791-0717

fmarkwilliams@msn.com

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

ROGER D. PULSIPHER

11800 South 800 East
Avon, UT 84328
435-245-4239

rogerpulsipher@gmail.com

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

KIRSTEN KNOWLES

11235 South 1200 East
Avon, UT 84328
801-690-7529

kirsten.marie07@gmail.com

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

By statute, the Cache County Council appoints each board member to a four-year term. *See* Utah Code §§ 17B-1-303(2)(a)(i) and -304(4). However, state code contemplates that board member terms will be staggered, with about half of the members' terms expiring two years before the other board members' terms. *See* Utah Code § 17B-1-303(2)(a)(i). Accordingly, the Cache County Council requests that the cemetery district board determine by lot or agreement which two or three of its foregoing members will voluntarily serve for only two years from January 1, 2022, and then notify the Cache County Executive office of that determination. Board Members whose terms expire in two years from January 1, 2022, would be eligible to apply for reappointment to a new four-year term.

EXHIBIT B

APPOINTMENTS

05/10/2022

CORNISH CEMETERY DISTRICT BOARD OF TRUSTEES

BOARD MEMBER

DALE BUXTON
13632 North 5600 West
Cornish, UT 84308
435-770-0413
dalembuxton@gmail.com

Reappointed to a Four-Year Term
Beginning: 01/01/2022
Expiring: To Be Determined

Board members Raymond Pitcher and Kyle Pitcher, whose terms expired on December 31, 2021, will continue to serve as board members until the County Council appoints successors to fill the terms beginning on January 1, 2022. *See Utah Code § 17B-1-304(5)(b).*

By statute, the Cache County Council appoints each board member to a four-year term. *See Utah Code §§ 17B-1-303(2)(a)(i) and -304(4).* However, state code contemplates that board member terms will be staggered, with about half of the members' terms expiring two years before the other board members' terms. *See Utah Code § 17B-1-303(2)(a)(i).* Accordingly, the Cache County Council requests that the cemetery district board determine by lot or agreement which two or three of its foregoing members will voluntarily serve for only two years from January 1, 2022, and then notify the Cache County Executive office of that determination. Board Members whose terms expire in two years from January 1, 2022, would be eligible to apply for reappointment to a new four-year term.

APPOINTMENTS

05/10/2022

HYDE PARK CEMETERY DISTRICT BOARD OF TRUSTEES

BOARD MEMBER

BRIAN BALLS
475 East 85 South
Hyde Park, UT 84318
435-770-2475
brballs@hotmail.com

Reappointed to a Four-Year Term
Beginning: 01/01/2022
Expiring: To Be Determined

BOARD MEMBER

CODY JOHNSON
415 East Center Street
Hyde Park, UT 84318
435-757-1060
codyj68@yahoo.com

Reappointed to a Four-Year Term
Beginning: 01/01/2022
Expiring: To Be Determined

BOARD MEMBER

JENNIFER BROUGH
3395 North 1730 East
North Logan, UT 84341
847-769-1724
jenniferbrough4@gmail.com

Appointed to a Four-Year Term
Beginning: 01/01/2022
Expiring: To Be Determined

BOARD MEMBER

RACHAEL WILLIS
1691 East 3375 North
North Logan, UT 84341
435-760-4268
rach.willis@hotmail.com

Appointed to a Four-Year Term
Beginning: 01/01/2022
Expiring: To Be Determined

BOARD MEMBER

ALMA BROWN
2696 North 200 East
North Logan, UT 84341
435-535-6353
wycb64@hotmail.com

Appointed to a Four-Year Term
Beginning: 01/01/2022
Expiring: To Be Determined

By statute, the Cache County Council appoints each board member to a four-year term. *See* Utah Code §§ 17B-1-303(2)(a)(i) and -304(4). However, state code contemplates that board member terms will be staggered, with about half of the members' terms expiring two years before the other board members' terms. *See* Utah Code § 17B-1-303(2)(a)(i). Accordingly, the Cache County Council requests that the cemetery district board determine by lot or agreement which two or three of its foregoing members will voluntarily serve for only two years from January 1, 2022, and then notify the Cache County Executive office of that determination. Board Members whose terms expire in two years from January 1, 2022, would be eligible to apply for reappointment to a new four-year term.

APPOINTMENTS

05/10/2022

MILLVILLE/NIBLEY CEMETERY DISTRICT BOARD OF TRUSTEES

BOARD MEMBER

JIM JENSON
3475 South Main Street
Nibley, UT 84321
435-770-6171

Reappointed to a Four-Year Term
Beginning: 01/01/2022
Expiring: To Be Determined

BOARD MEMBER

RANDY FESER
1268 West 3200 South
Nibley, UT 84321
435-770-3132
randyfeser@yahoo.com

Reappointed to a Four-Year Term
Beginning: 01/01/2022
Expiring: To Be Determined

BOARD MEMBER

CHAD DAVIS
PO Box 375
Millville, UT 84326
435-994-7268
chad_davis44@yahoo.com

Reappointed to a Four-Year Term
Beginning: 01/01/2022
Expiring: To Be Determined

BOARD MEMBER

DOUG PEHRSON
PO Box 43
Millville, UT 84326
435-890-2906
douglaspehrson@yahoo.com

Reappointed to a Four-Year Term
Beginning: 01/01/2022
Expiring: To Be Determined

BOARD MEMBER

DAN AMES
55 East 2900 South
Nibley, UT 84321
435-994-0688
dan.ames@sunshineterrace.org

Appointed to a Four-Year Term
Replacing Richard Leishman
Beginning: 01/01/2022
Expiring: To Be Determined

By statute, the Cache County Council appoints each board member to a four-year term. *See* Utah Code §§ 17B-1-303(2)(a)(i) and -304(4). However, state code contemplates that board member terms will be staggered, with about half of the members' terms expiring two years before the other board members' terms. *See* Utah Code § 17B-1-303(2)(a)(i). Accordingly, the Cache County Council requests that the cemetery district board determine by lot or agreement which two or three of its foregoing members will voluntarily serve for only two years from January 1, 2022, and then notify the Cache County Executive office of that determination. Board Members whose terms expire in two years from January 1, 2022, would be eligible to apply for reappointment to a new four-year term.

EXHIBIT E

APPOINTMENTS

05/10/2022

NEWTON CEMETERY DISTRICT BOARD OF TRUSTEES

Because an insufficient number of persons applied to fill the vacant board positions, the Cache County Council intends to send out a new notice of vacancy. Board members Dan Douglass, Penny Douglass and Casey Crosby, whose terms expired on December 31, 2021, will continue to serve as board members until the County Council appoints successors to fill the terms beginning on January 1, 2022. *See* Utah Code § 17B-1-304(5)(b).

APPOINTMENTS

05/10/2022

PARADISE CEMETERY DISTRICT BOARD OF TRUSTEES

BOARD MEMBER

KELLY CRONQUIST

9230 South 100 East
Paradise, UT 84328
435-245-6683

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

R. CLAYTON OBRAY

8940 South 200 West
Paradise, UT 84328
435-245-3269

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

DAVID CURTIS

85 West 9100 South
Paradise, UT 84328
435-245-3278

davidbilliecurtis@gmail.com

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

TERRILL PREECE

85 East 9100 South
Paradise, UT 84328
435-232-1041

terill.preece@gmail.com

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

ROBERT LEE

PO Box 141
Paradise, UT 84328
435-213-7890

rglski62@gmail.com

Appointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

By statute, the Cache County Council appoints each board member to a four-year term. *See* Utah Code §§ 17B-1-303(2)(a)(i) and -304(4). However, state code contemplates that board member terms will be staggered, with about half of the members' terms expiring two years before the other board members' terms. *See* Utah Code § 17B-1-303(2)(a)(i). Accordingly, the Cache County Council requests that the cemetery district board determine by lot or agreement which two or three of its foregoing members will voluntarily serve for only two years from January 1, 2022, and then notify the Cache County Executive office of that determination. Board Members whose terms expire in two years from January 1, 2022, would be eligible to apply for reappointment to a new four-year term.

APPOINTMENTS

05/10/2022

RICHMOND CEMETERY DISTRICT BOARD OF TRUSTEES

BOARD MEMBER

JARED GILLMAN

354 Sunburst Lane
Richmond, UT 84333
435-994-0210
jaredland1@gmail.com

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

KELLY CRAFTS

442 South 120 West
Richmond, UT 84333
435-760-5079
artzuncrafts@yahoo.com

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

AMY SADLER

11823 North 2000 East
Cove, UT 84320
435-764-7113
amysadler05@gmail.com

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

KEVIN GRAHAM

270 East Erickson Circle
Richmond, UT 84333
704-796-5608
kgg5424@gmail.com

Reappointed to a Four-Year Term

Beginning: 01/01/2022

Expiring: To Be Determined

BOARD MEMBER

AMBER ERVIN

310 North 100 East
Richmond, UT 84333
435-890-0337
4amber.ervin@gmail.com

Appointed to a Four-Year Term

Replacing Paul Thatcher

Beginning: 01/01/2022

Expiring: To Be Determined

By statute, the Cache County Council appoints each board member to a four-year term. *See* Utah Code §§ 17B-1-303(2)(a)(i) and -304(4). However, state code contemplates that board member terms will be staggered, with about half of the members' terms expiring two years before the other board members' terms. *See* Utah Code § 17B-1-303(2)(a)(i). Accordingly, the Cache County Council requests that the cemetery district board determine by lot or agreement which two or three of its foregoing members will voluntarily serve for only two years from January 1, 2022, and then notify the Cache County Executive office of that determination. Board Members whose terms expire in two years from January 1, 2022, would be eligible to apply for reappointment to a new four-year term.

**CACHE COUNTY COUNCIL MEETING
MAY 10, 2022**

ATTACHMENT 7

RESOLUTION 2022-15
CACHE COUNTY, UTAH

**A RESOLUTION DECLARING THREE COUNTY-OWNED PARCELS IN THE
CACHE HIGHLINE CANAL TO BE SURPLUS PROPERTY AND APPROVING
DISPOSAL OF THOSE PLOTS BY QUITCLAIM DEED TO PROPERTY OWNERS**

WHEREAS, a former director of Cache County Development Services quitclaimed to Cache County three parcels of the Cache Highline Canal between 2300 North Street and 2500 North Street, as outlined within the Record of Survey attached hereto as Exhibit A; and

WHEREAS, Utah Code section 17-50-312 provides that the County Council may by ordinance, resolution, rule or regulation provide for the manner in which County-owned property is to be disposed of; and

WHEREAS, Cache County Code Section 3.40.020 provides that “[r]eal property may be declared surplus only by the county council, which must first find that it is in the public interest that the subject real property be disposed of as surplus property”; and

WHEREAS, Cache County Code Section 3.40.020 further provides that the County Council, in determining whether any property should be declared surplus, must take the following into consideration:

1. Whether the County has, or anticipates that it will have, no practical, economical, efficient, or appropriate use for the property currently or in the reasonably foreseeable future;
2. Whether the purpose served by the property can be better accomplished by other alternatives or property;
3. Whether the purpose served by the property or its use either no longer exists or has significantly changed because of the needs and demands of the County or as may be determined by a change of policy evidenced by an ordinance or resolution of the County Council;
4. Whether the property is so damaged, depreciated, or worn that it is inoperable or limited in operation without repairs and the cost of such repairs is unreasonable, excessive, or impractical;
5. Whether the purposes and interests of the County would be better served by the declaration of the property as surplus and the disposition of the property; and

WHEREAS, Cache County Code Section 3.40.040 provides that “[n]o real property may be disposed of unless the county council has: [1] Held a public hearing regarding the proposed declaration of the subject property to be surplus; [2] By motion, subsequent to the public hearing, declared the property to be surplus; and [3] By resolution, approved the disposition of the subject property”;

NOW THEREFORE, the Cache County Council finds as follows:

1. It is in the public interest that three parcels of the Cache Highline Canal between 2300 North Street and 2500 North Street, as outlined within the Record of Survey attached hereto as Exhibit A (the “Property”) be disposed of as surplus property.

2. In determining whether the Property should be declared surplus, the County Council has taken into consideration:

- a. whether the County has, or anticipates that it will have, no practical, economical, efficient, or appropriate use for the Property currently or in the reasonably foreseeable future;
- b. whether the purpose served by the Property can be better accomplished by other alternatives or property;
- c. whether the purpose served by the Property or its use either no longer exists or has significantly changed because of the needs and demands of the County or as may be determined by change of policy evidenced by an ordinance or resolution of the County Council;
- d. whether the Property is so damaged, depreciated, or worn that it is inoperable or limited in operation without repairs and the cost of such repairs is unreasonable, excessive, or impractical; and
- e. whether the purposes and interests of the County would be better served by the declaration of the Property as surplus and the disposition of that Property.

AND, NOW, THEREFORE, the Cache County Council, after holding a public hearing, resolves that the Property be, and hereby is, declared surplus and that the Property may be disposed of by transferring Parcel 1 to the Stanley and Leola Smith Trust, Parcel 2 to the Brent Dahle Family Trust, and Parcel 3 to the Blaine R. Smith Inheritance Trust, the appropriate adjacent property owners.

Resolved this 10th day of May 2022.


	In Favor	Against	Abstained	Absent
Paul R. Borup	✓			
David Erickson	✓			
Nolan Gunnell	✓			
Barbara Tidwell	✓			
Karl Ward	✓			
Gina Worthen	✓			
Gordon Zilles	✓			
Total:	7			

CACHE COUNTY COUNCIL:

ATTEST:



Barbara Tidwell, Chair



Jess W. Bradfield, Cache County Clerk

