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CACHE COUNTY COUNCIL MEETING MINUTES

April 13, 1999

The Cache County Council met in a regular session on April 13, 1999 in the County Council Chambers located at 120 North 100 West, Logan, Utah 84321.

ATTENDANCE

Council Chairman, Darrel L. Gibbons and Vice Chairman, H. Craig Petersen were present. Council members present were: Sarah Ann Skanchy, Layne M. Beck, Cory Yeates, Guy Ray Pulsipher and C. Larry Anhder.

Others present were: M. Lynn Lemon, County Executive, Stephen M. Erickson, County Clerk, Tamra Stones, County Auditor, Lynn Nelson, County Sheriff, Scott Wyatt, County Attorney, Lorene Greenhalgh, County Zoning Administrator, Kelly Pitcher, County Fire Chief, Mark Teuscher, County-Wide Planner, Maridene Hancock, Bridgerland Travel Region Director, Russ Akina, Logan City Parks Director, members of the local news media and other interested citizens.

CALL TO ORDER

Chairman Darrel L. Gibbons, called the meeting to order at 5:00 p.m. and welcomed all who were in attendance.

INVOCATION

The invocation was given by the County Sheriff, Lynn Nelson.

AGENDA & MINUTES

The agenda for the meeting was reviewed and approved.

The minutes of the regular Council meeting held on March 23, 1999 were discussed, corrected and approved.

REPORT OF THE COUNTY EXECUTIVE

The County Executive, M. Lynn Lemon, reported on the following items:

1. Appointments:

Appointment: Fullmer, Jennie Lynn as Cache County Deputy Recorder
Appointment: Christensen, Trevor Ray as Cache County Deputy Sheriff (corrections)

It was moved by Councilman Yeates to approve the above recommended appointments. It was properly seconded and carried unanimously.

2. Road Funds (B&C) Allocation: Lemon reported, that Counties are now all being held harmless because of the passage of HB 24 by the State Legislature on B Road Funds.

3. State-Wide Transportation Improvement Plan (STIP): The STIP from UDOT with the listed road projects for the County will be in the County Executive's office, if Council members want to review it.

4. Senior Citizen Center 501C3 Organization: The County Senior Citizen Center wants to organize a 501C3 Organization, to receive contributions that could be used for tax deduction's purposes by those who contribute. Council member Skanchy questioned, if the Center knew of all the requirements for obtaining a 501C3 Organization and the necessary State and Federal paper work that continually needs to be filled out? It was also mentioned that the Center should be responsible for paying for the 503C1 Organization out of the 503C1 budget.

5. CDBG Public Hearing Rating & Ranking: A CDBG Public Hearing to discuss rating and ranking allocations will be held on April 19th at 2:00 p.m. in the BRAG conference room. Council members were encouraged to make written comments if they can't attend.

6. Septic Tank Letter: A letter has been received from a concerned citizen, the letter was also sent to the Governor, complaining about the restrictions the County and the Health Department have placed on citizens trying to obtain a building permit for family dwellings in the County.

7. American West Heritage Foundation and Wellsville City Bonding: The Festival of the American West is asking the County to make the promised payments to help pay off a proposed bond for this year on August 1, 1999 totaling \$90,000.00 and then beginning next year 2000 they would like \$20,000.00 paid on April 25th, and \$70,000.00 on August 1st each year for nine more years. Wellsville City is carrying the bond for the American West Heritage Foundation.

8. Charter Communications Ownership Trade: Charter Communication, a cable TV Company in the County, is being traded to the AT&T Broadband Services. Their fees will be increasing on July 1, 1999.

9. TV Translator Site: Information concerning the TV Translator site was presented to Council members for review.

10: Annual Ambulance Report: The Annual Ambulance Report from Logan City was given to Council members. The report will be further discussed later during the Council meeting.

11. Warrants: The County Warrants for the periods of March 19 to 24, March 25 to 31 and April 1 to 7, 1999 were presented to the County Clerk for filing.

PROCLAMATION: NATIONAL COUNTY GOVERNMENT WEEK

Vice Chairman Petersen, was asked to read a prepared Proclamation proclaiming the week of April 18-24, 1999 as National County Government Week.

(See attachment #1)

Council member Skanchy moved to adopt the Proclamation. It was seconded and carried unanimously.

BRIDGERLAND TRAVEL REGION QUART. REPORT: HANCOCK, MARIDENE

The Director of the Bridgerland Travel Region, Maridene Hancock appeared before the Council to discuss a written report of that Organizations activities for the past three months.

(See attachment #2)

Hancock, stated that the Transit Room Tax in Cache and Rich Counties has increased to nearly \$225,000.00 in 1998. Graphs of numbers of visitors and where they come from were reviewed. Thirty four percent of the out of state visitors come from California and eighty seven percent of the visitors come from the USA and thirteen percent come from Europe.

The Top of the Utah marathon was reviewed. The event will be held on September 25 , 1999, starting at Hardware Ranch and ending at the Merlin Olsen Park in Logan.

(See attachment #3)

Samples of prepared posters, advertising the area, were reviewed. Shirts, that have printed advertising, were presented, to Council members.

SHERIFF'S DEPARTMENT ANNUAL REPORT: NELSON, LYNN

The County Sheriff, Lynn Nelson appeared before the Council to review a written annual department report. Sheriff Nelson reported that the work load is continually growing and cities that we contract for law enforcement are always asking for more services. His department is lacking in ability to supply that help because of the lack of deputies. The schools especially the 9th and 8th grade's, are also demanding more help. Nelson has written a letter to the Courts regarding their extra need requests.

(See attachment #4)

The written annual report will be on file in the Sheriff's Office, 50 West 200 North, Logan, Utah 84321.

LAND USE ORDINANCE REWRITING UPDATE: TEUSCHER, MARK

The County-Wide Planner, Mark Teuscher, updated the Council on the progress of rewriting the County Land Use Ordinance. Teuscher told the Council that those who have contracted with the County to rewrite the Ordinance have said that the old ordinance was not written, so as to be understood. It will be the goal of those who are rewriting the new Ordinance to make it simple and easy to understand and interpret. There will be five different public hearings on five different segments of the land use plan. Some discussion on recycling zones in the County and how they may affect the new Land Use Plan was held. Teuscher said that the recycling zones would not in any way effect the proposed new Land Use Plan.

(See attachment #5)

BUDGETARY MATERS

The following Intra-Departmental Transfer was considered by the Council.

Sheriff \$234,652.00

(See attachment #6)

Vice Chairman Petersen moved to approve the transfer. It was seconded and carried unanimously.

BOARD OF EQUALIZATION

A motion to adjourn into a Board of Equalization was made by Council member Skanchy. It was properly seconded and carried unanimously.

The Board of Equalization considered the following application for property Tax Exemption:

Presbyterian First Church

(See attachment #7)

A motion to approve the Presbyterian Churches application was made my Board member Anhder. It was seconded and carried unanimously.

The following appeals for a change in mobile home appraisals were addressed by the Board.

1. Andrew R. Semadani from Logan:

(See attachment #8)

A motion to approve the Semadani request and adjust the appraisal was made by Board member Skanchy. It was seconded and carried unanimously.

2. Richard & Tina Ashcraft from North Logan:

(See attachment #8)

A motion to approve the Ashcraft request and adjust the appraisal was made by Board member Skanchy. It was seconded and carried unanimously.

The Board of Equalization adjourned back into the regular Council meeting.

WILLOW PARK UPDATE: AKINA, RUSS

The Logan City Director of Parks and Recreation, Russ Akina reviewed three items of importance to Willow Park. 1. The Inter-local agreement dealing with Willow Park between the County and the City. 2. The Willow Park Budget and 3. A feasibility study of the West property West of 5th West and South of 4th South approximately ten acres, West of the current County Fairgrounds.

Akina, said that the inter-local agreement has been revised and will be reviewed by the Willow Park Advisory Board. It will then be presented to Logan City and Cache County Councils for approval the first part of May. The Willow Park Budget seems to have problems with what was really budgeted. Apparently Logan City has added approximately \$40,000.00 more than what was originally intended. Akina stated that the error, if indeed it was an error, has changed what can and can't be done at Willow Park. The numbers are being reviewed and will be discussed later. Next years budget will be presented to the Advisory Board at their next meeting for review and input. As part of next years budget the funding for the proposed Zoo education building will be addressed. Akina is requesting that the budget be increased \$50,000.00, \$25,000.00 each from the City and the County to help build the Zoo building. The West property feasibility study was reviewed by Akina. The property was originally purchased to provide a parking area for events at the County Fairgrounds with State Recreation funds. Logan City is proposing that the area be developed into a year around facility especially during the summer months. The area would include an outdoor swimming pool, picnic and other recreation facilities. The question of bonding and ownership was discussed with no particular decision being made. All of the above issues will be further discussed by the Advisory Board, who in return will make recommendations to the County and City Councils in future meetings.

UDOT CHANGES FOR WELLSVILLE CANYON HIGHWAY: DISCUSSION

Highway 89-91 through the Wellsville Canyon area has had a number of vehicle accidents killing as many as 14 people since the new highway was constructed. UDOT has been under pressure to make the highway more safe. They have suggested lowering the speed limit, putting up concrete barriers on problem curves, ribbing the asphalt in the center of the road, using a photo-cop to issue speeding tickets and putting up a lighted information sign at the entrance to the canyon to notify drivers of road dangers. UDOT has already lowered the speed limit from 65 to 60. Councilman Beck, said that in his opinion the proposed barriers would take away from the scenic beauty in the canyon. Chairman Gibbons, suggested that lowering the speed limit will only result in having more tickets, being written and not saving lives.

COUNCILMEN BECK AND YEATES LEAVE

Councilman Beck and Councilman Yeates left the meeting at 7:00 p.m.

The Council continued discussing the Wellsville Canyon Highway. Executive Lemon has drafted a letter to UDOT presenting the Councils views on the problems of the highway.

Council member Skanchy moved to approve sending Executive Lemon's letter to UDOT with the recommendations including opposing barriers that would limit the scenic beauty of the canyon. It was seconded and carried unanimously.

FIRE CHIEF-NEW ASSISTANT POSITION: DISCUSSION

The 1999 County budget contained funding for an assistant Fire Chief if the job description of the position could be developed. A job description has now been drafted that will identify the new fire chief assistant's duties. The County Fire Board has reviewed the draft and has recommended some changes. One possible duty would be to make an annual inspection of business's before they could get a business licence. Fire Chief, Kelly Pitcher, said that is a separate issue and he would have plenty to do anyway. It was suggested that the job description be revised and presented at the next Council meeting for approval.

Council member Skanchy moved to approve hiring an assistant Fire Chief as budgeted for and recommend by the County Fire Board. The motion was seconded and passed on a vote of 4 "yes" to 1 "No". Councilman Anhder voted no.

BUSINESS LICENSE ORDINANCE: DISCUSSION

Executive Lemon, told the Council that a revision of the County Business Licence Ordinance has been recommended by the Fire Chief, Building Inspector, Zoning Administrator and County Clerk. Some of the proposed changes would deal with inspections and a new fee schedule. Executive Lemon will work with the County Attorney's office to consider the proposed changes and a possible revision of the Business Licence Ordinance.

AMBULANCE FUND: DISCUSSION

The Council discussed a revenue short fall, in the Ambulance budget of near \$200,000.00. Apparently Logan City who runs the Ambulance system is not charging individuals on medicare short fall after what medicare pays. It was also pointed out that some employees from the fire department have been transferred to the Ambulance division which will affect the budget. Some concern was expressed about having a contract with an open-ended budget. It was determined that Logan City Fire Chief, Paul Dextras will be invited to the next Council meeting to review the ambulance budget.

UAC MANAGEMENT CONFERENCE APRIL 14-16, 1999

Chairman Gibbons, will welcome members of the Utah Association of Counties to our County at the opening general session on Thursday morning the 15th of April. Executive Lemon will do the pledge to the flag ceremony.

PARADE: SMITHFIELD HEALTH DAYS

The Council has been invited to ride in the Smithfield Health Days parade on May 8, 1999 at 10:00 a.m.

PARADE: RICHMOND CITY BLACK & WHITE DAYS

The Council has been invited to ride in the Richmond City Black & White Days parade on May 15, 1999 at 5:00 p.m..

COUNCIL MEMBER REPORTS

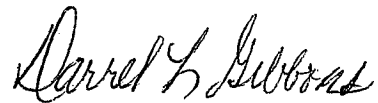
Councilman Anhder: Anhder reported that concerned citizens along Hollow Road in Nibley have been calling complaining about off highway vehicles causing undue noise and other problems as they traverse an old unused gravel pit in that area. Anhder was told that the County does not have a noise ordinance. Anhder, reminded the Council that at the next Council meeting they will be discussing water issues again.

ADJOURNMENT

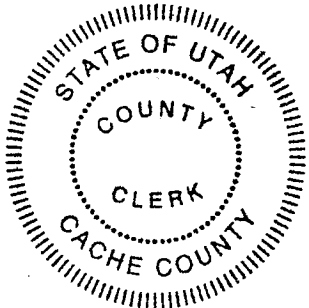
Chairman Gibbons adjourned the meeting at 7:50 p.m..



**ATTEST: Stephen M. Erickson
Cache County Clerk**



**APPROVAL: Darrel L. Gibbons
Council Chairman**



CACHE COUNTY
CORPORATION

M. LYNN LEMON
COUNTY EXECUTIVE/SURVEYOR

120 NORTH 100 WEST
LOGAN, UTAH 84321
Tel 435-752-5935
Fax 435-787-9386

COUNTY COUNCIL

DARREL L. GIBBONS
CHAIRMAN
H. CRAIG PETERSEN
V. CHAIRMAN
SARAH ANN SKANCHY
C. LARRY ANHDER
GUY RAY PULSIPHER
CORY YEATES
LAYNE M. BECK
STEPHEN M. ERICKSON
CLERK

PROCLAMATION

Whereas, Americans place a great faith in the county form of government, which traces its roots to the earliest days of the republic; and

Whereas, America's counties are proud to be among those providing proof that local solutions can be applied throughout America to solve many of the nation's most challenging needs; and

Whereas, county government's primary concern is to assure that county leaders provide citizens with an environment that encourages all people to build strong families and strong communities; and

Whereas, by providing county citizens with safe, healthy communities, which are necessary to ensure a high quality of life for all, counties across the nation will continue to thrive and prosper; and

Whereas, community leaders, county leaders and all citizens should take steps to recognize all that is good within the county, and praise those programs and individuals who have made progress and innovation available to all within the community.

THEREFORE, be it resolved that the Cache County Council, County of Cache, State of Utah hereby proclaims April 18-24, 1999 as


NATIONAL COUNTY GOVERNMENT WEEK

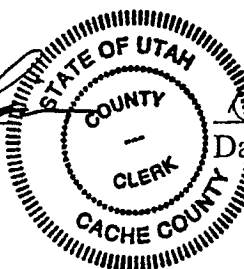
and urges all citizens to become more aware of the important role of county government.

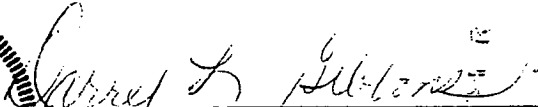
In witness thereof, as Chairman of the Cache County Council, I have hereunto set my hand this 13th day of April, 1999.

Attest:

Cache County Council


Stephen M. Erickson, County Clerk




Darrel L. Gibbons, Chairman



CACHE COUNTY COUNCIL PRESENTATION

April 13, 1999

(435) 752-2161

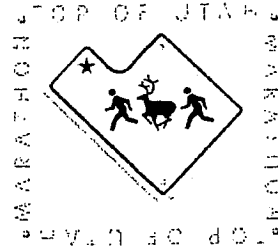
(800) 882-4433 FAX (435) 753-5825

160 North Main Logan, UT 84321-4541

BTR@sunrem.com

Bridgerland.com

- I. Financial Statements
- II. Transient Room Tax Records/Tourism Data from Bear Lake Visitor Center
- III. Re-cap projects
 - A. Winter Campaign
 - B. Summer Citizen Program
- IV. 1999 Spring National Advertising Campaign
 - A. Coast to Coast, March, 1/6 page
 - B. Via, March
 - C. National Geographic, March
 - D. Vacation Brochure, Travel Agents
 - E. USA Weekend, March
 - F. Salt Lake CVB, 1/3 page, Summer
 - G. Bicycle Utah, 1/3 page advertorial
 - H. Western Assoc. News, February, 1/2 page
 - I. Meetings in the West, 1/2 page, yearly guide
 - J. Trailerlife, Yearly guide
 - K. Joint newspaper insert with UFOC and UFAW
- V. Top of Utah Marathon
- VI. Printing Projects
 - A. New Cache Valley Guide
 - B. Tourist Maps
 - C. Historical Sites in the Bear River Valley
 - D. Bear Lake Brochure
 - E. Bear Lake Trails Guide
 - F. Heart of the Rockies Loop Tour Map
- VII. Logan Convention & Visitors Bureau
 - A. Winter FAM Tour
 - B. Affordable Meetings West
- VIII. Logan Canyon Scenic Byway Signs - Fred Houston, David Hatch



Dear Runner,

The Cache Chamber of Commerce and the Cache Sun 'n' Snow Runners would like to welcome you to Northern Utah to come and run the first annual Top of Utah Marathon, held September 25, 1999. We are dedicated in bringing you a top quality and enjoyable event and we are sure you will enjoy your stay in Cache Valley.

Cache Valley is surrounded by the Wasatch mountains and is very scenic, especially in the fall. On the west side of the valley lie the Wellsville mountains. The Wellsvilles are the steepest mountains in the world from base to base. On the east side lie the Wasatch mountains comprising Logan Peak, Mount Naomi, and miles of wilderness area. Fourteen miles of the marathon are located in these mountains and the first eighteen miles of the marathon are downhill. Cache Valley is made up of small towns which include Logan (home of Utah State University), Smithfield, Hyrum, Wellsville, Avon, Providence, Nibley, Millville, Paradise, Mendon, Petersboro, Benson, Richmond, Newton, Clarkston, Trenton, Cornish, Lewiston, River Heights, Almalga, North Logan, Hyde Park, and Cove. The marathon route will run through a few of these towns and end in downtown Logan.

The Top of Utah Marathon course will be fast. We picked a course that is mostly downhill or flat and picked the time of year that has perfect temperatures for running and picked a course that is very scenic. The course starts at an elevation of about 5700 feet and gradually works its way down to 4600 feet. We are working close with the Utah Division of Transportation to close down roads or block off traffic so runners will enjoy the marathon with no traffic to compete with.

The course is incredibly scenic and the autumn colors in Cache Valley are equal to those in the North Eastern part of the United States. The first half of the race brings you down Blacksmith Fork Canyon where the leaves will be changing colors and an occasional deer, elk or even a moose can be seen along the mountain side or wandering through the Blacksmith Fork river. From the canyon, the course passes through the quaint little towns of Nibley, Millville, Providence, and River Heights before entering Logan. Once in Logan, runners will pass by the Tabernacle and the historic down town area and then right below the LDS Temple. From there the runner will have a nice downhill finish around Merlin Olsen Park to the finish.

The Cache Sun 'n' Snow Running club has been organizing running events for nearly 20 years and the club and various government agencies are working hard to organize a marathon that will be talked about by every runner. The marathon will be organized by runners for runners.

We hope you will consider seriously running the marathon and we are confident that you will enjoy it and post a very good time. The marathon is being certified by the USAT&F which means you can qualify for the Boston Marathon. Good luck with your training and we hope to see you September.

Top of Utah Organizing Committee

Website <http://todaix.lib.usu.edu/run/marathon.htm>



Cache County Sheriff's Office

52 West 200 North, Logan, UT 84321
Business Phone (435) 752-4103

P.O. Box 3658, Logan, UT 84323-3658
Fax (435) 750-7482

Serving Proudly Since 1857

G. Lynn Nelson, Sheriff
(435) 752-4103

H. Michael Stauffer, Chief Deputy
(435) 750-7408

Robert L. DeGasser, Captain
Emergency Management
(435) 750-7406
Civil / Court Security
(435) 752-3235

Von B. Williamson, Lieutenant
Criminal Division
(435) 750-7404

David L. Bennett, Lieutenant
Jail Division
(435) 750-7431

April 5, 1999

Lynn Lemon
120 North 100 West
Logan, UT 84321

Dear Lynn: *MLN 4/7/99*

Subject: Emergency Personnel Needs

CACHE COUNTY

APR 07 1999

EXECUTIVE

*Pat
Please copy
for county court*

Last week we discussed the need for more personnel. I appreciate your ideas and concerns. I have just instructed Lt. Bennett to make significant cuts to the service that we give the courts. These cuts will reduce the coverage they legally require that me to meet.

For the last several weeks I have routinely used all of my staff from the Civil Division to fill the positions in the courts. This is causing problems in the Civil Division with getting needed papers served. I have also been working a part-time employee more than 19 hours per week trying to meet the coverage. The other part-time employees are bumping up against the maximum number of hours they can work as well.

I cannot continue to stretch beyond what I can do. We are running short handed in every division and not just by one or two people. The Courts Division is in immediate need for two additional full-time people. I advised the County Council during budget time that this condition would exist sometime this year, it is sooner than anticipated. Please let me know what I can do to help you in this decision.

Sincerely,

G. Lynn Nelson
Sheriff

Cc: Darrel Gibbons
Clint Judkins
Sharon Hancey

4

**CACHE COUNTY
COUNTYWIDE
PLANNING &
DEVELOPMENT
OFFICE**

1999 Work Program

INTRODUCTION

The **Countywide Planning and Development Office (CPDO)** is created by inter-local agreement between Cache County and the municipalities of Cache County. Currently, all of the local jurisdictions have approved the inter-local agreement and support the CPDO. The planning efforts within the County have been devoted primarily to the functions of current planning. Through the development of the Cache 2010 Plan the need for long range planning on a regional basis was identified as one of the most important issues for the County and municipalities of the County. The Countywide Planning and Development Office was created to coordinate these long range regional planning functions within the County.

MISSION

The mission of the Countywide Planning and Development Office is to increase cooperation, planning, and coordination of communities and citizens who live in Cache County. It functions as a mechanism for municipalities and the county to work together to provide services the public chooses and are willing to support. The primary objectives of the office are (1) to increase participation in planning for growth in Cache County and (2) to affect a more efficient delivery of government services.

The principal product of the Countywide Planning and Development Office as defined by the inter-local agreement is the development of the *Cache Countywide Comprehensive Plan*. The concept of a comprehensive plan is more than a land use plan. A comprehensive plan is a combination of a number of different plans dealing with infrastructure, land use, transportation and other areas. This plan is not to replace the plans the individual community develops but to be supportive and reinforce the objects and goals of each community.

ORGANIZATION & COORDINATION

The operation of the Countywide Planning & Development Office is overseen by a seven-member board. The Mayor of Logan and the Cache County Executive are permanently on the Board. Two additional mayors are appointed by the Mayor's Association. The remaining three individuals are appointed by the remainder of the Board. These are at-large and are not elected officials. Each member of the Board has rotating terms so that the entire board is not replaced at one time. The chart on the following page shows the organizational structure of the Countywide Planning & Development Office.

For the Countywide Planning & Development Office to have an effective regional planning process requires the coordination with all entities essential in the planning effort. These entities include all municipalities. Cache County. Cache Metropolitan Planning Organization (CMPO), Cache Economic Development, the Cache Chamber of Commerce, Bear River Association of Governments (BRAG), and appropriate entities of State Government (e.g., Utah Department of Transportation, Utah Department of Economic and Community Development, and Governor's Office of Planning and Budget).

COUNTYWIDE PLANNING & DEVELOPMENT OFFICE

Cache County Council - Cache Mayor's Association

CPDO Executive Board

North County Mayor

Logan City Mayor

South County Mayor

Cache County Executive

North County At-Large

Logan City At-Large

South County At-Large

(Comprehensive Plan)

Countywide Planner

(Resource Center)

Infrastructure

Land Use

Transportation

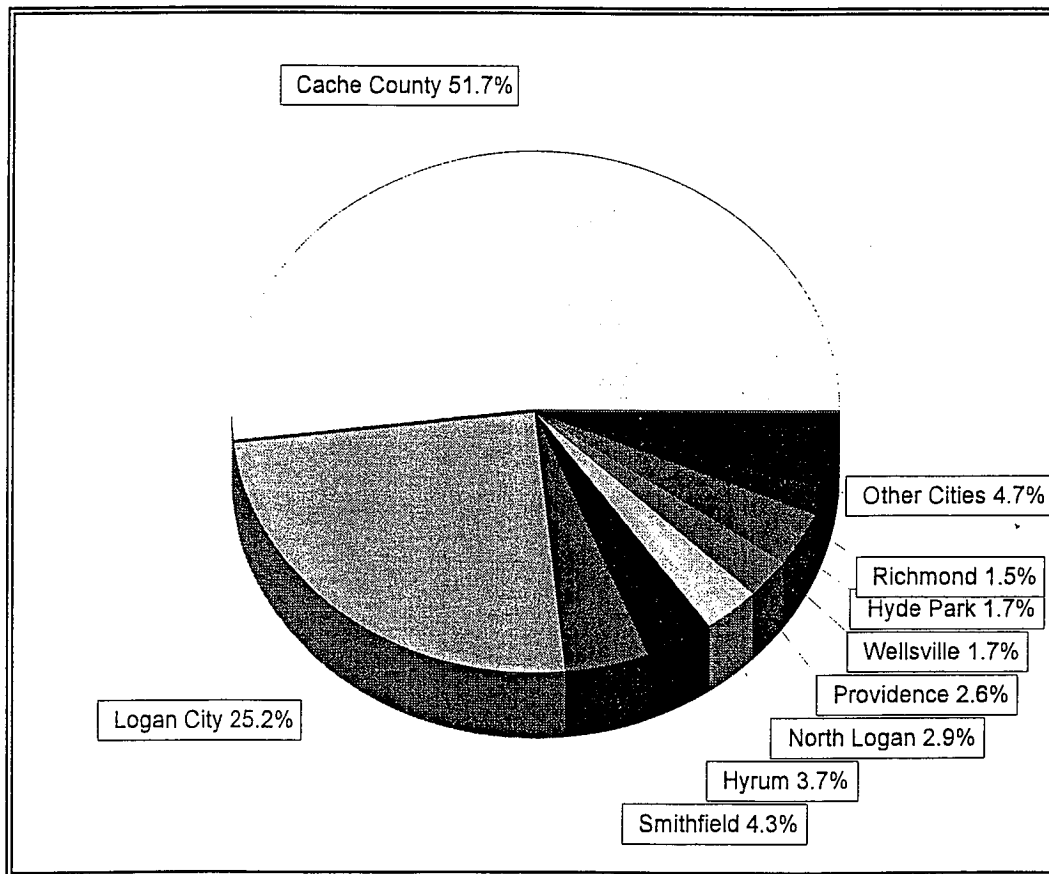
RESOURCE CENTER

Another responsibility of the CPDO as defined by the interlocal agreement is to act as a resource center and provide planning resources to the communities and citizens at large. Because there are various levels of planning capabilities this is conducted in a number of different ways for each community. The following lists are some of the resource services the CPDO provides:

- Provide technical planning assistance to the communities
- Member of APA's **Planning Advisory Service**
- Creation of a Planning Library of Information and resources manuals
- Provide training classes to the communities

OPERATING BUDGET

The operating budget for the Countywide Planning and Development Office is derived from each of the communities and Cache County. Each Community is assessed an annual fee of \$0.60 per person based on their 1990 Census population. The 1999 Budget assessment is based on the 1997 city estimates for each community. The following graph shows the breakdown of each communities share of costs.



The cost of operating the Countywide Planning & Development Office is shared among all the communities and the County. The CPDO primary function is to preform long range planning for Cache County and its communities. Since the office has been in operation since November 1994, the role and function of the office have been more clearly defined. The Countywide Planning and Development Office allows each community to receive as much service as the office is able to provide. In most cases this is more than each community would normally be able to provide on their own.

Annual 1998 Budget

The following table shows the 1998 Budget as of November 31 and proposed 1999 operating budget for the Countywide Planning and Development Office.

CPDO ANNUAL 1998 AND 1999 OPERATING BUDGET

Item's	1998 Budget	Expended	Percentage Expended	1999 Budget
Salary	\$ 70,359	\$ 62,396	88.70%	\$ 73,915
Employee Benefits	26,221	22,776	86.9%	27,680
Temporary Employees	0	0	0%	0
Subs. & Memberships	1,500	1,317	87.8%	1,500
Travel	2,000	1,763	88.2%	1,500
Office Exp. & Supplies	1,500	1,200	80.0%	1,500
Equip. Supplies & Maint.	6,591	2,253	34.2%	3,000
Equipment under \$200	200	179	89.5%	200
Telephone	2,660	2,275	85.5%	2,500
Rental of Fac/Utilities	2,400	2,400	100.0%	2,400
Professional & Technical	20	20	100.0%	500
Software Packages	500	454	90.8%	500
Water Management Plan		0	0%	48,800
Drinking Water Source	32,900	16,450	50.0%	0
Land Use Ordinance	0	0	0%	0
Insurance	600	600	100.0%	1,079
Misc. Services	500	480	96.0%	500
Equipment	2,240	2,323	103.7%	500
Total	\$ 150,191	\$ 116,886	77.80%	\$166,074

The Countywide Planning and Development Office is currently sharing office space with the Senior Planner of the Cache Metropolitan Planning Organization (CMPO). The CMPO and CPDO share a number of services between the two offices. These shared items include such things as telephone, copying, and computer printer.

1998: ACTIVITIES & ACCOMPLISHMENTS

The Countywide Planning and Development Office has been very active through 1998. A number of important projects were completed. Also, development of the Countywide Comprehensive Plan is an on going project.

Countywide Comprehensive Plan

The Land Use Element of the Countywide Comprehensive Plan was completed and adopted by the Cache Council. The work program for 1999 includes a number of implementation projects to begin the next step of the planning process. The primary project is the selection of a consultant to rewrite the County Land Use Ordinance.

In addition to the adoption of the land use element, work on the three remaining elements were begun, which include the transportation, infrastructure, and affordable housing elements of the Comprehensive. The following are some of the projects that were completed in 1998:

- Public Open Houses on the Transportation Element were held during the spring of 1998.
- Coordination between Transportation Element and Cache Corridor Study.
- Consultant selected for the water management plan of the infrastructure element.
- Needs analysis was completed and 80 percent of the element was written.

Planning Resources and Assistance

The Countywide Planning and Development Office has provided planning resources and assistance to a large number of the communities within Cache County. This assistance has ranged from answering simple technical planning questions to preparing and producing data for individual communities. Primarily, there have been three major efforts that the office actively preformed this year.

1. **Citizen Planner Certification Training** - The Countywide Planning and Development Office provided a set of training classes for the elected and appointed public officials, in cooperation with the University of Utah. There were 25 to 30 individuals who completed these classes and received Citizen Planner Certification. This has been an ongoing effort which has been very successful and will be continued in the upcoming work program.
2. **1998 Annual Report of Socio-Economic Characteristics** - This socio-economic data has been important for developing planning and economic decisions for the general public and the communities. The Annual Report provides housing unit data built from 1990 to 1997. It also, developed a new population estimate for all the communities of Cache County. A working effort is continuing to be developed with Office of Work Force Services to identify employment trends.
3. **Protest of Local Census Estimate** - The office was asked to protest two local estimates for communities within Cache County that were adversely effect by the Census Estimates. This was done for Nibley City and Hyde Park City. Both protests were accepted by the Census Bureau. Because of this work the Census Bureau has asked that each local community examine the local data before they predict new local estimates.

COUNTYWIDE COMPREHENSIVE PLAN

OBJECTIVES AND OVERALL APPROACH

The development of the Countywide Comprehensive Plan is the primary mission of the Countywide Planning & Development Office. The continuing development of the different elements of the Comprehensive Plan will provide the County and the municipalities of the County a well-defined Plan by which each may use for future decisions.

MAJOR TASKS

1. Complete development of the Transportation Element of Countywide Comprehensive Plan.
 - Complete working Document (80%) for Transportation Element.
 - Coordinate Element with the CMPO's Ultimate and financially feasible Long Range. Transportation Plans, local communities, and UDOT in the non urbanized areas of Cache County.
 - Solicit citizen input through Public Open Houses throughout the County.
 - Begin Public Hearings with Cache County Planning Commission and County Council.
2. Begin work on the Infrastructure Element of the Countywide Comprehensive Plan.
3. Complete development of the Affordable Housing Element of the Countywide Comprehensive Plan.
4. Have all the municipalities adopt the Resolution of Support of the Land Use Elements of the Cache Countywide Comprehensive Plan.

COMPREHENSIVE PLAN IMPLEMENTATION

OBJECTIVES AND OVERALL APPROACH

For the Countywide Comprehensive Plan to be successful a concerted effort is needed by the County and the communities of the County to implement the policies of the Comprehensive Plan. Implementation is the necessary next step in the planning process. The success of a Plan depends on the effort to implement the policies within the Plan.

MAJOR TASKS

1. Work with the Consultant, County Attorney, Zoning Office, and other County Offices in the development of the new Land Use Ordinance for Cache County.
2. Assist the Cache Metropolitan Planning Organization with the Cache County Comprehensive Access Management Policy Grant.

PLANNING RESOURCE & ASSISTANCE

OBJECTIVES AND OVERALL APPROACH

Continue to provide professional and technical planning assistance to the County and Communities of Cache County. Work with each community to identify their needs and develop programs that will provide the needed assistance to best meet their needs. Continue to provide ongoing training for all communities and they're elected and appointed officials.

MAJOR TASKS

1. Assist local communities in the development or updating land use plans and ordinances
 - Provide technical assistance in the development or updating of plans.
 - Assist local planners with socio-economic and demographic data concerning their communities.
 - Develop and provide planning projections of socio-economic and demographic data to local communities and public agencies
2. Continue to develop forecast and projection of population and land use for the County.
 - Maintain system for the collecting of housing permit information from local communities by traffic zone geography.
 - Coordinate with Workforce Management for employment data and information by SIC codes by traffic zones geography.
 - Prepare and develop an Annual Report of socio-economic and demographic data for Cache County.
 - Develop the data and make available to the public in a digital format on disk.
3. Work with professional association and local planners to provide planning educational programs for elected officials, planning commissioners and general public.

REQUEST FOR INTER-DEPARTMENTAL BUDGET TRANSFER

DEPARTMENT: Sheriff; Support Services & Jail Depts.

DATE: 26-Mar-99

Amount to be transferred -- (rounded to the nearest dollar) \$234,652.00

Transfer From ---

ACCOUNT	DESCRIPTION	Current Budget	Increase DR	Decrease CR	Amended Budget
10-4210-110	Sheriff - salaries	\$ 932,231		(107,422)	\$ 824,809
10-4210-130	Sheriff - benefits	\$ 374,271		(41,554)	\$ 332,717
10-4230-110	Jail - salaries	\$ 854,548		(48,971)	\$ 805,577
10-4230-130	Jail - benefits	\$ 353,776		(21,705)	\$ 332,071
10-4210-115	Sheriff - Overtime	\$ 81,000		(15,000)	\$ 66,000
					\$ -
					\$ -

Transfer To ---

10-4211-110	Support Services - salaries	\$ 356,989	156,393		\$ 513,382
10-4211-130	Support Services - benefits	\$ 140,170	63,259		\$ 203,429
10-4211-115	Support Services - Overtime	\$ 7,000	15,000		\$ 22,000
					\$ -
					\$ -
Totals			\$ 234,652	\$ (234,652)	

Net adjustment \$ -

Description of needs and purpose of transfer ---

Transfers to cover line item expenses to end of year for employees shifted to the Support Services Department. (includes investigations division and janitor)


Department Head

Recommendation: Approval Disapproval

Comments:

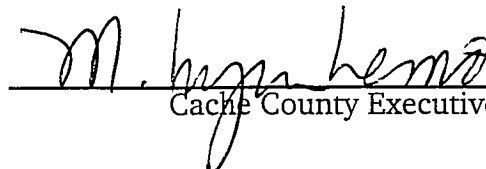
Date: 13-Apr-99


Cache County Auditor

Recommendation: Approval Disapproval

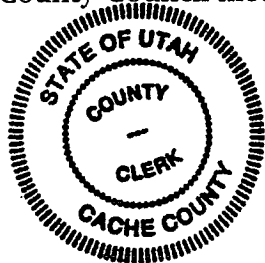
Comments:

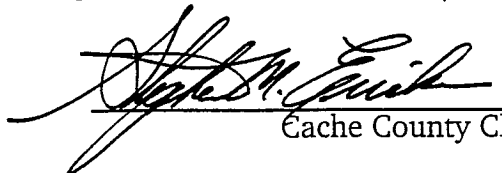
Date: 4/6/99


Cache County Executive

Consented by the Cache County Council meeting in regular session on the 13th day of

April, 1999.




Cache County Clerk

Cache County Board of Equalization
April 7, 1999

Mobile Homes

The following is a recap of the appeals received.

I.D. NUMBER	OWNER'S NAME	PRE-BOARD MARKET VALUE	PRE-BOARD TAXABLE VALUE	BOARD ADJUSTED MARKET VALUE	BOARD ADJUSTED TAXABLE VALUE
HT-27-1050 1985 CHAMPION 14 X 70	Semadani, Andrew r. 350 W 800 S #44 Western Trailer Park Logan, ut	\$30,478	\$16,765	\$25,000	\$13,750

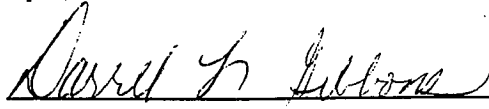
The owner presented a bill of sale. Based on comparable sales the Appraiser Bryan Hickman recommends a value of \$25,000.00.

I.D. NUMBER	OWNER'S NAME	PRE-BOARD MARKET VALUE	PRE-BOARD MARKET VALUE	BOARD ADJUSTED MARKET VALUE	BOARD ADJUSTED TAXABLE VALUE
HT-11-1133 1993 GARDEN 14 x 80	Ashcraft, Richard & Tina 2500 N 300 E #21 N. Logan, UT 84321	\$44,688	\$24,580	\$35,500	\$19,525

The owners presented an appraisal by Allen E. Burris indicating a value of \$35,500.00. The County Assessor's office has reviewed the appraisal. There were errors on the county records and after correction the county value and the appraisal value were comparable. Recommend using the appraisal value of \$35,500.00

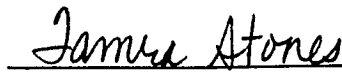
Board of Equalization Changes

This listing was approved by the Cache County Council, acting as the Board of Equalization on the 13th day of April, 1999.



Darrel L. Gibbons, Chairman

ATTEST:



Tamra Stones, Clerk Board of Equalization

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