

APPROVED

**CACHE COUNTY
COUNCIL MEETING
MINUTES
DECEMBER 09, 2014**

**CACHE COUNTY COUNCIL
DECEMBER 09, 2014**

ATWOOD, LEE – Appointment-Board of Adjustment..... 1

APPOINTMENT– Atwood, Lee-Board of Adjustment..... 1

APPOINTMENT– Evans, Kris-Cache County Library Board 1

APPOINTMENT– Ricks, Jeff-Cache Mosquito Abatement District Board of Trustees 1

APPOINTMENT– Russell, John-Cache County Library Board 1

BEAR RIVER HEALTH DEPARTMENT – Report 2

BUDGET – Public Hearing-December 09, 2014-6:00 p.m.-Open 2014 Budget 3

BUDGET – Resolution No. 2014-23-A Resolution Adopting a County Budget for the Fiscal Year 2015 5

BUDGET – Resolution No. 2014-25-Amendments to 2014 Budget..... 6

CANCELLATION OF DELINQUENT TAXES, PENALTIES, AND INTEREST REQUEST 6

CARDON, WAYNE – Public Comment 3

COUNCIL CHAIR AND VICE CHAIR FOR 2015 CACHE COUNTY COUNCIL – Election of..... 7

COUNCIL WINTER SOCIAL..... 7

ELECTION OF COUNCIL CHAIR AND VICE CHAIR FOR 2015 CACHE COUNTY COUNCIL . 7

EMPLOYEES CHRISTMAS DINNER..... 7

EVANS, KRIS – Appointment-Cache County Library Board 1

ORDINANCE NO. 2014-12 – Adoption of 2015 Salaries for Elected Officials..... 4

ORDINANCE NO. 2014-13 – Adoption of 2015 Salaries for Cache County Council 5

ORDINANCE NO. 2014-14 – Amendments to the County Code-Title 17.06 Uses: Title 17.10 Development Standards-Public Hearing-December 09, 2014-5:45 p.m. 3

PERSONNEL POLICY AND PROCEDURE MANUAL SECTION X: *Grievances and Appeals* and Adding an Americans with Disabilities Act (ADA) Policy – Resolution No. 2014-26-Amending the Cache County Corporation 6

PROPERTY TAX DEFERRAL REQUEST..... 6

PROPERTY TAX – Cancellation of Delinquent Taxes, Penalties, and Interest Request..... 6

PUBLIC COMMENT – Cardon, Wayne 3

PUBLIC HEARING – December 09, 2014-5:30 p.m.-Resolution No. 2014-24-Storm Water Management Plan 2

PUBLIC HEARING – December 09, 2014-5:45 p.m.-Ordinance No. 2014-14-Amendments to the County Code-Title 17.06 Uses: Title 17.10 Development Standards 3

PUBLIC HEARING – December 09, 2014-6:00 p.m.-Open 2014 Budget..... 3

RESOLUTION NO. 2014-23 – A Resolution Adopting a County Budget for the Fiscal Year 2015..... 5

RESOLUTION NO. 2014-24 – Storm Water Management Plan-Public Hearing-December 09, 2014-5:30 p.m..... 2,6

RESOLUTION NO. 2014-25 – Amendments to 2014 Budget..... 6

RESOLUTION NO. 2014-26 – Amending the Cache County Corporation Personnel Policy and Procedure Manual Section X: Grievances and Appeals and Adding an Americans with Disabilities Act (ADA) Policy. 6

RICKS, JEFF – Appointment-Cache County Mosquito Abatement District Board of Trustees..... 1

RUSSELL, JOHN – Appointment-Cache County Library Board 1

SALARIES FOR CACHE COUNTY COUNCIL – Ordinance No. 2014-13-Adoption of 2015 5

SALARIES FOR ELECTED OFFICIALS – Ordinance No. 2014-12-Adoption of 2015 4

SPECIAL PRESENTATION 2

STORM WATER MANAGEMENT PLAN – Public Hearing-December 09, 2014-5:30 p.m.-Resolution No. 2014-24..... 2,6

TITLE 17.06 USES: TITLE 17.10 DEVELOPMENT STANDARDS – Public Hearing-December 09, 2014-5:45 p.m.-Ordinance No. 2014-14 3

WARRANTS – 11-22-2014 to 11-26-2014, 11-29-2014 to 12-04-2014..... 2

**CACHE COUNTY COUNCIL MEETING
December 09, 2014**

The Cache County Council convened in a regular session on December 09, 2014 at 5:00 p.m. in the Cache County Council Chamber at 199 North Main, Logan, Utah.

ATTENDANCE:

Chairman: Val Potter
Vice Chairman: Kathy Robison,
Council Members: Craig "W" Buttars, G. Gregory Merrill, Jon White, Cory Yeates & Gordon Zilles
County Executive: M. Lynn Lemon
Deputy County Clerk: Jill N. Zollinger
County Attorney: James Swink

The following individuals were also in attendance: Janeen Allen, Lloyd Berentzen, Shara Buttars, Wayne Cardon, James Griffiths, Natalie Griffiths, Chris Harrild, Alton Hebdon, Sharon L. Hoth, Sheriff-Elect Chad Jensen, Susan Lemon, Tiffany Lemon, Craig McAllister, Peggy Matthews, Zan Murray, Dave Nielsen, Jill Parker, Brad Povey, Tim Rawlings, Joe Venhaus, **Media:** Shannon Nielsen (Herald Journal), Jennie Christensen (KVNU).

OPENING REMARKS AND PLEDGE OF ALLEGIANCE

Council member Cory Yeates gave the opening remarks and led those present in the Pledge of Allegiance.

REVIEW AND APPROVAL OF AGENDA

ACTION: Motion by Council member Yeates to approve the agenda with the addition of *Bear River Health Department Report – Jill Parker* as Item 7a and moving *Special Presentation* to Item 7b. Robison seconded the motion. The vote was unanimous, 7-0.

REVIEW AND APPROVAL OF MINUTES

ACTION: Motion by Council member Yeates to approve the minutes of the November 25, 2014 Council meeting and the minutes of the November 25, 2014 Cache County Redevelopment Agency meeting as written. White seconded the motion. The vote was unanimous, 7-0.

REPORT OF THE COUNTY EXECUTIVE: M. LYNN LEMON

<u>APPOINTMENTS:</u>	Cache County Board of Adjustment	Lee Atwood
	Cache County Library Board	Kris Evans
	Cache County Library Board	John Russell
	Cache County Mosquito Abatement District Board of Trustees	Jeff Ricks

Executive Lemon noted that the appointment of Jeff Ricks to the Cache County Mosquito Abatement District will be confirmed by resolution at a future Council meeting.

ACTION: Motion by Council member Zilles to approve the recommended appointments. Yeates seconded the motion. The vote was unanimous, 7-0.

WARRANTS: Warrants for the periods 11-22-2014 to 11-26-2014 and 11-29-2014 to 12-04-2014 were given to the Clerk for filing.

ITEMS OF SPECIAL INTEREST

- **Bear River Health Department Report** – Jill Parker reported on the operations of the Bear River Health Department including:
 - Board members
 - Budget
 - Emergency Services
 - Health Promotions
 - Immunizations
 - Substance Abuse
 - WIC
 - Various Programs

Council member White and Chairman Potter asked how many vehicles failed or had problems with the vehicle emissions testing. Parker replied it was a very small number, perhaps less than 1%. Chairman Potter asked that Josh Greer report at a future Council meeting on the numbers (failed, fixes, etc.) regarding vehicle emissions testing.

Director Lloyd Berentzen informed the Council there is a problem being worked through with the Legislature. Requirements for emissions testing in the five areas do not line up equally among counties. For instance, fees differ.

Berentzen also thanked Executive Lemon for his twenty years of service on the Board of Health.

- **Special Presentation** – Chairman Potter thanked Council member Buttars for his six years of service on the County Council, welcomed him as the County Executive and presented a card and small gift to him.

Chairman Potter expressed appreciation to Executive Lemon for his twenty years as County Executive. Janeen Allen showed a media presentation highlighting Lemon's life and county service. Executive Lemon thanked the Council and observed he enjoyed serving the people of Cache County and believes the Council has tried to do what it thought was best for the County and its residents.

PUBLIC HEARINGS, APPEALS AND BOARD OF EQUALIZATION MATTERS

PUBLIC HEARING: DECEMBER 09, 2014 AT 5:30 P.M. – Resolution No. 2014-24-Storm Water Management Plan – Zan Murray reiterated this is a mandate from the EPA being administered by the State Division of Water Quality relative to the Clean Water Act and is a program of goals and implementation procedures to improve storm water quality and the runoff that exists within the county. There are six different minimum control measures the county needs to implement:

-Public education and outreach

- Public participation and involvement
- Illicit discharge inspection and elimination
- Construction site runoff control
- Post construction runoff control
- Pollution prevention/good housekeeping (county facilities)

Inspections are under way and the next step for the county is to draft an ordinance that deals with storm water, then mapping of all culverts and drainage items in the county. There are no federal or state funds to help implement the program.

Executive Lemon expressed frustration because many of the cities/towns in Cache County are not required to manage their storm water. Murray agreed it is a "Swiss cheese" type of approach. Smithfield, Hyde Park, North Logan, Logan City, River Heights, Providence, Nibley, Millville, Hyrum and Wellsville are entities which are also required to form a storm water management plan.

Chairman Potter opened the Public Hearing and invited public comment.

Wayne Cardon, Benson, said although nothing he says will change anything, he will feel better for having said it. Cardon referred to a case in West Virginia where a poultry farmer filed a lawsuit against the EPA and eventually won. Cardon doesn't understand why rain on the ground is okay, but if a roof is put on a building or a driveway is put in, the rain that runs off becomes pollution. When are we going to stand up to the EPA?

Executive Lemon agreed with Cardon and assured him that farm land is exempt from the storm water management plan.

Brad Povey said his job is to try to make implementations that are workable with the citizens and if there are problems, try to find solutions that are best for all while being as nonintrusive as possible.

There was no other public comment.

ACTION: Motion by Council member Yeates to close the Public Hearing. Robison seconded the motion. The vote was unanimous, 7-0.

PUBLIC HEARING: DECEMBER 09, 2014 AT 5:45 P.M. – Ordinance No. 2014-14- Amendments to the County Code-Title 17.06 Uses; Title 17.10 Development Standards – Chairman Potter remarked these amendments were discussed at a previous meeting, opened the Public Hearing and invited public comment. There was none.

ACTION: Motion by Council member Yeates to close the Public Hearing. White seconded the motion. The vote was unanimous, 7-0.

PUBLIC HEARING: DECEMBER 09, 2014 AT 6:00 P.M. – Open 2014 Budget – Executive Lemon explained the adjustments to the 2014 budget and reminded the Council that there had been a discussion to give the Road Department a percentage from the General Fund. However, this budget has a specific amount, \$612,035.00, transferred to the Road Department from the General Fund as agreed on during the 2015 budget process. *(See Attachment 5 to Resolution No. 2014-25 – Amendments to 2014 Budget – for details.)*

Chairman Potter opened the Public Hearing and invited public comment. There was none.

ACTION: Motion by Council member Buttars to close the Public Hearing. Yeates seconded the motion. The vote was unanimous, 7-0.

PENDING ACTION

- **Ordinance No. 2014-12 – Adoption of 2015 Salaries for Elected Officials** – Chairman Potter asked if the Council had any questions about this ordinance. Council member Yeates said he is comfortable adopting this ordinance now with the understanding there will be significant changes in the next six months as the Compensation Committee looks at the salaries right after the first of the year.

Chairman Potter commented that the responsibilities between the Clerk/Auditor position and the Finance Office as well as the Assessor's position need to be ironed out. Zilles agreed.

Executive Lemon said there has been concern that Department Heads have been given raises along with county employees, but the elected officials have not. Council member White said everyone received a 5% increase because of retirement and health benefits, but agreed it is not right to give employees (Department Heads) a 2% increase, but not elected officials. However, White feels this is not the time to compensate the elected officials because they ran for their position knowing what the salary would be.

Attorney Swink observed that state statute does set forth that combined offices have a wage of the full salary of the one position and up to half of the second office when two offices are combined.

Vice Chair Robison recommends waiting for a while to see how the responsibilities for the Clerk/Auditor office work out. Clerk Zollinger stated the responsibilities are outlined in the state code – May Tax Sale, Board of Equalization, Internal Audits, etc. Zollinger also indicated that when the County Executive's Office was combined with the County Surveyor's Office, the wage for the combined office was increased in keeping with the state code.

Chairman Potter asked that a June review be done of the responsibilities of the combined office and any possible salary adjustments.

Vice Chair Robison said that the Compensation Committee should also take into consideration those positions requiring special licensing and the supervision of a large number of employees.

Council member White remarked that whether the Clerk has more work as the Clerk/Auditor is not necessarily the point. There is more responsibility with the combined office.

(Attachment 1)

ACTION: Motion by Council member Merrill to adopt Ordinance No. 2014-12 – An Ordinance Providing for Changes of Salaries for Cache County Officers for 2015 and Superseding Prior Resolutions and Ordinances – with the instruction that the

Compensation Committee, Executive and the County Council review the salaries over the next six months and make recommendations. Yeates seconded the motion. The vote was unanimous, 7-0.

Ordinance No. 2014-12: The motion passed 7-0.

	<u>BUTTARS</u>	<u>MERRILL</u>	<u>POTTER</u>	<u>ROBISON</u>	<u>WHITE</u>	<u>YEATES</u>	<u>ZILLES</u>	<u>VOTES CAST</u>
AYE	X	X	X	X	X	X	X	7
NAY								0
ABSTAINED								0
ABSENT								0

- Ordinance No. 2014-13 – Adoption of 2015 Salaries for Cache County Council –**
Vice Chair Robison and Council members White and Buttars stated they cannot support the ordinance.

(Attachment 2)

ACTION: Motion by Council member Zilles to approve Ordinance No. 2014-13 – An Ordinance Providing for Salaries for Members of the Cache County Council for 2015 and Superseding Prior Resolutions and Ordinances. Yeates seconded the motion. The motion passed, 4 aye – Merrill, Potter, Yeates & Zilles and 3 nay – Buttars, Robison & White.

Ordinance No. 2014-13: The motion passed 4-3.

	<u>BUTTARS</u>	<u>MERRILL</u>	<u>POTTER</u>	<u>ROBISON</u>	<u>WHITE</u>	<u>YEATES</u>	<u>ZILLES</u>	<u>VOTES CAST</u>
AYE		X	X			X	X	4
NAY	X			X	X			3
ABSTAINED								0
ABSENT								0

- Resolution No. 2014-23 – A Resolution Adopting a County Budget for the Fiscal Year 2015**

(Attachment 3)

ACTION: Motion by Council member Yeates to approve Resolution No. 2014-23 – A Resolution Adopting a County Budget for the Fiscal Year 2015. Robison seconded the motion. The vote was unanimous, 7-0.

INITIAL PROPOSAL FOR CONSIDERATION OF ACTION

- **Resolution No. 2014-24 – Storm Water Management Plan**

(Attachment 4)

ACTION: Motion by Council member White to waive the rules and approve Resolution No. 2014-24 – Storm Water Management Plan. The motion passed 6 aye – Buttars, Merrill, Potter, Robison, White & Zilles and 1 nay – Yeates.

- **Resolution No. 2014-25 – Amendments to 2014 Budget**

(Attachment 5)

ACTION: Motion by Council member White to waive the rules and approve Resolution No. 2014-25 – Amendments to 2014 Budget. Yeates seconded the motion. The vote was unanimous, 7-0.

- **Resolution No. 2014-26 – Amending the Cache County Corporation Personnel Policy and Procedure Manual Section X: *Grievances and Appeals* and Adding an Americans with Disabilities Act (ADA) Policy**

(Attachment 6)

ACTION: Motion by Council member Yeates to waive the rules and approve Resolution No. 2014-26 – Amending the Cache County Corporation Personnel Policy and Procedure Manual Section X: *Grievances and Appeals* and Adding an Americans with Disabilities Act (ADA) Policy. Zilles seconded the motion. The vote was unanimous, 7-0.

- **Property Tax Deferral Request** – Executive Lemon explained that this request is from the same party (#0025) whose Hardship Application was denied at the last Council meeting. They are asking for a payment plan to be set up so the delinquent taxes can be paid off by the end of 2015. *(Details are on file in the County Finance Office.)*

ACTION: Motion by Vice Chair Robison to approve the property tax deferral request by setting up a payment plan with the property owner. White seconded the motion. The vote was unanimous, 7-0.

- **Cancellation of Delinquent Taxes, Penalties, and Interest Request** – Assessor Howell requests this cancellation as the businesses are defunct.

(Attachment 7)

ACTION: Motion by Council member Yeates to approve the cancellation of delinquent taxes, penalties and interest as requested by Assessor Howell. White seconded the motion. The vote was unanimous, 7-0.

- **Election of Council Chair and Vice Chair for 2015 Cache County Council**

ACTION: Motion by Council member Yeates nominating Kathy Robison as Council Chair and Greg Merrill as Council Vice Chair for the year 2015. White seconded the motion. The vote was unanimous, 7-0

OTHER BUSINESS

- ✓ **Cache County Employees Christmas Dinner** – Wednesday December 10, 2014 at 6:30 p.m.-Riverwoods Conference Center.
- ✓ **County Council Winter Social** – Tuesday, January 20, 2015 was selected as the date for the social. Vice Chair Merrill will notify Council members of time and location.

COUNCIL MEMBER REPORTS

Val K. Potter thanked the Council for their support during his tenure as Council Chair.

Cory Yeates reported on his and Chairman Potter's meeting with Matt Bell, Box Elder Commissioner, and James Ebert, Box Elder Commissioner-Elect, from Weber County. There were also two representatives from the Summit Group. Water issues were discussed and Yeates was told there are tests going on by an independent agency. The state is monitoring the water issues as well.

Attorney Swink said Bob Fotheringham has real concerns about the proposal to pump water out of the area and the recharge. Fotheringham wants the opportunity to review the reports on monitoring as he feels this will impact water in Cache County. He has been onsite and is familiar with the entire matter.

Council member Zilles stated there are people on the Weber County side who are afraid their water will dry up, too.

Executive Lemon said he thought the Weber Basin Conservancy District was going to provide the water for Powder Mountain. Swink said Fotheringham can lay out reasonable alternatives that Powder Mountain has when he reports back to the Council after his review of the monitoring reports.

Greg Merrill thanked the Council for helping him through his first year on the Council and reported the Audit Committee met this day and four bids for the internal audit have been received and one has been accepted.

Jon White said it has been a pleasure to serve and wished all a Merry Christmas.

Kathy Robison also thanked Lynn Lemon for his service.

Gordon Zilles thanked Lynn Lemon and reminded the Council he would like a report on Davenport Road soon.

Cache County Council
12-09-2014

Craig "W" Buttars expressed appreciation to the Council and thanked Chairman Potter and Executive Lemon for their service.

Executive Lemon thanked the Council for all their work.

ADJOURNMENT

The Council meeting adjourned at 7:05 p.m.

ATTEST: Jill N. Zollinger
County Clerk

APPROVAL: Val K. Potter

CACHE COUNTY
ORDINANCE NO. 2014-12

AN ORDINANCE PROVIDING FOR CHANGES OF SALARIES FOR CACHE COUNTY OFFICERS FOR 2015 AND SUPERSEDING PRIOR RESOLUTIONS AND ORDINANCES.

The County Council of Cache County, Utah, in a regular meeting, lawful notice of which has been given, finds that a public hearing regarding the proposed county budget for 2015 including the change of salaries for the Cache County Officers for 2015 was conducted on November 25, 2014, in accordance with Section 17-16-14, *Utah Code Annotated*, upon lawful notice; that the *Organic Act for the Government of Cache County, Utah, as approved on November 6, 1984*, authorizes the modification of the salaries for all elected county officers by ordinance; that the budget for Cache County officers has been adopted by the Cache County Council in accordance with the applicable law; and that an ordinance providing for a salary change for the elected county officers is appropriate for carrying into effect the approved salary changes.

Now therefore, the Cache County Council ORDAINS as follows:

SECTION 1: OFFICER'S SALARIES

The salaries for county officers for the period January 1, 2015 through December 31, 2015 shall be as follows:

County Executive/Surveyor	\$ 98,157
County Assessor	\$ 75,753
County Attorney	\$ 111,395
County Clerk/Auditor	\$ 75,753
County Recorder	\$ 75,753
County Sheriff	\$ 86,109
County Treasurer	\$ 75,753

SECTION 2: REPEALER

The salary provisions of all prior ordinances or resolutions, or any parts thereof, in conflict with this ordinance, are hereby repealed and superseded by this ordinance to the extent of such conflict. Otherwise such resolutions and ordinances shall remain in full force and effect.

SECTION 3: EFFECTIVE DATE

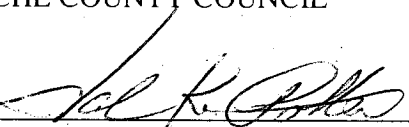
This ordinance shall take effect immediately upon approval and publication in the manner by law.

This ordinance was adopted by the Cache County Council on the 9th day of December, 2014 upon the following vote:

	IN FAVOR	AGAINST	ABSTAINED	ABSENT
POTTER	X			
ROBISON	X			
BUTTARS	X			
MERRILL	X			
WHITE	X			
YEATES	X			
ZILLES	X			
TOTAL	7			

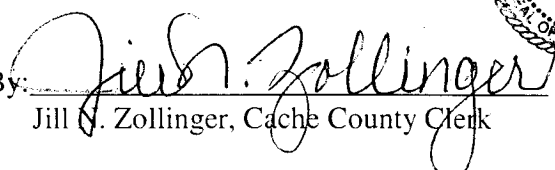
CACHE COUNTY COUNCIL

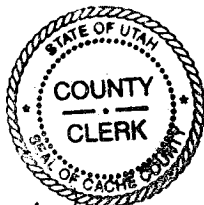
By:


Val K. Potter, Chairman

ATTESTED:

By:


Jill N. Zollinger, Cache County Clerk



Publication date: December 24, 2014

CACHE COUNTY
ORDINANCE NO. 2014-13

AN ORDINANCE PROVIDING FOR SALARIES FOR MEMBERS OF THE CACHE COUNTY COUNCIL FOR 2015 AND SUPERSEDING PRIOR RESOLUTIONS AND ORDINANCES.

The County Council of Cache County, Utah, in a regular meeting, lawful notice of which has been given, finds that a public hearing regarding the proposed county budget for 2015 including the establishment and change of salaries for members of the Cache County Council for 2015 was conducted on November 25, 2014, in accordance with Section 17-16-14, *Utah Code Annotated*, upon lawful notice; that the *Organic Act for the Government of Cache County, Utah, as approved on November 6, 1984*, authorizes the modification of the salaries of the members of the Cache County Council only by ordinance; and that the County Council deems it appropriate and reasonable to establish salaries for members of the Cache County Council for the period commencing January 1, 2015 and ending December 31, 2015.

Now therefore, the Cache County Council ORDAINS as follows:

SECTION 1: COUNTY COUNCIL SALARIES

The salaries earned for members of the Cache County Council for the period January 1, 2015 through December 31, 2015 shall be as follows:

COUNCIL MEMBER – Regular salary or equivalent benefit for each member	\$ 12,500
COUNCIL CHAIR (in addition to regular salary)	\$ 1,800

SECTION 2: REPEALER

The salary provisions of all prior ordinances or resolutions, or any parts thereof, in conflict with this ordinance, are hereby repealed and superseded by this ordinance to the extent of such conflict. Otherwise such resolutions and ordinances shall remain in full force and effect.

SECTION 3: EFFECTIVE DATE

This ordinance shall take effect immediately upon approval and publication in the manner by law.

This ordinance was adopted by the Cache County Council on the 9th day of December, 2014 upon the following vote:

	IN FAVOR	AGAINST	ABSTAINED	ABSENT
POTTER	X			
ROBISON		X		
BUTTARS		X		
MERRILL	X			
WHITE		X		
YEATES	X			
ZILLES	X			
TOTAL	4	3		

CACHE COUNTY COUNCIL

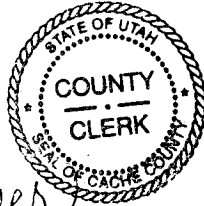
By: 

Val K. Potter, Chairman

ATTESTED:

By: 

Jill N. Zollinger, Cache County Clerk



Publication date: December 24, 2014

RESOLUTION NO. 2014 - 23

A RESOLUTION ADOPTING A COUNTY BUDGET FOR THE FISCAL YEAR 2015.

The County Council of Cache County, Utah, in a regular meeting, lawful notice of which has been given, finds that a public hearing was held on November 25, 2014, upon lawful notice and that it is necessary and statutorily required that a budget be adopted for Cache County for the Fiscal Year 2015.

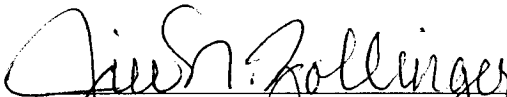
THEREFORE, the Cache County Council hereby adopts the following resolution:

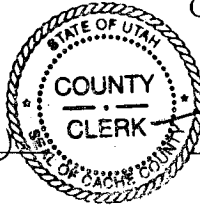
BE IT RESOLVED that the 2015 Cache County budget in the total amount of Forty-Three Million Six-Hundred Eighty-Seven Thousand Two Hundred Ninety-Four Dollars (\$43,687,294.00), the original of which is on file in the Finance Department of the Office of the Cache County Executive and a copy of which is attached to this resolution, is hereby adopted as and for the Cache County budget for the Fiscal Year 2015 beginning January 1, 2015 and ending on December 31, 2015.

This resolution was duly adopted by the Cache County Council on the 9th day of December, 2014.

ATTESTED TO:

CACHE COUNTY COUNCIL


Jill N. Zollinger, Cache County Clerk




Val K. Potter, Chairman

Account Number	Account Title	2012	2013	2014	2014	2015	2015	2015
		Actual	Actual	Year-To-Date Actual	Adopted Budget	Requested Budget	Recommend Budget	Adopted Budget
GENERAL FUND								
100-31-00000	TAXES	14,271,376	14,701,536	4,666,629	15,352,888	15,972,123	15,972,123	15,972,123
100-32-00000	LICENSES & PERMITS	42,400	29,250	23,421	30,000	22,000	22,000	22,000
100-33-00000	INTERGOVERNMENTAL REVENUE	809,952	578,917	307,665	681,765	559,019	561,019	573,719
100-34-00000	CHARGES FOR SERVICES	4,286,487	4,223,876	2,751,550	4,642,553	4,150,748	4,165,248	4,201,810
100-35-00000	FINES & FORFEITURES	128,969	119,952	100,198	129,000	126,000	126,000	126,000
100-36-00000	MISCELLANEOUS REVENUE	891,992	1,667,122	718,850	764,700	770,150	786,150	804,150
100-38-00000	CONTRIBUTIONS & TRANSFERS	1,131,985	687,486	607,047	1,941,554	472,000	472,000	555,275
100-4112-000	COUNTY COUNCIL	102,361	94,764	88,070	119,193	96,437	95,537	114,579
100-4115-000	WATER POLICY DEPARTMENT	229,783	209,101	148,398	329,087	296,976	281,976	293,635
100-4125-000	SANITY HEARINGS	11,683	8,561	.00	.00	.00	.00	.00
100-4126-000	PUBLIC DEFENDER	357,650	342,874	304,931	407,148	386,789	387,766	387,766
100-4131-000	COUNTY EXECUTIVE	216,017	229,231	124,264	122,429	141,766	120,248	120,540
100-4132-000	FINANCE	.00	1,998	117,996	316,598	320,796	320,796	306,172
100-4134-000	HUMAN RESOURCE	170,221	178,873	161,951	193,127	186,790	185,048	185,133
100-4135-000	GIS DEPT	61,411	66,320	66,779	80,869	75,012	74,892	76,944
100-4136-000	INFORMATION TECHNOLOGY SYSTE	119,721	91,278	91,201	179,379	199,653	197,523	214,290
100-4141-000	AUDITOR	212,086	201,564	1,034	1,645	.00	.00	.00
100-4142-000	CLERK	150,443	156,289	138,787	169,732	260,460	215,460	222,291
100-4143-000	TREASURER	19,971	20,755	24,964	12,618	.00	.00	.00
100-4144-000	RECORDER	153,894	157,821	140,834	184,956	183,194	177,524	164,654
100-4145-000	ATTORNEY	1,103,983	1,220,630	1,083,874	1,292,552	1,266,182	1,247,618	1,236,835
100-4148-000	VOCA - VICTIM SERVICES	147,561	163,086	140,871	171,195	175,577	175,577	175,577
100-4149-000	VAWA - ATTORNEY - GRANT SERV	98,249	121,121	113,271	128,811	132,517	132,517	132,617
100-4150-000	NON-DEPARTMENTAL	301,454	302,616	349,451	398,119	343,657	316,657	314,857
100-4151-000	CENTRAL MAIL & COPY	6,148	6,278	5,321	8,763	8,763	8,763	8,763
100-4160-000	BUILDING & GROUNDS	159,072	161,269	148,120	227,352	209,165	188,810	197,701
100-4170-000	ELECTIONS	370,780	149,096	230,033	336,585	166,090	164,690	150,758
100-4191-000	ADVERT & PROMOTION	4,249	1,326	2,426	4,500	4,500	3,600	3,600
100-4193-000	ECONOMIC DEVELOPMENT	35,000	35,000	26,250	35,000	35,000	35,000	35,000
100-4210-000	SHERIFF	3,194,383	3,402,897	3,153,009	3,577,420	3,644,914	3,476,425	3,520,107
100-4211-000	PS SUPPORT SERVICES	2,187,814	2,239,109	1,504,591	1,869,859	1,811,773	1,753,628	1,754,328
100-4216-000	SPEC DETAIL SEARCH & RESCUE	84,552	51,270	52,686	107,448	79,858	65,800	65,800
100-4217-000	SPEC DETAIL MOUNTED POSSE	22,701	22,815	14,927	27,900	28,200	26,600	26,600
100-4218-000	LIQUOR LAW ENFORCEMENT	38,788	.00	.00	.00	.00	.00	.00
100-4220-000	FIRE DEPARTMENT	465,274	827,540	392,309	533,755	566,433	517,999	513,760
100-4230-000	COUNTY JAIL	6,401,234	6,725,499	6,161,130	7,641,614	7,508,212	7,378,221	7,394,671
100-4242-000	BEE INSPECTION	.00	2,500	5,000	5,000	2,500	2,500	2,500
100-4253-000	ANIMAL CONTROL	58,500	70,562	90,717	90,042	92,085	88,335	84,725
100-4255-000	EMERGENCY MANAGEMENT	268,816	262,517	216,401	316,219	246,286	236,936	236,492
100-4310-000	PUBLIC HEALTH	249,042	203,924	225,098	288,710	209,000	292,627	292,627
100-4340-000	PUBLIC WELFARE	65,852	65,708	65,635	68,000	64,600	67,850	67,850
100-4410-000	HIGHWAY	.00	.00	618,861	612,035	764,000	612,035	612,035
100-4511-000	FAIR GROUNDS	373,663	438,708	321,172	666,229	437,846	376,785	381,292
100-4560-000	COMMUNICATIONS	25,946	12,360	9,673	17,200	17,200	14,000	14,000
100-4580-000	LIBRARIES/BOOKMOBILE	82,463	84,035	85,526	85,540	81,263	85,540	85,540
100-4581-000	LIBRARY	80,489	52,360	40,792	57,850	57,358	56,358	56,262
100-4610-000	USU AG EXTENSION SERVICE	149,759	143,659	113,973	157,309	149,358	149,358	151,190
100-4620-000	COUNTY FAIR	116,798	109,530	112,343	118,342	118,050	118,050	126,721
100-4621-000	RODEO	97,867	108,715	112,814	114,563	122,313	114,213	123,105
100-4623-000	DEMOLITION DERBY	30,778	29,229	11,427	39,000	19,867	14,800	14,800
100-4625-000	STATE FAIR	975	.00	606	1,000	1,000	1,000	1,000
100-4630-000	AGRICULTURAL PROMOTION	49,526	45,828	20,645	108,918	54,625	57,480	57,480
100-4800-000	CONTRIBUTIONS	3,637,248	4,060,878	1,608,895	2,083,895	1,933,505	1,933,505	1,933,505
100-4810-000	TRANSFERS OUT	6,566	25,338	58,985	58,985	.00	.00	52,187

Account Number	Account Title	2012	2013	2014	2014	2015	2015	2015
		Actual	Actual	Year-To-Date Actual	Adopted Budget	Requested Budget	Recommend Budget	Adopted Budget
100-4960-000	MISCELLANEOUS	97,420	818,002	22,396	175,969	210,000	395,000	344,788
GENERAL FUND Revenue Total:		21,563,161	22,008,139	9,175,359	23,542,460	22,072,040	22,104,540	22,255,077
GENERAL FUND Expenditure Total:		21,818,190	23,722,839	18,528,436	23,542,460	22,709,570	22,165,047	22,255,077
Net Total GENERAL FUND:		255,029	1,714,699	9,353,077	.00	637,530	60,507	.00

ASSESSING & COLLECTING FUND

150-31-00000	TAXES	3,042,033	3,039,744	468,478	2,813,752	2,863,792	2,866,792	2,866,792
150-34-00000	CHARGES FOR SERVICES	435,926	402,148	305,897	410,000	390,000	390,000	390,000
150-36-00000	MISCELLANEOUS REVENUE	11	16	636	637	.00	.00	.00
150-38-00000	CONTRIBUTIONS & TRANSFERS	3,500	3,500	3,500	338,662	259,518	259,518	317,007
150-4112-000	COUNTY COUNCIL	11,373	10,494	9,326	11,523	10,715	10,615	12,731
150-4131-000	COUNTY EXECUTIVE	38,121	40,499	20,793	52,050	25,017	51,535	51,660
150-4132-000	FINANCE	.00	.00	208,271	145,933	158,004	158,004	150,801
150-4134-000	PERSONNEL/HUMAN RESOURCE	30,039	31,566	23,823	33,245	32,963	32,655	32,670
150-4135-000	GIS DEPT	143,292	154,752	136,248	166,573	175,027	174,747	179,535
150-4136-000	INFORMATION TECHNOLOGY SYSTE	359,164	516,706	372,712	655,728	807,975	803,005	842,127
150-4141-000	AUDITOR	180,666	171,702	6,178	14,801	.00	.00	.00
150-4143-000	TREASURER	229,665	238,677	189,754	250,330	274,784	274,784	278,849
150-4144-000	RECORDER	102,596	105,214	87,582	123,113	122,130	118,350	109,770
150-4145-000	ATTORNEY	108,622	121,447	102,226	121,293	125,227	123,391	122,324
150-4146-000	ASSESSOR	1,424,476	1,359,102	1,363,795	1,773,511	1,646,474	1,646,474	1,667,788
150-4150-000	NON-DEPARTMENTAL	28,910	29,040	33,919	37,506	31,585	28,585	28,385
150-4151-000	CENTRAL MAIL & COPY	2,762	2,820	2,391	3,937	3,937	3,937	3,937
150-4160-000	BUILDING & GROUNDS	71,467	72,454	64,154	98,105	93,972	84,827	88,822
150-4191-000	ADVERT & PROMOTION	5,193	1,620	2,793	5,500	5,500	4,400	4,400
150-4800-000	CONTRIBUTIONS	169,160	123,348	.00	69,903	.00	.00	.00
ASSESSING & COLLECTING FUND Revenue Total:		3,481,470	3,445,408	778,511	3,563,051	3,513,310	3,516,310	3,573,799
ASSESSING & COLLECTING FUND Expenditure Total:		2,905,507	2,979,442	2,623,966	3,563,051	3,513,310	3,515,309	3,573,799
Net Total ASSESSING & COLLECTING FUND:		575,963	465,967	1,845,455	.00	.00	1,001	.00

MUNICIPAL SERVICES FUND

200-31-00000	TAXES	740,505	785,892	512,459	776,491	807,815	815,815	823,815
200-32-00000	LICENSES & PERMITS	288,223	269,860	273,588	317,670	294,000	294,000	329,000
200-33-00000	INTERGOVERNMENTAL REVENUE	1,965,935	2,022,685	1,475,912	2,070,816	2,057,433	2,057,433	2,057,433
200-34-00000	CHARGES FOR SERVICES	764,985	535,421	921,077	1,040,754	210,000	210,000	267,500
200-36-00000	MISCELLANEOUS REVENUE	21,111	20,812	204,643	350,600	15,000	15,000	15,000
200-38-00000	CONTRIBUTIONS & TRANSFERS	73,906	18,333	58,985	868,327	5,000	75,405	352,148
200-4180-000	ZONING DEPARTMENT	212,071	300,052	344,458	480,914	548,489	441,489	380,703
200-4210-000	SHERIFF	354,931	378,100	334,676	385,695	404,991	386,270	391,123
200-4220-000	FIRE DEPARTMENT	145,219	151,744	152,421	155,070	168,252	168,252	176,050
200-4241-000	BUILDING INSPECTION	327,602	328,278	312,531	393,748	386,586	374,486	379,106
200-4253-000	ANIMAL CONTROL	21,820	23,521	28,812	29,801	30,695	29,445	28,242
200-4415-000	ROADS-CLASS B	2,790,465	1,969,423	1,259,690	2,074,703	1,363,960	1,364,925	1,591,434

Account Number	Account Title	2012	2013	2014	2014	2015	2015	2015
		Actual	Actual	Year-To-Date Actual	Adopted Budget	Requested Budget	Recommend Budget	Adopted Budget
200-4423-000	SANITATION/WASTE COLLECTION	39,444	44,111	.00	39,000	40,000	40,000	40,000
200-4450-000	WEED ERADICATION DEPARTMENT	201,918	218,181	245,770	291,921	299,251	276,251	262,958
200-4475-000	STORM WATER MANAGEMENT	.00	.00	27,621	85,000	70,405	70,405	75,729
200-4780-000	PARKS & TRAILS	22,271	61,021	35,280	482,946	5,000	5,000	5,000
200-4800-000	CONTRIBUTIONS	456,398	465,620	459,124	930,232	465,200	465,200	465,200
200-4810-000	TRANSFERS	150,000	.00	30,000	30,000	.00	.00	.00
200-4960-000	MISCELLANEOUS	10,000	17,305	16,145	45,628	18,000	18,000	49,351
MUNICIPAL SERVICES FUND Revenue Total:		3,854,666	3,653,002	3,446,665	5,424,658	3,389,248	3,467,653	3,844,896
MUNICIPAL SERVICES FUND Expenditure Total:		4,732,141	3,957,354	3,246,528	5,424,658	3,800,829	3,639,723	3,844,896
Net Total MUNICIPAL SERVICES FUND:		877,475-	304,352-	200,137	.00	411,581-	172,070-	.00

MUNICIPAL BUILDING AUTHORITY

201-33-00000	INTERGOVERNMENTAL REVENUE	21,689	53,311	.00	.00	.00	.00	.00
201-4810-000	TRANSFERS	21,689	53,311	.00	.00	.00	.00	.00
MUNICIPAL BUILDING AUTHORITY Revenue Total:		21,689	53,311	.00	.00	.00	.00	.00
MUNICIPAL BUILDING AUTHORITY Expenditure Total:		21,689	53,311	.00	.00	.00	.00	.00
Net Total MUNICIPAL BUILDING AUTHORITY:		.00	.00	.00	.00	.00	.00	.00

HEALTH FUND

210-31-00000	TAXES	851,566	864,369	140,019	857,807	863,671	871,671	871,671
210-34-00000	CHARGES FOR SERVICE	.00	.00	193,308	235,000	255,000	255,000	255,000
210-38-00000	CONTRIBUTIONS	.00	.00	.00	13,422	5,405	.00	.00
210-4310-000	PUBLIC HEALTH	760,450	775,100	795,720	795,720	1,124,076	1,124,076	1,124,076
210-4800-000	CONTRIBUTIONS	.00	.00	.00	310,509	.00	.00	2,595
HEALTH FUND Revenue Total:		851,566	864,369	333,327	1,106,229	1,124,076	1,126,671	1,126,671
HEALTH FUND Expenditure Total:		760,450	775,100	795,720	1,106,229	1,124,076	1,124,076	1,126,671
Net Total HEALTH FUND:		91,116	89,269	462,393-	.00	.00	2,595	.00

CACHE CO REDEVELOPMENT AGENCY

220-38-00000	CONTRIBUTIONS	.00	40,000	.00	.00	.00	.00	228,801
220-4193-000	COMMUNITY DEVELOPMENT	.00	24,060	.00	.00	.00	.00	180,287
2204810000	Department: 4810	.00	.00	.00	.00	.00	.00	48,514
CACHE CO REDEVELOPMENT AGENCY Revenue Total:		.00	40,000	.00	.00	.00	.00	228,801
CACHE CO REDEVELOPMENT AGENCY Expenditure Total:		.00	24,060	.00	.00	.00	.00	228,801

Account Number	Account Title	2012	2013	2014	2014	2015	2015	2015
		Actual	Actual	Year-To-Date	Adopted	Requested	Recommend	Adopted
Net Total CACHE CO REDEVELOPMENT AGENCY:		.00	15,940	.00	.00	.00	.00	.00
VISITORS BUREAU								
230-31-00000	TAXES	381,960	442,814	311,142	472,199	450,000	450,000	450,000
230-33-00000	INTERGOVERNMENTAL REVENUE	68,392	68,224	36,772	67,772	28,437	28,437	28,437
230-34-00000	CHARGES FOR SERVICES	30,652	27,247	22,944	30,000	22,000	22,000	22,000
230-36-00000	MISCELLANEOUS REVENUE	12	50	943	.00	.00	.00	.00
230-38-00000	CONTRIBUTIONS & TRANSFERS	98,157	101,000	.00	107,214	5,800	5,800	5,800
230-4780-000	VISITORS BUREAU	481,762	548,843	482,990	677,185	506,237	506,237	506,237
VISITORS BUREAU Revenue Total:		579,173	639,335	371,801	677,185	506,237	506,237	506,237
VISITORS BUREAU Expenditure Total:		481,762	548,843	482,990	677,185	506,237	506,237	506,237
Net Total VISITORS BUREAU:		97,411	90,492	111,188	.00	.00	.00	.00
COUNCIL ON AGING								
240-33-00000	INTERGOVERNMENTAL REVENUE	380,262	342,757	247,923	348,823	335,587	335,587	335,587
240-34-00000	CHARGES FOR SERVICES	5,410	5,470	5,755	9,000	7,800	7,800	7,800
240-36-00000	MISCELLANEOUS REVENUE	100	100	404	100	100	100	100
240-38-00000	CONTRIBUTIONS & TRANSFERS	338,775	305,180	290,772	353,994	332,479	332,479	338,515
240-4810-000	TRANSFERS	437	.00	.00	1,200	1,200	1,200	.00
240-4960-000	MISCELLANEOUS	.00	.00	.00	.00	.00	.00	7,655
240-4970-000	NUTRITION-MANDATED	364,986	348,573	302,530	384,785	362,998	362,998	361,823
240-4971-000	SR CITIZENS CENTER-NON-MANDAT	177,235	122,977	103,449	146,591	141,106	141,106	142,144
240-4973-000	RETIRED SERV VOLUNTEER PROGRA	42,410	47,795	44,311	61,242	57,570	57,570	57,250
240-4974-000	ACCESS - MANDATED	98,941	103,317	92,816	118,099	113,092	113,092	113,130
COUNCIL ON AGING Revenue Total:		724,547	653,507	544,855	711,917	675,966	675,966	682,002
COUNCIL ON AGING Expenditure Total:		684,008	622,662	543,107	711,917	675,966	675,966	682,002
Net Total COUNCIL ON AGING:		40,539	30,845	1,747	.00	.00	.00	.00
MENTAL HEALTH FUND								
250-33-00000	INTERGOVERNMENTAL REVENUE	2,067,333	2,122,897	1,525,347	2,905,000	3,000,000	3,000,000	3,000,000
250-38-00000	CONTRIBUTIONS	87,312	96,312	80,234	95,000	132,833	132,833	132,833
250-4310-000	PUBLIC HEALTH	2,154,645	2,219,209	1,214,397	3,000,000	3,132,833	3,132,833	3,132,833
MENTAL HEALTH FUND Revenue Total:		2,154,645	2,219,209	1,605,581	3,000,000	3,132,833	3,132,833	3,132,833
MENTAL HEALTH FUND Expenditure Total:		2,154,645	2,219,209	1,214,397	3,000,000	3,132,833	3,132,833	3,132,833
Net Total MENTAL HEALTH FUND:		.00	.00	391,184	.00	.00	.00	.00

Account Number	Account Title	2012	2013	2014	2014	2015	2015	2015
		Actual	Actual	Year-To-Date Actual	Adopted Budget	Requested Budget	Recommend Budget	Adopted Budget
RESTAURANT TAX FUND								
260-31-00000	TAXES	1,111,100	1,126,268	808,228	1,156,414	1,328,693	1,328,693	1,328,693
260-4780-000	RESTAURANT TAX	507,650	994,612	671,868	940,914	1,328,693	1,328,693	1,328,693
260-4810-000	TRANSFERS	226,756	112,000	115,500	215,500	.00	.00	.00
RESTAURANT TAX FUND Revenue Total:		1,111,100	1,126,268	808,228	1,156,414	1,328,693	1,328,693	1,328,693
RESTAURANT TAX FUND Expenditure Total:		734,406	1,106,612	787,368	1,156,414	1,328,693	1,328,693	1,328,693
Net Total RESTAURANT TAX FUND:		376,695	19,656	20,860	.00	.00	.00	.00
RAPZ TAX FUND								
265-31-00000	TAXES	1,145,796	1,215,858	810,943	1,230,238	1,323,455	1,323,455	1,323,455
265-4780-000	RAPZ TAX DEPT	1,085,814	952,853	976,323	1,201,231	1,303,603	1,303,603	1,303,603
265-4810-000	TRANSFERS	31,224	158,098	.00	29,007	19,852	19,852	19,852
RAPZ TAX FUND Revenue Total:		1,145,796	1,215,858	810,943	1,230,238	1,323,455	1,323,455	1,323,455
RAPZ TAX FUND Expenditure Total:		1,117,038	1,110,951	976,323	1,230,238	1,323,455	1,323,455	1,323,455
Net Total RAPZ TAX FUND:		28,758	104,907	165,380	.00	.00	.00	.00
COUNTY WIDE PLANNING & DEV FD								
270-34-00000	CHARGES FOR SERVICES	41,144	.00	.00	.00	.00	.00	.00
270-38-00000	CONTRIBUTIONS & TRANSFERS	42,073	1,538	.00	.00	.00	.00	.00
270-4181-000	CACHE MUNICIPAL PLANNING	88,850	.00	.00	.00	.00	.00	.00
COUNTY WIDE PLANNING & DEV FD Revenue Total:		83,217	1,538	.00	.00	.00	.00	.00
COUNTY WIDE PLANNING & DEV FD Expenditure Total:		88,850	.00	.00	.00	.00	.00	.00
Net Total COUNTY WIDE PLANNING & DEV FD:		5,633	1,538	.00	.00	.00	.00	.00
AIRPORT FUND								
277-33-00000	INTERGOVERNMENTAL REVENUE	587,347	1,385,354	197,345	759,361	80,000	80,000	80,000
277-36-00000	MISCELLANEOUS REVENUE	53,462	37,168	56,405	46,929	47,049	47,049	47,049
277-37-00000	AIRPORT LAND LEASE REVENUES	40,170	59,678	63,261	50,620	57,300	57,300	60,000
277-38-00000	CONTRIBUTIONS & TRANSFERS	155,000	80,000	80,000	244,339	80,000	80,000	80,000
277-4460-000	AIRPORT DEPARTMENT	942,109	1,555,879	368,010	1,101,249	264,349	264,349	267,049
AIRPORT FUND Revenue Total:		835,979	1,562,200	397,012	1,101,249	264,349	264,349	267,049
AIRPORT FUND Expenditure Total:		942,109	1,555,879	368,010	1,101,249	264,349	264,349	267,049

Account Number	Account Title	2012	2013	2014	2014	2015	2015	2015
		Actual	Actual	Year-To-Date Actual	Adopted Budget	Requested Budget	Recommend Budget	Adopted Budget
Net Total AIRPORT FUND:		106,130-	6,322	29,002	.00	.00	.00	.00
CHILDREN'S JUSTICE CENTER								
290-33-00000	INTERGOVERNMENTAL REVENUE	160,320	167,336	91,651	182,068	176,335	176,335	176,335
290-36-00000	MISCELLANEOUS REVENUE	.00	11	.00	.00	.00	.00	.00
290-38-00000	CONTRIBUTIONS & TRANSFERS	.00	.00	.00	1,916	.00	.00	.00
290-4149-000	CHILDREN'S JUSTICE CENTER	162,772	167,540	146,130	183,984	182,565	176,335	176,335
CHILDREN'S JUSTICE CENTER Revenue Total:		160,320	167,347	91,651	183,984	176,335	176,335	176,335
CHILDREN'S JUSTICE CENTER Expenditure Total:		162,772	167,540	146,130	183,984	182,565	176,335	176,335
Net Total CHILDREN'S JUSTICE CENTER:		2,453-	192-	54,479-	.00	6,230-	.00	.00
AMBULANCE FUND								
295-36-00000	MISCELLANEOUS REVENUE	.00	.00	37	.00	.00	.00	.00
295-38-00000	CONTRIBUTIONS	584,488	584,356	449,238	597,488	605,000	605,000	605,000
295-4262-000	AMBULANCE DEPARTMENT	553,609	543,440	325,048	597,488	605,000	605,000	605,000
AMBULANCE FUND Revenue Total:		584,488	584,356	449,274	597,488	605,000	605,000	605,000
AMBULANCE FUND Expenditure Total:		553,609	543,440	325,048	597,488	605,000	605,000	605,000
Net Total AMBULANCE FUND:		30,879	40,916	124,226	.00	.00	.00	.00
DEBT SERVICE FUND								
310-36-00000	MISCELLANEOUS REVENUE	61	11	.00	.00	.00	.00	.00
310-38-00000	CONTRIBUTIONS & TRANSFERS	2,712,248	3,270,878	1,183,895	1,297,640	1,302,250	1,302,250	1,302,250
310-4723-000	BOND SERIES 2002, 2003, 2007	2,712,248	2,425,985	150,555	1,070,000	1,074,610	1,074,610	1,074,610
310-4724-000	FIRE ENGINE PURCHASES	.00	.00	113,894	113,895	113,895	113,895	113,895
310-4725-000	AWHC - LAND PURCHASE	.00	.00	113,744	113,745	113,745	113,745	113,745
DEBT SERVICE FUND Revenue Total:		2,712,309	3,270,889	1,183,895	1,297,640	1,302,250	1,302,250	1,302,250
DEBT SERVICE FUND Expenditure Total:		2,712,248	2,425,985	378,193	1,297,640	1,302,250	1,302,250	1,302,250
Net Total DEBT SERVICE FUND:		61	844,905	805,702	.00	.00	.00	.00
CAPITAL PROJECTS FUND								
390-33-00000	INTERGOVERNMENTAL REVENUE	266,711	5,739,648	2,735,549	3,380,122	.00	.00	.00
390-38-00000	CONTRIBUTIONS	150,000	17,000	.00	1,798,613	.00	.00	.00
390-4410-000	MILLVILLE FIRE (NRCS) PROJECT	.00	69,183	.00	.00	.00	.00	.00
4470-000	EWS RIVER RESTORATON PROJ	370,695	5,612,814	2,699,876	4,858,735	.00	.00	.00

Account Number	Account Title	2012	2013	2014	2014	2015	2015	2015
		Actual	Actual	Year-To-Date	Adopted	Requested	Recommend	Adopted
		Actual	Actual	Actual	Budget	Budget	Budget	Budget
390-4710-000	COUNTY STORAGE BUILDING	.00	.00	161,328	170,000	.00	.00	.00
390-4810-000	TRANSFERS	679,000	.00	.00	150,000	.00	.00	.00
390-4960-000	MISCELLANEOUS CAPITAL EQUIP	189,149	.00	.00	.00	.00	.00	.00
390-4985-000	SHERIFF COMPLEX EECBG	53,312	.00	.00	.00	.00	.00	.00
CAPITAL PROJECTS FUND Revenue Total:		416,711	5,756,648	2,735,549	5,178,735	.00	.00	.00
CAPITAL PROJECTS FUND Expenditure Total:		1,292,156	5,681,997	2,861,204	5,178,735	.00	.00	.00
Net Total CAPITAL PROJECTS FUND:		875,445-	74,650	125,655-	.00	.00	.00	.00
CAPITAL PROJECTS FUND-CANAL								
400-33-00000	INTERGOVERNMENTAL REVENUE	11,699,477	11,314,441	1,129,665	1,527,575	.00	.00	.00
400-38-00000	CONTRIBUTIONS & TRANSFERS	129,000	.00	.00	.00	.00	.00	.00
400-4115-000	NRCS -CANAL PROJ TECH ASSIST	11,828,477	11,314,441	1,054,118	1,527,575	.00	.00	.00
CAPITAL PROJECTS FUND-CANAL Revenue Total:		11,828,477	11,314,441	1,129,665	1,527,575	.00	.00	.00
CAPITAL PROJECTS FUND-CANAL Expenditure Total:		11,828,477	11,314,441	1,054,118	1,527,575	.00	.00	.00
Net Total CAPITAL PROJECTS FUND-CANAL:		.00	.00	75,548	.00	.00	.00	.00
CAPITAL PROJECTS - ROADS								
460-31-00000	TAXES	2,860,422	3,039,163	2,030,874	3,111,732	3,334,196	3,334,196	3,334,196
460-33-00000	INTERGOVERNMENTAL REVENUE	.00	1,274,747	.00	603,849	.00	.00	.00
460-38-00000	CONTRIBUTIONS & TRANSFERS	.00	.00	30,000	6,790,623	.00	.00	.00
460-4420-000	ROAD PROJECTS	1,060,261	5,704,425	4,042,482	10,506,204	3,334,196	3,334,196	3,334,196
CAPITAL PROJECTS - ROADS Revenue Total:		2,860,422	4,313,911	2,060,874	10,506,204	3,334,196	3,334,196	3,334,196
CAPITAL PROJECTS - ROADS Expenditure Total:		1,060,261	5,704,425	4,042,482	10,506,204	3,334,196	3,334,196	3,334,196
Net Total CAPITAL PROJECTS - ROADS:		1,800,161	1,390,514-	1,981,608-	.00	.00	.00	.00
Net Grand Totals:		919,418	1,624,351-	12,450,829-	.00	1,055,341-	228,981-	.00

RESOLUTION NO. 2014-24

CACHE COUNTY, UTAH

STORM WATER MANAGEMENT PLAN

THE ADOPTION OF THE CACHE COUNTY STORM WATER MANAGEMENT PLAN AS REQUIRED BY THE U.S. EPA AND THE STATE OF UTAH TO ADDRESS STORM WATER RUNOFF TO MUNICIPAL STORM SEWER SYSTEMS (MS4s) IN URBANIZED AREAS

WHEREAS, the U.S. Environmental Protection Agency (EPA) has established storm water management requirements under 40 C.F.R 122.32 (a)(1) State of Utah, for jurisdictions within urban areas, and;

WHEREAS, all or part of Cache County has been identified as an urbanized area according to the 2010 U.S. Census, and;

WHEREAS, the proposed Storm Water Management Plan has been reviewed by the Cache County Council, and;

WHEREAS, the Cache County Council has determined that it is necessary for the County to adopt the Storm Water Management Plan;

NOW, THEREFORE, BE IT RESOLVED that the Cache County Council hereby adopts the following resolution:

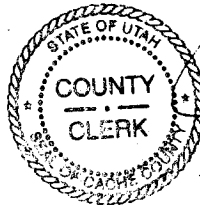
The Cache County Storm Water Management Plan
(On file in the Cache County Development Services Office or online at
<https://www.cachecounty.org/devserv/storm-water.html>)

APPROVED AND ADOPTED this 9th day of December, 2014.

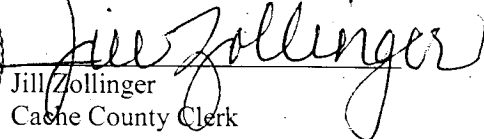
CACHE COUNTY COUNCIL



Val Potter, Chair
Cache County Council



ATTEST:



Jill Zollinger
Cache County Clerk

Disclaimer: This is provided for informational purposes only. The formatting of this resolution may vary from the official hard copy. In the case of any discrepancy between this resolution and the official hard copy, the official hard copy will prevail.

RESOLUTION NO. 2014-25

A RESOLUTION INCREASING THE BUDGET APPROPRIATIONS FOR CERTAIN COUNTY DEPARTMENTS.

The Cache County Council, in a duly convened meeting, pursuant to Sections 17-36-22 through 17-36-26, Utah Code Annotated, 1953 as amended, finds that certain adjustments to the Cache County budget for 2014 are reasonable and necessary; that the said budget has been reviewed by the County Finance Director 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 hereby made to the 2014 budget for Cache County:

See attached

Section 2.

Other than as specifically set forth above, all other matters set forth in the 2014 budget shall remain in full force and effect.

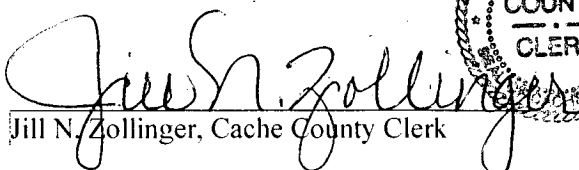
Section 3.

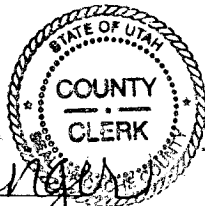
This resolution shall take effect immediately upon adoption and the County Finance Director and other county officials are authorized and directed to act accordingly.

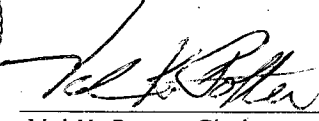
This resolution was duly adopted by the Cache County Council on the 9th day of December, 2014.

ATTESTED TO:

CACHE COUNTY COUNCIL


Jill N. Zollinger, Cache County Clerk




Val K. Potter, Chairman

BUDGET OPENING

Resolution: 2014-25

Hearing: December 9, 2014

6:00 PM

Department	Account	Title	Description	Adjustment
GENERAL FUND		Adopted Budget: \$23,542,460		Proposed Budget: \$23,556,093
Revenues				
	CHARGES FOR SERVICES	100-34-16000	AUDITOR FEES/FINANCE FEES	6,950
	CHARGES FOR SERVICES	100-34-19100	ATTORNEY FEES-OTHER REVENUES	6,683
				Total Revenue Adjustment: 13,633
Expenditures				
EXECUTIVE	100-4131-230	TRAVEL	UAC Travel for Treasuer Elect	(1,000)
FINANCE	100-4132-115	OVERTIME PAY	Reduced Temp Employees / Increased OT	2,000
FINANCE	100-4132-120	TEMPORARY EMPLOYEES	Reduced Temp Employees / Increased OT	(4,000)
FINANCE	100-4132-230	TRAVEL	Caselle Conference	1,000
FINANCE	100-4132-240	OFFICE SUPPLIES	Reallocate for Department Expenses	2,000
FINANCE	100-4132-250	EQUIPMENT SUPPLIES & MAINT	Reallocate for Department Expenses	(1,200)
FINANCE	100-4132-620	MISC SERVICES	Truth In Taxation Notices	200
TREASURER	100-4143-120	TEMPORARY EMPLOYEES	Increased Cost for Property Tax Notice	6,500
TREASURER	100-4143-230	TRAVEL	UAC Travel for Treasuer Elect	1,000
TREASURER	100-4143-230	TRAVEL	Increased Cost for Property Tax Notice	(1,300)
TREASURER	100-4143-250	EQUIPMENT SUPPLIES & MAINT	Toner Cartridges	100
TREASURER	100-4143-310	PROFESSIONAL & TECHNICAL	Increased Cost for Property Tax Notice	600
TREASURER	100-4143-610	MISC SUPPLIES	Increased Cost for Property Tax Notice	500
TREASURER	100-4143-620	MISC SERVICES	Increased Cost for Property Tax Notice	4,800
ATTORNEY	100-4145-115	OVERTIME PAY	Cover expense EOY	1,725
ATTORNEY	100-4145-130	EMPLOYEE BENEFITS	Position Transfers	(5,000)
ATTORNEY	100-4145-310	PROFESSIONAL & TECHNICAL	Expert Witness Fees	6,000
ATTORNEY	100-4145-311	SOFTWARE PACKAGES	Court Management Interface	10,000
VAWA - VICTIM SRVS	100-4149-130	EMPLOYEE BENEFITS	Position Transfers	5,000
NON-DEPARTMENTAL	100-4150-580	UNEMPLOYMENT COMPENSATION	Excess funds for other departments	(12,092)
ELECTIONS	100-4170-120	TEMPORARY EMPLOYEES	Election Workers	(5,000)
ELECTIONS	100-4170-200	MATERIAL SUPPLIES & SERVICES	Election Workers	25,000
ELECTIONS	100-4170-620	MISC SERVICES	Election Workers	(20,000)
CRIMINAL	100-4210-110	SALARY	Position Transfers	85,000
CRIMINAL	100-4210-115	OVERTIME PAY	Position Transfers	46,000
CRIMINAL	100-4210-120	TEMPORARY EMPLOYEES	Position Transfers	(3,000)
CRIMINAL	100-4210-130	EMPLOYEE BENEFITS	Position Transfers	21,000
CRIMINAL	100-4210-230	TRAVEL	Cover expense EOY	(3,000)
CRIMINAL	100-4210-250	EQUIPMENT SUPPLIES & MAINT	Cover expense EOY	(25,000)
CRIMINAL	100-4210-251	NON-CAPITALIZED EQUIPMENT	Cover expense EOY	(10,000)
CRIMINAL	100-4210-330	EDUCATION & TRAINING	Cover expense EOY	(5,000)
CRIMINAL	100-4210-740	CAPITALIZED EQUIPMENT	Body Worn Camera System (35)	7,001
SEARCH & RESCUE	100-4216-330	EDUCATION & TRAINING	Extreme Weather Gear	(16,400)
SEARCH & RESCUE	100-4216-740	CAPITALIZED EQUIPMENT	Extreme Weather Gear	16,400
SEARCH & RESCUE	100-4216-740	CAPITALIZED EQUIPMENT	Audio Visual Equipment	1,500
FIRE DEPARTMENT	100-4220-255	WILDLAND FIRE EQUIP & SUPPLIES	Replace Vehicle for Fire District	(3,000)
FIRE DEPARTMENT	100-4220-630	RANGE FIRE SUPPRESSION	Replace Vehicle for Fire District	(26,989)
FIRE DEPARTMENT	100-4220-740	CAPITALIZED EQUIPMENT	Replace Vehicle for Fire District	29,989
COUNTY JAIL	100-4230-110	SALARY	Position Transfers	(96,000)
COUNTY JAIL	100-4230-115	OVERTIME PAY	Position Transfers	5,000
COUNTY JAIL	100-4230-130	EMPLOYEE BENEFITS	Position Transfers	(33,200)
COUNTY JAIL	100-4230-250	EQUIPMENT SUPPLIES & MAINT	Maintenance	8,000

BUDGET OPENING

Resolution: 2014-25
 Hearing: December 9, 2014 6:00 PM

Department	Account	Title	Description	Adjustment
COUNTY JAIL	100-4230-251	NON-CAPITALIZED EQUIPMENT	Maintenance / Communications	(9,000)
COUNTY JAIL	100-4230-260	BUILDING & GROUNDS	Building maintenance	5,000
COUNTY JAIL	100-4230-280	COMMUNICATIONS	Communications	1,000
COUNTY JAIL	100-4230-381	MEALS	Position Transfers	(5,000)
COUNTY JAIL	100-4230-450	SPECIAL JAIL SUPPLIES	Body Worn Camera System (35) / Bldg Maint.	(12,001)
ANIMAL CONTROL	100-4253-110	SALARY	Position Transfers	11,000
ANIMAL CONTROL	100-4253-130	EMPLOYEE BENEFITS	Position Transfers	12,200
ANIMAL CONTROL	100-4253-290	GASOLINE	Position Transfers	(4,200)
EOC	100-4255-250	EQUIPMENT SUPPLIES & MAINT	Audio Visual Equipment - SAR	(1,500)
FAIRGROUNDS	100-4511-260	BUILDING & GROUNDS	Fuel Storage Facility	(4,000)
FAIRGROUNDS	100-4511-270	UTILITIES	Fuel Storage Facility	(7,000)
FAIRGROUNDS	100-4511-740	CAPITALIZED EQUIPMENT	Fuel Storage Facility	12,000
USU AG EXTENSION	100-4610-120	TEMPORARY EMPLOYEES	Additional Program Offerings	2,000
USU AG EXTENSION	100-4610-130	EMPLOYEE BENEFITS	Additional Program Offerings	200
USU AG EXTENSION	100-4610-234	TRAVEL-HORTICULTURAL AGENT	Additional Program Offerings	(1,000)
USU AG EXTENSION	100-4610-250	EQUIPMENT SUPPLIES & MAINT	Additional Program Offerings	(1,200)
FAIR	100-4620-110	SALARY	Allocate to actual cost	1,364
FAIR	100-4620-115	OVERTIME PAY	Allocate to actual cost	(2,800)
FAIR	100-4620-120	TEMPORARY EMPLOYEES	Allocate to actual cost	233
FAIR	100-4620-130	EMPLOYEE BENEFITS	Allocate to actual cost	1,167
FAIR	100-4620-221	ADVERTISING	Allocate to actual cost	(1,000)
FAIR	100-4620-250	EQUIPMENT SUPPLIES & MAINT	Allocate to actual cost	(962)
FAIR	100-4620-480	ENTERTAINMENT	Allocate to actual cost	688.00
FAIR	100-4620-620	SECURITY AND OTHER SERVICES	Allocate to actual cost	1,310
Total Expenditure Adjustment:				13,633

ASSESSING & COLLECTING FUND

Adopted Budget: \$3,563,051

Proposed Budget: \$3,563,051

Revenues

Total Revenue Adjustment:

-

Expenditures

ASSESSOR	150-4146-240	OFFICE EXPENSE	Increased Office Expense	5,000
ASSESSOR	150-4146-311	COMPUTER SOFTWARE PACKAGES	Increased Office Expense	(5,000)

Total Expenditure Adjustment:

-

MUNICIPAL SERVICES FUND

Adopted Budget: \$5,424,658

Proposed Budget: \$5,457,558

Revenues

MISCELLANEOUS	200-36-90000	SUNDRY REVENUE	Surplus Equipment Sales	27,900
CONTRIB./TRANSFERS	200-38-92000	APPROPRIATED SURPLUS-MSF	Survey Reviews	5,000

Total Revenue Adjustment:

32,900

Expenditures

ZONING	200-4180-320	PROF & TECH - SURVEY REVIEWS	Survey Reviews	5,000
--------	--------------	------------------------------	----------------	-------

BUDGET OPENING

Resolution: 2014-25
 Hearing: December 9, 2014 6:00 PM

Department	Account	Title	Description	Adjustment
CLASS - B ROADS	200-4415-230	TRAVEL & TRAINING	Truck Maintenance / Update Storage Room	(2,800)
CLASS - B ROADS	200-4415-240	OFFICE SUPPLIES & EXPENSE	Update Storage Room	1,000
CLASS - B ROADS	200-4415-250	EQUIPMENT SUPPLIES & MAINT	Truck Maintenance	13,800
CLASS - B ROADS	200-4415-251	NON-CAPITALIZED EQUIPMENT	New Trailer	1,200
CLASS - B ROADS	200-4415-254	FUEL	Additional Fuel Cost	18,000
CLASS - B ROADS	200-4415-310	PROF & TECH -ENGINEER. & ADMIN	Truck Maintenance	(5,500)
CLASS - B ROADS	200-4415-410	ROAD MAINTENANCE	Truck Maintenance	(5,500)
CLASS - B ROADS	200-4415-480	UNIFORM & SAFETY SUPPLIES	Rain Gear	650
CLASS - B ROADS	200-4415-510	INSURANCE	Truck Maintenance	(1,650)
CLASS - B ROADS	200-4415-720	BUILDINGS	Replace Overhead Doors	5,900
WEED ERADICATION	200-4450-120	TEMPORARY EMPLOYEES	Partial Payment for Side-by-Side with Sprayer	(7,072)
WEED ERADICATION	200-4450-251	NON CAPITALIZED EQUIPMENT	New Trailer	2,800
WEED ERADICATION	200-4450-740	CAPITALIZED EQUIPMENT	Partial Payment for Side-by-Side with Sprayer	7,072
Total Expenditure Adjustment:				32,900

CDRA FUND *Adopted Budget: \$0* *Proposed Budget: \$3,200*

Revenues				
CONTRIB./TRANSFERS	220-38-90000	APPROPRIATED SURPLUS	Legal Fees for Project Design	3,200
Total Revenue Adjustment:				3,200
Expenditures				
CDRA	220-4193-310	PROFESSIONAL & TECHNICAL	Legal Fees for Project Design	3,200
Total Expenditure Adjustment:				3,200

VISITORS BUREAU FUND *Adopted Budget: \$677,185* *Proposed Budget: \$677,185*

Revenues				
Total Revenue Adjustment:				-
Expenditures				
VISITOR'S BUREAU	230-4780-490	ADVERTISING & PROMOTIONS	Exterior Signage	(7,100)
VISITOR'S BUREAU	230-4780-740	CAPITALIZED EQUIPMENT	Exterior Signage	7,100
Total Expenditure Adjustment:				-

AIRPORT *Adopted Budget: \$1,101,249* *Proposed Budget: \$1,003,319*

Revenues				
GRANTS	277-33-44530	STATE GRANT - RUNWAY LIGHTS	Reverse Duplicate Budget	(43,000)
CONTRIB./TRANSFERS	277-38-20000	TRANSFER FROM GENERAL FUND	Reverse Duplicate Budget	(43,000)
CONTRIB./TRANSFERS	277-38-70000	APPROPRIATED FUND BALANCE	Reverse Duplicate Budget	(43,000)
CONTRIB./TRANSFERS	277-38-70000	APPROPRIATED FUND BALANCE	Parking Lot Improvements	31,070
Total Revenue Adjustment:				(97,930)

BUDGET OPENING

Resolution: 2014-25
Hearing: December 9, 2014 6:00 PM

<u>Department</u>	<u>Account</u>	<u>Title</u>	<u>Description</u>	<u>Adjustment</u>
Expenditures				
AIRPORT	277-4460-730	IMPROVEMENTS	Reverse Duplicate Budget	(129,000)
AIRPORT	277-4460-730	IMPROVEMENTS	Parking Lot Improvements	31,070
Total Expenditure Adjustment:				(97,930)

CAPITAL PROJECTS - ROADS

Adopted Budget: \$10,506,204

Proposed Budget: \$9,902,355

Revenues				
GRANTS	460-33-70100	LOCAL MATCH - LOGAN CITY	Reverse duplicate budget - local participation	(466,317)
GRANTS	460-33-70200	LOCAL MATCH - PROVIDENCE CITY	Reverse duplicate budget - local participation	(137,532)
Total Revenue Adjustment:				(603,849)
Expenditures				
ROAD CONSTR.	460-4420-760	NEW ROAD CONSTRUCTION	Reverse duplicate budget - local participation	(603,849)
Total Expenditure Adjustment:				(603,849)

**CACHE COUNTY
RESOLUTION 2014-26**

**A RESOLUTION AMENDING THE CACHE COUNTY CORPORATION
PERSONNEL POLICY AND PROCEDURE MANUAL
SECTION X: GRIEVANCES AND APPEALS
AND ADDING AN AMERICANS with DISABILITIES ACT (ADA) POLICY**

WHEREAS, the Cache County Council on November 25, 2014, in a regular meeting of which lawful notice had been given, considered amending Section X of the Cache County Corporation Personnel Policy and Procedure Manual which describes Rules and Regulations; and

WHEREAS, on November 25, 2014, the Cache County Council approved the proposed amendments to Section X of the Cache County Corporation Personnel Policy and Procedure Manual and the proposed addition of an Americans with Disabilities Act (ADA) Policy; and

WHEREAS, the Cache County Council finds that it is necessary, appropriate, and in the best interest of the County and its personnel that the Cache County Corporation Personnel Policy and Procedure Manual be amended;

NOW THEREFORE, BE IT RESOLVED that the County Council approves the adoption of the following resolution:

1. **Amendments:** The Cache County Corporation Personnel Policy and Procedure Manual is hereby amended as set forth in the attached Exhibit A and Exhibit B.
2. **Application:** The amendment to the Cache County Corporation Personnel Policy and Procedure Manual shall apply to all current and future county employees.
3. **Prior Resolution and Policies:** This Resolution and the amendments specified in Exhibit A and Exhibit B to the Cache County Corporation Personnel Policy and Procedure Manual supersede all previously adopted resolutions and policies to the extent that they are in conflict with the specified provisions of this Resolution and the attached Exhibit A and Exhibit B.
4. **Effective Date:** This Resolution shall be effective immediately upon its adoption.

Adopted by the County Council of Cache County, Utah, this 9th day of December, 2014.

CACHE COUNTY COUNCIL

By: _____

Val K. Potter, Chairman

ATTEST:

By: _____

Jill N. Zollinger, County Clerk

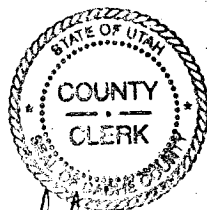


EXHIBIT A

SECTION X -- GRIEVANCES AND APPEALS

A. DEFINITION

A grievance is defined as any dispute or complaint arising between an employee and the County. A grievance includes but is not limited to acts of discrimination as defined in Title VII of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, or the Age Discrimination in Employment Act of 1967 (ADEA), which address race, color, religion, sex, national origin, political affiliation, disability or age.

B. POLICY

It is Cache County's policy to address employee's grievances promptly and fairly. The grievance and appeals procedure is available to non-probationary merit employees in the event of dismissal, demotion, suspension or transfer for any reason.

1. There may be circumstances in which an employee believes that he or she has been treated unfairly or when an employee feels dissatisfied with some aspect of his or her employment over which he or she has no control and for which he or she desires action. Employees who have grievances created by work situations have the right to submit such grievances for orderly disposition.
2. It is the policy of Cache County that the grievance and appeals policy and procedures set forth herein be used in conjunction with the performance improvement policy described in Section VII. Employees shall not be discriminated against, coerced, restrained, nor retaliated against in any way for using the grievance procedure as set forth herein.
3. *Timeframe for Resolution: To any and all timeframes noted within this section, Human Resources shall have the authority to grant extensions based on staff availability or other extenuating circumstances.*

C. STEPS FOR RESOLVING GRIEVANCES

1. **STEP 1: VERBAL TO DEPARTMENT HEAD**

- a. The employee should verbally communicate any complaint or grievance to the department head. The employee should clearly identify the problem and suggest possible solutions to the department head.
- b. All grievances shall be communicated within five (5) working days after the incident occurs or situation arises so that the grievance can be appropriately considered.
- c. After receipt of verbal communication of grievance, the department head shall respond within five (5) working days to the employee with a solution or other response.
- d. The employee, after having received a solution or an answer back from the department head, has ten (10) working days to appeal if not satisfied with the results.

2. **STEP 2: WRITTEN TO DEPARTMENT HEAD**

- a. If the grievance is not satisfactorily resolved with the verbal communication to the department head or within the time allowed for in **Step 1**, a written grievance on the county's Grievance Form (available from the Director of Human Resources) with a

clear, detailed statement of the grievance and supporting facts should be hand-carried to the department head and a copy to the Director of Human Resources.

- b. The department head and the Director of Human Resources have ten (10) working days to review and respond to the written grievance. The response to the employee from the department head and the Director of Human Resources shall be in written form.
- c. The employee, after having received a response to the written grievance from the department head and the Director of Human Resources, has ten (10) working days to appeal to the grievance committee chair with a copy to the Director of Human Resources if they are not satisfied with the results.

3. **STEP 3: APPEAL TO GRIEVANCE COMMITTEE**

If not satisfied with the written response of the department head and Director of Human Resources and the grievance remains unresolved or the department head and the Director of Human Resources failed to respond within the time allowed for in **Step 2**, an appeal to the grievance committee may be submitted by the employee.

- a. *All pertinent information (written, photo, video, audio, list of witnesses, witness statements, etc.) is to be provided to the Chair of the Grievance Committee at the time of the filing of the grievance. Documents not provided in a timely manner may not be considered by the Grievance Committee.*

D. THE GRIEVANCE COMMITTEE

The grievance committee shall consist of five members, recommended by the Director of Human Resources, appointed by the County Executive, and confirmed by the County Council. The committee shall consist of:

- One elected official or One Department Head within Cache County.
- Two merit employees in a supervisory capacity (e.g. Lieutenant, Sergeant, Foreman, etc.).
- Two other merit employees, who are not elected or appointed and not in a supervisory capacity.
- Alternate members for each category shall also be recommended, appointed and confirmed.

1. The Director of Human Resources or HR staff may not serve on the grievance committee. The County Attorney, or designee, will serve as legal counsel to the grievance committee and chair. If any member of the grievance committee has a direct conflict of interest with an appeal or is from the same department as the appealing employee, that member must so state after notification of a pending appeal and an alternate member shall be appointed to replace that member for the specific appeal only.

- a. If the employee believes that a conflict of interest exists with a member of the grievance committee, the employee may request that that member of the grievance committee be replaced by an alternate member. In that event, an alternate member shall be appointed for that appeal only. Under no circumstances shall more than one alternate member be required to be appointed to replace an original member of the grievance committee.

- b. The appeal shall include the signed written grievance on the county's Grievance

- Form with a clear statement of relevant facts and any applicable rules, policies, or laws, along with copies of any supporting documentation (written, photo, video, audio, list of witnesses, witness statements, etc.) and the employee's recommendations or request for a solution.
- c. *The grievance committee shall have ten (10) working days to meet and determine if a hearing should be held.*
 - i. If the grievance committee determines that a hearing is not justified, it will explain the decision and recommend a solution in writing to the employee and the department head. The recommendation of the grievance committee is final.
 - ii. If the grievance committee determines that a hearing is justified, it shall convene a hearing within ten (10) working days.
2. The procedure for the hearing before the grievance committee shall be as follows:
- a. At the hearing the employee or their representative shall establish the basis of the employee's grievance.
 - b. The department head will also review his or her findings with the grievance committee.
 - c. Parties to the grievance may call witnesses who shall be sworn in before testifying.
 - d. All information to be presented should be in writing and provided to the Grievance Committee before the hearing
 - e. The grievance committee may ask questions and gather relevant information as it deems appropriate.
 - f. Upon completion of the hearing, the grievance committee shall render a written decision to the employee and the department head within ten (10) working days of the conclusion of the hearing. The decision of the committee shall be final.
 - g. Only the grievance committee shall make a record of the hearing and its decision and may do so by using an audio recorder but no recording shall be made of the deliberations of the committee. *No other recordings of the proceedings will be allowed.* Grieving parties may make a written request of an official copy of the record or any recordings.
 - h. *Neither the hearing, the deliberations, nor other proceedings before the grievance committee constitute an open or public meeting and therefore shall be closed. All documents and associated support materials including, but not limited to, the grievance form, evidence, and committee decisions are to be classified as PRIVATE for purposes of the Government Records Access Management Act.*

E. TERMINATION AND TRANSFER APPEALS

In those cases where a non-probationary merit employee is discharged through involuntary termination, suspended, or transferred through demotion from one position to another with less remuneration for any reason, the non-probationary merit employee has the right to a hearing before the grievance committee in accordance with the following procedures.

1. Within ten (10) working days of the discharge, suspension, transfer or demotion, a non-probationary employee requesting an appeal hearing shall submit a written grievance on the county's Grievance Form (available from the Director of Human Resources) with a clear, detailed statement of the grievance and supporting facts. The Director of Human Resources shall then immediately forward the request and all supportive facts to the grievance committee.

- a. The employee's request for a hearing shall set forth the action being appealed and include a statement by the employee stating in detail the facts of the case, the reasons why the appeal is being taken and what remedial action the employee desires.
- b. Within ten (10) working days after receipt of the request for a hearing, the grievance committee shall meet and determine if a hearing is justified and if so, establish a hearing date and give written notice of the hearing to the employee not less than five (5) working days before the hearing.
 - i. The written notice should include:
 - The hearing date, time and location;
 - A statement that the employee shall be entitled to appear in person at the hearing to present evidence on their behalf and question witnesses and examine all evidence to be considered by the grievance committee, and that the employee may be represented by a person or legal counsel of the employee's choice and expense;
 - A statement to the effect that the committee will conduct the hearing informally and that:
 - The strict rules of evidence shall *not* apply;
 - That all witnesses will nevertheless be placed under oath by the Committee Chair;
 - That the grievance committee may request that the County Attorney act as counsel for the grievance committee;
 - That the aggrieved employee shall proceed first with the presentation of such facts and issues deemed relevant; and
 - That all witnesses shall be subject to cross-examination and questioning by the members of the grievance committee and the employee.
- c. The committee shall make a written report of its findings and decision. The report should contain the material facts brought out in the hearing upon which the committee bases its decision and a copy should be provided to the department head, Human Resources, and the employee within ten (10) working days from conclusion of the hearing.
- d. Only the grievance committee shall make a record of the hearing and its decision and may do so by using an audio recorder but no recording shall be made of the deliberations of the committee. *No other recordings of the proceedings will be allowed.* Grieving parties may make a written request of an official copy of any recordings.
- e. *Neither the hearing, the deliberations, nor other proceedings before the grievance committee constitute open and public meetings and therefore shall be closed.*
 - i. *All documents and associated support materials including, but not limited to, the grievance form, evidence, and committee decisions are to be classified as PRIVATE for purposes of the Government Records Access Management Act.*

F. GRIEVANCE PROCEDURE FOR HARASSMENT

All county employees are entitled to a work environment free from harassment based on

race, color, religion, age, sex, national origin, disability, status as a veteran, or any other protected status.

1. DEFINITIONS

a. "Sexual Harassment" is defined as follows: Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment.
- Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual.
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

b. "Harassment" includes but is not limited to:

- Epithets (e.g. nicknames, labels, etc.)
- Slurs,
- Derogatory comments or jokes,
- Intimidation,
- Negative stereotyping,
- Physical aggression such as pinching or patting,
- Verbal sexual abuse disguised as humor,
- Obscene gestures,
- Harassment may also include written or graphic material placed on walls, bulletin boards or elsewhere on the County's premises or circulated in the workplace that denigrates, shows hostility or aversion towards an individual or group.
- Threats,
- Assault,
- Verbal sexual abuse disguised as humor,
- Horseplay or bantering of a sexual or off-color nature,
- Any physical interference with an employee's normal work or movement, directed at individual employees, their relatives, friends or associates,
- Critical or negative remarks made about an employee's performance and not based on characteristics outlined above are not Harassment.

2. POLICY and PROCEDURE

It is the policy of Cache County that harassment of any person based on race, color, religion, age, sex, national origin, disability, status as a veteran, or any other protected status is strictly prohibited, whether directed at an employee, a vendor, or member of the public. County administrators and supervisory personnel are required to immediately report it so that it may be investigated and remedied with appropriate disciplinary action taken against any County employee who engages in harassment. The County encourages the prompt reporting of instances of harassment and will ensure that reporting employees' rights are protected. Confidentiality will, to the extent practical under the law and under the necessities of disciplinary action, be protected. Employees may bring good faith complaints without fear of retaliation.

a. Employees of the County who are the victim(s), or are otherwise aware of harassment by or against a county employee are encouraged to report such

harassment as soon as possible. Anyone who believes they have been discriminated against or harassed has a duty to come forth and report such incidents. Employees may, at their choice, make a report of harassment to any of the following:

- Any supervisor in the employee's chain of command
 - Any employee in Human Resources
 - The County Attorney or their designee
- b. An employee of the County who believes that he/she has been harassed as defined by the policy should:
- i. Report the incident(s) to his/her department head immediately; an initial report of harassment need not be in writing.
 - ii. Once an incident has been reported, the employee is to submit a signed, written description of the incident(s) to their immediate department head or supervisor within five (5) working days of the most recent incident. The signed written description shall include a clear statement of relevant facts and any applicable supporting documentation (written, photo, video, audio, witnesses, etc.)
 - iii. If the alleged offending party is the department head, functions assigned to the department head under these procedures shall transfer to the Director of Human Resources.
- c. The department head or supervisor shall send a copy of the written complaint and all applicable supporting documentation to the Director of Human Resources.
- d. *If, prior to filing a complaint under these procedures, the offended party seeks resolution of the matter in another form, whether administrative or judicial, the department head or Director of Human Resources shall have no obligation to proceed further with the matter pursuant to this grievance procedure.*
- e. The complainant has the responsibility of demonstrating that the accusation is valid. If the department head and the Director of Human Resources feel an investigation is warranted, they may contact the county attorney (or designee), to assist with an appropriate course of action to the complaint prior to conducting an investigation.
- f. All matters relating to the investigation shall be kept confidential.
- g. If the department head, HR, and the county attorney (or designee), determine further examination of the case is warranted, the department head and HR shall conduct an investigation to ascertain the pertinent facts and make a good faith effort to resolve the complaint through an informal process.
- i. The alleged offending employee should have the opportunity to respond to the charges prior to the implementation of any disciplinary action.
- h. In examining the evidence, the department head and HR shall consider all of the circumstances including, but not limited to, the nature of the harassing advances and the context in which the alleged incident(s) occurred.
- i. In the event that the department head and HR believes that the complaint is not supported by sufficient evidence, they may dismiss the complaint.
- a. The claimant employee may appeal the decision to dismiss the complaint to the grievance committee.
- j. The grievance committee will then review the complaint, supportive documentation, and the findings of the investigation and the rationale of the

- department head and HR as to why the complaint was dismissed.
- k. Upon concluding their review, if the grievance committee finds the department head and HR have acted prudently in their investigation, the decision to dismiss will stand.
 - l. If the grievance committee feels the department head and HR did not conduct a fair, thorough investigation, they may direct the department head and HR to seek additional information surrounding the accusations.
 - m. If, after preliminary investigation, the department head and HR determine the accusations to be valid, and if informal resolution has failed, the department head shall take immediate and appropriate disciplinary action as determined by the department head, the Director of Human Resources, and the county attorney (or designee).
 - n. Any retaliatory action of any kind by any employee against any other employee, as a result of this procedure, is prohibited and shall be regarded as a separate complaint under these procedures.
 - o. Any employee, who knowingly files a false complaint or knowingly misrepresents facts or evidence, shall be subject to disciplinary action.
 - p. *Neither the investigation findings, hearing, the deliberations, nor other proceedings before the grievance committee constitute open and public meetings and therefore shall be closed.*
 - i. *All documents and associated support materials including, but not limited to, the grievance form, evidence, and committee decisions are to be classified as PRIVATE for purposes of the Government Records Access Management Act.*

G. DISCIPLINARY ACTION

Harassment is an unlawful activity that violates County employment principles and policies, and such activity is prohibited as a form of discrimination under Title VII of the Civil Rights Act. Any employee who engages in such activity shall be subject to disciplinary action, which may include but is not limited to, disciplinary counseling, probation, suspension without pay, or termination of employment.

EXHIBIT B

Americans with Disabilities Act (ADA)

PURPOSE:

To define and provide procedures to:

- Ensure compliance with the Americans with Disabilities Act.
- Ensure that the employment and promotion system is free from discrimination based on disability.
- To address reasonable accommodation requests and make appropriate decisions regarding undue hardship in regard to public accommodations and telecommunications.

STATEMENTS OF POLICY:

The American's with Disabilities Act prohibits discrimination against disabled applicants and employees in hiring, discharge, promotions, compensation, training and other terms and conditions of employment.

The ADA requires an accommodation of an employee with a disability for purposes of employment, public accommodation, public service, unless the proposed accommodation would create an undue hardship on the employer. Cache County does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Individuals with disabilities are responsible for reporting and supplying documentation verifying their disability. Request for accommodations must be initiated through Human Resources (HR).

ADA DEFINITION OF DISABLED:

The ADA's protection applies primarily, but not exclusively, to "disabled" individuals. An individual is "disabled" if he or she meets at least one of the following tests:

1. He or she has a physical or mental impairment that substantially limits one or more of his/her major life activities;
2. He or she has a record of such an impairment
3. He or she is regarded as having such impairment.

Persons with disabilities in the County are encouraged to contact HR to obtain proper documents to apply for and identify suitable accommodations and services. Any questions, difficulties, or concerns should be referred to Human Resources.

POLICY & PROCEDURE DEFINITIONS:

Qualified Individual: An individual with a disability who, with or without reasonable accommodation, can perform the essential functions of the employment position held or sought.

Reasonable Accommodation: A change or adjustment to a job or work environment which does not impose an undue hardship or direct threat on an employer, or which permits a qualified applicant or employee with a disability to participate in the job application process, perform essential functions of the job, or enjoy benefits and privileges of employment equal to those enjoyed by employees without disabilities. Reasonable accommodation may include, but is not limited to:

- Making existing facilities readily accessible to and usable by person(s) with disabilities.
- Job restructuring, modifying work schedules, reassignment to a vacant position.

- Acquiring or modifying equipment or devices.
- Adjusting or modifying examinations, training materials, or policies.
- Providing qualified readers or interpreters.

Undue Hardship: Factors to be considered in determining whether an accommodation would impose an undue hardship on the county may include:

- The nature and cost of the requested accommodation.
- The impact on the resources and business operations of the county.
- The impact on other employees to perform their duties.

Direct Threat: A significant risk to the health or safety of the applicant or employee with a disability, or to others, which cannot be eliminated or reduced to an acceptable level by reasonable accommodation.

Essential Functions of the Job: Those duties and activities in the position description, which establish the major factors of the job, eliminating non-essential functions.

Major Life Activities: May include but not limited to walking, seeing, speaking, breathing, learning and working.

PROCEDURES:

An employee or applicant must:

1. Notify the Director of Human Resources that an accommodation is needed.
The employee must complete the county's *Employee Accommodation Request Form* along with the following information:
 - a. The county's *Accommodation Medical Certificate* completed by the employee's physician documenting the disability. The diagnosis must reflect the present level of functioning of the major life activity affected by the disability.
 - i. As required by federal law, this medical information will be kept confidential and will only be disclosed to department heads or supervisors and designated first aid and safety personnel on a "need to know" basis, and only to the extent necessary to serve that need.
 - b. Specifics of accommodation requested.
 - c. Duration of request.
2. Requests for an accommodation under the ADA shall be reviewed by the Director of Human Resources, the County Executive, and the County Attorney before a final determination of whether to provide or deny the request is made.
3. If the request is approved, HR will work directly with the employee and their department head to make every reasonable effort to provide an appropriate accommodation.
4. If an accommodation cannot be provided, HR shall meet with the employee and their department head to explain the county's decision and discuss possible alternatives.



Americans with Disability Act
Employee Accommodation Request Form

Employee Name: _____
(print name)

Department: _____

The Americans with Disabilities Act (ADA) requires that reasonable accommodations be provided to a qualified employee with disabilities. The law defines disabilities as physical or mental impairments that substantially limit one or more of a person's major life activities such as speaking, hearing, walking, seeing, reading, or writing.

INSTRUCTIONS: To qualify for accommodations, please submit this form along with current written supporting documentation (ADA Accommodation Medical Certification) from a qualified health professional which addresses the issues you list below. This completed form along with supporting documentation must be submitted to be considered for the ADA.

Please answer these questions to help determine disability and reasonable accommodation.

1. Please specify accommodation being requested under the Americans with Disabilities Act of 1990.

2. Identify your specific physical or mental disability that requires the above accommodation(s).

Signature of Employee: _____

Date: _____
(mm / dd / yyyy)

ADA

Accommodation Medical Certification

Dear Physician,

A request for a reasonable accommodation has been made by our employee, _____ . In order to assist with the interactive process, we are requesting you provide feedback to the following questions based on your medical expertise.

Background

An employee has a disability if he or she has an impairment that substantially limits one or more major life activities or a record of such an impairment.

The ADA provides examples of "major life activities," including "caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, working, and the operation of a major bodily function, such as functions of the immune system, normal cell growth and digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine and reproductive functions."

Please answer these questions to help determine disability and reasonable accommodation.

1. Please review the attached job description. (If no job description is attached, please discuss the position with the employee to determine essential job duties.) Is the employee able to perform the essential job functions of this position with or without reasonable accommodation?

Yes If *yes*, please continue to next question.

No If *no*, how long do you anticipate the employee will be unable to perform these job duties?

_____ # of weeks _____ # of months _____ permanently

2. Does the employee have a physical or mental impairment?

Yes If *yes*, what is the impairment? _____

No

3. If the employee has a physical or mental impairment, what limitation(s) is interfering with job performance, and how does it interfere with the employee's ability to perform the job function(s)?

4. What adjustments to the work environment or position responsibilities might you suggest to enable the employee to perform the essential functions of that position?

5. The employee's typical schedule is _____
What, if any, adjustment(s) need to be made to the employee's work schedule to enable the employee to perform the essential functions of that position?

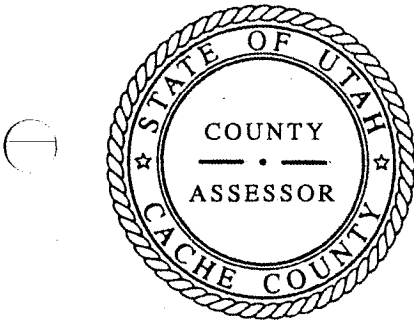
6. How would your suggestions improve the employee's job performance?

7. How long will the employee need the reasonable accommodation? If unable to provide date, when will he or she be medically reevaluated?

8. Any additional comments or suggestions:

Signature of physician
completing form: _____

Date: _____



CACHE COUNTY

Office of the County Assessor

179 NORTH MAIN • LOGAN, UTAH 84321

(435) 755-1590 • Fax (435) 755-1989

KATHLEEN C. HOWELL

December 1, 2014

It has come to our attention there are some unpaid taxes owing on the Personal Property accounts. All attempts to collect these taxes have been unsuccessful. Please review and consider a cancellation of tax for the following businesses.

These 3 Businesses have closed, left no forwarding information and have not renewed their business license with Logan city.

Parson & West PC Taxes \$32.01 Int. \$1.98 Penalty \$25.00
Total \$58.99

PHD Acoustics & Drywall Taxes \$166.52 Int. \$5.15 Penalty
\$25.00 Total \$196.67

Onyx Nail Spa Taxes \$37.50 Int. \$ 2.34 Penalty \$25.00
Total \$64.84

Thank you for your time and consideration in this matter.

Sincerely,

Kathleen C. Howell
Cache County Assessor