



PUBLIC NOTICE is hereby given that the County Council of Cache County, Utah will hold a **COUNCIL MEETING** at **5:00 p.m.** in the **Cache County Historic Courthouse Council Chambers**, 199 North Main Street, Logan, Utah 84321, **TUESDAY, NOVEMBER 23, 2021.**

Council meetings are live streamed on the Cache County YouTube channel at:
<https://www.youtube.com/channel/UCa4xvEI8bnIEz3B9zw2teaA>

AGENDA

COUNCIL MEETING

- 5:00 p.m.**
1. **CALL TO ORDER**
 2. **OPENING** – Councilman David Erickson
 3. **REVIEW AND APPROVAL OF AGENDA**
 4. **REVIEW AND APPROVAL OF MINUTES** (November 9, 2021)
 5. **REPORT OF COUNTY EXECUTIVE**
 - a. **Appointments:**
 - b. **Financial Reports:** October 2021 Financial Statements
 - c. **Other Items:**
 6. **ITEMS OF SPECIAL INTEREST**
 7. **DEPARTMENT OR COMMITTEE REPORTS**
 - a. Economic Development Grant Application Update – Shawn Milne, County Economic Development Director
 8. **BOARD OF EQUALIZATION MATTERS**
- 6:00 p.m.**
9. **PUBLIC HEARINGS**
 - a. **Set Public Hearing for December 7, 2021 at 5:30 p.m. - Ordinance 2021-24 2600 West Rezone**
A request to rezone 7.34 acres of a 41.8-acre property from the Agricultural (A10) Zone to the Industrial (I) Zone located approximately 2600 West Highway 30, near Logan
 - b. **Set Public Hearing for December 14, 2021 at 5:30 p.m. - Resolution 2021-28**
A resolution authorizing conveyance of real property
 - c. **Public Hearing - Resolution 2021-25**
A resolution adopting the 2022 Cache County Budget
 - d. **Public Hearing - Resolution 2021-27**
Amending the 2021 Cache County Budget
 10. **PENDING ACTION**
 - a. **Ordinance 2021-22** An Ordinance adopting the Cache County Consolidated Fee Schedule
 - b. **Resolution 2021-25** A resolution adopting the 2022 Cache County Budget
 11. **INITIAL PROPOSALS FOR CONSIDERATION OF ACTION**
 - a. **Resolution 2021-27** A resolution amending the 2021 Cache County Budget
 - b. **Resolution 2021-29** A resolution amending the Cache County Corporation Personnel Policy and Procedure Manual regarding Donating Personal Leave Time
 - c. Property Tax Relief Request

12. **OTHER BUSINESS**

- a. County Employees Christmas Dinner December 1, 2021 at 6:00 p.m. – Cache County Event Center

13. **COUNCIL MEMBER REPORTS**

14. **EXECUTIVE SESSION** - Utah Code 52-4-205(1)(e) – Discussion of the sale of real property

15. **ADJOURN**

A handwritten signature in black ink, reading "Gina H. Worthen", written over a horizontal line.

Gina H. Worthen, Chair

DRAFT MINUTES

CACHE COUNTY COUNCIL

November 9, 2021 at 5:00 p.m. - Cache County Chamber at 199 North Main, Logan, Utah.

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

- MEMBERS PRESENT:** Chair Gina H. Worthen; Vice Chair Barbara Tidwell; Councilmembers: Karl B. Ward, Paul R. Borup, Gordon A. Zilles, Nolan Gunnell, David L. Erickson
- STAFF EXCUSED:** Chief Deputy County Executive Bryce Mumford
- STAFF PRESENT:** County Executive David Zook, County Attorney John Luthy, HR Director Amy Adams, Fire Chief Rod Hammer, IT Director Bart Nelson, Executive Admin Janeen Allen, Development Services Director Chris Harrild, Deputy Clerk Bryson Behm
- OTHER ATTENDANCE:** Mark Seymour

Council Workshop (Cache County Budget)

1. **Call to Order 4:00p.m.** – Gina H. Worthen
2. **Intermountain Healthcare Gift to the Community** – Logan Regional Hospital Administrator Brandon McBride reported on the hospital contribution to the community as well as the future expansion and renovation for the hospital out-patient facilities
3. **Adjourn** – Approximately at 4:30pm

Council Meeting

1. **Call to Order 5:00p.m.** – Chair Gina Worthen [00:00](#)
2. **Opening Remarks and Pledge of Allegiance** –Councilman Nolan Gunnell [00:14](#)
3. **Review and Approval of Agenda APPROVED [01:26](#)**

Action: Motion made by Councilmember Erickson to approve the agenda; Seconded by Councilmember Ward

Motion passes.

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

Nay: 0
4. **Review and Approval of Minutes APPROVED [01:44](#)**

Action: Motion made by Councilmember Ward to approve the minutes from October 26th; Seconded by Councilmember Tidwell.

Motion passes.

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

Nay: 0
5. **Report of the County Executive [02:05](#)**
 - a. Appointment of Dallin Burt and Drake Balls to Sheriff Deputy **APPROVED**

Action: Motion made by Councilmember Erickson to approve the two appointments; Seconded by Councilmember Gunnell.

Motion passes.

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

Nay: 0
 - b. Warrant Register

6. Items of Special Interest

7. Department or Committee Reports

a. Fire District [03:52](#)

Discussion: Fire Chief Rod Hammer reported on what the Fire District's goals were for the upcoming year and gave a brief report on what happened around the county this previous year.

b. Recorder [18:25](#)

Discussion: County Recorder Devron Anderson could not make it to the meeting to report but submitted a detailed letter for council to review.

8. Board of Equalization Matters

9. Public Hearings

a/b. Set Public Hearing for Resolution 2021-25 and 2021-27 Adopting the 2022 Cache County Budget and Amending the County Budget [52:03](#)

Action: Motion made by Councilmember Ward to set a hearing on Nov 9 at 6:00pm; Seconded by Councilmember Erickson.

Motion passes.

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

c. Public Hearing for Resolution 2021-25 – A resolution adopting the 2022 Cache County Budget [53:05](#)

Discussion: County Assessor Kathleen Howell wrote a letter of explanation to council on why the amount of the taxes was higher, but the rate stayed the same. Mark Seymour expressed his thoughts on the property taxes and expressed his concern of paying more this year than he did last year.

Action: Motion made by Councilmember Ward to close the public hearing; Seconded by Councilmember Erickson.

Motion passes.

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

10. Pending Action ATTACHMENT 1

a. Ordinance 2021-22 An Ordinance adopting the Cache County Consolidated Fee Schedule POSTPONED FOR 11/23 [22:44](#)

Discussion: With absence of Bryce Mumford council agreed to postpone consideration until 11/23 meeting.

Action: No action was made

11. Initial Proposals for Consideration of Action

a. Resolution 2021-25 – A Resolution Adopting the County Budget POSTPONED FOR 11/23 [1:11:26](#) ATTACHMENT 2

Discussion: Cameron Jenson reported on changes to the proposed budget and addressed questions from council regarding the "compensation reserve" budget item.

Action: No Action made

b. Resolution 2021-26 - A resolution authorizing Shawn Milne and David Zook to receive compensation for service on the Board of Directors of the Utah Local Government Lands Trust APPROVED [24:06](#) ATTACHMENT 3

Discussion:

Action: Motion made by Councilmember Ward to waive the rules and approve Resolution 2021-26; Seconded Councilmember Tidwell

Motion passes.

Aye: 7 Gina H. Worthen, Karl B Ward, Paul R. Borup, Gordon A. Zilles, Barbara Tidwell, Nolan Gunnell, David Erickson
Nay: 0

c. Discussion regarding the Creation of Committee for County Building Needs [25:27](#)

Discussion: Chair Worthen expressed interest in creating a committee to establish a county building renovation plan that includes a color code to keep county offices more cohesive. Councilmembers Ward and Tidwell expressed that this should be something that the executive's office should handle and expressed creating a committee can lead to too much bureaucracy.

- d. **Approval of the 2022 Cache County Council Meeting Schedule and County Office Holiday Schedule APPROVED [47:41](#)**
Discussion: ATTACHMENT 4
Motion passes.
Action: Motion made by Councilmember Ward to approve; Seconded by Councilmember Tidwell
Motion passes.
Aye: 7 Gina H Worthen, Karl B. Ward, Paul R. Borup, Gordon A. Zilles, Barbara Tidwell, Nolan Gunnell, David Erickson
Nay: 0

12. Other Business [48:51](#)

- a. UAC Annual Conference

13. Councilmember Reports

David Erickson – No Report

Gordon Zilles – Expressed appreciation for Executive Zook and his leadership. [50:21](#)

Karl Ward – Report on the Bear River Homeless Council Meeting where Exec. Zook was appointed Chair. [49:32](#)

Barbara Tidwell – Council holiday party will be after Christmas.

Paul Borup – No Report

Nolan Gunnell – No Report

Gina Worthen – No Report

14. Executive Session Utah Code 52-4-205(1)(c) – Discussion of pending or reasonably imminent litigation [1:49:17](#)

Action: Motion made by Councilmember Tidwell to enter Executive Session; Seconded by Councilmember Ward

Motion passes.

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

Nay: 0

Action: Motion made by Councilmember Ward to exit Executive Session; Seconded Councilmember Borup.

Motion passes.

Aye: 6 Gina H. Worthen, Karl B. Ward, Paul R. Borup, Barbara Tidwell, Nolan Gunnell, David Erickson

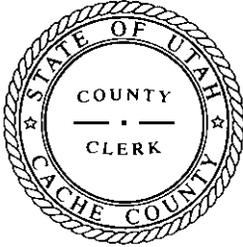
Nay: 0

Absent: 1 Gordan A. Zilles

15. Adjourn Approximately 7:30PM

ATTEST: Jess W. Bradfield
County Clerk/Auditor

APPROVAL: Gina. H. Worthen
Chair



**CACHE COUNTY COUNCIL MEETING
NOVEMBER 9, 2021**

ATTACHMENT 1



CACHE COUNTY ORDINANCE 2021 - 22

AN ORDINANCE ADOPTING THE CACHE COUNTY CONSOLIDATED FEE SCHEDULE

WHEREAS, Utah Code Ann. § 17-53-211 requires the County Council to adopt an ordinance establishing fees for services provided by certain County officers; and

WHEREAS, the County Council believes it is appropriate to adopt and include within the County Code a listing of fees and charges imposed by the County to provide notice of those fees and charges to County residents; and

WHEREAS, the County provides services to County residents and desires to establish a Consolidated Fee Schedule that includes the fees charged by the following County Offices: the Clerk/Auditor's Office, the Development Services Office, the Events Center and Fairgrounds, the Fire District and EMS, the Library, the Recorder's Office, the Treasurer's Office, and the Sheriff's Office; and

WHEREAS, after considering the facts presented to it, the County Council believes this action reasonably furthers the health, safety, and general welfare of the citizens of Cache County;

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

SECTION 1:

The following sections of the Cache County Code are amended to read as set forth in Exhibit A: 2.64.100, 2.70.040, 3.84.090, 5.04.040, 5.04.060, 5.08.040, 5.08.080, 5.08.090, 5.20.050, 5.20.070, 5.20.150, 6.08.010, 8.04.010, 8.40.040, 15.04.040, 15.12.010, 16.03.030, 17.14.110, and 17.20.040.

SECTION 2:

The Consolidated Fee Schedule attached hereto as Exhibit B is adopted and is to be included in the Cache County Code immediately following Title 17, as indicated in Exhibit B. This Consolidated Fee Schedule supersedes all prior fee schedules that set forth fees for the services identified in this Consolidated Fee Schedule.

SECTION 3:

This ordinance takes effect on November 1, 2021.

**PASSED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH, THIS 12th
DAY OF OCTOBER 2021.**



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

CACHE COUNTY COUNCIL

By:

Gina Worthen, Chair

ATTEST:

By: _____
Jess W. Bradfield, County Clerk

Exhibit A

2.64.100: FEES:

A. Fees for copies of records and services shall be charged on a reasonable basis to reimburse the county for the actual costs of duplication and compilation of a record in a form other than that regularly maintained by the county. No fees shall be charged to inspect public records.

B. Fee amounts specified by statute shall be imposed and collected by the responsible department. The responsible department may waive charges if the department head determines that:

1. Releasing the record primarily benefits the public rather than an individual person;
2. The individual requesting the record is the subject of the record; or
3. The requester's rights are directly implicated by the information in the record and the requester is impecunious.

C. The county shall charge a fee equivalent to the cost of services provided to an individual and any public or private agency for those individual's or agency's sole or personal use. Services or information provided to any individual or any agency for resale shall be charged at the fair market value of such services or information; provided, that such fee shall be never less than the full cost incurred by the county in the provision of such information or services.

D. The county records committee, in cooperation with the county records manager, shall review the full cost of providing records services at least annually and make recommendations to the county council.

E. The county council shall approve all fee schedules for use by all county departments.

F. Fee schedules shall be uniform throughout the county.

G. If a request for a record requires extraordinary services, the requester shall be given an estimate of approximate costs before such extraordinary costs are accrued.

H. Payment of fees shall be required at the time records are made and delivered to the requesting party, except that if fees are anticipated to exceed fifty dollars (\$50.00), the department from which the record is requested may require payment in advance in full or in part.

I. Fees shall be enumerated in the Consolidated Fee Schedule approved by the County Council.

2.70.040: PROPOSAL AND APPROVAL OF AGRICULTURE PROTECTION AREA:

A. Filing Procedure: Any owner or owners of land in agricultural production may file a proposal for creation of an agriculture protection area with the county executive by completing forms approved by the county executive and filing the forms in the office of the county executive. The county executive or other person(s) designated by the county executive to receive and process proposals shall accept and process such forms only if they are properly completed and accompanied by the filing fee as provided in this section. The proposal shall contain the following information:

1. The land in agricultural production that the proposal sponsors wish to become part of an agriculture protection area;

2. Any limits on the type of agriculture production to be allowed within the agriculture protection area; and

3. For each parcel of land:

a. The owners of the land contained within the parcel;

b. The tax parcel number or account number of each parcel; and

c. The number or account number of acres as listed on the parcel tax records.

B. Notice Requirements: The county executive shall provide notice of the proposal for an agriculture protection area as required by title 17, chapter 41, Utah Code Annotated, 1953, as amended.

C. Review Of Proposal:

1. After fifteen (15) days from the date of the notice, the county executive shall refer the proposal, and any proposed modifications and objections to the proposal, to the advisory board and planning commission for their review, comment and recommendations.

2. Within forty five (45) days after receipt of the proposal, the advisory board and planning commission shall each submit a report to the Cache County council relative to their review, comments and recommendations as provided in title 17, chapter 41, Utah Code Annotated, 1953, as amended.

3. After receipt of the reports from the advisory board and planning commission, or after forty five (45) days have expired, whichever is earlier, the Cache County council shall schedule a public hearing and provide notice of the same, conduct a public hearing, and act on the same as required by title 17, chapter 41, Utah Code Annotated, 1953, as amended.

D. Minimum Size For Agriculture Protection Area: At least five (5) continuous acres within Cache County must be included in each agriculture protection area.

E. Fees For Accepting And Processing Agriculture Protection Area Proposals: Any person or persons filing a proposal to create an agriculture protection area pursuant to title 17, chapter 41, Utah Code Annotated, 1953, as amended, shall pay a fee at the time of filing. See Consolidated Fee Schedule for fee amount. This fee includes all costs associated with processing agriculture protection area proposals.

F. Adding Land To An Agriculture Protection Area:

1. Any owner of land may add land to an existing agriculture protection area by:

a. Filing a proposal with the county executive; and

b. Obtaining approval of the Cache County council for the addition of the land to the area.

2. The Cache County council shall comply with the provisions for creating an agriculture protection area in determining whether or not to accept the proposal.

G. Removing Land From An Agriculture Protection Area:

1. Any owner may remove land from an agriculture protection area by filing a petition for removal of the land from the agriculture protection area with the county executive.

2. The Cache County council shall:

a. Grant the petition for removal of land from an agriculture protection area even if removal of the land would result in an agriculture protection area of less than the number of acres established by the Cache County council as the minimum under this section; and

b. In order to give constructive notice of the removal to all persons who have acquired or who may acquire an interest in land in or adjacent to the agriculture protection area and the land removed from the agriculture protection area, file a legal description of the revised agriculture protection area with the Cache County recorder and the planning commission.

3. The remaining land in the agriculture protection area is still an agriculture protection area.

4. When a municipality annexes any land that is part of an agriculture protection area, the Cache County council shall, within thirty (30) days after the land is annexed, review the feasibility of that land remaining in the agriculture protection area according to the procedures and requirements of title 17, chapter 41, Utah Code Annotated, 1953, as amended. If appropriate, the Cache County council shall remove the annexed land from the agriculture protection area.

H. Review Of Agriculture Protection Area:

1. The county council shall review any agriculture protection area created under the authorization of this chapter in the twentieth calendar year after it is created.

2. In the twentieth calendar year, the Cache County council shall:

a. Request the planning commission and advisory board to submit recommendations about whether the agriculture protection area should be continued, modified, or terminated;

b. At least one hundred twenty (120) days before the end of the calendar year hold a public hearing to discuss whether the agriculture protection area should be continued, modified, or terminated;

c. Give notice of the hearing using the same procedures for any notice employed to establish an agriculture protection area; and

d. After the public hearing, continue, modify, or terminate the agriculture protection area.

3. If the Cache County council modifies or terminates the agriculture protection area, it shall file an executed document containing the legal description of the agriculture protection area with the Cache County recorder.

4. If the Cache County council does not affirmatively continue, modify, or terminate the agriculture protection area in the twentieth calendar year, the agriculture protection area is considered to be reauthorized for another twenty (20) years.

3.84.090: PROCEDURES FOR RECORDING TAX DEEDS:

A. Upon payment, the county treasurer will issue a temporary receipt. Within sixty (60) days of the date of the sale and after approval of all sales by the county council and after recordation, the county auditor will mail the tax deed to the name and address listed on the bid sheet and bidder registration form. Deeds issued by the county auditor shall recite the following:

1. The total amount of all the delinquent taxes, penalties, interest and administrative costs which were paid for the execution and delivery of the deed;

2. The year for which the property was assessed, the year the property became delinquent, and the year the property was subject to tax sale;

3. A full description of the property; and

4. The name of the grantee.

B. When the deed is executed and delivered by the county auditor, it shall be prima facie evidence of the regularity of all proceedings subsequent to the date the taxes initially became delinquent and of the conveyance of the property to the grantee in fee simple.

C. The deed issued by the county auditor under this section shall be recorded by the county recorder.

D. The fee for the recording shall be included in the administrative costs of the sale. See Consolidated Fee Schedule for fee amount.

5.04.040: FEES:

Fees shall be assessed for the issuance or renewal of any business license, including late fees. See Consolidated Fee Schedule for fee amount.

5.04.060: PAYMENT DATE:

A. All license fees shall be due and payable on or before February 1 of each and every year for which the license is issued or renewed.

B. If any license fee is not paid before its due date, a late fee may be added to the original fee, in accordance with the Consolidated Fee Schedule adopted by the County Council, and no license shall be issued until all fees and late fees have been paid in full. See Consolidated Fee Schedule for fee amounts.

5.08.040: APPLICATION FOR CONSENTS TO STATE RESTAURANT LIQUOR LICENSES:

A. Applications for consents to state restaurant liquor license shall be verified and filed in duplicate with the county clerk. The applicant shall provide all information required on the application form provided by the county clerk. The county clerk shall submit a copy of the application to the county executive.

B. The information to be provided by the applicant shall include, but not be limited to, the applicant's full name, and if the applicant is a partnership or a corporation, then in addition, the names and addresses of all partners, managers, officers, directors or stockholders, and such other information as may be required by the county.

C. Each applicant must be over the age of twenty one (21) years, a citizen of the United States and the state of Utah, of good moral character, and a fit and proper person to be granted a consent to a state restaurant liquor license. In the event that the applicant is a partnership or a corporation, the partnership or corporation must be duly registered to do business in the state of Utah, possess a business license from Cache County, and be a fit and proper entity to be granted a consent to a state restaurant liquor license.

D. Each applicant must provide a copy of the applicant's current business license and a copy of the application submitted for a state restaurant liquor license to the state of Utah.

E. No consent shall be granted to an applicant who has been convicted of a felony under federal or state law; convicted of any violation of federal or state law or local ordinance concerning the sale, manufacture, distribution, warehousing, adulteration or transportation of alcoholic beverages; nor convicted of any crime involving moral turpitude. If the applicant is a partnership or corporation, no consent shall be granted to the applicant if any partner, managing agent, officer, director or stockholder holding at least twenty percent (20%) of the stock or interest in the applicant partnership or corporation has been convicted of any such offense.

F. In the event that any such conviction occurs during the term of the license, the county shall have the authority to immediately withdraw its consent.

G. No consent shall be issued unless and until the Cache County sheriff's office has made a diligent check of the applicable records and provides a copy of the criminal record, if any, of the applicant to the county clerk.

H. No consent shall be issued unless and until the applicant provides written approval from the Utah department of transportation, if access to the proposed premises is to and from a state highway; or from the Cache County road department, if access is to and from a county road, approving the access for the proposed use.

I. No consent shall be issued until the applicant has first procured from the county health department a permit certifying that the premises is in sanitary condition and the equipment used complies with all health regulations of the state of Utah and Cache County.

J. The applicant must provide written confirmation from the development services department that the premises for which the license is sought is within a zone permitting the establishment of a state restaurant liquor outlet.

K. Upon the receipt by the county clerk of the completed application form, copies of the applicant's current business license and application for state restaurant liquor license, the report of the sheriff's office, written approval from the Utah department of transportation or Cache County road department and written confirmation from the development services department as to the zone of the premises, and a permit from the county health department, then the county clerk shall submit those materials and any other attachments or documents necessary and pertinent to the application to the county council. No application shall be forwarded by the county clerk to the county council unless and until the application fee has been paid. See Consolidated Fee Schedule for fee amount.

L. The county council, upon receipt of the application and accompanying materials from the county clerk, shall place the matter on its agenda for consideration.

M. The granting of a consent to a state restaurant liquor license is deemed a policy decision and therefor shall be under the authority and responsibility of the county council. All consents must be approved by the county council.

5.08.050: PROCEDURES:

A. In granting any consent, the county council shall give consideration to the locality upon which the proposed resort restaurant is to be operated in its proximity to any existing similar establishments possessing similar licenses, its proximity to any school, church,

library, public park, playground or wilderness, public recreation or recreational area, or residential area; and to the potential impact of the granting of such license and the use of the premises as a state restaurant liquor outlet upon traffic and highway safety and the surrounding area.

B. No consent shall be granted to the applicant until he shows that he has filed with the county clerk a bond payable to Cache County in the amount of ten thousand dollars (\$10,000.00). The bond shall be in a form approved by the county attorney and shall be conditioned upon the applicant's faithful compliance with this chapter and the rules and regulations established by the county. If the bond is cancelled due to the applicant's negligence, the county may assess a reinstatement fee. See Consolidated Fee Schedule for fee amount. No part of any cash or corporate bond so posted may be withdrawn during the period that the consent is in effect or while revocation proceedings are pending against the applicant. The bond filed may be forfeited if the consent is revoked.

C. No consent shall be issued until the applicant has first procured from the county health department a permit certifying that the premises are in sanitary condition and the equipment used complies with all health regulations of the state of Utah and Cache County.

D. Each application shall be accompanied by a cashier's check payable to Cache County, as and for a nonrefundable application fee which shall be deemed to cover county expenses in the application process. See Consolidated Fee Schedule for fee.

5.08.080: ANNUAL FEES:

There shall be an annual fee for a consent to a state restaurant liquor license, in addition to the application fee, which shall be payable on or before October 31 of each year. See Consolidated Fee Schedule for amount of fee.

5.08.090: TRANSFERS:

Consents issued by the county may be transferred from one premises to another or from the applicant to any successor or assign only upon the specific written consent of the county council. Any proposed transferee or new premises must meet all the qualifications of the original licensee and premises, including the payment of a nonrefundable application fee. See Consolidated Fee Schedule for amount of fee.

6.08.010: LICENSING OF DOGS:

A. It shall be unlawful for any person or other entity to own, keep, maintain or have permanent or temporary custody of a dog within the limits of Cache County, exclusive of the incorporated areas, without obtaining and possessing a current license or certificate of registration of the dog.

B. There shall be an annual license fee. See Consolidated Fee Schedule for amount of fee.

C. Dogs are required to be licensed at the age of six (6) months.

D. It shall be unlawful for any person or other entity to own, keep, maintain, or have permanent or temporary custody of a dog within the limits of Cache County, exclusive of the incorporated areas, without having affixed to the dog a collar, which shall be worn at all times by the dog, with a current metallic license tag attached to said collar.

E. No dog license shall be transferable to another dog.

F. Replacement tags may be issued by the county clerk or animal control officer upon presentation of the receipt showing payment of the license fee and the payment for such replacement.

G. It shall be unlawful for any person to remove a license tag from a dog not owned, kept, maintained, or in the temporary or permanent custody of that person.

8.40.040: APPLICATION PROCEDURE, DEADLINES, SUBMITTAL REQUIREMENTS, AND FEES:

A. Application Submittal: Each applicant for a special event permit must submit a special event application and fee to the Cache County Development Services Department for review. The application form must reflect the requirements of this code. See Consolidated Fee Schedule for amount of fee.

1. Special event applications can be submitted no earlier than six (6) months prior to the date of the event.

2. Applications must be submitted at least forty five (45) calendar days in advance of the special event.

3. Applications submitted fewer than forty five (45) calendar days in advance of the special event will not be accepted, unless the following criteria are all met:

- a. The special event applicant is a first-time applicant;
- b. The director or designee determines there is still adequate time to review the application; and
- c. Double application fees are paid to defray the increased costs of expediting the application.

B. Submittal Requirements: All applications for special event permits shall be made on a special event permit application form and shall include the following information:

1. Type and description of event;
2. Name of person or entity organizing the event, contact person, address and telephone number;
3. Proposed date(s) of the event, together with beginning and ending times for each date;
4. Proposed location, including a plat or map of the area to be used, including any barricade, street route plans, or perimeter/security fencing;
5. Written approval of the property owner, if the applicant is not the owner of the property on which the special event is to take place.
6. Estimated numbers of event staff, participants and spectators;
7. Public health plans, including plans for culinary water supplies, solid waste collections and disposal and waste water (toilet facilities);
8. Fire prevention and emergency medical services plans;
9. Security plans and/or law enforcement response;
10. Admission fee, donation, or other consideration to be charged or requested;
11. Plans for parking;

12. Proof that the applicant has obtained any applicable county, state, or other governmental agency approvals, permits, or licenses; and

13. Signature of applicant.

C. Fees:

1. Application Fee: Each special event permit application must be accompanied by the non-refundable application fee. See Consolidated Fee Schedule for amount of fee. All application fees are due upon application. Applications will be considered incomplete until the application fee is paid in full.

2. Fee Exemption: The following special events are exempt from the non-refundable application fee but may be subject to the fees of other agencies or departments:

a. Expressive activity;

b. Event sponsored by a religious organization on private property;

c. Event sponsored in whole or part by the county or a municipality;

d. Block party or family reunion;

e. Revenue-raising event where the revenue directly benefits the Cache County government; and

f. Events where the county or a municipality is the primary sponsor.

3. County Services Fees: Upon review of a completed special event permit application by the departments listed in section 8.40.050B, the individual departments will provide the applicant with an estimate of their fees based on the estimated costs for county services arising from the event. The applicant must pay those additional fees directly to the individual departments providing services for the event, and the fees must be paid prior to the issuance of the special event permit.

4. No Vested Right: The payment of fees and/or acceptance of fees by the county does not constitute approval, vesting, or signify that the application is complete or appropriate in any manner. The collection of the non-refundable application fee is required to begin the review process.

15.04.040: FEES:

Building permit fee schedules including plan review fees shall be based on the total valuation of the proposed project and be adopted by a resolution of the county council. See Consolidated Fee Schedule for amount of fee.

15.12.010: ESTABLISHED; FEES:

A. Pursuant to the provisions of Utah Code Annotated section 17-23-19, the public land corner preservation fund is established. Monies generated for the fund shall be used only to pay expenses incurred in the establishment, reestablishment, and maintenance of corners of government surveys pursuant to the powers and duties provided under title 17, chapter 23, and title 57, chapter 10, of the Utah Code Annotated, 1953.

B. The county shall establish a fee schedule for filing maps, records of survey, road dedication plats, and other property plats in the development services office. All monies collected from these identified fees shall be used for the public land corner preservation fund. 435-535-6803

16.03.030: PRELIMINARY SUBDIVISION PLAT REQUIREMENTS:

The following information is required for the subdivision of all lands located within Cache County. The applicant may be required to provide other information as required by the Director of Development Services, Planning Commission, and/or County Council necessary to evaluate the proposed subdivision.

A. An application for a subdivision, provided by the Director, completed and signed by the owner(s), or authorized agent of the owner(s), of the land parcel(s) proposed to be subdivided.

B. A preliminary subdivision plat shall be prepared by a licensed land surveyor in pen and the sheets shall be numbered in sequence if more than one sheet is used or required by the Director.

C. The preliminary subdivision plat shall show the following:

1. The layout or configuration of the proposed subdivision at a scale of no more than one inch equals one hundred feet (1" = 100'), or as recommended by the Director;

2. Located at the top and center of the subdivision plat the proposed name of the subdivision and the section, township, range, principal median, and county of its location;

3. A title block, placed on the lower right hand corner of the plat showing:

a. Name and address of owner(s) of record; and

b. Name and address of the licensed land surveyor responsible for preparing the preliminary plat; and

c. Date of preparation of the preliminary subdivision plat, and any revision dates;

4. Signature blocks prepared, as required and provided by the county, for the dated signatures of the Planning Commission Chair, Deputy County Surveyor, County Attorney, County Recorder and Bear River Board of Health Director;

5. North arrow, graphic and written scale, and the basis of bearings used;

6. Bearings shall be shown to the nearest second; lengths to the nearest hundredth foot; areas to the nearest hundredth acre;

7. Tabulation of the number of acres in the proposed subdivision, showing the total number of lots, and the areas of each lot;

8. A vicinity map of the site at a minimum scale of one inch equals two thousand feet (1" = 2,000');

9. Surveyed boundary of the proposed subdivision; accurate in scale, dimension, and bearing; giving the location of and ties to the nearest two (2) existing government control monuments. This information shall provide data sufficient to determine readily the location, bearing, and length of all lines and the location of all proposed monuments. The names of all adjoining property owners shall be shown;

10. A legal description of the entire subdivision site boundary;

11. All existing monuments found during the course of the survey (including a physical description such as "brass cap");

12. Identification of known natural features including, but not limited to, wetlands as identified by the U.S. Army Corps of Engineers, areas which would be covered in the event of one hundred (100) year floods, all water bodies, floodways and drainage ways, slopes

exceeding twenty percent (20%) and slopes exceeding thirty percent (30%), and any other natural features as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site, including a tabulation of the acres in each;

13. Identification of known manmade features including, but not limited to, high voltage power lines, high pressure gas lines, hard surfaced roads, road easements, road rights-of-way, bridges, culverts and drainage channels, field drains, existing water and sewer trunk lines, all utility easements, railroads and railroad easements, irrigation ditches, canals and canal easements within and adjacent to the subdivision site as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site;

14. The location and dimensions of all existing buildings, existing property lines and fence lines;

15. The location with name and parcel number of all existing platted lots within, or contiguous to the subdivision site;

16. All lots, rights-of-way, and easements created by the subdivision with their boundary, bearings, lengths, widths, name, number, or purpose, shall be given. The addresses of all lots shall be shown. All proposed new roads, whether public or private, shall be numbered, as provided by the Development Services Department, with the coordinates to proposed connections to existing county roads being shown;

17. All existing and proposed roadway locations and dimensions, including the width of the driving surface and the rights-of-way, with cross sections of all proposed roads. All proposed roads shall be designed to comply with the adopted road standards of Cache County;

18. Location and size of existing and proposed culinary water and sewer lines and/or, the location of all wells proposed, active and abandoned, and springs used for culinary water and the location of all septic systems and drain fields, as applicable, and the location of fire hydrants, and secondary water facilities if proposed as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site shall be shown;

19. Proposed storm water drainage system for both surface and flood water, including any drainage easements and natural drainage ways, indicating how the flow will be altered with the proposed development;

20. Layout of proposed power lines, including the source and connection to the existing power supply, together with the location of existing and proposed bridges, culverts, utilities, utility easements, and any common space or open space areas including the location and dimensions of all property proposed to be set aside for public or private reservation, with designation of the purpose of those set aside, and conditions, if any, of the dedication or reservation;

21. Located on the preliminary plat, or separate map, the identification of the minimum building setback lines for each lot shall be shown;

22. An indication of the use for all proposed lots including required plat notes identifying agricultural protection areas, and other proposed or required protective and restrictive covenants;

23. Endorsement on the plat by every person having a security interest in the subdivision property that they are subordinating their liens to all covenants, servitudes, and easements imposed on the property;

24. All monuments erected, corners, and other points established in the field in their proper places. The material of which the monuments, corners, or other points are made shall be noted. The legend for metal monuments shall indicate the kind of metal, the diameter, and length of the monuments;

25. A letter or other written form of consent by the owner including a reference to the named subdivision and the dedication of public ways or spaces, as required. This shall be signed, dated, and notarized;

26. A surveyor's certificate showing the name and registration number of the land surveyor responsible for making the final plat, and certifying to the plat's accuracy. A simple subdivision may not require a full survey, but instead may be completed through a metes and bounds determination. A waiver form shall be approved by the Cache County Recorder, the County Surveyor (or their representative), and the Director;

27. Any subdivision notes as required by the Director. An approved list of all possible notes and their applicability shall be maintained by staff.

D. A title report for the property proposed to be subdivided provided by a title company within thirty (30) days of the date of subdivision application.

E. A development phasing schedule (if applicable) including the sequence for each phase, approximate size in area of each phase, and proposed phasing of construction of all private and public improvements.

F. A tax clearance from the Cache County Treasurer indicating that all taxes, interest and penalties owing for the property have been paid.

G. The names and addresses of all owners of record of real property within three hundred feet (300') of the parcel of land proposed for subdivision, including the names and addresses of the holders of any known valid mineral leases.

H. Payment of the non-refundable administrative processing fee, and a refundable preliminary plat application fee. See Consolidated Fee Schedule for amount of fee.

17.14.110: FEES:

Any person filing an application for approval of a master plan or development plan application under the RR zone shall pay a fee. See Consolidated Fee Schedule for amount of fee.

17.20.040: APPLICATION AND REVIEW PROCEDURE:

A. Conditional Use Permit:

1. All requests shall be reviewed and considered consistent with the procedures for the review of a conditional use as provided in section 17.06.050 of this title, the standards of this chapter, and must include the following:

- a. A completed application signed by the applicant.
- b. A copy of the lease or a letter of authorization from property owner evidencing the applicant's authority to pursue a conditional use permit.
- c. As defined by the FCC under FCC report and order FCC 14-153, identify if the proposal qualifies as a substantial change.
- d. A development plan prepared and certified by an appropriate professional that consists of:
 - (1) Property boundaries, setbacks, topography, elevation views, and dimensions of improvements drawn to scale.
 - (2) A written description and scaled drawings of the proposed support structure, including structure height, ground and structure design, and proposed materials.
 - (3) The number and type of proposed antennas and their height above ground level, including the proposed placement of antennas on the support structure.
 - (4) A line of sight diagram or photo simulation, showing the proposed support structure set against the skyline and viewed from at least three (3) directions within the surrounding areas.
- e. A copy of the supporting federal certifications as follows:
 - (1) Federal communications commission (FCC) license for the facility, or a signed, notarized statement from the owner and/or operator of the facility attesting that the facility complies with all current FCC regulations.
 - (2) Certification by an appropriate professional that the proposed facility will comply with all of the applicable standards of the American National Standards Institute (ANSI), the Electronics Industries Association standard for antenna towers and antenna support structures, and any other applicable technical and structural codes.
- f. A written description of how the proposed facility fits into the applicant's telecommunication network. As part of this description, the applicant shall describe anticipated maintenance needs, including frequency of service, personnel needs, equipment needs, and traffic, noise, or safety impacts of such maintenance. In all cases, the equipment at a telecommunication facility shall be automated to the greatest extent possible to reduce traffic, congestion, and noise associated with maintenance and upkeep of the facility.
- g. Application fee.

B. Administrative Zoning Clearance:

- 1. All requests must include the following:
 - a. A completed zoning clearance application signed by the applicant.
 - b. A copy of the lease or a letter of authorization from property owner evidencing the applicant's authority to pursue a zoning clearance.
 - c. As defined by the FCC under FCC report and order FCC 14-153, provide supporting documentation that identifies if the proposal qualifies as a substantial change.
 - d. A development plan prepared and certified by an appropriate professional that consists of:
 - (1) Graphic and written descriptions of proposed improvements related to the requirements listed in this chapter and including property boundaries, setbacks,

topography, elevation views, dimensions of improvements, the number and type of proposed antennas and their height above ground level, including the proposed placement of antennas on the support structure.

e. Application fee. See Consolidated Fee Schedule for amount of fee.

C. Exempt: No application or review required.

REDLINE VERSION OF AMENDMENTS:

2.64.100: FEES:

A. Fees for copies of records and services shall be charged on a reasonable basis to reimburse the county for the actual costs of duplication and compilation of a record in a form other than that regularly maintained by the county. No fees shall be charged to inspect public records.

B. Fee amounts specified by statute shall be imposed and collected by the responsible department. The responsible department may waive charges if the department head determines that:

1. Releasing the record primarily benefits the public rather than an individual person;
2. The individual requesting the record is the subject of the record; or
3. The requester's rights are directly implicated by the information in the record and the requester is impecunious.

C. The county shall charge a fee equivalent to the cost of services provided to an individual and any public or private agency for those individual's or agency's sole or personal use. Services or information provided to any individual or any agency for resale shall be charged at the fair market value of such services or information; provided, that such fee shall be never less than the full cost incurred by the county in the provision of such information or services.

D. The county records committee, in cooperation with the county records manager, shall review the full cost of providing records services at least annually and make recommendations to the county council.

E. The county council shall approve all fee schedules for use by all county departments.

F. Fee schedules shall be uniform throughout the county.

G. If a request for a record requires extraordinary services, the requester shall be given an estimate of approximate costs before such extraordinary costs are accrued.

H. Payment of fees shall be required at the time records are made and delivered to the requesting party, except that if fees are anticipated to exceed fifty dollars (\$50.00), the department from which the record is requested may require payment in advance in full or in part.

I. Fees shall be enumerated in the Consolidated Fee Schedule approved by the County Council.

2.70.040: PROPOSAL AND APPROVAL OF AGRICULTURE PROTECTION AREA:

A. Filing Procedure: Any owner or owners of land in agricultural production may file a proposal for creation of an agriculture protection area with the county executive by completing forms approved by the county executive and filing the forms in the office of the county executive. The county executive or other person(s) designated by the county executive to receive and process proposals shall accept and process such forms only if they are properly completed and accompanied by the filing fee as provided in this section. The proposal shall contain the following information:

1. The land in agricultural production that the proposal sponsors wish to become part of an agriculture protection area;

2. Any limits on the type of agriculture production to be allowed within the agriculture protection area; and

3. For each parcel of land:

a. The owners of the land contained within the parcel;

b. The tax parcel number or account number of each parcel; and

c. The number or account number of acres as listed on the parcel tax records.

B. Notice Requirements: The county executive shall provide notice of the proposal for an agriculture protection area as required by title 17, chapter 41, Utah Code Annotated, 1953, as amended.

C. Review Of Proposal:

1. After fifteen (15) days from the date of the notice, the county executive shall refer the proposal, and any proposed modifications and objections to the proposal, to the advisory board and planning commission for their review, comment and recommendations.

2. Within forty five (45) days after receipt of the proposal, the advisory board and planning commission shall each submit a report to the Cache County council relative to their review, comments and recommendations as provided in title 17, chapter 41, Utah Code Annotated, 1953, as amended.

3. After receipt of the reports from the advisory board and planning commission, or after forty five (45) days have expired, whichever is earlier, the Cache County council shall schedule a public hearing and provide notice of the same, conduct a public hearing, and act on the same as required by title 17, chapter 41, Utah Code Annotated, 1953, as amended.

D. Minimum Size For Agriculture Protection Area: At least five (5) continuous acres within Cache County must be included in each agriculture protection area.

E. Fees For Accepting And Processing Agriculture Protection Area Proposals: Any person or persons filing a proposal to create an agriculture protection area pursuant to title 17, chapter 41, Utah Code Annotated, 1953, as amended, shall pay a fee at the time of filing.

~~The fee for accepting and processing a proposal to create an agriculture protection area shall be two hundred dollars (\$200.00). See Consolidated Fee Schedule for fee amount. This fee includes all costs associated with processing agriculture protection area proposals. The fee amount may be modified by resolution of the county council of Cache County, Utah.~~

F. Adding Land To An Agriculture Protection Area:

1. Any owner of land may add land to an existing agriculture protection area by:

a. Filing a proposal with the county executive; and

b. Obtaining approval of the Cache County council for the addition of the land to the area.

2. The Cache County council shall comply with the provisions for creating an agriculture protection area in determining whether or not to accept the proposal.

G. Removing Land From An Agriculture Protection Area:

1. Any owner may remove land from an agriculture protection area by filing a petition for removal of the land from the agriculture protection area with the county executive.

2. The Cache County council shall:

a. Grant the petition for removal of land from an agriculture protection area even if removal of the land would result in an agriculture protection area of less than the number of acres established by the Cache County council as the minimum under this section; and

b. In order to give constructive notice of the removal to all persons who have acquired or who may acquire an interest in land in or adjacent to the agriculture protection area and the land removed from the agriculture protection area, file a legal description of the revised agriculture protection area with the Cache County recorder and the planning commission.

3. The remaining land in the agriculture protection area is still an agriculture protection area.

4. When a municipality annexes any land that is part of an agriculture protection area, the Cache County council shall, within thirty (30) days after the land is annexed, review the feasibility of that land remaining in the agriculture protection area according to the procedures and requirements of title 17, chapter 41, Utah Code Annotated, 1953, as amended. If appropriate, the Cache County council shall remove the annexed land from the agriculture protection area.

H. Review Of Agriculture Protection Area:

1. The county council shall review any agriculture protection area created under the authorization of this chapter in the twentieth calendar year after it is created.

2. In the twentieth calendar year, the Cache County council shall:

a. Request the planning commission and advisory board to submit recommendations about whether the agriculture protection area should be continued, modified, or terminated;

b. At least one hundred twenty (120) days before the end of the calendar year hold a public hearing to discuss whether the agriculture protection area should be continued, modified, or terminated;

c. Give notice of the hearing using the same procedures for any notice employed to establish an agriculture protection area; and

d. After the public hearing, continue, modify, or terminate the agriculture protection area.

3. If the Cache County council modifies or terminates the agriculture protection area, it shall file an executed document containing the legal description of the agriculture protection area with the Cache County recorder.

4. If the Cache County council does not affirmatively continue, modify, or terminate the agriculture protection area in the twentieth calendar year, the agriculture protection area is considered to be reauthorized for another twenty (20) years.

3.84.090: PROCEDURES FOR RECORDING TAX DEEDS:

A. Upon payment, the county treasurer will issue a temporary receipt. Within sixty (60) days of the date of the sale and after approval of all sales by the county council and after recordation, the county auditor will mail the tax deed to the name and address listed on the bid sheet and bidder registration form. Deeds issued by the county auditor shall recite the following:

1. The total amount of all the delinquent taxes, penalties, interest and administrative costs which were paid for the execution and delivery of the deed;

2. The year for which the property was assessed, the year the property became delinquent, and the year the property was subject to tax sale;

3. A full description of the property; and

4. The name of the grantee.

B. When the deed is executed and delivered by the county auditor, it shall be prima facie evidence of the regularity of all proceedings subsequent to the date the taxes initially became delinquent and of the conveyance of the property to the grantee in fee simple.

C. The deed issued by the county auditor under this section shall be recorded by the county recorder.

D. The fee for the recording shall be included in the administrative costs of the sale. [See Consolidated Fee Schedule for fee amount.](#)

5.04.040: FEES:

Fees shall be assessed for the issuance or renewal of any business license, including late fees, ~~according to a fee schedule adopted by the County Council by resolution.~~ [See Consolidated Fee Schedule for fee amount.](#)

5.04.060: PAYMENT DATE:

A. All license fees shall be due and payable on or before February 1 of each and every year for which the license is issued or renewed.

B. If any license fee is not paid before its due date, a ~~penalty late fee~~ may be added to the original fee, in accordance with the ~~Consolidated Fee Schedule~~ adopted by the County Council ~~by resolution~~, and no license shall be issued until all fees and ~~penalties late fees~~ have been paid in full. [See Consolidated Fee Schedule for late fee amounts.](#)

5.08.040: APPLICATION FOR CONSENTS TO STATE RESTAURANT LIQUOR LICENSES:

A. Applications for consents to state restaurant liquor license shall be verified and filed in duplicate with the county clerk. The applicant shall provide all information required on the application form provided by the county clerk. The county clerk shall submit a copy of the application to the county executive.

B. The information to be provided by the applicant shall include, but not be limited to, the applicant's full name, and if the applicant is a partnership or a corporation, then in addition, the names and addresses of all partners, managers, officers, directors or stockholders, and such other information as may be required by the county.

C. Each applicant must be over the age of twenty one (21) years, a citizen of the United States and the state of Utah, of good moral character, and a fit and proper person to be granted a consent to a state restaurant liquor license. In the event that the applicant is a partnership or a corporation, the partnership or corporation must be duly registered to do business in the state of Utah, possess a business license from Cache County, and be a fit and proper entity to be granted a consent to a state restaurant liquor license.

D. Each applicant must provide a copy of the applicant's current business license and a copy of the application submitted for a state restaurant liquor license to the state of Utah.

E. No consent shall be granted to an applicant who has been convicted of a felony under federal or state law; convicted of any violation of federal or state law or local ordinance concerning the sale, manufacture, distribution, warehousing, adulteration or transportation of alcoholic beverages; nor convicted of any crime involving moral turpitude. If the applicant is a partnership or corporation, no consent shall be granted to the applicant if any partner, managing agent, officer, director or stockholder holding at least twenty percent (20%) of the stock or interest in the applicant partnership or corporation has been convicted of any such offense.

F. In the event that any such conviction occurs during the term of the license, the county shall have the authority to immediately withdraw its consent.

G. No consent shall be issued unless and until the Cache County sheriff's office has made a diligent check of the applicable records and provides a copy of the criminal record, if any, of the applicant to the county clerk.

H. No consent shall be issued unless and until the applicant provides written approval from the Utah department of transportation, if access to the proposed premises is to and from a state highway; or from the Cache County road department, if access is to and from a county road, approving the access for the proposed use.

I. No consent shall be issued until the applicant has first procured from the county health department a permit certifying that the premises is in sanitary condition and the equipment used complies with all health regulations of the state of Utah and Cache County.

J. The applicant must provide written confirmation from the development services department that the premises for which the license is sought is within a zone permitting the establishment of a state restaurant liquor outlet.

K. Upon the receipt by the county clerk of the completed application form, copies of the applicant's current business license and application for state restaurant liquor license, the report of the sheriff's office, written approval from the Utah department of transportation or Cache County road department and written confirmation from the development services department as to the zone of the premises, and a permit from the county health department, then the county clerk shall submit those materials and any other attachments or documents necessary and pertinent to the application to the county council. No application shall be forwarded by the county clerk to the county council unless and until the application fee has been paid. **See Consolidated Fee Schedule for fee amount.**

L. The county council, upon receipt of the application and accompanying materials from the county clerk, shall place the matter on its agenda for consideration.

M. The granting of a consent to a state restaurant liquor license is deemed a policy decision and therefor shall be under the authority and responsibility of the county council. All consents must be approved by the county council.

5.08.050: PROCEDURES:

A. In granting any consent, the county council shall give consideration to the locality upon which the proposed resort restaurant is to be operated in its proximity to any existing similar establishments possessing similar licenses, its proximity to any school, church,

library, public park, playground or wilderness, public recreation or recreational area, or residential area; and to the potential impact of the granting of such license and the use of the premises as a state restaurant liquor outlet upon traffic and highway safety and the surrounding area.

B. No consent shall be granted to the applicant until he shows that he has filed with the county clerk a bond payable to Cache County in the amount of ten thousand dollars (\$10,000.00). The bond shall be in a form approved by the county attorney and shall be conditioned upon the applicant's faithful compliance with this chapter and the rules and regulations established by the county. If the bond is cancelled due to the applicant's negligence, the county may assess a reinstatement fee ~~of three hundred dollars (\$300.00)~~. **See Consolidated Fee Schedule for fee amount.** No part of any cash or corporate bond so posted may be withdrawn during the period that the consent is in effect or while revocation proceedings are pending against the applicant. The bond filed may be forfeited if the consent is revoked.

C. No consent shall be issued until the applicant has first procured from the county health department a permit certifying that the premises are in sanitary condition and the equipment used complies with all health regulations of the state of Utah and Cache County.

D. Each application shall be accompanied by a cashier's check ~~in the amount of five hundred dollars (\$500.00)~~, payable to Cache County, as and for a nonrefundable application fee which shall be deemed to cover county expenses in the application process. **See Consolidated Fee Schedule for fee.**

5.08.080: ANNUAL FEES:

~~There shall be an~~ annual fee for ~~a consents to a state restaurant liquor licenses,~~ in addition to the application fee, ~~shall be three hundred dollars (\$300.00)~~, which shall be payable on or before October 31 of each year. **See Consolidated Fee Schedule for amount of fee.**

5.08.090: TRANSFERS:

Consents issued by the county may be transferred from one premises to another or from the applicant to any successor or assign only upon the specific written consent of the county council. Any proposed transferee or new premises must meet all the qualifications of the original licensee and premises, including the payment of a nonrefundable application fee. **See Consolidated Fee Schedule for amount of fee.**

6.08.010: LICENSING OF DOGS:

A. It shall be unlawful for any person or other entity to own, keep, maintain or have permanent or temporary custody of a dog within the limits of Cache County, exclusive of the incorporated areas, without obtaining and possessing a current license or certificate of registration of the dog.

B. There shall be an annual license fee ~~of ten dollars (\$10.00) per dog. Such license fee may be changed at any time by the Cache County council by resolution.~~ **See Consolidated Fee Schedule for amount of fee.**

C. Dogs are required to be licensed at the age of six (6) months.

D. It shall be unlawful for any person or other entity to own, keep, maintain, or have permanent or temporary custody of a dog within the limits of Cache County, exclusive of the incorporated areas, without having affixed to the dog a collar, which shall be worn at all times by the dog, with a current metallic license tag attached to said collar.

E. No dog license shall be transferable to another dog.

F. Replacement tags may be issued by the county clerk or animal control officer upon presentation of the receipt showing payment of the license fee and the payment for such replacement.

G. It shall be unlawful for any person to remove a license tag from a dog not owned, kept, maintained, or in the temporary or permanent custody of that person.

8.40.040: APPLICATION PROCEDURE, DEADLINES, SUBMITTAL REQUIREMENTS, AND FEES:

A. Application Submittal: Each applicant for a special event permit must submit a special event application and fees to the Cache County Development Services Department for review. The application form must reflect the requirements of this code. **See Consolidated Fee Schedule for amount of fee. ~~Fees must be approved by the County Council.~~**

1. Special event applications can be submitted no earlier than six (6) months prior to the date of the event.

2. Applications must be submitted at least forty five (45) calendar days in advance of the special event.

3. Applications submitted fewer than forty five (45) calendar days in advance of the special event will not be accepted, unless the following criteria are all met:

- a. The special event applicant is a first-time applicant;
- b. The director or designee determines there is still adequate time to review the application; and
- c. Double application fees are paid to defray the increased costs of expediting the application.

B. Submittal Requirements: All applications for special event permits shall be made on a special event permit application form and shall include the following information:

1. Type and description of event;
2. Name of person or entity organizing the event, contact person, address and telephone number;
3. Proposed date(s) of the event, together with beginning and ending times for each date;
4. Proposed location, including a plat or map of the area to be used, including any barricade, street route plans, or perimeter/security fencing;
5. Written approval of the property owner, if the applicant is not the owner of the property on which the special event is to take place.
6. Estimated numbers of event staff, participants and spectators;
7. Public health plans, including plans for culinary water supplies, solid waste collections and disposal and waste water (toilet facilities);
8. Fire prevention and emergency medical services plans;

9. Security plans and/or law enforcement response;
10. Admission fee, donation, or other consideration to be charged or requested;
11. Plans for parking;
12. Proof that the applicant has obtained any applicable county, state, or other governmental agency approvals, permits, or licenses; and
13. Signature of applicant.

C. Fees:

1. Application Fee: Each special event permit application must be accompanied by the non-refundable application fee. ~~according to the Development Services Office fee schedule.~~ **See Consolidated Fee Schedule for amount of fee.** All application fees are due upon application. Applications will be considered incomplete until the application fee is paid in full.

2. Fee Exemption: The following special events are exempt from the non-refundable application fee but may be subject to the fees of other agencies or departments:

- a. Expressive activity;
- b. Event sponsored by a religious organization on private property;
- c. Event sponsored in whole or part by the county or a municipality;
- d. Block party or family reunion;
- e. Revenue-raising event where the revenue directly benefits the Cache County government; and
- f. Events where the county or a municipality is the primary sponsor.

3. County Services Fees: Upon review of a completed special event permit application by the departments listed in section 8.40.050B, the individual departments will provide the applicant with an estimate of their fees based on the estimated costs for county services arising from the event. The applicant must pay those additional fees directly to the individual departments providing services for the event, and the fees must be paid prior to the issuance of the special event permit.

4. No Vested Right: The payment of fees and/or acceptance of fees by the county does not constitute approval, vesting, or signify that the application is complete or appropriate in any manner. The collection of the non-refundable application fee is required to begin the review process.

15.04.040: FEES:

Building permit fee schedules including plan review fees shall be based on the total valuation of the proposed project and be adopted by a resolution of the county council. **See Consolidated Fee Schedule for amount of fee.**

15.12.010: ESTABLISHED; FEES:

A. Pursuant to the provisions of Utah Code Annotated section 17-23-19, the public land corner preservation fund is established. Monies generated for the fund shall be used only to pay expenses incurred in the establishment, reestablishment, and maintenance of corners

of government surveys pursuant to the powers and duties provided under title 17, chapter 23, and title 57, chapter 10, of the Utah Code Annotated, 1953.

B. The county shall establish a fee schedule, ~~adopted by resolution~~, for filing maps, records of survey, road dedication plats, and other property plats in the development services office. All monies collected from these identified fees shall be used for the public land corner preservation fund.

16.03.030: PRELIMINARY SUBDIVISION PLAT REQUIREMENTS:

The following information is required for the subdivision of all lands located within Cache County. The applicant may be required to provide other information as required by the Director of Development Services, Planning Commission, and/or County Council necessary to evaluate the proposed subdivision.

A. An application for a subdivision, provided by the Director, completed and signed by the owner(s), or authorized agent of the owner(s), of the land parcel(s) proposed to be subdivided.

B. A preliminary subdivision plat shall be prepared by a licensed land surveyor in pen and the sheets shall be numbered in sequence if more than one sheet is used or required by the Director.

C. The preliminary subdivision plat shall show the following:

1. The layout or configuration of the proposed subdivision at a scale of no more than one inch equals one hundred feet (1" = 100'), or as recommended by the Director;
2. Located at the top and center of the subdivision plat the proposed name of the subdivision and the section, township, range, principal median, and county of its location;
3. A title block, placed on the lower right hand corner of the plat showing:
 - a. Name and address of owner(s) of record; and
 - b. Name and address of the licensed land surveyor responsible for preparing the preliminary plat; and
 - c. Date of preparation of the preliminary subdivision plat, and any revision dates;
4. Signature blocks prepared, as required and provided by the county, for the dated signatures of the Planning Commission Chair, Deputy County Surveyor, County Attorney, County Recorder and Bear River Board of Health Director;
5. North arrow, graphic and written scale, and the basis of bearings used;
6. Bearings shall be shown to the nearest second; lengths to the nearest hundredth foot; areas to the nearest hundredth acre;
7. Tabulation of the number of acres in the proposed subdivision, showing the total number of lots, and the areas of each lot;
8. A vicinity map of the site at a minimum scale of one inch equals two thousand feet (1" = 2,000');
9. Surveyed boundary of the proposed subdivision; accurate in scale, dimension, and bearing; giving the location of and ties to the nearest two (2) existing government control monuments. This information shall provide data sufficient to determine readily the location, bearing, and length of all lines and the location of all proposed monuments. The names of all adjoining property owners shall be shown;

10. A legal description of the entire subdivision site boundary;
11. All existing monuments found during the course of the survey (including a physical description such as "brass cap");
12. Identification of known natural features including, but not limited to, wetlands as identified by the U.S. Army Corps of Engineers, areas which would be covered in the event of one hundred (100) year floods, all water bodies, floodways and drainage ways, slopes exceeding twenty percent (20%) and slopes exceeding thirty percent (30%), and any other natural features as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site, including a tabulation of the acres in each;
13. Identification of known manmade features including, but not limited to, high voltage power lines, high pressure gas lines, hard surfaced roads, road easements, road rights-of-way, bridges, culverts and drainage channels, field drains, existing water and sewer trunk lines, all utility easements, railroads and railroad easements, irrigation ditches, canals and canal easements within and adjacent to the subdivision site as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site;
14. The location and dimensions of all existing buildings, existing property lines and fence lines;
15. The location with name and parcel number of all existing platted lots within, or contiguous to the subdivision site;
16. All lots, rights-of-way, and easements created by the subdivision with their boundary, bearings, lengths, widths, name, number, or purpose, shall be given. The addresses of all lots shall be shown. All proposed new roads, whether public or private, shall be numbered, as provided by the Development Services Department, with the coordinates to proposed connections to existing county roads being shown;
17. All existing and proposed roadway locations and dimensions, including the width of the driving surface and the rights-of-way, with cross sections of all proposed roads. All proposed roads shall be designed to comply with the adopted road standards of Cache County;
18. Location and size of existing and proposed culinary water and sewer lines and/or, the location of all wells proposed, active and abandoned, and springs used for culinary water and the location of all septic systems and drain fields, as applicable, and the location of fire hydrants, and secondary water facilities if proposed as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site shall be shown;
19. Proposed storm water drainage system for both surface and flood water, including any drainage easements and natural drainage ways, indicating how the flow will be altered with the proposed development;
20. Layout of proposed power lines, including the source and connection to the existing power supply, together with the location of existing and proposed bridges, culverts, utilities, utility easements, and any common space or open space areas including the location and dimensions of all property proposed to be set aside for public or private reservation, with designation of the purpose of those set aside, and conditions, if any, of the dedication or reservation;

21. Located on the preliminary plat, or separate map, the identification of the minimum building setback lines for each lot shall be shown;

22. An indication of the use for all proposed lots including required plat notes identifying agricultural protection areas, and other proposed or required protective and restrictive covenants;

23. Endorsement on the plat by every person having a security interest in the subdivision property that they are subordinating their liens to all covenants, servitudes, and easements imposed on the property;

24. All monuments erected, corners, and other points established in the field in their proper places. The material of which the monuments, corners, or other points are made shall be noted. The legend for metal monuments shall indicate the kind of metal, the diameter, and length of the monuments;

25. A letter or other written form of consent by the owner including a reference to the named subdivision and the dedication of public ways or spaces, as required. This shall be signed, dated, and notarized;

26. A surveyor's certificate showing the name and registration number of the land surveyor responsible for making the final plat, and certifying to the plat's accuracy. A simple subdivision may not require a full survey, but instead may be completed through a metes and bounds determination. A waiver form shall be approved by the Cache County Recorder, the County Surveyor (or their representative), and the Director;

27. Any subdivision notes as required by the Director. An approved list of all possible notes and their applicability shall be maintained by staff.

D. A title report for the property proposed to be subdivided provided by a title company within thirty (30) days of the date of subdivision application.

E. A development phasing schedule (if applicable) including the sequence for each phase, approximate size in area of each phase, and proposed phasing of construction of all private and public improvements.

F. A tax clearance from the Cache County Treasurer indicating that all taxes, interest and penalties owing for the property have been paid.

G. The names and addresses of all owners of record of real property within three hundred feet (300') of the parcel of land proposed for subdivision, including the names and addresses of the holders of any known valid mineral leases.

H. Payment of the non-refundable administrative processing fee, and a refundable preliminary plat application fee, ~~as established by resolution by the County Council.~~ See Consolidated Fee Schedule for amount of fee.

17.14.110: FEES:

Any person filing an application for approval of a master plan or development plan application under the RR zone shall pay a fee ~~as established by resolution adopted by the county council.~~ See Consolidated Fee Schedule for amount of fee.

17.20.040: APPLICATION AND REVIEW PROCEDURE:

A. Conditional Use Permit:

1. All requests shall be reviewed and considered consistent with the procedures for the review of a conditional use as provided in section 17.06.050 of this title, the standards of this chapter, and must include the following:

a. A completed application signed by the applicant.

b. A copy of the lease or a letter of authorization from property owner evidencing the applicant's authority to pursue a conditional use permit.

c. As defined by the FCC under FCC report and order FCC 14-153, identify if the proposal qualifies as a substantial change.

d. A development plan prepared and certified by an appropriate professional that consists of:

(1) Property boundaries, setbacks, topography, elevation views, and dimensions of improvements drawn to scale.

(2) A written description and scaled drawings of the proposed support structure, including structure height, ground and structure design, and proposed materials.

(3) The number and type of proposed antennas and their height above ground level, including the proposed placement of antennas on the support structure.

(4) A line of sight diagram or photo simulation, showing the proposed support structure set against the skyline and viewed from at least three (3) directions within the surrounding areas.

e. A copy of the supporting federal certifications as follows:

(1) Federal communications commission (FCC) license for the facility, or a signed, notarized statement from the owner and/or operator of the facility attesting that the facility complies with all current FCC regulations.

(2) Certification by an appropriate professional that the proposed facility will comply with all of the applicable standards of the American National Standards Institute (ANSI), the Electronics Industries Association standard for antenna towers and antenna support structures, and any other applicable technical and structural codes.

f. A written description of how the proposed facility fits into the applicant's telecommunication network. As part of this description, the applicant shall describe anticipated maintenance needs, including frequency of service, personnel needs, equipment needs, and traffic, noise, or safety impacts of such maintenance. In all cases, the equipment at a telecommunication facility shall be automated to the greatest extent possible to reduce traffic, congestion, and noise associated with maintenance and upkeep of the facility.

g. Application fee.

B. Administrative Zoning Clearance:

1. All requests must include the following:

a. A completed zoning clearance application signed by the applicant.

b. A copy of the lease or a letter of authorization from property owner evidencing the applicant's authority to pursue a zoning clearance.

c. As defined by the FCC under FCC report and order FCC 14-153, provide supporting documentation that identifies if the proposal qualifies as a substantial change.

d. A development plan prepared and certified by an appropriate professional that consists of:

(1) Graphic and written descriptions of proposed improvements related to the requirements listed in this chapter and including property boundaries, setbacks, topography, elevation views, dimensions of improvements, the number and type of proposed antennas and their height above ground level, including the proposed placement of antennas on the support structure.

e. Application fee. **See Consolidated Fee Schedule for amount of fee.**

C. Exempt: No application or review required.

Exhibit B

**TITLE 17
ZONING REGULATIONS**

...

**CHAPTER 17.24
SEXUALLY ORIENTED BUSINESSES**

...

17.24.050: DEFINITIONS:

- A. The definition of a sexually oriented business and all other terms involving sexually oriented businesses which are not defined in this title shall have the meanings set forth in Title 5 of this code.
- B. For purposes of sexually oriented businesses, "school" means an institution of learning or instruction primarily catering to minors, whether public or private, which is licensed as such facility by either the county, a city or the state. This definition shall include, but not be limited to, kindergartens, elementary schools, junior high schools, middle high schools, senior high schools, or any special institution of learning under the jurisdiction of the state department of education, but not including trade schools, charm schools, dancing schools, music schools or similar limited schools, nor public or private universities or colleges.

CACHE COUNTY CONSOLIDATED FEE SCHEDULE

(Fees in addition to those set forth in this Consolidated Fee Schedule may be charged if such fees are otherwise allowed by County Ordinance or state statute)

COMMON FEES FOR ALL COUNTY OFFICES

Action	Fee
Copy of Public Records	\$0.50 per page

CLERK/AUDITOR OFFICE

Marriage Fees		
Action	Fee	Utah State Code Reference

Marriage License	\$50	62A-1-120
Marriage Ceremony (In Office Only)	\$75	
Certified Copy	\$10	
Uncertified Copy	\$5	
Document Certification	\$5	
Electronic Copy	\$5	
Voter Information Request		
Action	Fee	Utah State Code Reference
Setup Fee (In addition to other charges)	\$25	20A-5-410
Electronic Copy	\$0.01 Per Name	20A-5-410
Purchase USB	\$5	
Business		
Action	Fee	Utah State Code Reference
Passport Acceptance Fee	\$35	22CFR 51.51
Home Occupation Business	\$55	5.04.040
Contractors (Home is base of business but does contracting work away from home)	\$80	5.04.040
Commercial Business (less than 10 employees)	\$105	5.04.040
Commercial Business (more than 10 employees)	\$230	5.04.040
Fire Inspection Fee	\$45	5.04.040
Self-Inspection Fee	\$0	5.04.040
Late Fee	\$50	5.04.040
Late Fee (non-compliance after 45 days of notification)	\$500	5.04.040
Temporary Business (non-permanent basis or transit business person)	\$60 per calendar day of operation	5.04.040
Action	Fee	Utah State Code Reference
GRAMA Administrative Fee	\$10	63G-2-203

DEVELOPMENT SERVICES DEPARTMENT

Land Use Fees		
Action	Fee	Utah State Code Reference
Zoning Clearance – Primary Use	\$75	
Zoning Clearance – Accessory Use	\$30	
Special Event Permit	\$75	
Conditional Use Permit	\$600	
Rezone	\$600	
Resort Recreation Development	\$15,000	
Subdivision	\$1,300 + \$60/lot or parcel	
Subdivision Amendment	\$1,260 + \$60/lot or parcel	
Amendment to the Ordinance or General Plan	\$600	
Variance	\$300	
Appeal	\$300	
Encroachment Permit Minor Work	\$50	
Encroachment Permit Major Work	\$750 (\$250 fee and \$500 deposit)	
Internal Engineering Review	Fees as determined by the County Engineer	
Floodplain Permit	\$25	
Extension of Land Use Approval	\$225	
Agricultural Protection Area	\$450	
Record of Survey	\$20/sheet	
Annexation Review	\$750	
Building Fees		
Action	Fee	Utah State Code Reference
Application Review¹		
Commercial <5M sq feet	\$1,000	17-27a-509
Commercial >5M sq feet	\$2,500	17-27a-509
Plan Review	Fee	Utah State Code Reference
Residential	1/10 of 1% of the Building Permit Base Fee (Min. \$20)	17-27a-509
Commercial	65% of Building Permit Base Fee ²	17-27a-509
Building Permit	Fee	Utah State Code Reference
Structure	As established by the 1997 Uniform Building Code: Table 1A (Building Permit Base Fees) ³	17-27a-509
Plumbing	\$7.00 per fixture (residential)	17-27a-509

Mechanical	\$15 per unit (residential)	17-27a-509
Electrical	\$0.04 per square foot of structure (residential)	17-27a-509
Demolition Permit	Fee	Utah State Code Reference
Residential	\$80.60	17-27a-509
Commercial	\$141.20	17-27a-509
Electrical/Mechanical Replacement Service	Fee	Utah State Code Reference
Residential	\$40.40	17-27a-509
Commercial	\$80.80	17-27a-509
HVAC Replacement – Residential	Fee	Utah State Code Reference
Furnace Only	\$40.40	17-27a-509
Furnace and Duct Work	\$80.80	17-27a-509
Water Heater Replacement – Residential	\$40.40	17-27a-509
Roof Reshingle – Paper, Ice Shield and Shingles	\$100.80	17-27a-509
1 At the time the Building Permit is sold, the total Building Permit Fee is reduced by this amount.		
2 May be reduced by the Chief Building Official based on the size and scope of the project.		
3 Valuation amounts shall be set by square foot and reviewed annually by the Chief Building Official.		
Additional fees may be assessed based on the need for external consulting or engineering review as approved by the Director of Development Services or their designee.		
Building permit fees may be assessed at double the listed rate if a building permit is not obtained prior to construction.		
If work fails an inspection more than two times, or if work has not been completed prior to the arrival of the county inspector more than two times, or a combination of both, a \$50 additional fee will be assessed for each related, subsequent inspection.		
GIS Fees		
Action	Fee	Utah State Code Reference
City GIS Services		
Collector App: One Login – field worker user type	\$350 per year	17-27a-509
Server Softward, storage space, and programming time	\$1,500 per year	17-27a-509

Initial data scrub and import database	\$0 – Existing Data \$500 – Create Data	17-27a-509
One online web map with widgets	\$250 per year	17-27a-509
Custom Reports, geoprocessing widgets, and additional requests	\$45 per hour	17-27a-509
Technical support and staff training – Maximum of 5 hours	\$100 per hour	17-27a-509
GIS Programming	\$50 per hour (\$25 minimum)	17-27a-509
Map Prints	B&W / Color	Utah State Code Reference
8.5” x 11”	\$0.25 / \$1	17-27a-509
11” x 17”	\$1.50 / \$3	17-27a-509
24” x 36”	\$10 / \$20	17-27a-509
36” x 48”	\$20 / \$40	17-27a-509
42” x 60”	\$27.50 / \$55	17-27a-509

EVENTS CENTER AND FAIRGROUNDS DEPARTMENT

Building	Room	Unit	For Profit Fee	Private Rental Fee	Non-Profit Adult Fee	Non-Profit Youth Fee	Comment	
Arena Riding Passes	Daily Riding Pass	(none)	N/A	\$10	N/A	N/A		
	Family Day Pass	(none)	N/A	\$20	N/A	N/A		
	Individual Riding Pass	Monthly		N/A	\$30	N/A	N/A	
		Annual		N/A	\$90	N/A	N/A	
		Seasonal		N/A	\$70	N/A	N/A	
	Family Riding Pass	Annual		N/A	\$125	N/A	N/A	
Seasonal			N/A	\$90	N/A	N/A		
Cache Event Center	All Building	Daily	\$1,500	\$1,000	\$800	\$600		
	Event Hall	Daily - Combo		\$1,200	\$900	\$750	\$500	
		Daily – Middle		\$900	\$750	\$600	\$300	
		Daily – North		\$500	\$400	\$350	\$200	
		Daily – South		\$500	\$400	\$350	\$200	
	NE Function Room	Hourly*/Daily Maximum		60/300	40/200	25/125	20/100	
	NW Function Room			60/300	40/200	25/125	20/100	
	SW Function Room			60/300	40/200	25/125	20/100	
	Kitchen Base	Hourly**/Daily Maximum		25/100	25/100	25/100	25/100	\$200 deposit
	Kitchen Full			50/200	50/200	50/200	50/200	\$500 deposit

	Oven	Daily	\$50	\$50	\$50	\$50	\$100 deposit
	Nacho Machine	Daily	\$10	\$10	\$10	\$10	\$50 deposit
	Hot Dog Rollers	Daily	\$10	\$10	\$10	\$10	\$50 deposit
	Coffee Machine	Daily	\$10	\$10	\$10	\$10	\$50 deposit
	Walk-In Fridge/Freezer	Daily	\$25	\$25	\$25	\$25	\$50 deposit
Arena	Cache Arena	Hourly*/Daily Maximum	50/450	40/360	30/270	25/225	\$10/hr surcharge for cattle
	Outdoor Arena		50/450	40/360	30/270	25/225	
	Roping Arena		50/450	40/360	30/270	25/225	
Boardwalk	Concessions	Daily	\$200	\$150	\$100	\$50	
Bowery	Bowery	Daily	\$100	\$75	\$50	\$40	
Cow Barn	Cow Barn	Daily	\$100	\$75	\$50	\$40	
Grand Stand	Grand Stand	Daily	\$300	\$250	\$200	\$100	
Green Space	Green Space	Daily	\$150	\$75	\$50	\$40	
	Infield	Daily	\$150	\$75	\$50	\$40	
Millburger	Millburger	Daily	\$300	\$250	\$200	\$100	
Off-Site	50 Bleachers	Unit	\$75	\$50	\$50	\$50	Delivery additional >5 miles
	150 Bleachers	Unit	\$1,500	\$1,500			
	Portable Stage	Unit	\$650	\$600	\$550	\$500	Includes setup/take down
Pig Barn	Pig Barn	Daily	\$100	\$75	\$50	\$40	
Pit Stop	Pit Stop	Daily	\$300	\$250	\$200	\$100	
Event Camping	Green Space	Daily	\$30				TRT Included
Non-Event Camping	Green Space	Daily	\$35				TRT Included
Water Truck	Equipment	Hourly	\$95				
Horse Stall	Rental	Monthly	\$80				\$100 Damage Deposit
		Overnight/Event	\$15				
		Daily (Prorated)	\$3				
Disc Golf	Green Space		\$600				
Stage	Rental	Daily	\$50	\$50	\$50	\$50	Per platform
Spider	Rental	Daily	\$25	\$25	\$25	\$25	Per box

Boxes							
Staff Labor	Rate	Hourly	\$25	\$25	\$25	\$25	
Sheriff Sec. Fees							Ask for pricing

*Hourly rate charge minimum of two hours applies even if the full two hours are not needed

**Hourly rate charge minimum of one hour applies even if the full hour is not needed

FIRE/EMS SERVICES DEPARTMENT

Permits		
Action	Fee	Utah State Code Reference
Zoning Clearance	\$120	
New Construction Commercial with Sprinkler System	\$350	
New Construction Commercial without Sprinkler System	\$120	
Fire Self-Inspection Filing Fee	\$15	
Business License Renewal Inspection	\$45	
Special Event – Fireworks	\$60	
Fire Standby	Per MOU	
EMERGENCY MEDICAL SERVICES		
Action	Fee	Utah State Code Reference
Ambulance Transportation Services	<i>Pursuant to Utah Code 26-8-4(18); Administrative Rule R426-1-8-2,3, and 4;the Utah Department of Health establishes and orders the maximum allowable rates for each fiscal year, which rate shall be the rate assessed by the Cache County Fire Department. Rates for each fiscal year are listed at https://rules.utah.gov/publicat/code/r426-008.htm#T2.</i>	
Ambulance Supplies	Two times actual cost	
Ambulance Report	\$10 per report	

LIBRARY

Check-Outs		
Action	Fee	Utah State Code Reference
Late Fees		
Book Late Fee	\$0.05 per day	
DVD Late Fee	\$1.00 per day	

RECORDER'S OFFICE

Action	Fee	Utah State Code Reference
Standard Fee First page of any Document	\$40	
Each additional description or unit over ten	\$2	
For Recording Subdivision Plats	\$50	
Each lot or unit	\$2	
Other Fees		
Copy of Recorded Document per page	\$1 for first page, \$0.25 for each additional page	
Copy of Ownership Plat	\$1	
Copy of Final Subdivision Plat	\$3	
Certification of Document Copy	\$5	

SHERIFF'S OFFICE

General Fees		
Action	Fee	Utah State Code Reference
Sex Offender Registration		17-22-2.5
Civil Processes		17-22-2.5
DNA		17-22-2.5
Background Report	\$20	
GRAMA Requests (Incident Reports)	\$10	
CD (photos)	\$20	
CD (video)	\$20 minimum (please inquire)	
Redactions	\$20 per hour	
Jail Fees		
Action	Fee	
Jail Records	\$10	
Jail Work Diversion	\$10 per day	
Work Release	\$20 per day when out	
Dr. Visit Copay	\$15	
Nurse Visit Copay	\$5	
Nurse Practitioner Copay	\$15	
Pharmacy Copay	\$15	
Stock Meds	\$15	
Dentist Copay	\$15	
Bear River Mental Health Visit	\$5	
Medical Forms	\$1.50	
Medical Lab Tests	\$15	

EKG Tests	\$15	
Medical fees are not charged to State or Federal inmates. The medical costs associated with these inmates are covered with our housing contracts with these agencies.		
Probation Fees		
Action	Fee	
Monthly Probation Fee	\$30	
Initial Risk Assessment Fee	\$10	
Initial UA Test	\$10	
Random Office UA Test	\$10	
CCSO Probation Pre-Sentence Report	\$60	
Probation Ankle Monitor	\$6 per day	
Probation Alcohol Monitor	\$5 per day	

TREASURER'S OFFICE

Payment Processing		
Action	Fee	Utah State Code Reference
Debit Card	\$3.95 for any amount	
Credit Card	2.45% of payment amount (\$1.95 minimum)	
Delinquencies		
Action	Fee	
Late Penalty	Payments are due on November 30 each year. If the 30 th falls on a weekend, it is due the following business day. Late fees are as follows:	59-2-1331
November 30 - Jan31st	1% or \$10, whichever is greater	59-2-1331
Jan 31 st or After	2.5% or \$10, whichever is greater	59-2-1331
Interest after January 1 st	6% above Federal Discount Rate	59-2-1331

FRANCHISES

...

**CACHE COUNTY
RESOLUTION NO. 2021-25**

A RESOLUTION ADOPTING A COUNTY BUDGET FOR THE CALENDAR YEAR 2022

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 23, 2021, upon lawful notice and that it is necessary and statutorily required that a budget be adopted for Cache County for the Calendar Year 2022.

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

BE IT RESOLVED that the 2022 Cache County budget in the total amount of one hundred six million, three hundred thirty thousand, three hundred dollars (\$106,330,300), 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 Calendar Year 2022 beginning on January 1, 2022 and ending on December 31, 2022, and;

BE IT RESOLVED that the 2022 budget for the Airport Authority, which is a component unit of Cache County, is hereby adopted in the amount of eight hundred thirty-four thousand dollars (\$834,000), the original of which is on file in the Finance Department of the Office of the Cache County Executive and copies of which are attached to this resolution, is hereby adopted as the budget for the Calendar Year 2022 beginning on January 1, 2022 and ending on December 31, 2022.

This resolution was duly adopted by the Cache County Council on the 7th day of December, 2021.

ATTESTED TO:

CACHE COUNTY COUNCIL

Jess Bradfield, Cache County Clerk-Auditor

Gina Worthen, Council Chair



2022 Adopted Budget

Balance of Revenues and Expenditures by Fund

Fund	Balance
General	\$51,317,700
Municipal Services	\$15,276,200
Council on Aging	\$984,700
Health	\$1,409,300
Mental Health	\$3,146,400
Children's Justice Center	\$458,900
Visitor's Bureau	\$1,265,800
Tax Administration	\$4,947,700
Capital Projects	\$0
Debt Service	\$2,849,000
CDRA	\$336,000
Restaurant Tax	\$2,106,000
RAPZ Tax	\$2,801,000
CCCOG	\$19,274,500
Roads Special Service District	\$121,000
CC Community Foundation	\$36,100
County Totals	\$106,330,300
Airport Authority	\$834,000
Component Unit Totals	\$834,000
Grand Totals	\$107,164,300



2022 Adopted Budget by Fund

Fund: **General**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Property Taxes	\$16,576,426	\$16,540,000	\$17,130,000
Sales Taxes	\$6,786,208	\$6,982,000	\$8,734,000
	<u>\$23,362,634</u>	<u>\$23,522,000</u>	<u>\$25,864,000</u>
Other Revenues			
Intergovernmental	\$13,530,167	\$2,004,100	\$14,075,600
Charges for Services	\$5,912,063	\$8,213,700	\$8,214,100
Licenses and Permits	\$35,250	\$40,000	\$40,000
Fines and Forfeitures	\$86,001	\$111,000	\$111,000
Interest and Investment Income	\$471,487	\$440,000	\$248,000
Rental Income	\$151,741	\$152,000	\$155,400
Public Contributions	\$55,055	\$52,500	\$52,500
Miscellaneous Revenue	\$38,208	\$31,700	\$31,700
	<u>\$20,279,972</u>	<u>\$11,045,000</u>	<u>\$22,928,300</u>
Other Financing Sources			
Lease Proceeds	\$923,635	\$835,200	\$824,500
Sale of Assets	\$287,696	\$150,000	\$210,000
Transfers from Other Funds	\$1,019,197	\$293,000	\$11,000
Use of Fund Balance	\$0	\$4,249,900	\$1,479,900
	<u>\$2,230,528</u>	<u>\$5,528,100</u>	<u>\$2,525,400</u>
Total Revenues	\$45,873,134	\$40,095,100	\$51,317,700
EXPENDITURES			
General Government			
Council	\$116,452	\$131,800	\$129,900
Executive	\$380,152	\$428,900	\$446,800
Finance	\$570,163	\$676,800	\$732,400
Human Resources	\$348,393	\$402,300	\$411,400
GIS	\$104,259	\$120,200	\$116,800
IT	\$964,388	\$1,011,300	\$1,092,000
Clerk	\$114,119	\$245,100	\$234,300
Auditor	\$26,656	\$32,600	\$33,800
Elections	\$844,592	\$746,400	\$755,100
Recorder	\$149,752	\$311,300	\$342,500



2022 Adopted Budget by Fund

Fund: **General**

	2020 Actual	2021 Estimate	2022 Adopted
Attorney	\$1,708,090	\$2,023,400	\$2,123,300
Public Legal Assistance	\$603,907	\$817,300	\$819,200
Victim Advocate	\$684,434	\$916,100	\$872,700
Buildings and Grounds	\$276,732	\$368,500	\$351,800
Economic Development	\$59,454	\$165,800	\$288,900
USU Extension Services	\$305,657	\$244,600	\$244,600
Agriculture Promotion	\$0	\$6,000	\$6,000
Water Management	\$275,000	\$0	\$0
County Pandemic Relief	\$2,829,952	\$137,600	\$0
Miscellaneous and General	\$632,078	\$993,700	\$646,900
Contributions to Other Units	\$836,067	\$530,000	\$530,000
	\$11,830,297	\$10,309,700	\$10,178,400
Public Safety			
Sheriff: Administration	\$1,575,508	\$5,070,700	\$1,616,700
Sheriff: Criminal	\$4,755,239	\$5,136,100	\$5,160,700
Sheriff: Support Services	\$2,493,149	\$3,104,900	\$3,107,400
Sheriff: Corrections	\$8,051,890	\$8,299,700	\$8,837,300
Sheriff: Emergency Management	\$254,370	\$284,200	\$411,500
Sheriff: Animal Control	\$171,382	\$203,400	\$225,300
Ambulance	\$0	\$2,713,600	\$1,699,500
Fire	\$0	\$0	\$1,253,000
	\$17,301,538	\$24,812,600	\$22,311,400
Health and Welfare			
Mental Health Services	\$320,517	\$322,600	\$327,700
Welfare Services	\$81,100	\$82,800	\$82,800
	\$401,617	\$405,400	\$410,500
Culture and Recreation			
Fairgrounds	\$1,039,365	\$1,551,900	\$1,093,800
TV Translator Station	\$12,754	\$18,800	\$18,800
Library Services	\$96,806	\$115,400	\$118,000
Fair and Rodeo	\$307,018	\$478,600	\$447,300
	\$1,455,943	\$2,164,700	\$1,677,900
Other Financing Uses			
Transfers to Other Funds	\$4,035,800	\$2,245,000	\$2,095,600
Compensation Reserve	\$0	\$0	\$2,126,300
Addition to Fund Balance	\$0	\$157,700	\$12,517,600



2022 Adopted Budget by Fund

Fund: **General**

	2020 Actual	2021 Estimate	2022 Adopted
	\$4,035,800	\$2,402,700	\$16,739,500
Total Expenditures	\$35,025,195	\$40,095,100	\$51,317,700
Change to Fund Balance	\$10,847,939	\$0	\$0



2022 Adopted Budget by Fund

Fund: **Municipal Services**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Sales Taxes	\$6,330,631	\$6,430,500	\$8,137,000
	<u>\$6,330,631</u>	<u>\$6,430,500</u>	<u>\$8,137,000</u>
Other Revenues			
Intergovernmental	\$3,773,831	\$3,160,400	\$2,723,700
Charges for Services	\$1,435,835	\$1,232,000	\$1,193,200
Licenses and Permits	\$1,498,435	\$1,022,300	\$1,062,300
Interest and Investment Income	\$0	\$10,000	\$10,000
Public Contributions	\$0	\$6,000	\$6,000
Miscellaneous Revenue	\$87,732	\$5,000	\$5,000
	<u>\$6,795,833</u>	<u>\$5,435,700</u>	<u>\$5,000,200</u>
Other Financing Sources			
Sale of Assets	\$122,500	\$238,000	\$259,000
Transfers from Other Funds	\$834,589	\$381,100	\$891,500
Use of Fund Balance	\$0	\$1,928,400	\$988,500
	<u>\$957,089</u>	<u>\$2,547,500</u>	<u>\$2,139,000</u>
Total Revenues	\$14,083,553	\$14,413,700	\$15,276,200
EXPENDITURES			
General Government			
Development Services Administration	\$183,509	\$358,100	\$433,300
Zoning Administration	\$488,876	\$620,600	\$406,500
Building Inspection	\$792,184	\$907,200	\$1,000,300
Sanitation and Waste Collection	\$0	\$0	\$0
Miscellaneous Expense	\$0	\$1,500	\$1,500
	<u>\$1,464,569</u>	<u>\$1,887,400</u>	<u>\$1,841,600</u>
Public Safety			
Sheriff: Animal Control	\$0	\$12,000	\$12,000
Fire-EMS	\$237,389	\$288,100	\$359,000
	<u>\$237,389</u>	<u>\$300,100</u>	<u>\$371,000</u>
Streets and Public Improvements			
Roads	\$4,522,108	\$5,556,700	\$5,512,200
Vegetation Management	\$589,261	\$721,200	\$760,100
Public Works	\$441,361	\$911,900	\$1,558,200



2022 Adopted Budget by Fund

Fund: **Municipal Services**

	2020 Actual	2021 Estimate	2022 Adopted
Contributions to Other Governments	\$3,163,607	\$3,300,000	\$4,000,000
	\$8,716,337	\$10,489,800	\$11,830,500
Culture and Recreation			
Trails Management	\$876,117	\$581,200	\$103,600
Eccles Ice Center Support	\$15,542	\$16,000	\$16,000
	\$891,659	\$597,200	\$119,600
Other Financing Uses			
Transfers to Other Funds	\$1,431,400	\$1,136,200	\$834,500
Compensation Reserve	\$0	\$0	\$279,000
Addition to Fund Balance	\$0	\$3,000	\$0
	\$1,431,400	\$1,139,200	\$1,113,500
Total Expenditures	\$12,741,354	\$14,413,700	\$15,276,200
Change to Fund Balance	\$1,342,199	\$0	\$0



2022 Adopted Budget by Fund

Fund: Council on Aging

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Intergovernmental	\$540,110	\$568,400	\$444,900
Charges for Services	\$86,883	\$88,600	\$88,600
Public Contributions	\$3,364	\$16,000	\$13,000
Miscellaneous Revenue	\$11,288	\$4,000	\$4,000
	<u>\$641,645</u>	<u>\$677,000</u>	<u>\$550,500</u>
Other Financing Sources			
Sale of Assets	\$0	\$0	\$0
Transfers from Other Funds	\$309,119	\$292,000	\$334,000
Use of Fund Balance	\$0	\$182,900	\$100,200
	<u>\$309,119</u>	<u>\$474,900</u>	<u>\$434,200</u>
Total Revenues	\$950,764	\$1,151,900	\$984,700
EXPENDITURES			
Health and Welfare			
Nutrition	\$472,600	\$609,200	\$484,600
Senior Center	\$412,714	\$386,600	\$314,200
Access	\$125,849	\$156,100	\$142,300
	<u>\$1,011,163</u>	<u>\$1,151,900</u>	<u>\$941,100</u>
Other Financing Uses			
Compensation Reserve	\$0	\$0	\$43,600
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$43,600</u>
Total Expenditures	\$1,011,163	\$1,151,900	\$984,700
Change to Fund Balance	-\$60,399	\$0	\$0



2022 Adopted Budget by Fund

Fund: **Health**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Property Taxes	\$960,673	\$1,007,000	\$1,029,000
	<u>\$960,673</u>	<u>\$1,007,000</u>	<u>\$1,029,000</u>
Other Revenues			
Charges for Services	\$298,131	\$305,000	\$320,000
	<u>\$298,131</u>	<u>\$305,000</u>	<u>\$320,000</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$97,300	\$60,300
	<u>\$0</u>	<u>\$97,300</u>	<u>\$60,300</u>
Total Revenues	\$1,258,804	\$1,409,300	\$1,409,300
EXPENDITURES			
General Government			
Contributions to Other Units	\$22,979	\$50,000	\$50,000
	<u>\$22,979</u>	<u>\$50,000</u>	<u>\$50,000</u>
Health and Welfare			
Bear River Health Department	\$1,054,274	\$1,104,300	\$1,104,300
Air Pollution Control	\$255,000	\$255,000	\$255,000
	<u>\$1,309,274</u>	<u>\$1,359,300</u>	<u>\$1,359,300</u>
Other Financing Uses			
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Expenditures	\$1,332,253	\$1,409,300	\$1,409,300
Change to Fund Balance	-\$73,449	\$0	\$0



2022 Adopted Budget by Fund

Fund: **Mental Health**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Intergovernmental	\$2,980,242	\$3,135,000	\$3,146,400
	\$2,980,242	\$3,135,000	\$3,146,400
Total Revenues	\$2,980,242	\$3,135,000	\$3,146,400
EXPENDITURES			
Health and Welfare			
Mental Health Services	\$2,980,242	\$3,135,000	\$3,146,400
	\$2,980,242	\$3,135,000	\$3,146,400
Total Expenditures	\$2,980,242	\$3,135,000	\$3,146,400
Change to Fund Balance	\$0	\$0	\$0



2022 Adopted Budget by Fund

Fund: Children's Justice Center

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Intergovernmental	\$229,885	\$926,800	\$428,800
Public Contributions	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0
	<u>\$229,885</u>	<u>\$926,800</u>	<u>\$428,800</u>
Other Financing Sources			
Transfers from Other Funds	\$1,400,000	\$233,700	\$30,100
Use of Fund Balance	\$0	\$741,000	\$0
	<u>\$1,400,000</u>	<u>\$974,700</u>	<u>\$30,100</u>
Total Revenues	\$1,629,885	\$1,901,500	\$458,900
EXPENDITURES			
Public Safety			
Children's Services	\$900,509	\$1,901,500	\$442,100
	<u>\$900,509</u>	<u>\$1,901,500</u>	<u>\$442,100</u>
Other Financing Uses			
Compensation Reserve	\$0	\$0	\$16,800
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$16,800</u>
Total Expenditures	\$900,509	\$1,901,500	\$458,900
Change to Fund Balance	\$729,376	\$0	\$0



2022 Adopted Budget by Fund

Fund: Visitor's Bureau

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Sales Taxes	\$755,275	\$797,500	\$1,191,000
	<u>\$755,275</u>	<u>\$797,500</u>	<u>\$1,191,000</u>
Other Revenues			
Intergovernmental	\$53,129	\$110,900	\$39,100
Charges for Services	\$25,313	\$34,000	\$31,000
Public Contributions	\$3,736	\$4,200	\$4,200
Miscellaneous Revenue	\$0	\$500	\$500
	<u>\$82,178</u>	<u>\$149,600</u>	<u>\$74,800</u>
Other Financing Sources			
Transfers from Other Funds	\$0	\$94,600	\$0
Use of Fund Balance	\$0	\$336,700	\$0
	<u>\$0</u>	<u>\$431,300</u>	<u>\$0</u>
Total Revenues	\$837,453	\$1,378,400	\$1,265,800
EXPENDITURES			
Culture and Recreation			
Cache Valley Visitor's Bureau	\$587,735	\$1,116,400	\$813,800
	<u>\$587,735</u>	<u>\$1,116,400</u>	<u>\$813,800</u>
Other Financing Uses			
Transfers to Other Funds	\$262,000	\$262,000	\$262,000
Compensation Reserve	\$0	\$0	\$17,400
Addition to Fund Balance	\$0	\$0	\$172,600
	<u>\$262,000</u>	<u>\$262,000</u>	<u>\$452,000</u>
Total Expenditures	\$849,735	\$1,378,400	\$1,265,800
Change to Fund Balance	-\$12,282	\$0	\$0



2022 Adopted Budget by Fund

Fund: Tax Administration

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Property Taxes	\$3,453,460	\$3,502,000	\$3,600,500
	<u>\$3,453,460</u>	<u>\$3,502,000</u>	<u>\$3,600,500</u>
Other Revenues			
Charges for Services	\$1,097,956	\$892,400	\$1,200,000
Miscellaneous Revenue	\$2,849	\$0	\$100
	<u>\$1,100,805</u>	<u>\$892,400</u>	<u>\$1,200,100</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$289,800	\$147,100
	<u>\$0</u>	<u>\$289,800</u>	<u>\$147,100</u>
Total Revenues	\$4,554,265	\$4,684,200	\$4,947,700
EXPENDITURES			
General Government			
Tax Administration Allocations	\$1,415,845	\$1,769,200	\$1,849,100
IT	\$402,527	\$444,000	\$448,600
Treasurer	\$296,706	\$319,800	\$326,400
Assessor	\$1,786,774	\$1,940,100	\$2,099,600
Miscellaneous Expense	\$28,068	\$85,600	\$59,500
Contributions to Other Units	\$122,200	\$125,500	\$125,500
	<u>\$4,052,120</u>	<u>\$4,684,200</u>	<u>\$4,908,700</u>
Other Financing Uses			
Compensation Reserve	\$0	\$0	\$31,800
Addition to Fund Balance	\$0	\$0	\$7,200
	<u>\$0</u>	<u>\$0</u>	<u>\$39,000</u>
Total Expenditures	\$4,052,120	\$4,684,200	\$4,947,700
Change to Fund Balance	\$502,145	\$0	\$0



2022 Adopted Budget by Fund

Fund: Capital Projects

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Miscellaneous Revenue	\$125,272	\$0	\$0
	<u>\$125,272</u>	<u>\$0</u>	<u>\$0</u>
Other Financing Sources			
Bond Proceeds	\$0	\$0	\$0
Transfers from Other Funds	\$2,050,000	\$0	\$0
Use of Fund Balance	\$0	\$3,406,500	\$0
	<u>\$2,050,000</u>	<u>\$3,406,500</u>	<u>\$0</u>
Total Revenues	\$2,175,272	\$3,406,500	\$0
EXPENDITURES			
Streets and Public Improvements			
Road Facilities	\$12,327,670	\$3,406,500	\$0
	<u>\$12,327,670</u>	<u>\$3,406,500</u>	<u>\$0</u>
Streets and Public Improvements			
Fairgrounds Facilities	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Other Financing Uses			
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Expenditures	\$12,327,670	\$3,406,500	\$0
Change to Fund Balance	-\$10,152,398	\$0	\$0



2022 Adopted Budget by Fund

Fund: Debt Service

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Miscellaneous Revenue	\$906	\$0	\$0
	<u>\$906</u>	<u>\$0</u>	<u>\$0</u>
Other Financing Sources			
Transfers from Other Funds	\$1,987,200	\$3,030,200	\$2,849,000
Use of Fund Balance	\$0	\$0	\$0
	<u>\$1,987,200</u>	<u>\$3,030,200</u>	<u>\$2,849,000</u>
Total Revenues	\$1,988,106	\$3,030,200	\$2,849,000
EXPENDITURES			
Debt Payments			
Bonds	\$1,265,365	\$2,071,000	\$2,073,000
Sheriff Vehicle Lease	\$666,793	\$673,500	\$726,200
Fire-EMS Vehicle Lease	\$0	\$18,800	\$18,300
Road Equipment Lease	\$31,388	\$31,400	\$31,500
IT Equipment Lease	\$19,167	\$0	\$0
	<u>\$1,982,713</u>	<u>\$2,794,700</u>	<u>\$2,849,000</u>
Other Financing Uses			
Addition to Fund Balance	\$0	\$235,500	\$0
	<u>\$0</u>	<u>\$235,500</u>	<u>\$0</u>
Total Expenditures	\$1,982,713	\$3,030,200	\$2,849,000
Change to Fund Balance	\$5,393	\$0	\$0



2022 Adopted Budget by Fund

Fund: **CDRA**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Property Taxes	\$44,478	\$70,000	\$70,000
	<u>\$44,478</u>	<u>\$70,000</u>	<u>\$70,000</u>
Other Revenues			
Intergovernmental	\$213,451	\$266,000	\$266,000
	<u>\$213,451</u>	<u>\$266,000</u>	<u>\$266,000</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$10,400	\$0
	<u>\$0</u>	<u>\$10,400</u>	<u>\$0</u>
Total Revenues	\$257,929	\$346,400	\$336,000
EXPENDITURES			
General Government			
Cache County Redevelopment Agency	\$247,613	\$325,000	\$325,000
	<u>\$247,613</u>	<u>\$325,000</u>	<u>\$325,000</u>
Other Financing Uses			
Transfers to Other Funds	\$11,409	\$10,400	\$0
Addition to Fund Balance	\$0	\$11,000	\$11,000
	<u>\$11,409</u>	<u>\$21,400</u>	<u>\$11,000</u>
Total Expenditures	\$259,022	\$346,400	\$336,000
Change to Fund Balance	-\$1,093	\$0	\$0



2022 Adopted Budget by Fund

Fund: Restaurant Tax

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Sales Taxes	\$1,675,873	\$1,669,000	\$2,106,000
	<u>\$1,675,873</u>	<u>\$1,669,000</u>	<u>\$2,106,000</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$1,237,700	\$0
	<u>\$0</u>	<u>\$1,237,700</u>	<u>\$0</u>
Total Revenues	\$1,675,873	\$2,906,700	\$2,106,000
EXPENDITURES			
Culture and Recreation			
Tourism Promotion	\$225,160	\$170,700	\$303,600
Facility Awards	\$967,281	\$1,859,000	\$1,574,600
	<u>\$1,192,441</u>	<u>\$2,029,700</u>	<u>\$1,878,200</u>
Other Financing Uses			
Transfers to Other Funds	\$255,818	\$416,000	\$0
Addition to Fund Balance	\$0	\$461,000	\$227,800
	<u>\$255,818</u>	<u>\$877,000</u>	<u>\$227,800</u>
Total Expenditures	\$1,448,259	\$2,906,700	\$2,106,000
Change to Fund Balance	\$227,614	\$0	\$0



2022 Adopted Budget by Fund

Fund: **RAPZ Tax**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Sales Taxes	\$2,118,255	\$1,989,900	\$2,801,000
	<u>\$2,118,255</u>	<u>\$1,989,900</u>	<u>\$2,801,000</u>
Other Financing Sources			
Transfers from Other Funds	\$0	\$67,300	\$0
Use of Fund Balance	\$0	\$778,300	\$0
	<u>\$0</u>	<u>\$845,600</u>	<u>\$0</u>
Total Revenues	\$2,118,255	\$2,835,500	\$2,801,000
EXPENDITURES			
Culture and Recreation			
Program Awards	\$543,949	\$1,111,000	\$490,500
Facility Awards	\$575,837	\$1,558,300	\$1,532,400
	<u>\$1,119,786</u>	<u>\$2,669,300</u>	<u>\$2,022,900</u>
Other Financing Uses			
Transfers to Other Funds	\$83,402	\$98,900	\$49,000
Addition to Fund Balance	\$0	\$67,300	\$729,100
	<u>\$83,402</u>	<u>\$166,200</u>	<u>\$778,100</u>
Total Expenditures	\$1,203,188	\$2,835,500	\$2,801,000
Change to Fund Balance	\$915,067	\$0	\$0



2022 Adopted Budget by Fund

Fund: **CCCOG**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Sales Taxes	\$5,298,528	\$5,322,000	\$7,007,000
	<u>\$5,298,528</u>	<u>\$5,322,000</u>	<u>\$7,007,000</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$4,582,100	\$12,267,500
	<u>\$0</u>	<u>\$4,582,100</u>	<u>\$12,267,500</u>
Total Revenues	\$5,298,528	\$9,904,100	\$19,274,500
EXPENDITURES			
Streets and Public Improvements			
Road Projects	\$3,408,242	\$9,824,200	\$12,100,000
	<u>\$3,408,242</u>	<u>\$9,824,200</u>	<u>\$12,100,000</u>
Other Financing Uses			
Transfers to Other Funds	\$524,922	\$79,900	\$717,500
Addition to Fund Balance	\$0	\$0	\$6,457,000
	<u>\$524,922</u>	<u>\$79,900</u>	<u>\$7,174,500</u>
Total Expenditures	\$3,933,164	\$9,904,100	\$19,274,500
Change to Fund Balance	\$1,365,364	\$0	\$0



2022 Adopted Budget by Fund

Fund: Roads Special Service District

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Intergovernmental	\$140,429	\$121,500	\$120,000
Interest and Investment Income	\$1,745	\$2,000	\$1,000
	<u>\$142,174</u>	<u>\$123,500</u>	<u>\$121,000</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Revenues	\$142,174	\$123,500	\$121,000
EXPENDITURES			
Other Financing Uses			
Transfers to Other Funds	\$123,500	\$123,500	\$121,000
	<u>\$123,500</u>	<u>\$123,500</u>	<u>\$121,000</u>
Total Expenditures	\$123,500	\$123,500	\$121,000
Change to Fund Balance	\$18,674	\$0	\$0



2022 Adopted Budget by Fund

Fund: **CC Community Foundation**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Interest and Investment Income	\$317	\$100	\$100
Public Contributions	\$26,162	\$56,000	\$36,000
	<u>\$26,479</u>	<u>\$56,100</u>	<u>\$36,100</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Revenues	\$26,479	\$56,100	\$36,100
EXPENDITURES			
General Government			
Miscellaneous Expense	\$10	\$100	\$100
	<u>\$10</u>	<u>\$100</u>	<u>\$100</u>
Other Financing Uses			
Transfers to Other Funds	\$37,855	\$56,000	\$36,000
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$37,855</u>	<u>\$56,000</u>	<u>\$36,000</u>
Total Expenditures	\$37,865	\$56,100	\$36,100
Change to Fund Balance	-\$11,386	\$0	\$0



2022 Adopted Budget by Fund

Fund: **Airport**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Intergovernmental	\$1,589,110	\$6,659,100	\$633,300
Interest and Investment Income	\$9,850	\$1,500	\$1,500
Miscellaneous Revenue	\$146,806	\$150,900	\$157,000
	<u>\$1,745,766</u>	<u>\$6,811,500</u>	<u>\$791,800</u>
Other Financing Sources			
Transfers from Other Funds	\$0	\$310,200	\$0
Use of Fund Balance	\$0	\$52,700	\$42,200
	<u>\$0</u>	<u>\$362,900</u>	<u>\$42,200</u>
Total Revenues	\$1,745,766	\$7,174,400	\$834,000
EXPENDITURES			
General Government			
Airport	\$1,638,363	\$7,174,400	\$823,900
	<u>\$1,638,363</u>	<u>\$7,174,400</u>	<u>\$823,900</u>
Other Financing Uses			
Compensation Reserve	\$0	\$0	\$10,100
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Expenditures	\$1,638,363	\$7,174,400	\$834,000
Change to Fund Balance	\$107,403	\$0	\$0

**CACHE COUNTY COUNCIL MEETING
NOVEMBER 9, 2021**

ATTACHMENT 3

**CACHE COUNTY
RESOLUTION 2021-26**

**RESOLUTION AUTHORIZING SHAWN MILNE AND DAVID ZOOK TO RECEIVE
COMPENSATION FOR SERVICE ON THE BOARD OF DIRECTORS OF THE
UTAH LOCAL GOVERNMENTS TRUST**

WHEREAS, Shawn Milne and David Zook are serving as members of the Board of Directors (the "Board") for the Utah Local Governments Trust (the "Trust"), an interlocal agency formed pursuant to Utah Code Section 11-13-101, et. seq.; and

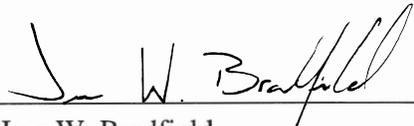
WHEREAS, The Cache County Council, pursuant to section 11-13-403(1)(e), after reviewing the duties and responsibilities of Board Members' Shawn Milne and David Zook service on the Board has determined that Board Members' Shawn Milne and David Zook receipt of compensation for services rendered to the Board is appropriate.

THEREFORE, after discussion in a public meeting held November 9, 2021, it is hereby:

RESOLVED, by the Cache County Council that Board Members' Shawn Milne and David Zook receipt of compensation in the amount of \$300.00 per Board meeting attended, and, if applicable, \$150.00 for any executive committee attended is hereby approved, together with the value of any group insurance benefits received by virtue of Board Member' Shawn Milne and David Zook service on the Board.

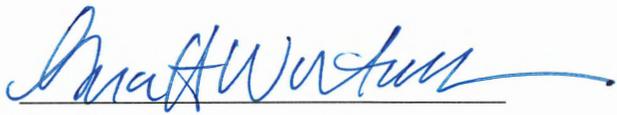
ADOPTED AND APPROVED this 9th day of November, 2021.

ATTESTED TO:



Jess W. Bradfield
Cache County Clerk/Auditor

CACHE COUNTY COUNCIL



Gina H. Worthen
Council Chair



**CACHE COUNTY COUNCIL MEETING
NOVEMBER 9, 2021**

ATTACHMENT 4

DAVID N. ZOOK
COUNTY EXECUTIVE

199 NORTH MAIN STREET
LOGAN, UT 84321
435-755-1850
WWW.CACHECOUNTY.ORG



COUNTY COUNCIL
GINA H. WORTHEN, CHAIR
BARBARA Y. TIDWELL, VICE CHAIR
PAUL R. BORUP
DAVID L. ERICKSON
NOLAN P. GUNNELL
KARL B. WARD
GORDON A. ZILLES

NOTICE OF THE ANNUAL CACHE COUNTY COUNCIL MEETING AND COUNTY OFFICES HOLIDAY SCHEDULE

PUBLIC NOTICE is hereby given that the 2022 meeting schedule of the Cache County Council is as follows:

JANUARY	11 and 25	JULY	12 and 26
FEBRUARY	8 and 22	AUGUST	9 and 23
MARCH	8 and 22	SEPTEMBER	13 and 27
APRIL	12 and 26	OCTOBER	11 and 25
MAY	10 and 24	NOVEMBER	8 and 22
JUNE	14 and 28	DECEMBER	6 and 13

Regular meetings of the Council will be held in the Cache County Historic Courthouse, 199 North Main, Logan, Utah 84321 beginning at 5:00 p.m. unless notice is given otherwise. Special and emergency meetings may be called as necessary pursuant to Utah State law.

The following legal holidays will be observed in 2022 by Cache County Government. County offices, except emergency services, shall be closed on these days:

2021	DECEMBER 31	Friday (observed)	New Year's Day
	JANUARY 17	Monday	Martin Luther King Jr. Day
	FEBRUARY 21	Monday	Washington's Birthday
	MAY 30	Monday	Memorial Day
	JULY 4	Monday	Independence Day
	JULY 25	Monday (observed)	Pioneer Day
	SEPTEMBER 5	Monday	Labor Day
	OCTOBER 10	Monday	Columbus Day
	NOVEMBER 11	Friday	Veterans Day
	NOVEMBER 24	Thursday	Thanksgiving Day
	NOVEMBER 25	Friday	Personal Preference Day
	DECEMBER 23	Friday (observed)	Christmas Eve
	DECEMBER 26	Monday (observed)	Christmas Day

And all days which may be set apart by the President of the United States or the Governor of the State of Utah by proclamation shall also be observed as legal holidays.

Witness my hand this 9th day of November, 2021.

Attest:

Jess W. Bradfield
Cache County Clerk / Auditor



Gina Worthen, Chair
Cache County Council

CACHE COUNTY GOVERNMENT
FUND SUMMARY
FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	897,140.32	7,514,901.44	23,522,000.00	16,007,098.56	32.0
LICENSES & PERMITS	3,960.00	43,991.00	40,000.00	(3,991.00)	110.0
INTERGOVERNMENTAL REVENUE	204,460.57	13,281,192.58	2,004,100.00	(11,277,092.58)	662.7
CHARGES FOR SERVICES	491,324.67	5,500,605.07	7,909,400.00	2,408,794.93	69.6
FINES & FORFEITURES	9,371.76	106,841.01	111,000.00	4,158.99	96.3
MISCELLANEOUS REVENUE	437.99	679,617.92	1,963,200.00	1,283,582.08	34.6
CONTRIBUTIONS & TRANSFERS	246,631.35	280,467.96	4,545,400.00	4,264,932.04	6.2
	<u>1,853,326.66</u>	<u>27,407,616.98</u>	<u>40,095,100.00</u>	<u>12,687,483.02</u>	<u>68.4</u>
<u>EXPENDITURES</u>					
COUNCIL	12,631.15	104,988.14	131,800.00	26,811.86	79.7
PUBLIC DEFENDER	51,451.80	500,235.07	817,300.00	317,064.93	61.2
EXECUTIVE	28,076.78	276,038.50	428,900.00	152,861.50	64.4
FINANCE	46,698.83	497,866.28	676,800.00	178,933.72	73.6
HUMAN RESOURCES	21,817.03	290,402.75	402,300.00	111,897.25	72.2
GIS DEPT	7,205.13	93,355.99	120,200.00	26,844.01	77.7
INFORMATION TECHNOLOGY SYSTE	(44,696.34)	732,973.32	1,011,300.00	278,326.68	72.5
AUDITOR	1,888.92	24,567.08	32,600.00	8,032.92	75.4
CLERK	11,203.26	110,355.92	245,100.00	134,744.08	45.0
RECORDER	17,980.80	208,390.37	311,300.00	102,909.63	66.9
ATTORNEY	110,175.74	1,428,171.54	2,023,400.00	595,228.46	70.6
VOCA -VICTIM SERVICES	80,105.44	638,439.28	916,100.00	277,660.72	69.7
NON-DEPARTMENTAL	4,102.24	378,737.94	389,700.00	10,962.06	97.2
CENTRAL MAIL	.00	3,515.34	7,100.00	3,584.66	49.5
BUILDING & GROUNDS	15,432.31	173,640.37	368,500.00	194,859.63	47.1
ELECTIONS	(16,440.71)	413,893.33	746,400.00	332,506.67	55.5
PUBLIC NOTICES	.00	1,195.10	1,300.00	104.90	91.9
ECONOMIC DEVELOPMENT	12,727.55	128,905.44	165,800.00	36,894.56	77.8
SHERIFF - CRIMINAL	(431,042.40)	3,334,609.68	5,136,100.00	1,801,490.32	64.9
SHERIFF - SUPPORT SERVICES	454,722.74	2,431,493.76	3,079,800.00	648,306.24	79.0
SHERIFF - ADMINISTRATION	107,603.41	1,343,586.24	5,042,400.00	3,698,813.76	26.7
SHERIFF - SEARCH AND RESCUE	2,542.02	22,152.77	109,800.00	87,647.23	20.2
SHERIFF - EXPLORER	5,646.00	24,930.54	25,100.00	169.46	99.3
SHERIFF - CORRECTIONS	1,223,307.58	6,956,004.40	8,299,700.00	1,343,695.60	83.8
SHERIFF - IT DEPARTMENT	.00	7,539.15	28,300.00	20,760.85	26.6
BEE INSPECTION	.00	.00	2,500.00	2,500.00	.0
SHERIFF - ANIMAL CONTROL	15,986.02	130,741.61	203,400.00	72,658.39	64.3
SHERIFF - EMERGENCY MANAGEME	9,225.83	115,336.59	174,400.00	59,063.41	66.1
AMBULANCE	136,511.04	1,502,895.09	2,713,600.00	1,210,704.91	55.4
PUBLIC HEALTH	.00	161,300.00	322,600.00	161,300.00	50.0
PUBLIC WELFARE	80,000.00	80,000.00	82,800.00	2,800.00	96.6
FAIRGROUNDS	95,876.75	960,045.92	1,551,900.00	591,854.08	61.9
COMMUNICATIONS	573.46	7,691.79	18,800.00	11,108.21	40.9
LIBRARY	11,593.50	94,352.69	115,400.00	21,047.31	81.8
USU AG EXTENSION SERVICE	3.71	122,367.80	244,600.00	122,232.20	50.0
COUNTY FAIR	426.16	112,881.75	199,000.00	86,118.25	56.7
RODEO	179.99	227,924.56	278,600.00	50,675.44	81.8

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
STATE FAIR	.00	.00	1,000.00	1,000.00	.0
AGRICULTURAL PROMOTION	.00	6,000.00	6,000.00	.00	100.0
CONTRIBUTIONS	80,000.00	80,000.00	687,700.00	607,700.00	11.6
TRANSFERS OUT	2,245,000.00	2,245,000.00	2,245,000.00	.00	100.0
MISCELLANEOUS	(4,810.60)	432,898.82	593,100.00	160,201.18	73.0
COUNTY PANDEMIC RELIEF	.00	81,911.75	137,600.00	55,688.25	59.5
	<u>4,393,705.14</u>	<u>26,487,336.67</u>	<u>40,095,100.00</u>	<u>13,607,763.33</u>	<u>66.1</u>
	<u>(2,540,378.48)</u>	<u>920,280.31</u>	<u>.00</u>	<u>(920,280.31)</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
FUND SUMMARY
FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

TAX ADMINISTRATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	31,358.07	451,555.86	3,502,000.00	3,050,444.14	12.9
CHARGES FOR SERVICES	120,001.77	981,349.63	892,400.00	(88,949.63)	110.0
MISCELLANEOUS REVENUE	120.66	1,262.39	.00	(1,262.39)	.0
CONTRIBUTIONS & TRANSFERS	.00	.00	289,800.00	289,800.00	.0
	<u>151,480.50</u>	<u>1,434,167.88</u>	<u>4,684,200.00</u>	<u>3,250,032.12</u>	<u>30.6</u>
<u>EXPENDITURES</u>					
TAX ADMINISTRATION ALLOCATIONS	54,912.95	1,237,616.20	1,769,200.00	531,583.80	70.0
INFORMATION TECHNOLOGY SYSTE	30,379.64	341,051.74	444,000.00	102,948.26	76.8
TREASURER	40,583.12	243,215.74	319,800.00	76,584.26	76.1
ASSESSOR	130,373.40	1,444,055.91	1,940,100.00	496,044.09	74.4
CONTRIBUTIONS	1,078.69	16,234.23	125,500.00	109,265.77	12.9
MISCELLANEOUS	600.32	27,588.19	85,600.00	58,011.81	32.2
	<u>257,928.12</u>	<u>3,309,762.01</u>	<u>4,684,200.00</u>	<u>1,374,437.99</u>	<u>70.7</u>
	<u>(106,447.62)</u>	<u>(1,875,594.13)</u>	<u>.00</u>	<u>1,875,594.13</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
FUND SUMMARY
FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

MUNICIPAL SERVICES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	334,102.88	2,416,564.66	6,430,500.00	4,013,935.34	37.6
LICENSES & PERMITS	169,226.78	1,510,073.83	1,279,300.00	(230,773.83)	118.0
INTERGOVERNMENTAL REVENUE	354,120.00	2,273,294.94	3,160,400.00	887,105.06	71.9
CHARGES FOR SERVICES	16,455.42	615,185.67	975,000.00	359,814.33	63.1
MISCELLANEOUS REVENUE	70,515.00	205,261.88	253,000.00	47,738.12	81.1
CONTRIBUTIONS & TRANSFERS	274,418.00	278,018.00	2,315,500.00	2,037,482.00	12.0
	<u>1,218,838.08</u>	<u>7,298,398.98</u>	<u>14,413,700.00</u>	<u>7,115,301.02</u>	<u>50.6</u>
 <u>EXPENDITURES</u>					
DEVELOPMENT SERVICES ADMIN	16,130.88	181,229.56	358,100.00	176,870.44	50.6
ZONING ADMINISTRATION	43,545.63	291,150.21	620,600.00	329,449.79	46.9
FIRE DEPARTMENT	4,541.94	267,746.97	288,100.00	20,353.03	92.9
BUILDING INSPECTION	125,401.50	725,665.73	907,200.00	181,534.27	80.0
ANIMAL CONTROL	.00	7,200.00	12,000.00	4,800.00	60.0
ROAD	289,206.29	3,671,001.13	5,556,700.00	1,885,698.87	66.1
VEGETATION MANAGEMENT	82,656.79	519,796.18	721,200.00	201,403.82	72.1
PUBLIC WORKS	53,290.27	486,406.01	911,900.00	425,493.99	53.3
TRAILS MANAGEMENT	16,148.23	221,307.36	581,200.00	359,892.64	38.1
CONTRIBUTIONS	.00	18,277.00	3,319,000.00	3,300,723.00	.6
TRANSFERS OUT	1,136,200.00	1,136,200.00	1,136,200.00	.00	100.0
MISCELLANEOUS	.00	974.52	1,500.00	525.48	65.0
	<u>1,767,121.53</u>	<u>7,526,954.67</u>	<u>14,413,700.00</u>	<u>6,886,745.33</u>	<u>52.2</u>
	<u>(548,283.45)</u>	<u>(228,555.69)</u>	<u>.00</u>	<u>228,555.69</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

HEALTH FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	8,755.37	76,794.75	1,007,000.00	930,205.25	7.6
CHARGES FOR SERVICE	27,826.50	264,783.00	305,000.00	40,217.00	86.8
CONTRIBUTIONS	.00	.00	97,300.00	97,300.00	.0
	<u>36,581.87</u>	<u>341,577.75</u>	<u>1,409,300.00</u>	<u>1,067,722.25</u>	<u>24.2</u>
<u>EXPENDITURES</u>					
PUBLIC HEALTH	.00	1,018,974.00	1,359,300.00	340,326.00	75.0
CONTRIBUTIONS	.00	.00	50,000.00	50,000.00	.0
	<u>.00</u>	<u>1,018,974.00</u>	<u>1,409,300.00</u>	<u>390,326.00</u>	<u>72.3</u>
	<u>36,581.87</u>	<u>(677,396.25)</u>	<u>.00</u>	<u>677,396.25</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

CACHE CO REDEVELOPMENT AGENCY

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>PCNT</u>
<u>REVENUE</u>					
TAXES	.00	.00	70,000.00	70,000.00	.0
CONTRIBUTIONS	.00	.00	276,400.00	276,400.00	.0
	<u>.00</u>	<u>.00</u>	<u>346,400.00</u>	<u>346,400.00</u>	<u>.0</u>
<u>EXPENDITURES</u>					
COMMUNITY DEVELOPMENT	.00	.00	325,000.00	325,000.00	.0
CONTRIBUTIONS	.00	.00	11,000.00	11,000.00	.0
TRANSFERS OUT	10,317.00	10,317.00	10,400.00	83.00	99.2
	<u>10,317.00</u>	<u>10,317.00</u>	<u>346,400.00</u>	<u>336,083.00</u>	<u>3.0</u>
	<u>(10,317.00)</u>	<u>(10,317.00)</u>	<u>.00</u>	<u>10,317.00</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
FUND SUMMARY
FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

FUND 230

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	160,123.25	846,661.52	797,500.00	(49,161.52)	106.2
INTERGOVERNMENTAL REVENUE	50,979.50	90,979.50	110,900.00	19,920.50	82.0
CHARGES FOR SERVICES	3,847.03	34,294.48	34,000.00	(294.48)	100.9
MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
CONTRIBUTIONS & TRANSFERS	94,525.00	94,525.00	435,500.00	340,975.00	21.7
	<u>309,474.78</u>	<u>1,066,460.50</u>	<u>1,378,400.00</u>	<u>311,939.50</u>	<u>77.4</u>
<u>EXPENDITURES</u>					
VISITORS BUREAU	44,496.35	621,516.20	1,116,400.00	494,883.80	55.7
TRANSFERS OUT	262,000.00	262,000.00	262,000.00	.00	100.0
	<u>306,496.35</u>	<u>883,516.20</u>	<u>1,378,400.00</u>	<u>494,883.80</u>	<u>64.1</u>
	<u>2,978.43</u>	<u>182,944.30</u>	<u>.00</u>	<u>(182,944.30)</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

COUNCIL ON AGING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	54,666.94	337,055.83	568,400.00	231,344.17	59.3
CHARGES FOR SERVICES	784.60	3,483.41	8,500.00	5,016.59	41.0
MISCELLANEOUS REVENUE	39.00	354.62	4,100.00	3,745.38	8.7
CONTRIBUTIONS & TRANSFERS	301,003.67	371,648.66	570,900.00	199,251.34	65.1
	<u>356,494.21</u>	<u>712,542.52</u>	<u>1,151,900.00</u>	<u>439,357.48</u>	<u>61.9</u>
<u>EXPENDITURES</u>					
NUTRITION-MANDATED	32,885.39	403,373.08	609,200.00	205,826.92	66.2
SR CITIZENS CENTER-NON-MANDATE	16,640.68	193,341.49	386,600.00	193,258.51	50.0
ACCESS - MANDATED	10,181.45	121,269.83	156,100.00	34,830.17	77.7
	<u>59,707.52</u>	<u>717,984.40</u>	<u>1,151,900.00</u>	<u>433,915.60</u>	<u>62.3</u>
	<u>296,786.69</u>	<u>(5,441.88)</u>	<u>.00</u>	<u>5,441.88</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

MENTAL HEALTH FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	212,630.96	2,271,856.71	3,000,000.00	728,143.29	75.7
CONTRIBUTIONS	.00	109,851.00	135,000.00	25,149.00	81.4
	<u>212,630.96</u>	<u>2,381,707.71</u>	<u>3,135,000.00</u>	<u>753,292.29</u>	<u>76.0</u>
<u>EXPENDITURES</u>					
PUBLIC HEALTH	.00	724,269.91	3,135,000.00	2,410,730.09	23.1
	<u>.00</u>	<u>724,269.91</u>	<u>3,135,000.00</u>	<u>2,410,730.09</u>	<u>23.1</u>
	<u>212,630.96</u>	<u>1,657,437.80</u>	<u>.00</u>	<u>(1,657,437.80)</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

RESTAURANT TAX FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	172,380.48	1,319,505.28	1,669,000.00	349,494.72	79.1
CONTRIBUTIONS	.00	.00	1,237,700.00	1,237,700.00	.0
	<u>172,380.48</u>	<u>1,319,505.28</u>	<u>2,906,700.00</u>	<u>1,587,194.72</u>	<u>45.4</u>
<u>EXPENDITURES</u>					
TOURISM AWARDS	.00	166,958.77	170,700.00	3,741.23	97.8
FACILITY AWARDS	.00	768,027.57	1,859,000.00	1,090,972.43	41.3
CONTRIBUTIONS	.00	.00	461,000.00	461,000.00	.0
TRANSFERS	390,541.00	390,541.00	416,000.00	25,459.00	93.9
	<u>390,541.00</u>	<u>1,325,527.34</u>	<u>2,906,700.00</u>	<u>1,581,172.66</u>	<u>45.6</u>
	<u>(218,160.52)</u>	<u>(6,022.06)</u>	<u>.00</u>	<u>6,022.06</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
FUND SUMMARY
FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

RAPZ TAX FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	221,931.17	1,630,394.02	1,989,900.00	359,505.98	81.9
CONTRIBUTIONS	67,300.00	67,300.00	845,600.00	778,300.00	8.0
	<u>289,231.17</u>	<u>1,697,694.02</u>	<u>2,835,500.00</u>	<u>1,137,805.98</u>	<u>59.9</u>
<u>EXPENDITURES</u>					
FACILITIES AWARDS	35,958.26	411,036.58	1,558,300.00	1,147,263.42	26.4
PROGRAM AWARDS	.00	685,847.39	1,111,000.00	425,152.61	61.7
CONTRIBUTIONS	.00	.00	67,300.00	67,300.00	.0
TRANSFERS OUT	100,703.00	100,703.00	98,900.00	(1,803.00)	101.8
	<u>136,661.26</u>	<u>1,197,586.97</u>	<u>2,835,500.00</u>	<u>1,637,913.03</u>	<u>42.2</u>
	<u>152,569.91</u>	<u>500,107.05</u>	<u>.00</u>	<u>(500,107.05)</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

CCCOG FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	554,875.13	4,078,664.32	5,322,000.00	1,243,335.68	76.6
CONTRIBUTIONS & TRANSFERS	.00	.00	4,582,100.00	4,582,100.00	.0
	<u>554,875.13</u>	<u>4,078,664.32</u>	<u>9,904,100.00</u>	<u>5,825,435.68</u>	<u>41.2</u>
<u>EXPENDITURES</u>					
ROAD PROJECTS	.00	3,999,671.27	9,824,200.00	5,824,528.73	40.7
TRANSFERS OUT	95,904.00	95,904.00	79,900.00	(16,004.00)	120.0
	<u>95,904.00</u>	<u>4,095,575.27</u>	<u>9,904,100.00</u>	<u>5,808,524.73</u>	<u>41.4</u>
	<u>458,971.13</u>	<u>(16,910.95)</u>	<u>.00</u>	<u>16,910.95</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	193,601.56	2,791,364.02	6,560,900.00	3,769,535.98	42.6
MISCELLANEOUS REVENUE	5,459.82	27,506.78	49,500.00	21,993.22	55.6
AIRPORT LAND LEASE REVENUES	683.00	107,699.16	102,900.00	(4,799.16)	104.7
CONTRIBUTIONS & TRANSFERS	80,000.00	390,162.00	461,100.00	70,938.00	84.6
	<u>279,744.38</u>	<u>3,316,731.96</u>	<u>7,174,400.00</u>	<u>3,857,668.04</u>	<u>46.2</u>
<u>EXPENDITURES</u>					
AIRPORT DEPARTMENT	<u>26,850.50</u>	<u>2,987,997.49</u>	<u>7,174,400.00</u>	<u>4,186,402.51</u>	<u>41.7</u>
	<u>26,850.50</u>	<u>2,987,997.49</u>	<u>7,174,400.00</u>	<u>4,186,402.51</u>	<u>41.7</u>
	<u>252,893.88</u>	<u>328,734.47</u>	<u>.00</u>	<u>(328,734.47)</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

CHILDREN'S JUSTICE CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	.00	561,900.76	926,800.00	364,899.24	60.6
MISCELLANEOUS REVENUE	.00	232.75	.00	(232.75)	.0
CONTRIBUTIONS & TRANSFERS	233,700.00	233,700.00	974,700.00	741,000.00	24.0
	<u>233,700.00</u>	<u>795,833.51</u>	<u>1,901,500.00</u>	<u>1,105,666.49</u>	<u>41.9</u>
<u>EXPENDITURES</u>					
CHILDREN'S JUSTICE CENTER	<u>354,705.93</u>	<u>1,410,180.79</u>	<u>1,901,500.00</u>	<u>491,319.21</u>	<u>74.2</u>
	<u>354,705.93</u>	<u>1,410,180.79</u>	<u>1,901,500.00</u>	<u>491,319.21</u>	<u>74.2</u>
	<u>(121,005.93)</u>	<u>(614,347.28)</u>	<u>.00</u>	<u>614,347.28</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

AMBULANCE FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>PCNT</u>
<u>REVENUE</u>					
<u>EXPENDITURES</u>					
AMBULANCE DEPARTMENT	.00	(25.53)	.00	25.53	.0
	.00	(25.53)	.00	25.53	.0
	<u>.00</u>	<u>25.53</u>	<u>.00</u>	<u>(25.53)</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
MISCELLANEOUS REVENUE	298.26	1,899.50	.00	(1,899.50)	.0
CONTRIBUTIONS AND TRANSFERS IN	3,030,200.00	3,030,200.00	3,030,200.00	.00	100.0
	<u>3,030,498.26</u>	<u>3,032,099.50</u>	<u>3,030,200.00</u>	<u>(1,899.50)</u>	<u>100.1</u>
<u>EXPENDITURES</u>					
CAPITAL LEASE - PATROL VEHICLE	.00	625,946.41	673,500.00	47,553.59	92.9
CAPITAL LEASE - ROAD EQUIPMENT	.00	31,387.83	31,400.00	12.17	100.0
SALES TAX REVENUE BONDS	801,500.00	852,255.40	2,071,000.00	1,218,744.60	41.2
CAP LEASE - FIRE-EMS VEHICLES	.00	8,791.70	18,800.00	10,008.30	46.8
DEPARTMENT 4800	.00	.00	235,500.00	235,500.00	.0
	<u>801,500.00</u>	<u>1,518,381.34</u>	<u>3,030,200.00</u>	<u>1,511,818.66</u>	<u>50.1</u>
	<u><u>2,228,998.26</u></u>	<u><u>1,513,718.16</u></u>	<u><u>.00</u></u>	<u><u>(1,513,718.16)</u></u>	<u><u>.0</u></u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
MISCELLANEOUS REVENUE	977.59	12,552.38	.00	(12,552.38)	.0
CONTRIBUTIONS AND TRANSFERS IN	.00	.00	3,406,500.00	3,406,500.00	.0
	<u>977.59</u>	<u>12,552.38</u>	<u>3,406,500.00</u>	<u>3,393,947.62</u>	<u>.4</u>
<u>EXPENDITURES</u>					
ROAD FACILITIES	13,872.08	2,523,534.13	3,406,500.00	882,965.87	74.1
	<u>13,872.08</u>	<u>2,523,534.13</u>	<u>3,406,500.00</u>	<u>882,965.87</u>	<u>74.1</u>
	<u>(12,894.49)</u>	<u>(2,510,981.75)</u>	<u>.00</u>	<u>2,510,981.75</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2021

TRUST AND AGENCY FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>PCNT</u>
<u>REVENUE</u>					
CHARGES FOR SERVICES	.00	21,378.75	.00	(21,378.75)	.0
	<u>.00</u>	<u>21,378.75</u>	<u>.00</u>	<u>(21,378.75)</u>	<u>.0</u>
<u>EXPENDITURES</u>					
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>.00</u>	<u>21,378.75</u>	<u>.00</u>	<u>(21,378.75)</u>	<u>.0</u>

Staff Report: 2600 West Rezone

4 November 2021

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

Agent: Michael & Kent Carlsen

Parcel ID: 12-042-0003

Staff Recommendation: None

Type of Action: Legislative

Land Use Authority: Cache County Council

Location

Reviewed by Angie Zetterquist

Project Address:
~2600 West Hwy 30
near Logan

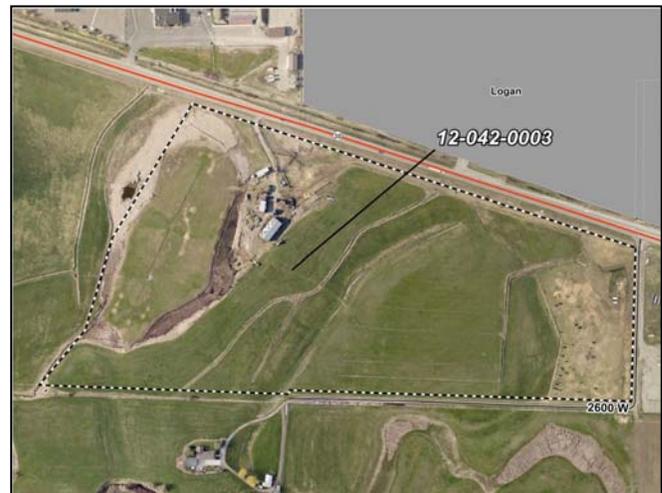
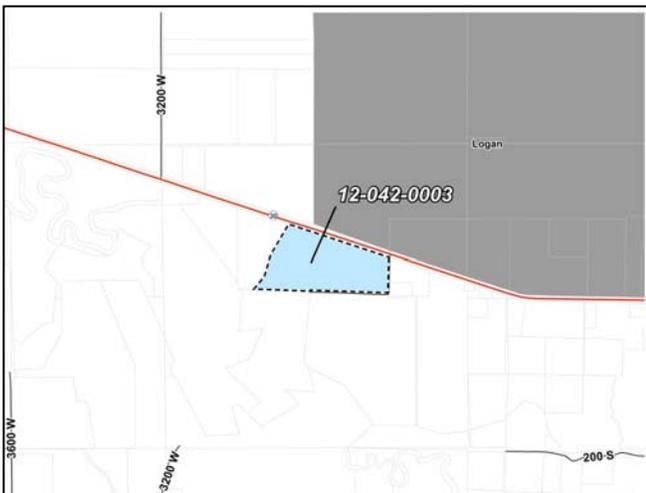
Acres: 7.34 acres

Current Zoning:
Agricultural (A10)

Proposed Zoning:
Industrial (I)

Surrounding Uses:

North – Hwy 30/Logan City
South – Agricultural/Residential
East – 2600 West/A10/ storage units
West – Agricultural/Wetlands



Findings of Fact

A. Request description

1. A request to rezone 7.34 acres of an existing 41.8 acre parcel from the Agricultural (A10) Zone to the Industrial (I) Zone. The applicant initially submitted a request for the Commercial (C) Zone, but recently requested it be changed to Industrial (I).
2. This rezone may allow the parcel to establish uses permitted in the Industrial (I) Zone upon approval of a subdivision. As the proposed rezone, if approved, would result in a split zone on a single property, the more restrictive zone (i.e., A10) will determine development potential/standards until the rezoned area is subdivided from the original parcel through the subdivision process.

Exhibit A

A rezone request is general in nature and is not tied to any proposed use. Any impacts related to permitted and conditional uses allowed within the Industrial Zone will be addressed as part of each respective approval process required prior to site development activities.

3. Staff has identified general information as pertains to the subject property to assist the Planning Commission and County Council in arriving at a decision. This information is reflected in the attached maps (Attachment A & B) and in the following text:

a. Land Use Context:

- i.** Parcel status: The subject property is legal as it is in the same size and configuration since August 8, 2006. The applicant has provided a survey and legal description for the 7.34 acre portion of the 41.8 acre property that they are seeking the rezone (Attachment B).
- ii.** The Industrial (I) Zone allows for a variety of uses with the approval of a zoning clearance and/or conditional use permit, including the following uses, that are not permitted in the current Agricultural (A10) Zone:
 - General Manufacturing
 - Storage and Warehousing
 - Transport Services
 - Sexually-oriented Businesses
 - Crematorium
 - Commercial Kennels/Animal Shelters
- iii.** Sensitive Areas: The subject property contains sensitive areas that may impact future development (Attachment B).
 - The County GIS data indicates that there is an open body of water, floodplain, flood buffer, and potential wetlands located along the western side of the property. Additionally, a significant portion of the property is located in an area with a moderate to high liquefaction potential. Most of the sensitive areas are located outside the rezone request portion of the property, but there are some areas of liquefaction potential in the rezone area. Areas with geologic sensitive areas require approval of a geotechnical permit prior to recording a subdivision plat.
- iv.** Adjacent uses: The properties adjacent to the subject rezone in unincorporated County are primarily zoned A10 (agricultural) (Attachment A). Logan City boundaries are north of the subject property on the other side of Hwy 30 where the Logan City wastewater treatment facility is located.

To the east of the subject property, there is a county road (i.e., 2600 West) and properties used for storage facilities. A Conditional Use Permit (CUP) was approved for parcel #12-042-0008 in November 2002 allowing a multi-use storage facility as a commercial business in the Agricultural (A10) Zone. Under the current County Code, a storage facility that allows both indoor and outdoor storage is only allowed in the Industrial (I) Zone. In 2007, a 2-lot subdivision was approved for the property. There is a residential home located to the south of the property.

The closest commercial zone is located approximately 1/3 mile east of the property and is the location of the Cache Humane Society. Another commercial property is located to the west at the corner of 3200 West and Hwy 30 approximately 1/2 mile away. The commercial rezone was approved by the County Council in 2020 as Ordinance 2020-04. No development has occurred on the site since the rezone request. The nearest property zoned Industrial (I) is located almost a mile to the east of the subject property (i.e., D & D Auto and Salvage).

Exhibit A

- v. **Annexation Areas:** The subject property is located within the Logan City Future Annexation Area (Attachment C). In reviewing the map for Logan City’s Annexation Policy Plan Boundaries, the subject properties appears to be designated as GW-DX (GW-Gateway and DX–Development with Exemption) future land use.

Per Logan’s General Plan, the purpose of the Gateway (GW) designation is to develop quality highway entrances to the City. Visitor-oriented commercial uses, corporate campuses, and recreation opportunities are identified as the primary uses found in the Gateways with attractive buildings highlighted by gracious landscapes or natural areas to reinforce the picturesque setting of Cache Valley.

The DX-Development with Exemption future land use areas are described in Logan’s General Plan areas of expansion along the City’s western boundary located in sensitive lands, which, without some action to modify, are undevelopable. Other portions could potentially be development by mitigating environmental impacts.

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

- 4. As per §17.02.060, Establishment of Land Use Authority, the County Council is authorized to act as the Land Use Authority for this application.
- 5. The current County Land Use Ordinance does not specify appropriate locations for the Industrial (I) Zone but does contain general guidelines for its implementation. County Land Use Ordinance §17.08.030 [F] identifies the purpose of the Industrial Zone and includes the following:
 - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the economic well-being of the citizens and to broaden the tax base.
 - b. This zone must be appropriately served by suitable public roads, have access to the necessary water and utilities, and have adequate provision of public services.”
- 6. Any impacts related to permitted and conditional uses allowed within the Industrial (I) Zone will be addressed as part of each respective approval process required prior to site development activities.

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

- 7. §12.02.010 adopts the Manual of Roadway Design and Construction Standards (Road Manual) for roadway improvement requirements.
- 8. The Road Manual specifies the following:
 - a. §2.1 Roadway Functional Classification - Major Local Road (ML): Major Local roads serve a dual function of providing access to properties that abut the road as well as providing a through or connection service between higher road classification facilities. Major local roads may have significant local continuity and may operate at relatively high speeds. Because of the possibility of through traffic, a meaningful segment of traffic on major local roads may include drivers who are unfamiliar with the roads. Traffic on major local roads is largely composed of passenger vehicles or other smaller vehicle types. Where a significant proportion of traffic is trucks or other heavy vehicles, additional design considerations will be required.
 - b. Table B-6 Typical Cross Section Minimum Standards: Major local roads must meet the minimum standard of a 66-foot right-of-way, two 10-foot wide paved travel lanes with 6-foot wide shoulders (2 feet paved and 4 feet of gravel): 14-inches depth of granular borrow, a 6-inches depth of untreated base course, and 3 inches of bituminous surface course (asphalt).

Exhibit A

9. A basic review of the access to the subject property identifies the following:
 - a. The subject property has direct access to Hwy 30, 2600 West, and 200 North.
 - b. Highway 30 is a UDOT facility and runs along the north property line and has one existing agricultural access from the state road.
 - c. The County roads, 2600 West and 200 North, run along the east and part of the south properties lines. The roads provide access to a material stock yard, storage units, one single-family residence, and agricultural lands.
 - d. Both county roads are currently classified as Minor Local roads with gravel surfaces ranging from approximately 12-20 feet wide. Roads are graded in the summer but no winter maintenance is provided.
 - e. For any commercial or industrial use, the County roads must be reclassified and improved to meet the Major Local Road standard at a minimum.

D. Service Provisions:

10. §16.04.080 [C] Fire Control – The County Fire District visited the site and had no comments regarding the rezone request. Any potential future development will be reviewed and may require improvements depending on location and size. Plans must be submitted to the Fire Department for review and approval prior to construction.
11. §16.04.080 [F] Solid Waste Disposal – Logan City Environmental had no comments on the rezone request.

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

12. Public notice was posted online to the Utah Public Notice Website on 25 October 2021.
13. Notices were posted in three public places on 25 October 2021.
14. Notices were mailed to all property owners within 300 feet and Logan City on 25 October 2021.
15. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

Planning Commission Conclusion

Based on the findings of fact noted herein, the 2600 West Rezone is hereby recommended for approval to the County Council as follows:

1. The location of the subject property is compatible with the purpose of the Industrial (I) Zone as identified under §17.08.030[F] of the Cache County Code as it:
 - a. Allows for industrial development in an area with minimal residential development, which may limit conflict or deleterious effects upon surrounding properties.

Attachment A
Exhibit A

Logan

30

200 N

2600 W

200 S

1900 W

600 S

2400 W

2000 W

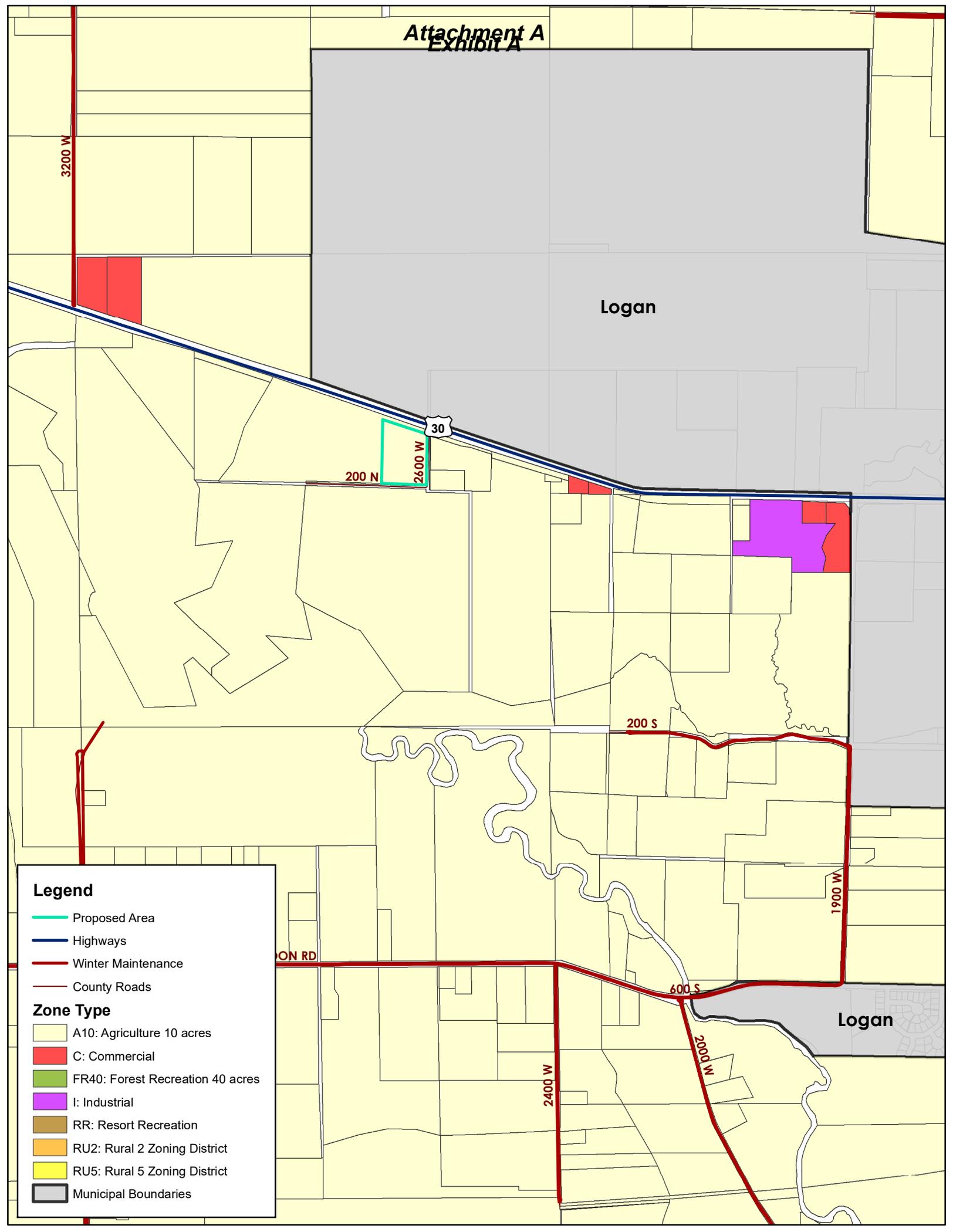
Logan

Legend

- Proposed Area
- Highways
- Winter Maintenance
- County Roads

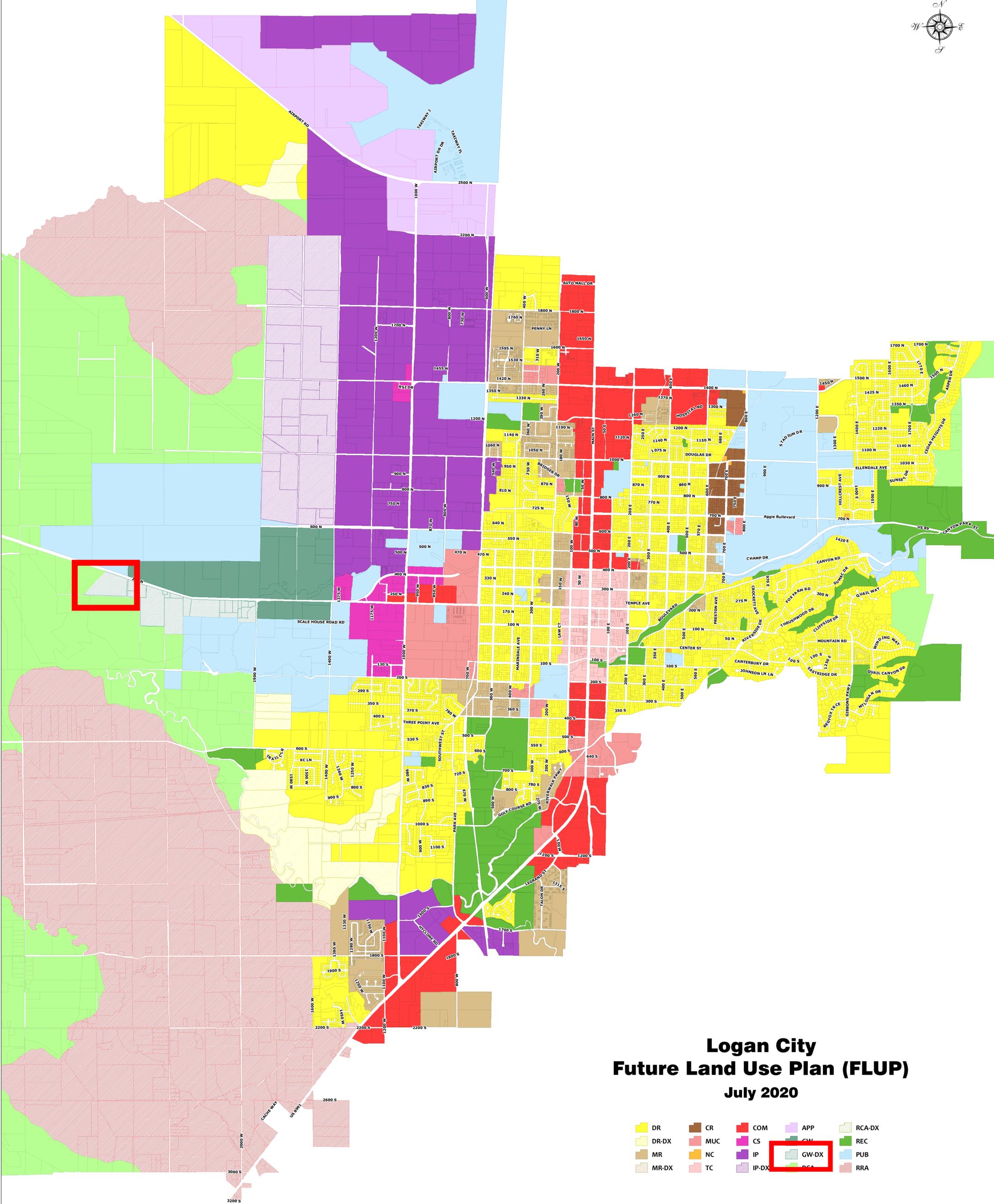
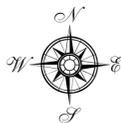
Zone Type

- A10: Agriculture 10 acres
- C: Commercial
- FR40: Forest Recreation 40 acres
- I: Industrial
- RR: Resort Recreation
- RU2: Rural 2 Zoning District
- RU5: Rural 5 Zoning District
- Municipal Boundaries



Attachment C

Exhibit A



Logan City Future Land Use Plan (FLUP) July 2020

DR	CR	COM	APP	RCA-DX
DR-DX	MUC	CS	GW	REC
MR	NC	IP	GW-DX	PUB
MR-DX	TC	IP-DX	RCA	RRA



CACHE COUNTY ORDINANCE 2021 - 22

AN ORDINANCE ADOPTING THE CACHE COUNTY CONSOLIDATED FEE SCHEDULE

WHEREAS, Utah Code Ann. § 17-53-211 requires the County Council to adopt an ordinance establishing fees for services provided by certain County officers; and

WHEREAS, the County Council believes it is appropriate to adopt and include within the County Code a listing of fees and charges imposed by the County to provide notice of those fees and charges to County residents; and

WHEREAS, the County provides services to County residents and desires to establish a Consolidated Fee Schedule that includes the fees charged by the following County Offices: the Clerk/Auditor's Office, the Development Services Office, the Events Center and Fairgrounds, the Fire District and EMS, the Library, the Recorder's Office, the Treasurer's Office, and the Sheriff's Office; and

WHEREAS, after considering the facts presented to it, the County Council believes this action reasonably furthers the health, safety, and general welfare of the citizens of Cache County;

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

SECTION 1:

The following sections of the Cache County Code are amended to read as set forth in Exhibit A: 2.64.100, 2.70.040, 3.84.090, 5.04.040, 5.04.060, 5.08.040, 5.08.080, 5.08.090, 5.20.050, 5.20.070, 5.20.150, 6.08.010, 8.04.010, 8.40.040, 15.04.040, 15.12.010, 16.03.030, 17.14.110, and 17.20.040.

SECTION 2:

The Consolidated Fee Schedule attached hereto as Exhibit B is adopted and is to be included in the Cache County Code immediately following Title 17, as indicated in Exhibit B. This Consolidated Fee Schedule supersedes all prior fee schedules that set forth fees for the services identified in this Consolidated Fee Schedule.

SECTION 3:

This ordinance takes effect on November 1, 2021.

**PASSED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH, THIS 12th
DAY OF OCTOBER 2021.**



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

CACHE COUNTY COUNCIL

By:

Gina Worthen, Chair

ATTEST:

By: _____
Jess W. Bradfield, County Clerk

Exhibit A

2.64.100: FEES:

A. Fees for copies of records and services shall be charged on a reasonable basis to reimburse the county for the actual costs of duplication and compilation of a record in a form other than that regularly maintained by the county. No fees shall be charged to inspect public records.

B. Fee amounts specified by statute shall be imposed and collected by the responsible department. The responsible department may waive charges if the department head determines that:

1. Releasing the record primarily benefits the public rather than an individual person;
2. The individual requesting the record is the subject of the record; or
3. The requester's rights are directly implicated by the information in the record and the requester is impecunious.

C. The county shall charge a fee equivalent to the cost of services provided to an individual and any public or private agency for those individual's or agency's sole or personal use. Services or information provided to any individual or any agency for resale shall be charged at the fair market value of such services or information; provided, that such fee shall be never less than the full cost incurred by the county in the provision of such information or services.

D. The county records committee, in cooperation with the county records manager, shall review the full cost of providing records services at least annually and make recommendations to the county council.

E. The county council shall approve all fee schedules for use by all county departments.

F. Fee schedules shall be uniform throughout the county.

G. If a request for a record requires extraordinary services, the requester shall be given an estimate of approximate costs before such extraordinary costs are accrued.

H. Payment of fees shall be required at the time records are made and delivered to the requesting party, except that if fees are anticipated to exceed fifty dollars (\$50.00), the department from which the record is requested may require payment in advance in full or in part.

I. Fees shall be enumerated in the Consolidated Fee Schedule approved by the County Council.

2.70.040: PROPOSAL AND APPROVAL OF AGRICULTURE PROTECTION AREA:

A. Filing Procedure: Any owner or owners of land in agricultural production may file a proposal for creation of an agriculture protection area with the county executive by completing forms approved by the county executive and filing the forms in the office of the county executive. The county executive or other person(s) designated by the county executive to receive and process proposals shall accept and process such forms only if they are properly completed and accompanied by the filing fee as provided in this section. The proposal shall contain the following information:

1. The land in agricultural production that the proposal sponsors wish to become part of an agriculture protection area;

2. Any limits on the type of agriculture production to be allowed within the agriculture protection area; and

3. For each parcel of land:

a. The owners of the land contained within the parcel;

b. The tax parcel number or account number of each parcel; and

c. The number or account number of acres as listed on the parcel tax records.

B. Notice Requirements: The county executive shall provide notice of the proposal for an agriculture protection area as required by title 17, chapter 41, Utah Code Annotated, 1953, as amended.

C. Review Of Proposal:

1. After fifteen (15) days from the date of the notice, the county executive shall refer the proposal, and any proposed modifications and objections to the proposal, to the advisory board and planning commission for their review, comment and recommendations.

2. Within forty five (45) days after receipt of the proposal, the advisory board and planning commission shall each submit a report to the Cache County council relative to their review, comments and recommendations as provided in title 17, chapter 41, Utah Code Annotated, 1953, as amended.

3. After receipt of the reports from the advisory board and planning commission, or after forty five (45) days have expired, whichever is earlier, the Cache County council shall schedule a public hearing and provide notice of the same, conduct a public hearing, and act on the same as required by title 17, chapter 41, Utah Code Annotated, 1953, as amended.

D. Minimum Size For Agriculture Protection Area: At least five (5) continuous acres within Cache County must be included in each agriculture protection area.

E. Fees For Accepting And Processing Agriculture Protection Area Proposals: Any person or persons filing a proposal to create an agriculture protection area pursuant to title 17, chapter 41, Utah Code Annotated, 1953, as amended, shall pay a fee at the time of filing. See Consolidated Fee Schedule for fee amount. This fee includes all costs associated with processing agriculture protection area proposals.

F. Adding Land To An Agriculture Protection Area:

1. Any owner of land may add land to an existing agriculture protection area by:

a. Filing a proposal with the county executive; and

b. Obtaining approval of the Cache County council for the addition of the land to the area.

2. The Cache County council shall comply with the provisions for creating an agriculture protection area in determining whether or not to accept the proposal.

G. Removing Land From An Agriculture Protection Area:

1. Any owner may remove land from an agriculture protection area by filing a petition for removal of the land from the agriculture protection area with the county executive.

2. The Cache County council shall:

a. Grant the petition for removal of land from an agriculture protection area even if removal of the land would result in an agriculture protection area of less than the number of acres established by the Cache County council as the minimum under this section; and

b. In order to give constructive notice of the removal to all persons who have acquired or who may acquire an interest in land in or adjacent to the agriculture protection area and the land removed from the agriculture protection area, file a legal description of the revised agriculture protection area with the Cache County recorder and the planning commission.

3. The remaining land in the agriculture protection area is still an agriculture protection area.

4. When a municipality annexes any land that is part of an agriculture protection area, the Cache County council shall, within thirty (30) days after the land is annexed, review the feasibility of that land remaining in the agriculture protection area according to the procedures and requirements of title 17, chapter 41, Utah Code Annotated, 1953, as amended. If appropriate, the Cache County council shall remove the annexed land from the agriculture protection area.

H. Review Of Agriculture Protection Area:

1. The county council shall review any agriculture protection area created under the authorization of this chapter in the twentieth calendar year after it is created.

2. In the twentieth calendar year, the Cache County council shall:

a. Request the planning commission and advisory board to submit recommendations about whether the agriculture protection area should be continued, modified, or terminated;

b. At least one hundred twenty (120) days before the end of the calendar year hold a public hearing to discuss whether the agriculture protection area should be continued, modified, or terminated;

c. Give notice of the hearing using the same procedures for any notice employed to establish an agriculture protection area; and

d. After the public hearing, continue, modify, or terminate the agriculture protection area.

3. If the Cache County council modifies or terminates the agriculture protection area, it shall file an executed document containing the legal description of the agriculture protection area with the Cache County recorder.

4. If the Cache County council does not affirmatively continue, modify, or terminate the agriculture protection area in the twentieth calendar year, the agriculture protection area is considered to be reauthorized for another twenty (20) years.

3.84.090: PROCEDURES FOR RECORDING TAX DEEDS:

A. Upon payment, the county treasurer will issue a temporary receipt. Within sixty (60) days of the date of the sale and after approval of all sales by the county council and after recordation, the county auditor will mail the tax deed to the name and address listed on the bid sheet and bidder registration form. Deeds issued by the county auditor shall recite the following:

1. The total amount of all the delinquent taxes, penalties, interest and administrative costs which were paid for the execution and delivery of the deed;

2. The year for which the property was assessed, the year the property became delinquent, and the year the property was subject to tax sale;

3. A full description of the property; and

4. The name of the grantee.

B. When the deed is executed and delivered by the county auditor, it shall be prima facie evidence of the regularity of all proceedings subsequent to the date the taxes initially became delinquent and of the conveyance of the property to the grantee in fee simple.

C. The deed issued by the county auditor under this section shall be recorded by the county recorder.

D. The fee for the recording shall be included in the administrative costs of the sale. See Consolidated Fee Schedule for fee amount.

5.04.040: FEES:

Fees shall be assessed for the issuance or renewal of any business license, including late fees. See Consolidated Fee Schedule for fee amount.

5.04.060: PAYMENT DATE:

A. All license fees shall be due and payable on or before February 1 of each and every year for which the license is issued or renewed.

B. If any license fee is not paid before its due date, a late fee may be added to the original fee, in accordance with the Consolidated Fee Schedule adopted by the County Council, and no license shall be issued until all fees and late fees have been paid in full. See Consolidated Fee Schedule for fee amounts.

5.08.040: APPLICATION FOR CONSENTS TO STATE RESTAURANT LIQUOR LICENSES:

A. Applications for consents to state restaurant liquor license shall be verified and filed in duplicate with the county clerk. The applicant shall provide all information required on the application form provided by the county clerk. The county clerk shall submit a copy of the application to the county executive.

B. The information to be provided by the applicant shall include, but not be limited to, the applicant's full name, and if the applicant is a partnership or a corporation, then in addition, the names and addresses of all partners, managers, officers, directors or stockholders, and such other information as may be required by the county.

C. Each applicant must be over the age of twenty one (21) years, a citizen of the United States and the state of Utah, of good moral character, and a fit and proper person to be granted a consent to a state restaurant liquor license. In the event that the applicant is a partnership or a corporation, the partnership or corporation must be duly registered to do business in the state of Utah, possess a business license from Cache County, and be a fit and proper entity to be granted a consent to a state restaurant liquor license.

D. Each applicant must provide a copy of the applicant's current business license and a copy of the application submitted for a state restaurant liquor license to the state of Utah.

E. No consent shall be granted to an applicant who has been convicted of a felony under federal or state law; convicted of any violation of federal or state law or local ordinance concerning the sale, manufacture, distribution, warehousing, adulteration or transportation of alcoholic beverages; nor convicted of any crime involving moral turpitude. If the applicant is a partnership or corporation, no consent shall be granted to the applicant if any partner, managing agent, officer, director or stockholder holding at least twenty percent (20%) of the stock or interest in the applicant partnership or corporation has been convicted of any such offense.

F. In the event that any such conviction occurs during the term of the license, the county shall have the authority to immediately withdraw its consent.

G. No consent shall be issued unless and until the Cache County sheriff's office has made a diligent check of the applicable records and provides a copy of the criminal record, if any, of the applicant to the county clerk.

H. No consent shall be issued unless and until the applicant provides written approval from the Utah department of transportation, if access to the proposed premises is to and from a state highway; or from the Cache County road department, if access is to and from a county road, approving the access for the proposed use.

I. No consent shall be issued until the applicant has first procured from the county health department a permit certifying that the premises is in sanitary condition and the equipment used complies with all health regulations of the state of Utah and Cache County.

J. The applicant must provide written confirmation from the development services department that the premises for which the license is sought is within a zone permitting the establishment of a state restaurant liquor outlet.

K. Upon the receipt by the county clerk of the completed application form, copies of the applicant's current business license and application for state restaurant liquor license, the report of the sheriff's office, written approval from the Utah department of transportation or Cache County road department and written confirmation from the development services department as to the zone of the premises, and a permit from the county health department, then the county clerk shall submit those materials and any other attachments or documents necessary and pertinent to the application to the county council. No application shall be forwarded by the county clerk to the county council unless and until the application fee has been paid. See Consolidated Fee Schedule for fee amount.

L. The county council, upon receipt of the application and accompanying materials from the county clerk, shall place the matter on its agenda for consideration.

M. The granting of a consent to a state restaurant liquor license is deemed a policy decision and therefor shall be under the authority and responsibility of the county council. All consents must be approved by the county council.

5.08.050: PROCEDURES:

A. In granting any consent, the county council shall give consideration to the locality upon which the proposed resort restaurant is to be operated in its proximity to any existing similar establishments possessing similar licenses, its proximity to any school, church,

library, public park, playground or wilderness, public recreation or recreational area, or residential area; and to the potential impact of the granting of such license and the use of the premises as a state restaurant liquor outlet upon traffic and highway safety and the surrounding area.

B. No consent shall be granted to the applicant until he shows that he has filed with the county clerk a bond payable to Cache County in the amount of ten thousand dollars (\$10,000.00). The bond shall be in a form approved by the county attorney and shall be conditioned upon the applicant's faithful compliance with this chapter and the rules and regulations established by the county. If the bond is cancelled due to the applicant's negligence, the county may assess a reinstatement fee. See Consolidated Fee Schedule for fee amount. No part of any cash or corporate bond so posted may be withdrawn during the period that the consent is in effect or while revocation proceedings are pending against the applicant. The bond filed may be forfeited if the consent is revoked.

C. No consent shall be issued until the applicant has first procured from the county health department a permit certifying that the premises are in sanitary condition and the equipment used complies with all health regulations of the state of Utah and Cache County.

D. Each application shall be accompanied by a cashier's check payable to Cache County, as and for a nonrefundable application fee which shall be deemed to cover county expenses in the application process. See Consolidated Fee Schedule for fee.

5.08.080: ANNUAL FEES:

There shall be an annual fee for a consent to a state restaurant liquor license, in addition to the application fee, which shall be payable on or before October 31 of each year. See Consolidated Fee Schedule for amount of fee.

5.08.090: TRANSFERS:

Consents issued by the county may be transferred from one premises to another or from the applicant to any successor or assign only upon the specific written consent of the county council. Any proposed transferee or new premises must meet all the qualifications of the original licensee and premises, including the payment of a nonrefundable application fee. See Consolidated Fee Schedule for amount of fee.

6.08.010: LICENSING OF DOGS:

A. It shall be unlawful for any person or other entity to own, keep, maintain or have permanent or temporary custody of a dog within the limits of Cache County, exclusive of the incorporated areas, without obtaining and possessing a current license or certificate of registration of the dog.

B. There shall be an annual license fee. See Consolidated Fee Schedule for amount of fee.

C. Dogs are required to be licensed at the age of six (6) months.

D. It shall be unlawful for any person or other entity to own, keep, maintain, or have permanent or temporary custody of a dog within the limits of Cache County, exclusive of the incorporated areas, without having affixed to the dog a collar, which shall be worn at all times by the dog, with a current metallic license tag attached to said collar.

E. No dog license shall be transferable to another dog.

F. Replacement tags may be issued by the county clerk or animal control officer upon presentation of the receipt showing payment of the license fee and the payment for such replacement.

G. It shall be unlawful for any person to remove a license tag from a dog not owned, kept, maintained, or in the temporary or permanent custody of that person.

8.40.040: APPLICATION PROCEDURE, DEADLINES, SUBMITTAL REQUIREMENTS, AND FEES:

A. Application Submittal: Each applicant for a special event permit must submit a special event application and fee to the Cache County Development Services Department for review. The application form must reflect the requirements of this code. See Consolidated Fee Schedule for amount of fee.

1. Special event applications can be submitted no earlier than six (6) months prior to the date of the event.

2. Applications must be submitted at least forty five (45) calendar days in advance of the special event.

3. Applications submitted fewer than forty five (45) calendar days in advance of the special event will not be accepted, unless the following criteria are all met:

- a. The special event applicant is a first-time applicant;
- b. The director or designee determines there is still adequate time to review the application; and
- c. Double application fees are paid to defray the increased costs of expediting the application.

B. Submittal Requirements: All applications for special event permits shall be made on a special event permit application form and shall include the following information:

1. Type and description of event;
2. Name of person or entity organizing the event, contact person, address and telephone number;
3. Proposed date(s) of the event, together with beginning and ending times for each date;
4. Proposed location, including a plat or map of the area to be used, including any barricade, street route plans, or perimeter/security fencing;
5. Written approval of the property owner, if the applicant is not the owner of the property on which the special event is to take place.
6. Estimated numbers of event staff, participants and spectators;
7. Public health plans, including plans for culinary water supplies, solid waste collections and disposal and waste water (toilet facilities);
8. Fire prevention and emergency medical services plans;
9. Security plans and/or law enforcement response;
10. Admission fee, donation, or other consideration to be charged or requested;
11. Plans for parking;

12. Proof that the applicant has obtained any applicable county, state, or other governmental agency approvals, permits, or licenses; and

13. Signature of applicant.

C. Fees:

1. Application Fee: Each special event permit application must be accompanied by the non-refundable application fee. See Consolidated Fee Schedule for amount of fee. All application fees are due upon application. Applications will be considered incomplete until the application fee is paid in full.

2. Fee Exemption: The following special events are exempt from the non-refundable application fee but may be subject to the fees of other agencies or departments:

a. Expressive activity;

b. Event sponsored by a religious organization on private property;

c. Event sponsored in whole or part by the county or a municipality;

d. Block party or family reunion;

e. Revenue-raising event where the revenue directly benefits the Cache County government; and

f. Events where the county or a municipality is the primary sponsor.

3. County Services Fees: Upon review of a completed special event permit application by the departments listed in section 8.40.050B, the individual departments will provide the applicant with an estimate of their fees based on the estimated costs for county services arising from the event. The applicant must pay those additional fees directly to the individual departments providing services for the event, and the fees must be paid prior to the issuance of the special event permit.

4. No Vested Right: The payment of fees and/or acceptance of fees by the county does not constitute approval, vesting, or signify that the application is complete or appropriate in any manner. The collection of the non-refundable application fee is required to begin the review process.

15.04.040: FEES:

Building permit fee schedules including plan review fees shall be based on the total valuation of the proposed project and be adopted by a resolution of the county council. See Consolidated Fee Schedule for amount of fee.

15.12.010: ESTABLISHED; FEES:

A. Pursuant to the provisions of Utah Code Annotated section 17-23-19, the public land corner preservation fund is established. Monies generated for the fund shall be used only to pay expenses incurred in the establishment, reestablishment, and maintenance of corners of government surveys pursuant to the powers and duties provided under title 17, chapter 23, and title 57, chapter 10, of the Utah Code Annotated, 1953.

B. The county shall establish a fee schedule for filing maps, records of survey, road dedication plats, and other property plats in the development services office. All monies collected from these identified fees shall be used for the public land corner preservation fund. 435-535-6803

16.03.030: PRELIMINARY SUBDIVISION PLAT REQUIREMENTS:

The following information is required for the subdivision of all lands located within Cache County. The applicant may be required to provide other information as required by the Director of Development Services, Planning Commission, and/or County Council necessary to evaluate the proposed subdivision.

A. An application for a subdivision, provided by the Director, completed and signed by the owner(s), or authorized agent of the owner(s), of the land parcel(s) proposed to be subdivided.

B. A preliminary subdivision plat shall be prepared by a licensed land surveyor in pen and the sheets shall be numbered in sequence if more than one sheet is used or required by the Director.

C. The preliminary subdivision plat shall show the following:

1. The layout or configuration of the proposed subdivision at a scale of no more than one inch equals one hundred feet (1" = 100'), or as recommended by the Director;

2. Located at the top and center of the subdivision plat the proposed name of the subdivision and the section, township, range, principal median, and county of its location;

3. A title block, placed on the lower right hand corner of the plat showing:

a. Name and address of owner(s) of record; and

b. Name and address of the licensed land surveyor responsible for preparing the preliminary plat; and

c. Date of preparation of the preliminary subdivision plat, and any revision dates;

4. Signature blocks prepared, as required and provided by the county, for the dated signatures of the Planning Commission Chair, Deputy County Surveyor, County Attorney, County Recorder and Bear River Board of Health Director;

5. North arrow, graphic and written scale, and the basis of bearings used;

6. Bearings shall be shown to the nearest second; lengths to the nearest hundredth foot; areas to the nearest hundredth acre;

7. Tabulation of the number of acres in the proposed subdivision, showing the total number of lots, and the areas of each lot;

8. A vicinity map of the site at a minimum scale of one inch equals two thousand feet (1" = 2,000');

9. Surveyed boundary of the proposed subdivision; accurate in scale, dimension, and bearing; giving the location of and ties to the nearest two (2) existing government control monuments. This information shall provide data sufficient to determine readily the location, bearing, and length of all lines and the location of all proposed monuments. The names of all adjoining property owners shall be shown;

10. A legal description of the entire subdivision site boundary;

11. All existing monuments found during the course of the survey (including a physical description such as "brass cap");

12. Identification of known natural features including, but not limited to, wetlands as identified by the U.S. Army Corps of Engineers, areas which would be covered in the event of one hundred (100) year floods, all water bodies, floodways and drainage ways, slopes

exceeding twenty percent (20%) and slopes exceeding thirty percent (30%), and any other natural features as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site, including a tabulation of the acres in each;

13. Identification of known manmade features including, but not limited to, high voltage power lines, high pressure gas lines, hard surfaced roads, road easements, road rights-of-way, bridges, culverts and drainage channels, field drains, existing water and sewer trunk lines, all utility easements, railroads and railroad easements, irrigation ditches, canals and canal easements within and adjacent to the subdivision site as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site;

14. The location and dimensions of all existing buildings, existing property lines and fence lines;

15. The location with name and parcel number of all existing platted lots within, or contiguous to the subdivision site;

16. All lots, rights-of-way, and easements created by the subdivision with their boundary, bearings, lengths, widths, name, number, or purpose, shall be given. The addresses of all lots shall be shown. All proposed new roads, whether public or private, shall be numbered, as provided by the Development Services Department, with the coordinates to proposed connections to existing county roads being shown;

17. All existing and proposed roadway locations and dimensions, including the width of the driving surface and the rights-of-way, with cross sections of all proposed roads. All proposed roads shall be designed to comply with the adopted road standards of Cache County;

18. Location and size of existing and proposed culinary water and sewer lines and/or, the location of all wells proposed, active and abandoned, and springs used for culinary water and the location of all septic systems and drain fields, as applicable, and the location of fire hydrants, and secondary water facilities if proposed as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site shall be shown;

19. Proposed storm water drainage system for both surface and flood water, including any drainage easements and natural drainage ways, indicating how the flow will be altered with the proposed development;

20. Layout of proposed power lines, including the source and connection to the existing power supply, together with the location of existing and proposed bridges, culverts, utilities, utility easements, and any common space or open space areas including the location and dimensions of all property proposed to be set aside for public or private reservation, with designation of the purpose of those set aside, and conditions, if any, of the dedication or reservation;

21. Located on the preliminary plat, or separate map, the identification of the minimum building setback lines for each lot shall be shown;

22. An indication of the use for all proposed lots including required plat notes identifying agricultural protection areas, and other proposed or required protective and restrictive covenants;

23. Endorsement on the plat by every person having a security interest in the subdivision property that they are subordinating their liens to all covenants, servitudes, and easements imposed on the property;

24. All monuments erected, corners, and other points established in the field in their proper places. The material of which the monuments, corners, or other points are made shall be noted. The legend for metal monuments shall indicate the kind of metal, the diameter, and length of the monuments;

25. A letter or other written form of consent by the owner including a reference to the named subdivision and the dedication of public ways or spaces, as required. This shall be signed, dated, and notarized;

26. A surveyor's certificate showing the name and registration number of the land surveyor responsible for making the final plat, and certifying to the plat's accuracy. A simple subdivision may not require a full survey, but instead may be completed through a metes and bounds determination. A waiver form shall be approved by the Cache County Recorder, the County Surveyor (or their representative), and the Director;

27. Any subdivision notes as required by the Director. An approved list of all possible notes and their applicability shall be maintained by staff.

D. A title report for the property proposed to be subdivided provided by a title company within thirty (30) days of the date of subdivision application.

E. A development phasing schedule (if applicable) including the sequence for each phase, approximate size in area of each phase, and proposed phasing of construction of all private and public improvements.

F. A tax clearance from the Cache County Treasurer indicating that all taxes, interest and penalties owing for the property have been paid.

G. The names and addresses of all owners of record of real property within three hundred feet (300') of the parcel of land proposed for subdivision, including the names and addresses of the holders of any known valid mineral leases.

H. Payment of the non-refundable administrative processing fee, and a refundable preliminary plat application fee. See Consolidated Fee Schedule for amount of fee.

17.14.110: FEES:

Any person filing an application for approval of a master plan or development plan application under the RR zone shall pay a fee. See Consolidated Fee Schedule for amount of fee.

17.20.040: APPLICATION AND REVIEW PROCEDURE:

A. Conditional Use Permit:

1. All requests shall be reviewed and considered consistent with the procedures for the review of a conditional use as provided in section 17.06.050 of this title, the standards of this chapter, and must include the following:

- a. A completed application signed by the applicant.
- b. A copy of the lease or a letter of authorization from property owner evidencing the applicant's authority to pursue a conditional use permit.
- c. As defined by the FCC under FCC report and order FCC 14-153, identify if the proposal qualifies as a substantial change.
- d. A development plan prepared and certified by an appropriate professional that consists of:
 - (1) Property boundaries, setbacks, topography, elevation views, and dimensions of improvements drawn to scale.
 - (2) A written description and scaled drawings of the proposed support structure, including structure height, ground and structure design, and proposed materials.
 - (3) The number and type of proposed antennas and their height above ground level, including the proposed placement of antennas on the support structure.
 - (4) A line of sight diagram or photo simulation, showing the proposed support structure set against the skyline and viewed from at least three (3) directions within the surrounding areas.
- e. A copy of the supporting federal certifications as follows:
 - (1) Federal communications commission (FCC) license for the facility, or a signed, notarized statement from the owner and/or operator of the facility attesting that the facility complies with all current FCC regulations.
 - (2) Certification by an appropriate professional that the proposed facility will comply with all of the applicable standards of the American National Standards Institute (ANSI), the Electronics Industries Association standard for antenna towers and antenna support structures, and any other applicable technical and structural codes.
- f. A written description of how the proposed facility fits into the applicant's telecommunication network. As part of this description, the applicant shall describe anticipated maintenance needs, including frequency of service, personnel needs, equipment needs, and traffic, noise, or safety impacts of such maintenance. In all cases, the equipment at a telecommunication facility shall be automated to the greatest extent possible to reduce traffic, congestion, and noise associated with maintenance and upkeep of the facility.
- g. Application fee.

B. Administrative Zoning Clearance:

- 1. All requests must include the following:
 - a. A completed zoning clearance application signed by the applicant.
 - b. A copy of the lease or a letter of authorization from property owner evidencing the applicant's authority to pursue a zoning clearance.
 - c. As defined by the FCC under FCC report and order FCC 14-153, provide supporting documentation that identifies if the proposal qualifies as a substantial change.
 - d. A development plan prepared and certified by an appropriate professional that consists of:
 - (1) Graphic and written descriptions of proposed improvements related to the requirements listed in this chapter and including property boundaries, setbacks,

topography, elevation views, dimensions of improvements, the number and type of proposed antennas and their height above ground level, including the proposed placement of antennas on the support structure.

e. Application fee. See Consolidated Fee Schedule for amount of fee.

C. Exempt: No application or review required.

REDLINE VERSION OF AMENDMENTS:

2.64.100: FEES:

A. Fees for copies of records and services shall be charged on a reasonable basis to reimburse the county for the actual costs of duplication and compilation of a record in a form other than that regularly maintained by the county. No fees shall be charged to inspect public records.

B. Fee amounts specified by statute shall be imposed and collected by the responsible department. The responsible department may waive charges if the department head determines that:

1. Releasing the record primarily benefits the public rather than an individual person;
2. The individual requesting the record is the subject of the record; or
3. The requester's rights are directly implicated by the information in the record and the requester is impecunious.

C. The county shall charge a fee equivalent to the cost of services provided to an individual and any public or private agency for those individual's or agency's sole or personal use. Services or information provided to any individual or any agency for resale shall be charged at the fair market value of such services or information; provided, that such fee shall be never less than the full cost incurred by the county in the provision of such information or services.

D. The county records committee, in cooperation with the county records manager, shall review the full cost of providing records services at least annually and make recommendations to the county council.

E. The county council shall approve all fee schedules for use by all county departments.

F. Fee schedules shall be uniform throughout the county.

G. If a request for a record requires extraordinary services, the requester shall be given an estimate of approximate costs before such extraordinary costs are accrued.

H. Payment of fees shall be required at the time records are made and delivered to the requesting party, except that if fees are anticipated to exceed fifty dollars (\$50.00), the department from which the record is requested may require payment in advance in full or in part.

I. Fees shall be enumerated in the Consolidated Fee Schedule approved by the County Council.

2.70.040: PROPOSAL AND APPROVAL OF AGRICULTURE PROTECTION AREA:

A. Filing Procedure: Any owner or owners of land in agricultural production may file a proposal for creation of an agriculture protection area with the county executive by completing forms approved by the county executive and filing the forms in the office of the county executive. The county executive or other person(s) designated by the county executive to receive and process proposals shall accept and process such forms only if they are properly completed and accompanied by the filing fee as provided in this section. The proposal shall contain the following information:

1. The land in agricultural production that the proposal sponsors wish to become part of an agriculture protection area;

2. Any limits on the type of agriculture production to be allowed within the agriculture protection area; and

3. For each parcel of land:

a. The owners of the land contained within the parcel;

b. The tax parcel number or account number of each parcel; and

c. The number or account number of acres as listed on the parcel tax records.

B. Notice Requirements: The county executive shall provide notice of the proposal for an agriculture protection area as required by title 17, chapter 41, Utah Code Annotated, 1953, as amended.

C. Review Of Proposal:

1. After fifteen (15) days from the date of the notice, the county executive shall refer the proposal, and any proposed modifications and objections to the proposal, to the advisory board and planning commission for their review, comment and recommendations.

2. Within forty five (45) days after receipt of the proposal, the advisory board and planning commission shall each submit a report to the Cache County council relative to their review, comments and recommendations as provided in title 17, chapter 41, Utah Code Annotated, 1953, as amended.

3. After receipt of the reports from the advisory board and planning commission, or after forty five (45) days have expired, whichever is earlier, the Cache County council shall schedule a public hearing and provide notice of the same, conduct a public hearing, and act on the same as required by title 17, chapter 41, Utah Code Annotated, 1953, as amended.

D. Minimum Size For Agriculture Protection Area: At least five (5) continuous acres within Cache County must be included in each agriculture protection area.

E. Fees For Accepting And Processing Agriculture Protection Area Proposals: Any person or persons filing a proposal to create an agriculture protection area pursuant to title 17, chapter 41, Utah Code Annotated, 1953, as amended, shall pay a fee at the time of filing.

~~The fee for accepting and processing a proposal to create an agriculture protection area shall be two hundred dollars (\$200.00). See Consolidated Fee Schedule for fee amount. This fee includes all costs associated with processing agriculture protection area proposals. The fee amount may be modified by resolution of the county council of Cache County, Utah.~~

F. Adding Land To An Agriculture Protection Area:

1. Any owner of land may add land to an existing agriculture protection area by:

a. Filing a proposal with the county executive; and

b. Obtaining approval of the Cache County council for the addition of the land to the area.

2. The Cache County council shall comply with the provisions for creating an agriculture protection area in determining whether or not to accept the proposal.

G. Removing Land From An Agriculture Protection Area:

1. Any owner may remove land from an agriculture protection area by filing a petition for removal of the land from the agriculture protection area with the county executive.

2. The Cache County council shall:

a. Grant the petition for removal of land from an agriculture protection area even if removal of the land would result in an agriculture protection area of less than the number of acres established by the Cache County council as the minimum under this section; and

b. In order to give constructive notice of the removal to all persons who have acquired or who may acquire an interest in land in or adjacent to the agriculture protection area and the land removed from the agriculture protection area, file a legal description of the revised agriculture protection area with the Cache County recorder and the planning commission.

3. The remaining land in the agriculture protection area is still an agriculture protection area.

4. When a municipality annexes any land that is part of an agriculture protection area, the Cache County council shall, within thirty (30) days after the land is annexed, review the feasibility of that land remaining in the agriculture protection area according to the procedures and requirements of title 17, chapter 41, Utah Code Annotated, 1953, as amended. If appropriate, the Cache County council shall remove the annexed land from the agriculture protection area.

H. Review Of Agriculture Protection Area:

1. The county council shall review any agriculture protection area created under the authorization of this chapter in the twentieth calendar year after it is created.

2. In the twentieth calendar year, the Cache County council shall:

a. Request the planning commission and advisory board to submit recommendations about whether the agriculture protection area should be continued, modified, or terminated;

b. At least one hundred twenty (120) days before the end of the calendar year hold a public hearing to discuss whether the agriculture protection area should be continued, modified, or terminated;

c. Give notice of the hearing using the same procedures for any notice employed to establish an agriculture protection area; and

d. After the public hearing, continue, modify, or terminate the agriculture protection area.

3. If the Cache County council modifies or terminates the agriculture protection area, it shall file an executed document containing the legal description of the agriculture protection area with the Cache County recorder.

4. If the Cache County council does not affirmatively continue, modify, or terminate the agriculture protection area in the twentieth calendar year, the agriculture protection area is considered to be reauthorized for another twenty (20) years.

3.84.090: PROCEDURES FOR RECORDING TAX DEEDS:

A. Upon payment, the county treasurer will issue a temporary receipt. Within sixty (60) days of the date of the sale and after approval of all sales by the county council and after recordation, the county auditor will mail the tax deed to the name and address listed on the bid sheet and bidder registration form. Deeds issued by the county auditor shall recite the following:

1. The total amount of all the delinquent taxes, penalties, interest and administrative costs which were paid for the execution and delivery of the deed;

2. The year for which the property was assessed, the year the property became delinquent, and the year the property was subject to tax sale;

3. A full description of the property; and

4. The name of the grantee.

B. When the deed is executed and delivered by the county auditor, it shall be prima facie evidence of the regularity of all proceedings subsequent to the date the taxes initially became delinquent and of the conveyance of the property to the grantee in fee simple.

C. The deed issued by the county auditor under this section shall be recorded by the county recorder.

D. The fee for the recording shall be included in the administrative costs of the sale. [See Consolidated Fee Schedule for fee amount.](#)

5.04.040: FEES:

Fees shall be assessed for the issuance or renewal of any business license, including late fees, ~~according to a fee schedule adopted by the County Council by resolution.~~ [See Consolidated Fee Schedule for fee amount.](#)

5.04.060: PAYMENT DATE:

A. All license fees shall be due and payable on or before February 1 of each and every year for which the license is issued or renewed.

B. If any license fee is not paid before its due date, a ~~penalty late fee~~ may be added to the original fee, in accordance with the ~~Consolidated Fee Schedule~~ adopted by the County Council ~~by resolution~~, and no license shall be issued until all fees and ~~penalties late fees~~ have been paid in full. [See Consolidated Fee Schedule for late fee amounts.](#)

5.08.040: APPLICATION FOR CONSENTS TO STATE RESTAURANT LIQUOR LICENSES:

A. Applications for consents to state restaurant liquor license shall be verified and filed in duplicate with the county clerk. The applicant shall provide all information required on the application form provided by the county clerk. The county clerk shall submit a copy of the application to the county executive.

B. The information to be provided by the applicant shall include, but not be limited to, the applicant's full name, and if the applicant is a partnership or a corporation, then in addition, the names and addresses of all partners, managers, officers, directors or stockholders, and such other information as may be required by the county.

C. Each applicant must be over the age of twenty one (21) years, a citizen of the United States and the state of Utah, of good moral character, and a fit and proper person to be granted a consent to a state restaurant liquor license. In the event that the applicant is a partnership or a corporation, the partnership or corporation must be duly registered to do business in the state of Utah, possess a business license from Cache County, and be a fit and proper entity to be granted a consent to a state restaurant liquor license.

D. Each applicant must provide a copy of the applicant's current business license and a copy of the application submitted for a state restaurant liquor license to the state of Utah.

E. No consent shall be granted to an applicant who has been convicted of a felony under federal or state law; convicted of any violation of federal or state law or local ordinance concerning the sale, manufacture, distribution, warehousing, adulteration or transportation of alcoholic beverages; nor convicted of any crime involving moral turpitude. If the applicant is a partnership or corporation, no consent shall be granted to the applicant if any partner, managing agent, officer, director or stockholder holding at least twenty percent (20%) of the stock or interest in the applicant partnership or corporation has been convicted of any such offense.

F. In the event that any such conviction occurs during the term of the license, the county shall have the authority to immediately withdraw its consent.

G. No consent shall be issued unless and until the Cache County sheriff's office has made a diligent check of the applicable records and provides a copy of the criminal record, if any, of the applicant to the county clerk.

H. No consent shall be issued unless and until the applicant provides written approval from the Utah department of transportation, if access to the proposed premises is to and from a state highway; or from the Cache County road department, if access is to and from a county road, approving the access for the proposed use.

I. No consent shall be issued until the applicant has first procured from the county health department a permit certifying that the premises is in sanitary condition and the equipment used complies with all health regulations of the state of Utah and Cache County.

J. The applicant must provide written confirmation from the development services department that the premises for which the license is sought is within a zone permitting the establishment of a state restaurant liquor outlet.

K. Upon the receipt by the county clerk of the completed application form, copies of the applicant's current business license and application for state restaurant liquor license, the report of the sheriff's office, written approval from the Utah department of transportation or Cache County road department and written confirmation from the development services department as to the zone of the premises, and a permit from the county health department, then the county clerk shall submit those materials and any other attachments or documents necessary and pertinent to the application to the county council. No application shall be forwarded by the county clerk to the county council unless and until the application fee has been paid. **See Consolidated Fee Schedule for fee amount.**

L. The county council, upon receipt of the application and accompanying materials from the county clerk, shall place the matter on its agenda for consideration.

M. The granting of a consent to a state restaurant liquor license is deemed a policy decision and therefor shall be under the authority and responsibility of the county council. All consents must be approved by the county council.

5.08.050: PROCEDURES:

A. In granting any consent, the county council shall give consideration to the locality upon which the proposed resort restaurant is to be operated in its proximity to any existing similar establishments possessing similar licenses, its proximity to any school, church,

library, public park, playground or wilderness, public recreation or recreational area, or residential area; and to the potential impact of the granting of such license and the use of the premises as a state restaurant liquor outlet upon traffic and highway safety and the surrounding area.

B. No consent shall be granted to the applicant until he shows that he has filed with the county clerk a bond payable to Cache County in the amount of ten thousand dollars (\$10,000.00). The bond shall be in a form approved by the county attorney and shall be conditioned upon the applicant's faithful compliance with this chapter and the rules and regulations established by the county. If the bond is cancelled due to the applicant's negligence, the county may assess a reinstatement fee ~~of three hundred dollars (\$300.00)~~. ~~See Consolidated Fee Schedule for fee amount.~~ No part of any cash or corporate bond so posted may be withdrawn during the period that the consent is in effect or while revocation proceedings are pending against the applicant. The bond filed may be forfeited if the consent is revoked.

C. No consent shall be issued until the applicant has first procured from the county health department a permit certifying that the premises are in sanitary condition and the equipment used complies with all health regulations of the state of Utah and Cache County.

D. Each application shall be accompanied by a cashier's check ~~in the amount of five hundred dollars (\$500.00)~~, payable to Cache County, as and for a nonrefundable application fee which shall be deemed to cover county expenses in the application process. ~~See Consolidated Fee Schedule for fee.~~

5.08.080: ANNUAL FEES:

~~There shall be an annual fee for a consents to a state restaurant liquor licenses,~~ in addition to the application fee, ~~shall be three hundred dollars (\$300.00)~~, which shall be payable on or before October 31 of each year. ~~See Consolidated Fee Schedule for amount of fee.~~

5.08.090: TRANSFERS:

Consents issued by the county may be transferred from one premises to another or from the applicant to any successor or assign only upon the specific written consent of the county council. Any proposed transferee or new premises must meet all the qualifications of the original licensee and premises, including the payment of a nonrefundable application fee. ~~See Consolidated Fee Schedule for amount of fee.~~

6.08.010: LICENSING OF DOGS:

A. It shall be unlawful for any person or other entity to own, keep, maintain or have permanent or temporary custody of a dog within the limits of Cache County, exclusive of the incorporated areas, without obtaining and possessing a current license or certificate of registration of the dog.

B. There shall be an annual license fee ~~of ten dollars (\$10.00) per dog. Such license fee may be changed at any time by the Cache County council by resolution.~~ ~~See Consolidated Fee Schedule for amount of fee.~~

C. Dogs are required to be licensed at the age of six (6) months.

D. It shall be unlawful for any person or other entity to own, keep, maintain, or have permanent or temporary custody of a dog within the limits of Cache County, exclusive of the incorporated areas, without having affixed to the dog a collar, which shall be worn at all times by the dog, with a current metallic license tag attached to said collar.

E. No dog license shall be transferable to another dog.

F. Replacement tags may be issued by the county clerk or animal control officer upon presentation of the receipt showing payment of the license fee and the payment for such replacement.

G. It shall be unlawful for any person to remove a license tag from a dog not owned, kept, maintained, or in the temporary or permanent custody of that person.

8.40.040: APPLICATION PROCEDURE, DEADLINES, SUBMITTAL REQUIREMENTS, AND FEES:

A. Application Submittal: Each applicant for a special event permit must submit a special event application and fees to the Cache County Development Services Department for review. The application form must reflect the requirements of this code. **See Consolidated Fee Schedule for amount of fee. ~~Fees must be approved by the County Council.~~**

1. Special event applications can be submitted no earlier than six (6) months prior to the date of the event.

2. Applications must be submitted at least forty five (45) calendar days in advance of the special event.

3. Applications submitted fewer than forty five (45) calendar days in advance of the special event will not be accepted, unless the following criteria are all met:

- a. The special event applicant is a first-time applicant;
- b. The director or designee determines there is still adequate time to review the application; and
- c. Double application fees are paid to defray the increased costs of expediting the application.

B. Submittal Requirements: All applications for special event permits shall be made on a special event permit application form and shall include the following information:

1. Type and description of event;
2. Name of person or entity organizing the event, contact person, address and telephone number;
3. Proposed date(s) of the event, together with beginning and ending times for each date;
4. Proposed location, including a plat or map of the area to be used, including any barricade, street route plans, or perimeter/security fencing;
5. Written approval of the property owner, if the applicant is not the owner of the property on which the special event is to take place.
6. Estimated numbers of event staff, participants and spectators;
7. Public health plans, including plans for culinary water supplies, solid waste collections and disposal and waste water (toilet facilities);
8. Fire prevention and emergency medical services plans;

9. Security plans and/or law enforcement response;
10. Admission fee, donation, or other consideration to be charged or requested;
11. Plans for parking;
12. Proof that the applicant has obtained any applicable county, state, or other governmental agency approvals, permits, or licenses; and
13. Signature of applicant.

C. Fees:

1. Application Fee: Each special event permit application must be accompanied by the non-refundable application fee. ~~according to the Development Services Office fee schedule.~~ **See Consolidated Fee Schedule for amount of fee.** All application fees are due upon application. Applications will be considered incomplete until the application fee is paid in full.

2. Fee Exemption: The following special events are exempt from the non-refundable application fee but may be subject to the fees of other agencies or departments:

- a. Expressive activity;
- b. Event sponsored by a religious organization on private property;
- c. Event sponsored in whole or part by the county or a municipality;
- d. Block party or family reunion;
- e. Revenue-raising event where the revenue directly benefits the Cache County government; and
- f. Events where the county or a municipality is the primary sponsor.

3. County Services Fees: Upon review of a completed special event permit application by the departments listed in section 8.40.050B, the individual departments will provide the applicant with an estimate of their fees based on the estimated costs for county services arising from the event. The applicant must pay those additional fees directly to the individual departments providing services for the event, and the fees must be paid prior to the issuance of the special event permit.

4. No Vested Right: The payment of fees and/or acceptance of fees by the county does not constitute approval, vesting, or signify that the application is complete or appropriate in any manner. The collection of the non-refundable application fee is required to begin the review process.

15.04.040: FEES:

Building permit fee schedules including plan review fees shall be based on the total valuation of the proposed project and be adopted by a resolution of the county council. **See Consolidated Fee Schedule for amount of fee.**

15.12.010: ESTABLISHED; FEES:

A. Pursuant to the provisions of Utah Code Annotated section 17-23-19, the public land corner preservation fund is established. Monies generated for the fund shall be used only to pay expenses incurred in the establishment, reestablishment, and maintenance of corners

of government surveys pursuant to the powers and duties provided under title 17, chapter 23, and title 57, chapter 10, of the Utah Code Annotated, 1953.

B. The county shall establish a fee schedule, ~~adopted by resolution~~, for filing maps, records of survey, road dedication plats, and other property plats in the development services office. All monies collected from these identified fees shall be used for the public land corner preservation fund.

16.03.030: PRELIMINARY SUBDIVISION PLAT REQUIREMENTS:

The following information is required for the subdivision of all lands located within Cache County. The applicant may be required to provide other information as required by the Director of Development Services, Planning Commission, and/or County Council necessary to evaluate the proposed subdivision.

A. An application for a subdivision, provided by the Director, completed and signed by the owner(s), or authorized agent of the owner(s), of the land parcel(s) proposed to be subdivided.

B. A preliminary subdivision plat shall be prepared by a licensed land surveyor in pen and the sheets shall be numbered in sequence if more than one sheet is used or required by the Director.

C. The preliminary subdivision plat shall show the following:

1. The layout or configuration of the proposed subdivision at a scale of no more than one inch equals one hundred feet (1" = 100'), or as recommended by the Director;
2. Located at the top and center of the subdivision plat the proposed name of the subdivision and the section, township, range, principal median, and county of its location;
3. A title block, placed on the lower right hand corner of the plat showing:
 - a. Name and address of owner(s) of record; and
 - b. Name and address of the licensed land surveyor responsible for preparing the preliminary plat; and
 - c. Date of preparation of the preliminary subdivision plat, and any revision dates;
4. Signature blocks prepared, as required and provided by the county, for the dated signatures of the Planning Commission Chair, Deputy County Surveyor, County Attorney, County Recorder and Bear River Board of Health Director;
5. North arrow, graphic and written scale, and the basis of bearings used;
6. Bearings shall be shown to the nearest second; lengths to the nearest hundredth foot; areas to the nearest hundredth acre;
7. Tabulation of the number of acres in the proposed subdivision, showing the total number of lots, and the areas of each lot;
8. A vicinity map of the site at a minimum scale of one inch equals two thousand feet (1" = 2,000');
9. Surveyed boundary of the proposed subdivision; accurate in scale, dimension, and bearing; giving the location of and ties to the nearest two (2) existing government control monuments. This information shall provide data sufficient to determine readily the location, bearing, and length of all lines and the location of all proposed monuments. The names of all adjoining property owners shall be shown;

10. A legal description of the entire subdivision site boundary;
11. All existing monuments found during the course of the survey (including a physical description such as "brass cap");
12. Identification of known natural features including, but not limited to, wetlands as identified by the U.S. Army Corps of Engineers, areas which would be covered in the event of one hundred (100) year floods, all water bodies, floodways and drainage ways, slopes exceeding twenty percent (20%) and slopes exceeding thirty percent (30%), and any other natural features as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site, including a tabulation of the acres in each;
13. Identification of known manmade features including, but not limited to, high voltage power lines, high pressure gas lines, hard surfaced roads, road easements, road rights-of-way, bridges, culverts and drainage channels, field drains, existing water and sewer trunk lines, all utility easements, railroads and railroad easements, irrigation ditches, canals and canal easements within and adjacent to the subdivision site as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site;
14. The location and dimensions of all existing buildings, existing property lines and fence lines;
15. The location with name and parcel number of all existing platted lots within, or contiguous to the subdivision site;
16. All lots, rights-of-way, and easements created by the subdivision with their boundary, bearings, lengths, widths, name, number, or purpose, shall be given. The addresses of all lots shall be shown. All proposed new roads, whether public or private, shall be numbered, as provided by the Development Services Department, with the coordinates to proposed connections to existing county roads being shown;
17. All existing and proposed roadway locations and dimensions, including the width of the driving surface and the rights-of-way, with cross sections of all proposed roads. All proposed roads shall be designed to comply with the adopted road standards of Cache County;
18. Location and size of existing and proposed culinary water and sewer lines and/or, the location of all wells proposed, active and abandoned, and springs used for culinary water and the location of all septic systems and drain fields, as applicable, and the location of fire hydrants, and secondary water facilities if proposed as required by the Director, Planning Commission, or County Council for the entire or a portion of the subdivision site shall be shown;
19. Proposed storm water drainage system for both surface and flood water, including any drainage easements and natural drainage ways, indicating how the flow will be altered with the proposed development;
20. Layout of proposed power lines, including the source and connection to the existing power supply, together with the location of existing and proposed bridges, culverts, utilities, utility easements, and any common space or open space areas including the location and dimensions of all property proposed to be set aside for public or private reservation, with designation of the purpose of those set aside, and conditions, if any, of the dedication or reservation;

21. Located on the preliminary plat, or separate map, the identification of the minimum building setback lines for each lot shall be shown;

22. An indication of the use for all proposed lots including required plat notes identifying agricultural protection areas, and other proposed or required protective and restrictive covenants;

23. Endorsement on the plat by every person having a security interest in the subdivision property that they are subordinating their liens to all covenants, servitudes, and easements imposed on the property;

24. All monuments erected, corners, and other points established in the field in their proper places. The material of which the monuments, corners, or other points are made shall be noted. The legend for metal monuments shall indicate the kind of metal, the diameter, and length of the monuments;

25. A letter or other written form of consent by the owner including a reference to the named subdivision and the dedication of public ways or spaces, as required. This shall be signed, dated, and notarized;

26. A surveyor's certificate showing the name and registration number of the land surveyor responsible for making the final plat, and certifying to the plat's accuracy. A simple subdivision may not require a full survey, but instead may be completed through a metes and bounds determination. A waiver form shall be approved by the Cache County Recorder, the County Surveyor (or their representative), and the Director;

27. Any subdivision notes as required by the Director. An approved list of all possible notes and their applicability shall be maintained by staff.

D. A title report for the property proposed to be subdivided provided by a title company within thirty (30) days of the date of subdivision application.

E. A development phasing schedule (if applicable) including the sequence for each phase, approximate size in area of each phase, and proposed phasing of construction of all private and public improvements.

F. A tax clearance from the Cache County Treasurer indicating that all taxes, interest and penalties owing for the property have been paid.

G. The names and addresses of all owners of record of real property within three hundred feet (300') of the parcel of land proposed for subdivision, including the names and addresses of the holders of any known valid mineral leases.

H. Payment of the non-refundable administrative processing fee, and a refundable preliminary plat application fee, ~~as established by resolution by the County Council.~~ See Consolidated Fee Schedule for amount of fee.

17.14.110: FEES:

Any person filing an application for approval of a master plan or development plan application under the RR zone shall pay a fee ~~as established by resolution adopted by the county council.~~ See Consolidated Fee Schedule for amount of fee.

17.20.040: APPLICATION AND REVIEW PROCEDURE:

A. Conditional Use Permit:

1. All requests shall be reviewed and considered consistent with the procedures for the review of a conditional use as provided in section 17.06.050 of this title, the standards of this chapter, and must include the following:

a. A completed application signed by the applicant.

b. A copy of the lease or a letter of authorization from property owner evidencing the applicant's authority to pursue a conditional use permit.

c. As defined by the FCC under FCC report and order FCC 14-153, identify if the proposal qualifies as a substantial change.

d. A development plan prepared and certified by an appropriate professional that consists of:

(1) Property boundaries, setbacks, topography, elevation views, and dimensions of improvements drawn to scale.

(2) A written description and scaled drawings of the proposed support structure, including structure height, ground and structure design, and proposed materials.

(3) The number and type of proposed antennas and their height above ground level, including the proposed placement of antennas on the support structure.

(4) A line of sight diagram or photo simulation, showing the proposed support structure set against the skyline and viewed from at least three (3) directions within the surrounding areas.

e. A copy of the supporting federal certifications as follows:

(1) Federal communications commission (FCC) license for the facility, or a signed, notarized statement from the owner and/or operator of the facility attesting that the facility complies with all current FCC regulations.

(2) Certification by an appropriate professional that the proposed facility will comply with all of the applicable standards of the American National Standards Institute (ANSI), the Electronics Industries Association standard for antenna towers and antenna support structures, and any other applicable technical and structural codes.

f. A written description of how the proposed facility fits into the applicant's telecommunication network. As part of this description, the applicant shall describe anticipated maintenance needs, including frequency of service, personnel needs, equipment needs, and traffic, noise, or safety impacts of such maintenance. In all cases, the equipment at a telecommunication facility shall be automated to the greatest extent possible to reduce traffic, congestion, and noise associated with maintenance and upkeep of the facility.

g. Application fee.

B. Administrative Zoning Clearance:

1. All requests must include the following:

a. A completed zoning clearance application signed by the applicant.

b. A copy of the lease or a letter of authorization from property owner evidencing the applicant's authority to pursue a zoning clearance.

c. As defined by the FCC under FCC report and order FCC 14-153, provide supporting documentation that identifies if the proposal qualifies as a substantial change.

d. A development plan prepared and certified by an appropriate professional that consists of:

(1) Graphic and written descriptions of proposed improvements related to the requirements listed in this chapter and including property boundaries, setbacks, topography, elevation views, dimensions of improvements, the number and type of proposed antennas and their height above ground level, including the proposed placement of antennas on the support structure.

e. Application fee. **See Consolidated Fee Schedule for amount of fee.**

C. Exempt: No application or review required.

Exhibit B

**TITLE 17
ZONING REGULATIONS**

...

**CHAPTER 17.24
SEXUALLY ORIENTED BUSINESSES**

...

17.24.050: DEFINITIONS:

- A. The definition of a sexually oriented business and all other terms involving sexually oriented businesses which are not defined in this title shall have the meanings set forth in Title 5 of this code.
- B. For purposes of sexually oriented businesses, "school" means an institution of learning or instruction primarily catering to minors, whether public or private, which is licensed as such facility by either the county, a city or the state. This definition shall include, but not be limited to, kindergartens, elementary schools, junior high schools, middle high schools, senior high schools, or any special institution of learning under the jurisdiction of the state department of education, but not including trade schools, charm schools, dancing schools, music schools or similar limited schools, nor public or private universities or colleges.

CACHE COUNTY CONSOLIDATED FEE SCHEDULE

(Fees in addition to those set forth in this Consolidated Fee Schedule may be charged if such fees are otherwise allowed by County Ordinance or state statute)

COMMON FEES FOR ALL COUNTY OFFICES

Action	Fee
Copy of Public Records	\$0.50 per page

CLERK/AUDITOR OFFICE

Marriage Fees		
Action	Fee	Utah State Code Reference

Marriage License	\$50	62A-1-120
Marriage Ceremony (In Office Only)	\$75	
Certified Copy	\$10	
Uncertified Copy	\$5	
Document Certification	\$5	
Electronic Copy	\$5	
Voter Information Request		
Action	Fee	Utah State Code Reference
Setup Fee (In addition to other charges)	\$25	20A-5-410
Electronic Copy	\$0.01 Per Name	20A-5-410
Purchase USB	\$5	
Business		
Action	Fee	Utah State Code Reference
Passport Acceptance Fee	\$35	22CFR 51.51
Home Occupation Business	\$55	5.04.040
Contractors (Home is base of business but does contracting work away from home)	\$80	5.04.040
Commercial Business (less than 10 employees)	\$105	5.04.040
Commercial Business (more than 10 employees)	\$230	5.04.040
Fire Inspection Fee	\$45	5.04.040
Self-Inspection Fee	\$0	5.04.040
Late Fee	\$50	5.04.040
Late Fee (non-compliance after 45 days of notification)	\$500	5.04.040
Temporary Business (non-permanent basis or transit business person)	\$60 per calendar day of operation	5.04.040
Action	Fee	Utah State Code Reference
GRAMA Administrative Fee	\$10	63G-2-203

DEVELOPMENT SERVICES DEPARTMENT

Land Use Fees		
Action	Fee	Utah State Code Reference
Zoning Clearance – Primary Use	\$75	
Zoning Clearance – Accessory Use	\$30	
Special Event Permit	\$75	
Conditional Use Permit	\$600	
Rezone	\$600	
Resort Recreation Development	\$15,000	
Subdivision	\$1,300 + \$60/lot or parcel	
Subdivision Amendment	\$1,260 + \$60/lot or parcel	
Amendment to the Ordinance or General Plan	\$600	
Variance	\$300	
Appeal	\$300	
Encroachment Permit Minor Work	\$50	
Encroachment Permit Major Work	\$750 (\$250 fee and \$500 deposit)	
Internal Engineering Review	Fees as determined by the County Engineer	
Floodplain Permit	\$25	
Extension of Land Use Approval	\$225	
Agricultural Protection Area	\$450	
Record of Survey	\$20/sheet	
Annexation Review	\$750	
Building Fees		
Action	Fee	Utah State Code Reference
Application Review¹		
Commercial <5M sq feet	\$1,000	17-27a-509
Commercial >5M sq feet	\$2,500	17-27a-509
Plan Review	Fee	Utah State Code Reference
Residential	1/10 of 1% of the Building Permit Base Fee (Min. \$20)	17-27a-509
Commercial	65% of Building Permit Base Fee ²	17-27a-509
Building Permit	Fee	Utah State Code Reference
Structure	As established by the 1997 Uniform Building Code: Table 1A (Building Permit Base Fees) ³	17-27a-509
Plumbing	\$7.00 per fixture (residential)	17-27a-509

Mechanical	\$15 per unit (residential)	17-27a-509
Electrical	\$0.04 per square foot of structure (residential)	17-27a-509
Demolition Permit	Fee	Utah State Code Reference
Residential	\$80.60	17-27a-509
Commercial	\$141.20	17-27a-509
Electrical/Mechanical Replacement Service	Fee	Utah State Code Reference
Residential	\$40.40	17-27a-509
Commercial	\$80.80	17-27a-509
HVAC Replacement – Residential	Fee	Utah State Code Reference
Furnace Only	\$40.40	17-27a-509
Furnace and Duct Work	\$80.80	17-27a-509
Water Heater Replacement – Residential	\$40.40	17-27a-509
Roof Reshingle – Paper, Ice Shield and Shingles	\$100.80	17-27a-509
1 At the time the Building Permit is sold, the total Building Permit Fee is reduced by this amount.		
2 May be reduced by the Chief Building Official based on the size and scope of the project.		
3 Valuation amounts shall be set by square foot and reviewed annually by the Chief Building Official.		
Additional fees may be assessed based on the need for external consulting or engineering review as approved by the Director of Development Services or their designee.		
Building permit fees may be assessed at double the listed rate if a building permit is not obtained prior to construction.		
If work fails an inspection more than two times, or if work has not been completed prior to the arrival of the county inspector more than two times, or a combination of both, a \$50 additional fee will be assessed for each related, subsequent inspection.		
GIS Fees		
Action	Fee	Utah State Code Reference
City GIS Services		
Collector App: One Login – field worker user type	\$350 per year	17-27a-509
Server Softward, storage space, and programming time	\$1,500 per year	17-27a-509

Initial data scrub and import database	\$0 – Existing Data \$500 – Create Data	17-27a-509
One online web map with widgets	\$250 per year	17-27a-509
Custom Reports, geoprocessing widgets, and additional requests	\$45 per hour	17-27a-509
Technical support and staff training – Maximum of 5 hours	\$100 per hour	17-27a-509
GIS Programming	\$50 per hour (\$25 minimum)	17-27a-509
Map Prints	B&W / Color	Utah State Code Reference
8.5” x 11”	\$0.25 / \$1	17-27a-509
11” x 17”	\$1.50 / \$3	17-27a-509
24” x 36”	\$10 / \$20	17-27a-509
36” x 48”	\$20 / \$40	17-27a-509
42” x 60”	\$27.50 / \$55	17-27a-509

EVENTS CENTER AND FAIRGROUNDS DEPARTMENT

Building	Room	Unit	For Profit Fee	Private Rental Fee	Non-Profit Adult Fee	Non-Profit Youth Fee	Comment	
Arena Riding Passes	Daily Riding Pass	(none)	N/A	\$10	N/A	N/A		
	Family Day Pass	(none)	N/A	\$20	N/A	N/A		
	Individual Riding Pass	Monthly		N/A	\$30	N/A	N/A	
		Annual		N/A	\$90	N/A	N/A	
		Seasonal		N/A	\$70	N/A	N/A	
	Family Riding Pass	Annual		N/A	\$125	N/A	N/A	
Seasonal			N/A	\$90	N/A	N/A		
Cache Event Center	All Building	Daily	\$1,500	\$1,000	\$800	\$600		
	Event Hall	Daily - Combo		\$1,200	\$900	\$750	\$500	
		Daily – Middle		\$900	\$750	\$600	\$300	
		Daily – North		\$500	\$400	\$350	\$200	
		Daily – South		\$500	\$400	\$350	\$200	
	NE Function Room	Hourly*/Daily Maximum		60/300	40/200	25/125	20/100	
	NW Function Room			60/300	40/200	25/125	20/100	
	SW Function Room			60/300	40/200	25/125	20/100	
	Kitchen Base	Hourly**/Daily Maximum		25/100	25/100	25/100	25/100	\$200 deposit
	Kitchen Full			50/200	50/200	50/200	50/200	\$500 deposit

	Oven	Daily	\$50	\$50	\$50	\$50	\$100 deposit
	Nacho Machine	Daily	\$10	\$10	\$10	\$10	\$50 deposit
	Hot Dog Rollers	Daily	\$10	\$10	\$10	\$10	\$50 deposit
	Coffee Machine	Daily	\$10	\$10	\$10	\$10	\$50 deposit
	Walk-In Fridge/Freezer	Daily	\$25	\$25	\$25	\$25	\$50 deposit
Arena	Cache Arena	Hourly*/Daily Maximum	50/450	40/360	30/270	25/225	\$10/hr surcharge for cattle
	Outdoor Arena		50/450	40/360	30/270	25/225	
	Roping Arena		50/450	40/360	30/270	25/225	
Boardwalk	Concessions	Daily	\$200	\$150	\$100	\$50	
Bowery	Bowery	Daily	\$100	\$75	\$50	\$40	
Cow Barn	Cow Barn	Daily	\$100	\$75	\$50	\$40	
Grand Stand	Grand Stand	Daily	\$300	\$250	\$200	\$100	
Green Space	Green Space	Daily	\$150	\$75	\$50	\$40	
	Infield	Daily	\$150	\$75	\$50	\$40	
Millburger	Millburger	Daily	\$300	\$250	\$200	\$100	
Off-Site	50 Bleachers	Unit	\$75	\$50	\$50	\$50	Delivery additional >5 miles
	150 Bleachers	Unit	\$1,500	\$1,500			
	Portable Stage	Unit	\$650	\$600	\$550	\$500	Includes setup/take down
Pig Barn	Pig Barn	Daily	\$100	\$75	\$50	\$40	
Pit Stop	Pit Stop	Daily	\$300	\$250	\$200	\$100	
Event Camping	Green Space	Daily	\$30				TRT Included
Non-Event Camping	Green Space	Daily	\$35				TRT Included
Water Truck	Equipment	Hourly	\$95				
Horse Stall	Rental	Monthly	\$80				\$100 Damage Deposit
		Overnight/Event	\$15				
		Daily (Prorated)	\$3				
Disc Golf	Green Space		\$600				
Stage	Rental	Daily	\$50	\$50	\$50	\$50	Per platform
Spider	Rental	Daily	\$25	\$25	\$25	\$25	Per box

Boxes							
Staff Labor	Rate	Hourly	\$25	\$25	\$25	\$25	
Sheriff Sec. Fees							Ask for pricing

*Hourly rate charge minimum of two hours applies even if the full two hours are not needed

**Hourly rate charge minimum of one hour applies even if the full hour is not needed

FIRE/EMS SERVICES DEPARTMENT

Permits		
Action	Fee	Utah State Code Reference
Zoning Clearance	\$120	
New Construction Commercial with Sprinkler System	\$350	
New Construction Commercial without Sprinkler System	\$120	
Fire Self-Inspection Filing Fee	\$15	
Business License Renewal Inspection	\$45	
Special Event – Fireworks	\$60	
Fire Standby	Per MOU	
EMERGENCY MEDICAL SERVICES		
Action	Fee	Utah State Code Reference
Ambulance Transportation Services	<i>Pursuant to Utah Code 26-8-4(18); Administrative Rule R426-1-8-2,3, and 4;the Utah Department of Health establishes and orders the maximum allowable rates for each fiscal year, which rate shall be the rate assessed by the Cache County Fire Department. Rates for each fiscal year are listed at https://rules.utah.gov/publicat/code/r426-008.htm#T2.</i>	
Ambulance Supplies	Two times actual cost	
Ambulance Report	\$10 per report	

LIBRARY

Check-Outs		
Action	Fee	Utah State Code Reference
Late Fees		
Book Late Fee	\$0.05 per day	
DVD Late Fee	\$1.00 per day	

RECORDER'S OFFICE

Action	Fee	Utah State Code Reference
Standard Fee First page of any Document	\$40	
Each additional description or unit over ten	\$2	
For Recording Subdivision Plats	\$50	
Each lot or unit	\$2	
Other Fees		
Copy of Recorded Document per page	\$1 for first page, \$0.25 for each additional page	
Copy of Ownership Plat	\$1	
Copy of Final Subdivision Plat	\$3	
Certification of Document Copy	\$5	

SHERIFF'S OFFICE

General Fees		
Action	Fee	Utah State Code Reference
Sex Offender Registration		17-22-2.5
Civil Processes		17-22-2.5
DNA		17-22-2.5
Background Report	\$20	
GRAMA Requests (Incident Reports)	\$10	
CD (photos)	\$20	
CD (video)	\$20 minimum (please inquire)	
Redactions	\$20 per hour	
Jail Fees		
Action	Fee	
Jail Records	\$10	
Jail Work Diversion	\$10 per day	
Work Release	\$20 per day when out	
Dr. Visit Copay	\$15	
Nurse Visit Copay	\$5	
Nurse Practitioner Copay	\$15	
Pharmacy Copay	\$15	
Stock Meds	\$15	
Dentist Copay	\$15	
Bear River Mental Health Visit	\$5	
Medical Forms	\$1.50	
Medical Lab Tests	\$15	

EKG Tests	\$15	
Medical fees are not charged to State or Federal inmates. The medical costs associated with these inmates are covered with our housing contracts with these agencies.		
Probation Fees		
Action	Fee	
Monthly Probation Fee	\$30	
Initial Risk Assessment Fee	\$10	
Initial UA Test	\$10	
Random Office UA Test	\$10	
CCSO Probation Pre-Sentence Report	\$60	
Probation Ankle Monitor	\$6 per day	
Probation Alcohol Monitor	\$5 per day	

TREASURER'S OFFICE

Payment Processing		
Action	Fee	Utah State Code Reference
Debit Card	\$3.95 for any amount	
Credit Card	2.45% of payment amount (\$1.95 minimum)	
Delinquencies		
Action	Fee	
Late Penalty	Payments are due on November 30 each year. If the 30 th falls on a weekend, it is due the following business day. Late fees are as follows:	59-2-1331
November 30 - Jan31st	1% or \$10, whichever is greater	59-2-1331
Jan 31 st or After	2.5% or \$10, whichever is greater	59-2-1331
Interest after January 1 st	6% above Federal Discount Rate	59-2-1331

FRANCHISES

...

**CACHE COUNTY
RESOLUTION NO. 2021-25**

A RESOLUTION ADOPTING A COUNTY BUDGET FOR THE CALENDAR YEAR 2022

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 23, 2021, upon lawful notice and that it is necessary and statutorily required that a budget be adopted for Cache County for the Calendar Year 2022.

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

BE IT RESOLVED that the 2022 Cache County budget in the total amount of one hundred six million, four hundred seventeen thousand, seven hundred dollars (\$106,417,700), 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 Calendar Year 2022 beginning on January 1, 2022 and ending on December 31, 2022, and;

BE IT RESOLVED that the 2022 budget for the Airport Authority, which is a component unit of Cache County, is hereby adopted in the amount of eight hundred thirty-four thousand dollars (\$834,000), the original of which is on file in the Finance Department of the Office of the Cache County Executive and copies of which are attached to this resolution, is hereby adopted as the budget for the Calendar Year 2022 beginning on January 1, 2022 and ending on December 31, 2022.

This resolution was duly adopted by the Cache County Council on the 7th day of December, 2021.

ATTESTED TO:

CACHE COUNTY COUNCIL

Jess Bradfield, Cache County Clerk-Auditor

Gina Worthen, Council Chair



2022 Adopted Budget by Fund

Fund: **General**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Property Taxes	\$16,576,426	\$16,540,000	\$17,130,000
Sales Taxes	\$6,786,208	\$6,982,000	\$8,734,000
	<u>\$23,362,634</u>	<u>\$23,522,000</u>	<u>\$25,864,000</u>
Other Revenues			
Intergovernmental	\$13,530,167	\$2,004,100	\$14,075,600
Charges for Services	\$5,912,063	\$8,213,700	\$8,214,100
Licenses and Permits	\$35,250	\$40,000	\$40,000
Fines and Forfeitures	\$86,001	\$111,000	\$111,000
Interest and Investment Income	\$471,487	\$440,000	\$248,000
Rental Income	\$151,741	\$152,000	\$155,400
Public Contributions	\$55,055	\$52,500	\$52,500
Miscellaneous Revenue	\$38,208	\$31,700	\$31,700
	<u>\$20,279,972</u>	<u>\$11,045,000</u>	<u>\$22,928,300</u>
Other Financing Sources			
Lease Proceeds	\$923,635	\$835,200	\$824,500
Sale of Assets	\$287,696	\$150,000	\$210,000
Transfers from Other Funds	\$1,019,197	\$293,000	\$11,000
Use of Fund Balance	\$0	\$4,249,900	\$1,550,000
	<u>\$2,230,528</u>	<u>\$5,528,100</u>	<u>\$2,595,500</u>
Total Revenues	\$45,873,134	\$40,095,100	\$51,387,800
EXPENDITURES			
General Government			
Council	\$116,452	\$131,800	\$129,900
Executive	\$380,152	\$428,900	\$446,800
Finance	\$570,163	\$676,800	\$732,400
Human Resources	\$348,393	\$402,300	\$411,400
GIS	\$104,259	\$120,200	\$116,800
IT	\$964,388	\$1,011,300	\$1,092,000
Clerk	\$114,119	\$245,100	\$234,300
Auditor	\$26,656	\$32,600	\$33,800
Elections	\$844,592	\$746,400	\$755,100
Recorder	\$149,752	\$311,300	\$342,500



2022 Adopted Budget by Fund

Fund: **General**

	2020 Actual	2021 Estimate	2022 Adopted
Attorney	\$1,708,090	\$2,023,400	\$2,123,300
Public Legal Assistance	\$603,907	\$817,300	\$819,200
Victim Advocate	\$684,434	\$916,100	\$872,700
Buildings and Grounds	\$276,732	\$368,500	\$351,800
Economic Development	\$59,454	\$165,800	\$288,900
USU Extension Services	\$305,657	\$244,600	\$244,600
Agriculture Promotion	\$0	\$6,000	\$6,000
Water Management	\$275,000	\$0	\$0
County Pandemic Relief	\$2,829,952	\$137,600	\$0
Miscellaneous and General	\$632,078	\$993,700	\$646,900
Contributions to Other Units	\$836,067	\$530,000	\$530,000
	\$11,830,297	\$10,309,700	\$10,178,400
Public Safety			
Sheriff: Administration	\$1,575,508	\$5,070,700	\$1,616,700
Sheriff: Criminal	\$4,755,239	\$5,136,100	\$5,160,700
Sheriff: Support Services	\$2,493,149	\$3,104,900	\$3,107,400
Sheriff: Corrections	\$8,051,890	\$8,299,700	\$8,837,300
Sheriff: Emergency Management	\$254,370	\$284,200	\$411,500
Sheriff: Animal Control	\$171,382	\$203,400	\$225,300
Ambulance	\$0	\$2,713,600	\$1,699,500
Fire	\$0	\$0	\$1,253,000
	\$17,301,538	\$24,812,600	\$22,311,400
Health and Welfare			
Mental Health Services	\$320,517	\$322,600	\$327,700
Welfare Services	\$81,100	\$82,800	\$82,800
	\$401,617	\$405,400	\$410,500
Culture and Recreation			
Fairgrounds	\$1,039,365	\$1,551,900	\$1,093,800
TV Translator Station	\$12,754	\$18,800	\$18,800
Library Services	\$96,806	\$115,400	\$118,000
Fair and Rodeo	\$307,018	\$478,600	\$447,300
	\$1,455,943	\$2,164,700	\$1,677,900
Other Financing Uses			
Transfers to Other Funds	\$4,035,800	\$2,245,000	\$2,095,600
Compensation Reserve	\$0	\$0	\$2,196,400
Addition to Fund Balance	\$0	\$157,700	\$12,517,600



2022 Adopted Budget by Fund

Fund: **General**

	2020 Actual	2021 Estimate	2022 Adopted
	\$4,035,800	\$2,402,700	\$16,809,600
Total Expenditures	\$35,025,195	\$40,095,100	\$51,387,800
Change to Fund Balance	\$10,847,939	\$0	\$0



2022 Adopted Budget by Fund

Fund: **Municipal Services**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Sales Taxes	\$6,330,631	\$6,430,500	\$8,137,000
	<u>\$6,330,631</u>	<u>\$6,430,500</u>	<u>\$8,137,000</u>
Other Revenues			
Intergovernmental	\$3,773,831	\$3,160,400	\$2,723,700
Charges for Services	\$1,435,835	\$1,232,000	\$1,193,200
Licenses and Permits	\$1,498,435	\$1,022,300	\$1,062,300
Interest and Investment Income	\$0	\$10,000	\$10,000
Public Contributions	\$0	\$6,000	\$6,000
Miscellaneous Revenue	\$87,732	\$5,000	\$5,000
	<u>\$6,795,833</u>	<u>\$5,435,700</u>	<u>\$5,000,200</u>
Other Financing Sources			
Sale of Assets	\$122,500	\$238,000	\$259,000
Transfers from Other Funds	\$834,589	\$381,100	\$891,500
Use of Fund Balance	\$0	\$1,928,400	\$988,500
	<u>\$957,089</u>	<u>\$2,547,500</u>	<u>\$2,139,000</u>
Total Revenues	\$14,083,553	\$14,413,700	\$15,276,200
EXPENDITURES			
General Government			
Development Services Administration	\$183,509	\$358,100	\$433,300
Zoning Administration	\$488,876	\$620,600	\$406,500
Building Inspection	\$792,184	\$907,200	\$1,000,300
Sanitation and Waste Collection	\$0	\$0	\$0
Miscellaneous Expense	\$0	\$1,500	\$1,500
	<u>\$1,464,569</u>	<u>\$1,887,400</u>	<u>\$1,841,600</u>
Public Safety			
Sheriff: Animal Control	\$0	\$12,000	\$12,000
Fire-EMS	\$237,389	\$288,100	\$359,000
	<u>\$237,389</u>	<u>\$300,100</u>	<u>\$371,000</u>
Streets and Public Improvements			
Roads	\$4,522,108	\$5,556,700	\$5,512,200
Vegetation Management	\$589,261	\$721,200	\$760,100
Public Works	\$441,361	\$911,900	\$1,558,200



2022 Adopted Budget by Fund

Fund: **Municipal Services**

	2020 Actual	2021 Estimate	2022 Adopted
Contributions to Other Governments	\$3,163,607	\$3,300,000	\$4,000,000
	\$8,716,337	\$10,489,800	\$11,830,500
Culture and Recreation			
Trails Management	\$876,117	\$581,200	\$103,600
Eccles Ice Center Support	\$15,542	\$16,000	\$16,000
	\$891,659	\$597,200	\$119,600
Other Financing Uses			
Transfers to Other Funds	\$1,431,400	\$1,136,200	\$834,500
Compensation Reserve	\$0	\$0	\$279,000
Addition to Fund Balance	\$0	\$3,000	\$0
	\$1,431,400	\$1,139,200	\$1,113,500
Total Expenditures	\$12,741,354	\$14,413,700	\$15,276,200
Change to Fund Balance	\$1,342,199	\$0	\$0



2022 Adopted Budget by Fund

Fund: Council on Aging

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Intergovernmental	\$540,110	\$568,400	\$444,900
Charges for Services	\$86,883	\$88,600	\$88,600
Public Contributions	\$3,364	\$16,000	\$13,000
Miscellaneous Revenue	\$11,288	\$4,000	\$4,000
	<u>\$641,645</u>	<u>\$677,000</u>	<u>\$550,500</u>
Other Financing Sources			
Sale of Assets	\$0	\$0	\$0
Transfers from Other Funds	\$309,119	\$292,000	\$334,000
Use of Fund Balance	\$0	\$182,900	\$100,200
	<u>\$309,119</u>	<u>\$474,900</u>	<u>\$434,200</u>
Total Revenues	\$950,764	\$1,151,900	\$984,700
EXPENDITURES			
Health and Welfare			
Nutrition	\$472,600	\$609,200	\$484,600
Senior Center	\$412,714	\$386,600	\$314,200
Access	\$125,849	\$156,100	\$142,300
	<u>\$1,011,163</u>	<u>\$1,151,900</u>	<u>\$941,100</u>
Other Financing Uses			
Compensation Reserve	\$0	\$0	\$43,600
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$43,600</u>
Total Expenditures	\$1,011,163	\$1,151,900	\$984,700
Change to Fund Balance	-\$60,399	\$0	\$0



2022 Adopted Budget by Fund

Fund: **Health**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Property Taxes	\$960,673	\$1,007,000	\$1,029,000
	<u>\$960,673</u>	<u>\$1,007,000</u>	<u>\$1,029,000</u>
Other Revenues			
Charges for Services	\$298,131	\$305,000	\$320,000
	<u>\$298,131</u>	<u>\$305,000</u>	<u>\$320,000</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$97,300	\$60,300
	<u>\$0</u>	<u>\$97,300</u>	<u>\$60,300</u>
Total Revenues	\$1,258,804	\$1,409,300	\$1,409,300
EXPENDITURES			
General Government			
Contributions to Other Units	\$22,979	\$50,000	\$50,000
	<u>\$22,979</u>	<u>\$50,000</u>	<u>\$50,000</u>
Health and Welfare			
Bear River Health Department	\$1,054,274	\$1,104,300	\$1,104,300
Air Pollution Control	\$255,000	\$255,000	\$255,000
	<u>\$1,309,274</u>	<u>\$1,359,300</u>	<u>\$1,359,300</u>
Other Financing Uses			
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Expenditures	\$1,332,253	\$1,409,300	\$1,409,300
Change to Fund Balance	-\$73,449	\$0	\$0



2022 Adopted Budget by Fund

Fund: **Mental Health**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Intergovernmental	\$2,980,242	\$3,135,000	\$3,146,400
	\$2,980,242	\$3,135,000	\$3,146,400
Total Revenues	\$2,980,242	\$3,135,000	\$3,146,400
EXPENDITURES			
Health and Welfare			
Mental Health Services	\$2,980,242	\$3,135,000	\$3,146,400
	\$2,980,242	\$3,135,000	\$3,146,400
Total Expenditures	\$2,980,242	\$3,135,000	\$3,146,400
Change to Fund Balance	\$0	\$0	\$0



2022 Adopted Budget by Fund

Fund: Children's Justice Center

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Intergovernmental	\$229,885	\$926,800	\$428,800
Public Contributions	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0
	<u>\$229,885</u>	<u>\$926,800</u>	<u>\$428,800</u>
Other Financing Sources			
Transfers from Other Funds	\$1,400,000	\$233,700	\$30,100
Use of Fund Balance	\$0	\$741,000	\$0
	<u>\$1,400,000</u>	<u>\$974,700</u>	<u>\$30,100</u>
Total Revenues	\$1,629,885	\$1,901,500	\$458,900
EXPENDITURES			
Public Safety			
Children's Services	\$900,509	\$1,901,500	\$442,100
	<u>\$900,509</u>	<u>\$1,901,500</u>	<u>\$442,100</u>
Other Financing Uses			
Compensation Reserve	\$0	\$0	\$16,800
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$16,800</u>
Total Expenditures	\$900,509	\$1,901,500	\$458,900
Change to Fund Balance	\$729,376	\$0	\$0



2022 Adopted Budget by Fund

Fund: Visitor's Bureau

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Sales Taxes	\$755,275	\$797,500	\$1,191,000
	<u>\$755,275</u>	<u>\$797,500</u>	<u>\$1,191,000</u>
Other Revenues			
Intergovernmental	\$53,129	\$110,900	\$39,100
Charges for Services	\$25,313	\$34,000	\$31,000
Public Contributions	\$3,736	\$4,200	\$4,200
Miscellaneous Revenue	\$0	\$500	\$500
	<u>\$82,178</u>	<u>\$149,600</u>	<u>\$74,800</u>
Other Financing Sources			
Transfers from Other Funds	\$0	\$94,600	\$0
Use of Fund Balance	\$0	\$336,700	\$0
	<u>\$0</u>	<u>\$431,300</u>	<u>\$0</u>
Total Revenues	\$837,453	\$1,378,400	\$1,265,800
EXPENDITURES			
Culture and Recreation			
Cache Valley Visitor's Bureau	\$587,735	\$1,116,400	\$813,800
	<u>\$587,735</u>	<u>\$1,116,400</u>	<u>\$813,800</u>
Other Financing Uses			
Transfers to Other Funds	\$262,000	\$262,000	\$262,000
Compensation Reserve	\$0	\$0	\$17,400
Addition to Fund Balance	\$0	\$0	\$172,600
	<u>\$262,000</u>	<u>\$262,000</u>	<u>\$452,000</u>
Total Expenditures	\$849,735	\$1,378,400	\$1,265,800
Change to Fund Balance	-\$12,282	\$0	\$0



2022 Adopted Budget by Fund

Fund: Tax Administration

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Property Taxes	\$3,453,460	\$3,502,000	\$3,600,500
	<u>\$3,453,460</u>	<u>\$3,502,000</u>	<u>\$3,600,500</u>
Other Revenues			
Charges for Services	\$1,097,956	\$892,400	\$1,200,000
Miscellaneous Revenue	\$2,849	\$0	\$100
	<u>\$1,100,805</u>	<u>\$892,400</u>	<u>\$1,200,100</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$289,800	\$164,400
	<u>\$0</u>	<u>\$289,800</u>	<u>\$164,400</u>
Total Revenues	\$4,554,265	\$4,684,200	\$4,965,000
EXPENDITURES			
General Government			
Tax Administration Allocations	\$1,415,845	\$1,769,200	\$1,849,100
IT	\$402,527	\$444,000	\$448,600
Treasurer	\$296,706	\$319,800	\$326,400
Assessor	\$1,786,774	\$1,940,100	\$2,099,600
Miscellaneous Expense	\$28,068	\$85,600	\$59,500
Contributions to Other Units	\$122,200	\$125,500	\$125,500
	<u>\$4,052,120</u>	<u>\$4,684,200</u>	<u>\$4,908,700</u>
Other Financing Uses			
Compensation Reserve	\$0	\$0	\$49,100
Addition to Fund Balance	\$0	\$0	\$7,200
	<u>\$0</u>	<u>\$0</u>	<u>\$56,300</u>
Total Expenditures	\$4,052,120	\$4,684,200	\$4,965,000
Change to Fund Balance	\$502,145	\$0	\$0



2022 Adopted Budget by Fund

Fund: Capital Projects

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Miscellaneous Revenue	\$125,272	\$0	\$0
	<u>\$125,272</u>	<u>\$0</u>	<u>\$0</u>
Other Financing Sources			
Bond Proceeds	\$0	\$0	\$0
Transfers from Other Funds	\$2,050,000	\$0	\$0
Use of Fund Balance	\$0	\$3,406,500	\$0
	<u>\$2,050,000</u>	<u>\$3,406,500</u>	<u>\$0</u>
Total Revenues	\$2,175,272	\$3,406,500	\$0
EXPENDITURES			
Streets and Public Improvements			
Road Facilities	\$12,327,670	\$3,406,500	\$0
	<u>\$12,327,670</u>	<u>\$3,406,500</u>	<u>\$0</u>
Streets and Public Improvements			
Fairgrounds Facilities	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Other Financing Uses			
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Expenditures	\$12,327,670	\$3,406,500	\$0
Change to Fund Balance	-\$10,152,398	\$0	\$0



2022 Adopted Budget by Fund

Fund: Debt Service

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Miscellaneous Revenue	\$906	\$0	\$0
	<u>\$906</u>	<u>\$0</u>	<u>\$0</u>
Other Financing Sources			
Transfers from Other Funds	\$1,987,200	\$3,030,200	\$2,849,000
Use of Fund Balance	\$0	\$0	\$0
	<u>\$1,987,200</u>	<u>\$3,030,200</u>	<u>\$2,849,000</u>
Total Revenues	\$1,988,106	\$3,030,200	\$2,849,000
EXPENDITURES			
Debt Payments			
Bonds	\$1,265,365	\$2,071,000	\$2,073,000
Sheriff Vehicle Lease	\$666,793	\$673,500	\$726,200
Fire-EMS Vehicle Lease	\$0	\$18,800	\$18,300
Road Equipment Lease	\$31,388	\$31,400	\$31,500
IT Equipment Lease	\$19,167	\$0	\$0
	<u>\$1,982,713</u>	<u>\$2,794,700</u>	<u>\$2,849,000</u>
Other Financing Uses			
Addition to Fund Balance	\$0	\$235,500	\$0
	<u>\$0</u>	<u>\$235,500</u>	<u>\$0</u>
Total Expenditures	\$1,982,713	\$3,030,200	\$2,849,000
Change to Fund Balance	\$5,393	\$0	\$0



2022 Adopted Budget by Fund

Fund: **CDRA**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Property Taxes	\$44,478	\$70,000	\$70,000
	<u>\$44,478</u>	<u>\$70,000</u>	<u>\$70,000</u>
Other Revenues			
Intergovernmental	\$213,451	\$266,000	\$266,000
	<u>\$213,451</u>	<u>\$266,000</u>	<u>\$266,000</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$10,400	\$0
	<u>\$0</u>	<u>\$10,400</u>	<u>\$0</u>
Total Revenues	\$257,929	\$346,400	\$336,000
EXPENDITURES			
General Government			
Cache County Redevelopment Agency	\$247,613	\$325,000	\$325,000
	<u>\$247,613</u>	<u>\$325,000</u>	<u>\$325,000</u>
Other Financing Uses			
Transfers to Other Funds	\$11,409	\$10,400	\$0
Addition to Fund Balance	\$0	\$11,000	\$11,000
	<u>\$11,409</u>	<u>\$21,400</u>	<u>\$11,000</u>
Total Expenditures	\$259,022	\$346,400	\$336,000
Change to Fund Balance	-\$1,093	\$0	\$0



2022 Adopted Budget by Fund

Fund: Restaurant Tax

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Sales Taxes	\$1,675,873	\$1,669,000	\$2,106,000
	<u>\$1,675,873</u>	<u>\$1,669,000</u>	<u>\$2,106,000</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$1,237,700	\$0
	<u>\$0</u>	<u>\$1,237,700</u>	<u>\$0</u>
Total Revenues	\$1,675,873	\$2,906,700	\$2,106,000
EXPENDITURES			
Culture and Recreation			
Tourism Promotion	\$225,160	\$170,700	\$303,600
Facility Awards	\$967,281	\$1,859,000	\$1,574,600
	<u>\$1,192,441</u>	<u>\$2,029,700</u>	<u>\$1,878,200</u>
Other Financing Uses			
Transfers to Other Funds	\$255,818	\$416,000	\$0
Addition to Fund Balance	\$0	\$461,000	\$227,800
	<u>\$255,818</u>	<u>\$877,000</u>	<u>\$227,800</u>
Total Expenditures	\$1,448,259	\$2,906,700	\$2,106,000
Change to Fund Balance	\$227,614	\$0	\$0



2022 Adopted Budget by Fund

Fund: **RAPZ Tax**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Sales Taxes	\$2,118,255	\$1,989,900	\$2,801,000
	<u>\$2,118,255</u>	<u>\$1,989,900</u>	<u>\$2,801,000</u>
Other Financing Sources			
Transfers from Other Funds	\$0	\$67,300	\$0
Use of Fund Balance	\$0	\$778,300	\$0
	<u>\$0</u>	<u>\$845,600</u>	<u>\$0</u>
Total Revenues	\$2,118,255	\$2,835,500	\$2,801,000
EXPENDITURES			
Culture and Recreation			
Program Awards	\$543,949	\$1,111,000	\$490,500
Facility Awards	\$575,837	\$1,558,300	\$1,532,400
	<u>\$1,119,786</u>	<u>\$2,669,300</u>	<u>\$2,022,900</u>
Other Financing Uses			
Transfers to Other Funds	\$83,402	\$98,900	\$49,000
Addition to Fund Balance	\$0	\$67,300	\$729,100
	<u>\$83,402</u>	<u>\$166,200</u>	<u>\$778,100</u>
Total Expenditures	\$1,203,188	\$2,835,500	\$2,801,000
Change to Fund Balance	\$915,067	\$0	\$0



2022 Adopted Budget by Fund

Fund: **CCCOG**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Taxes			
Sales Taxes	\$5,298,528	\$5,322,000	\$7,007,000
	<u>\$5,298,528</u>	<u>\$5,322,000</u>	<u>\$7,007,000</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$4,582,100	\$12,267,500
	<u>\$0</u>	<u>\$4,582,100</u>	<u>\$12,267,500</u>
Total Revenues	\$5,298,528	\$9,904,100	\$19,274,500
EXPENDITURES			
Streets and Public Improvements			
Road Projects	\$3,408,242	\$9,824,200	\$12,100,000
	<u>\$3,408,242</u>	<u>\$9,824,200</u>	<u>\$12,100,000</u>
Other Financing Uses			
Transfers to Other Funds	\$524,922	\$79,900	\$717,500
Addition to Fund Balance	\$0	\$0	\$6,457,000
	<u>\$524,922</u>	<u>\$79,900</u>	<u>\$7,174,500</u>
Total Expenditures	\$3,933,164	\$9,904,100	\$19,274,500
Change to Fund Balance	\$1,365,364	\$0	\$0



2022 Adopted Budget by Fund

Fund: Roads Special Service District

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Intergovernmental	\$140,429	\$121,500	\$120,000
Interest and Investment Income	\$1,745	\$2,000	\$1,000
	<u>\$142,174</u>	<u>\$123,500</u>	<u>\$121,000</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Revenues	\$142,174	\$123,500	\$121,000
EXPENDITURES			
Other Financing Uses			
Transfers to Other Funds	\$123,500	\$123,500	\$121,000
	<u>\$123,500</u>	<u>\$123,500</u>	<u>\$121,000</u>
Total Expenditures	\$123,500	\$123,500	\$121,000
Change to Fund Balance	\$18,674	\$0	\$0



2022 Adopted Budget by Fund

Fund: CC Community Foundation

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Interest and Investment Income	\$317	\$100	\$100
Public Contributions	\$26,162	\$56,000	\$36,000
	<u>\$26,479</u>	<u>\$56,100</u>	<u>\$36,100</u>
Other Financing Sources			
Use of Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Revenues	\$26,479	\$56,100	\$36,100
EXPENDITURES			
General Government			
Miscellaneous Expense	\$10	\$100	\$100
	<u>\$10</u>	<u>\$100</u>	<u>\$100</u>
Other Financing Uses			
Transfers to Other Funds	\$37,855	\$56,000	\$36,000
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$37,855</u>	<u>\$56,000</u>	<u>\$36,000</u>
Total Expenditures	\$37,865	\$56,100	\$36,100
Change to Fund Balance	-\$11,386	\$0	\$0



2022 Adopted Budget by Fund

Fund: **Airport**

	2020 Actual	2021 Estimate	2022 Adopted
REVENUES			
Other Revenues			
Intergovernmental	\$1,589,110	\$6,659,100	\$633,300
Interest and Investment Income	\$9,850	\$1,500	\$1,500
Miscellaneous Revenue	\$146,806	\$150,900	\$157,000
	<u>\$1,745,766</u>	<u>\$6,811,500</u>	<u>\$791,800</u>
Other Financing Sources			
Transfers from Other Funds	\$0	\$310,200	\$0
Use of Fund Balance	\$0	\$52,700	\$42,200
	<u>\$0</u>	<u>\$362,900</u>	<u>\$42,200</u>
Total Revenues	\$1,745,766	\$7,174,400	\$834,000
EXPENDITURES			
General Government			
Airport	\$1,638,363	\$7,174,400	\$823,900
	<u>\$1,638,363</u>	<u>\$7,174,400</u>	<u>\$823,900</u>
Other Financing Uses			
Compensation Reserve	\$0	\$0	\$10,100
Addition to Fund Balance	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Expenditures	\$1,638,363	\$7,174,400	\$834,000
Change to Fund Balance	\$107,403	\$0	\$0

RESOLUTION NO. 2021-27

A RESOLUTION INCREASING THE BUDGET APPROPRIATIONS FOR CERTAIN COUNTY DEPARTMENTS.

The Cache County Council, in a duly convened meeting, pursuant to Sections 17-36-12 through 17-36-26, Utah Code Annotated, 1953 as amended, finds that certain adjustments to the Cache County budget for 2021 are reasonable and necessary; that said budget has been reviewed by the County Executive with all affected department heads; that a duly called hearing has been held and all interested parties have been given an opportunity to be heard; that the County Council has given due consideration to matters discussed at the public hearing and to any revised estimates of revenues; and that it is in the best interest of the County that these adjustments be made.

NOW THEREFORE, it is hereby resolved that:

Section 1.

The following adjustments are made to the 2021 budget for Cache County:

See attached

Section 2.

Other than as specifically set forth above, all other matters set forth in the 2021 budget shall remain in full force and effect.

Section 3.

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

This resolution was duly adopted by the Cache County Council on December 7, 2021.

ATTESTED TO:

CACHE COUNTY COUNCIL

Jess Bradfield, Cache County Clerk-Auditor

Gina Worthen, Council Chair



Account	Title	Amount	Source or Department	Fund
1. Reduced the estimate for tax revenue passed through to the Pepperidge Farm CDRA from \$336,000 to \$300,000. The contribution to fund balance that pays the County for administration is also reduced. The pass through has never exceeded \$300,000.				
220-31-10000	PROPERTY TAXES - CDRA	20,000	Property Taxes	CDRA
220-38-80000	CONTRIBUTION - TAXING ENTITIES	16,000	Intergovernmental	CDRA
220-4193-480	CDRA PROJECTS	-34,900	Cache County Redevelopmer	CDRA
220-4800-990	CONTRIBUTION TO FUND BALANCE	-1,100	Addition to Fund Balance	CDRA
2. Transfer to Class B Roads fund balance to reimburse the fund to convert the old road facility for Search and Rescue operations.				
100-38-90000	APPROPRIATED FUND BALANCE	-858,000	Use of Fund Balance	General
100-4810-200	TRANSFER OUT - MUNICIPAL SERV	858,000	Transfers to Other Funds	General
200-38-10100	TRANSFER IN - GENERAL FUND	-858,000	Transfers from Other Funds	Municipal Services
200-4800-992	CONTR. - ROAD FUND BALANCE	858,000	Addition to Fund Balance	Municipal Services
3. The estimate for the payroll accrual at the end of the year was short by 1 day. Positive variances in most departments are able to absorb the difference, but an adjustment is needed in some departments.				
100-4112-110	FULL TIME EMPLOYEES	400	Council	General
100-4112-130	EMPLOYEE BENEFITS	100	Council	General
100-4134-110	FULL TIME EMPLOYEES	1,400	Human Resources	General
100-4134-130	EMPLOYEE BENEFITS	300	Human Resources	General
100-4134-999	TAX ADMIN - HUMAN RESOURCE 15%	-300	Human Resources	General
100-4135-110	FULL TIME EMPLOYEES	600	GIS	General
100-4135-130	EMPLOYEE BENEFITS	300	GIS	General
100-4135-999	TAX ADMIN - GIS 60%	-500	GIS	General
100-4193-110	FULL TIME EMPLOYEES	400	Economic Development	General
100-4193-130	EMPLOYEE BENEFITS	200	Economic Development	General
100-4210-110	FULL TIME EMPLOYEES	36,400	Sheriff: Criminal	General
100-4210-130	EMPLOYEE BENEFITS	14,700	Sheriff: Criminal	General
100-4511-110	FULL TIME EMPLOYEES	900	Fairgrounds	General
100-4511-130	EMPLOYEE BENEFITS	600	Fairgrounds	General
100-4800-990	CONTRIBUTION - FUND BALANCE	-55,500	Addition to Fund Balance	General
150-38-90000	APPROPRIATED FUND BALANCE	-2,300	Use of Fund Balance	Tax Administration
150-4099-934	TAX ADMIN - HUMAN RESOURCE 15%	300	Tax Administration Allocation	Tax Administration
150-4099-935	TAX ADMIN - GIS 60%	500	Tax Administration Allocation	Tax Administration
150-4143-110	FULL TIME EMPLOYEES	1,200	Treasurer	Tax Administration
150-4143-130	EMPLOYEE BENEFITS	300	Treasurer	Tax Administration



Budget Amendment Account Detail

Hearing Date: 11.23.2021; Vote Date: 12.07.2021

Account	Title	Amount	Source or Department	Fund
4. Back pay related to the 3.0% COLA provided in October. The calculation inadvertently only went back to the middle of August 14, instead of the beginning July. Positive variances in most departments are able to absorb the difference, but an adjustment is needed in some departments.				
100-4112-110	FULL TIME EMPLOYEES	400	Council	General
100-4112-130	EMPLOYEE BENEFITS	100	Council	General
100-4112-999	TAX ADMIN - COUNCIL 10%	-100	Council	General
100-4134-110	FULL TIME EMPLOYEES	400	Human Resources	General
100-4134-130	EMPLOYEE BENEFITS	700	Human Resources	General
100-4134-999	TAX ADMIN - HUMAN RESOURCE 15%	-200	Human Resources	General
100-4135-110	FULL TIME EMPLOYEES	400	GIS	General
100-4135-130	EMPLOYEE BENEFITS	500	GIS	General
100-4135-999	TAX ADMIN - GIS 60%	-500	GIS	General
100-4193-110	FULL TIME EMPLOYEES	1,800	Economic Development	General
100-4193-130	EMPLOYEE BENEFITS	600	Economic Development	General
100-4511-110	FULL TIME EMPLOYEES	800	Fairgrounds	General
100-4511-130	EMPLOYEE BENEFITS	800	Fairgrounds	General
100-4210-110	FULL TIME EMPLOYEES	29,500	Sheriff: Criminal	General
100-4210-130	EMPLOYEE BENEFITS	12,000	Sheriff: Criminal	General
100-4800-990	CONTRIBUTION - FUND BALANCE	-47,200	Addition to Fund Balance	General
150-38-90000	APPROPRIATED FUND BALANCE	-1,800	Use of Fund Balance	Tax Administration
150-4099-912	TAX ADMIN - COUNCIL 10%	100	Tax Administration Allocation	Tax Administration
150-4099-934	TAX ADMIN - HUMAN RESOURCE 15%	200	Tax Administration Allocation	Tax Administration
150-4099-935	TAX ADMIN - GIS 60%	500	Tax Administration Allocation	Tax Administration
150-4143-110	FULL TIME EMPLOYEES	700	Treasurer	Tax Administration
150-4143-130	EMPLOYEE BENEFITS	300	Treasurer	Tax Administration
5. Provide additional funding for meeting expenses for County Council.				
100-4112-240	OFFICE EXPENSE & SUPPLIES	500	Council	General
100-4112-250	EQUIPMENT SUPPLIES & MAINT	1,000	Council	General
100-4112-999	TAX ADMIN - COUNCIL 10%	-100	Council	General
100-4800-990	CONTRIBUTION - FUND BALANCE	-1,400	Addition to Fund Balance	General
150-38-90000	APPROPRIATED FUND BALANCE	-100	Use of Fund Balance	Tax Administration
150-4099-912	TAX ADMIN - COUNCIL 10%	100	Tax Administration Allocation	Tax Administration
6. Provide funding for the new utility expense for the Fire department at the new facility.				
100-4260-632	STATE FIRE WARDEN COST SHARE	-7,800	Fire-Ems	General
100-4260-270	UTILITIES	7,800	Fire-Ems	General



Budget Amendment Account Detail

Hearing Date: 11.23.2021; Vote Date: 12.07.2021

Account	Title	Amount	Source or Department	Fund
7. These transactions are being made to record the 50% merger of CCEMS into the County. The merger was done as of 1/1/2021. As part of the merger about \$1,750,000 will be added to the beginning fund balance. The use of \$200,000 is to finish closing out CCEMS and the County netted about \$1,550,000 in cash.				
100-34-27230	BAD DEBT COLLECTIONS	-70,000	Charges for Services	General
100-34-27250	BAD DEBT WRITE-OFF	160,000	Charges for Services	General
100-4260-521	BAD DEBT COLLECTION FEES	35,000	Fire-Ems	General
100-4260-520	BILLING AND COLLECTION COSTS	75,000	Fire-Ems	General
100-38-90000	APPROPRIATED FUND BALANCE	-200,000	Use of Fund Balance	General
8. Accounting fee transferred from the Roads Special Service District.				
100-38-10720	TRANSFER IN - RSSD	-1,000	Transfers from Other Funds	General
100-38-90000	APPROPRIATED FUND BALANCE	1,000	Use of Fund Balance	General
9. Attorney's office providing funding for travel and training for Victim Advocates.				
100-4145-310	PROFESSIONAL & TECHNICAL	-12,200	Attorney	General
100-4145-999	TAX ADMIN - ATTORNEY 9%	1,100	Attorney	General
100-4148-230	TRAVEL	11,100	Victim Advocate	General
150-38-90000	APPROPRIATED FUND BALANCE	-1,100	Use of Fund Balance	Tax Administration
150-4099-945	TAX ADMIN - ATTORNEY 9%	1,100	Tax Administration Allocation	Tax Administration
10. Update use of grant funding according to revised plan approved by the State.				
100-4148-240	OFFICE EXPENSE & SUPPLIES	7,200	Victim Advocate	General
100-4148-330	EDUCATION & TRAINING	-12,400	Victim Advocate	General
100-4148-450	SPEC DEPT-EMERG ASSISTANCE	5,200	Victim Advocate	General
11. The County's liability insurance plan is a high deductible plan with payment due quarterly. This funding covers the third quarter expenses and an estimate for the fourth quarter.				
100-4150-510	INSURANCE - A&C 10%	40,000	Miscellaneous and General	General
100-4150-999	TAX ADMIN - NONDEPARTMENTAL 10%	-4,000	Miscellaneous and General	General
100-4800-990	CONTRIBUTION - FUND BALANCE	-36,000	Addition to Fund Balance	General
150-38-90000	APPROPRIATED FUND BALANCE	-4,000	Use of Fund Balance	Tax Administration
150-4099-950	TAX ADMIN - NONDEPARTMENTAL 10%	4,000	Tax Administration Allocation	Tax Administration
12. Repurpose funds originally intended for a side-by-side and accessories for Search and Rescue operations, and use them to make improvements to the old road facility for Search and Rescue use.				
100-4216-250	EQUIPMENT SUPPLIES & MAINT	-5,000	Emergency Management	General
100-4216-720	BUILDINGS	27,500	Emergency Management	General
100-4216-740	CAPITALIZED EQUIPMENT	-22,500	Emergency Management	General



Budget Amendment Account Detail

Hearing Date: 11.23.2021; Vote Date: 12.07.2021

Account	Title	Amount	Source or Department	Fund
13. Increase medical expenses reimbursable by the state for a state inmate hospital stay.				
100-34-23500	MEDICAL/DENTAL ETC REIMBURSEME	-30,000	Charges for Services	General
100-4230-316	MEDICAL EXPENSE REIMBURSEMENT	30,000	Sheriff: Corrections	General
14. Increased cost of sanitation supplies to mitigate risk of COVID-19 in the jail. These expenses are eligible for ARPA funding.				
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-142,000	Intergovernmental	General
100-4230-200	INMATE SUPPLIES	142,000	Sheriff: Corrections	General
15. There has been a significant increase in utility expenses due to a rate increase and increased usage in the hot summer months.				
100-4511-260	BUILDING & GROUNDS	-5,000	Fairgrounds	General
100-4511-270	UTILITIES	13,400	Fairgrounds	General
100-4511-271	UTILITIES - EVENT CENTER	4,200	Fairgrounds	General
100-4800-990	CONTRIBUTION - FUND BALANCE	-12,600	Addition to Fund Balance	General
16. Due to the increasing number of cases needing therapy, we are using unspent building funds to cover increasing therapy costs.				
290-4149-310	PROFESSIONAL & TECHNICAL	15,000	Children's Services	Children's Justice Center
290-4149-720	BUILDINGS	-15,000	Children's Services	Children's Justice Center
17. BRHD Drug Prevention grant used in Victim Advocate department, instead of the Children's Justice Center. Revenue is being moved to match where expense was incurred.				
100-33-70112	DRUG PREVENTION	-63,000	Intergovernmental	General
100-38-90000	APPROPRIATED FUND BALANCE	63,000	Use of Fund Balance	General
290-33-70112	DRUG PREVENTION	63,000	Intergovernmental	Children's Justice Center
290-4149-610	MISC SUPPLIES	-9,000	Children's Services	Children's Justice Center
290-4149-720	BUILDINGS	-54,000	Children's Services	Children's Justice Center
18. Provide funding for vehicles for CJC use originally funded by a CDBG grant. The grant was approved by BRAG, but due to timing issues was later deemed to be ineligible by the State.				
100-38-90000	APPROPRIATED FUND BALANCE	-171,900	Use of Fund Balance	General
100-4810-290	TRANSFER OUT - CJC	171,900	Transfers to Other Funds	General
290-33-18000	FEDERAL GRANT - CDBG	171,900	Intergovernmental	Children's Justice Center
290-38-10100	TRANSFER IN - GENERAL FUND	-171,900	Transfers from Other Funds	Children's Justice Center



Budget Amendment Account Detail

Hearing Date: 11.23.2021; Vote Date: 12.07.2021

Account	Title	Amount	Source or Department	Fund
19. Small furniture and supplies that were budgeted with the capital expense of the new CJC building. However, these items are not capitalizable and are being reallocated to a non-capital account.				
290-4149-240	OFFICE SUPPLIES	3,200	Children's Services	Children's Justice Center
290-4149-251	NON CAPITALIZED EQUIPMENT	4,500	Children's Services	Children's Justice Center
290-4149-740	EQUIPMENT / FURNITURE	-7,700	Children's Services	Children's Justice Center
20. Increases to grant revenues and corresponding expense allocation for Senior Center operations.				
240-33-15101	CMM-CONGREGATE MEALS III C-1	-9,900	Intergovernmental	Council on Aging
240-33-15201	HDM-HOME DELIVERED III C-2	-19,900	Intergovernmental	Council on Aging
240-33-15207	HDM-STATE HOME DELIVERED C-2	-8,800	Intergovernmental	Council on Aging
240-33-15209	ACCESS MANDATED-TITLE IIIB	-6,000	Intergovernmental	Council on Aging
240-33-15702	CARES-HDM	8,100	Intergovernmental	Council on Aging
240-4970-210	SUBSCRIPTIONS & MEMBERSHIPS	10,000	Nutrition	Council on Aging
240-4970-250	TRANSPORTATION	2,500	Nutrition	Council on Aging
240-4970-381	MEALS	1,500	Nutrition	Council on Aging
240-4970-382	MEALS - NICHOLAS	1,700	Nutrition	Council on Aging
240-4970-383	US FOODSERVICE	-3,200	Nutrition	Council on Aging
240-4971-510	INSURANCE & BONDS	-800	Senior Center	Council on Aging
240-4974-510	INSURANCE	800	Access	Council on Aging
240-4974-730	IMPROVEMENTS	-1,600	Access	Council on Aging
240-4974-740	CAPITALIZED EQUIPMENT	1,600	Access	Council on Aging
240-38-90000	APPROPRIATED FUND BALANCE	24,000	Use of Fund Balance	Council on Aging
21. Increase in donations received through the Cache County Community Foundation for the Senior Center. Donations are first received by the CCCF for donor tax purposes, and then transferred to the Senior Center for use.				
240-38-10795	TRANSFER FROM CCCF	-7,000	Transfers from Other Funds	Council on Aging
240-38-90000	APPROPRIATED FUND BALANCE	7,000	Use of Fund Balance	Council on Aging
22. The Senior Center has had high turnover for the position of Cook. They are using temps to fill the positions until permanent employees can be hired. Funding is transferring from Part Time Employees to Misc Services to cover costs for the temp service.				
240-4970-120	PART TIME EMPLOYEES	-15,000	Nutrition	Council on Aging
240-4970-620	MISC SERVICES	15,000	Nutrition	Council on Aging



Budget Amendment Account Detail

Hearing Date: 11.23.2021; Vote Date: 12.07.2021

Account	Title	Amount	Source or Department	Fund
23. Donations for the Suicide Awareness Concert. Due to the high amount of donations, the County did not need to contribute funding from the Restaurant Tax.				
100-38-10260	TRANSFER IN - RESTAURANT TAX	25,000	Transfers from Other Funds	General
100-38-10795	TRANSFER IN - CCCF	-50,000	Transfers from Other Funds	General
100-4511-482	SPECIAL EVENTS	25,000	Fairgrounds	General
260-4800-990	CONTRIB TO FUND BALANCE	25,000	Addition to Fund Balance	Restaurant Tax
260-4810-100	TRANSFER OUT - GENERAL FUND	-25,000	Transfers to Other Funds	Restaurant Tax
795-38-72100	CONTRIBUTIONS - GENERAL	-50,000	Public Contributions	CCCF
795-4810-100	TRANSFER OUT - GENERAL FUND	50,000	Transfers to Other Funds	CCCF
24. Reallocate funds for supplies and computer equipment for new employees in the Recorder's office.				
100-4144-240	OFFICE EXPENSE	1,500	Recorder	General
100-4144-250	EQUIPMENT SUPPLIES & MAINT	2,300	Recorder	General
100-4144-330	EDUCATION AND TRAINING	-2,300	Recorder	General
100-4144-620	MISC SERVICES	-1,500	Recorder	General
25. Updated estimate of the Transportation sales tax that is passed through to other entities.				
200-31-30200	SALES TAX - DUE TO OTHER GOV	-500,000	Sales Taxes	Municipal Services
200-4800-921	CONTRIBUTION TO OTHER GOV	500,000	Contributions to Other Govt	Municipal Services
26. The net cost of a vehicle trade-in was budgeted previously. The full amount must be recorded to show the trade-in value and to record the full cost of the new vehicle.				
200-36-51990	SALE OF CAPITAL ASSETS - OTHER	-35,300	Sale of Assets	Municipal Services
200-4241-740	CAPITALIZED EQUIPMENT	35,300	Building Inspection	Municipal Services
27. Transfer funding originally tied to the Tony Grove Forest Service grant to provide funding for new equipment. The required match for the grant project was tied to payroll and machine hours instead of using these funds.				
200-4415-481	SPECIAL GRANT PROJECTS	-26,000	Roads	Municipal Services
200-4415-740	CAPITALIZED EQUIPMENT	26,000	Roads	Municipal Services
28. Transfer funding for the purchase of capital equipment used for cutting vegetation.				
200-4450-251	NON CAPITALIZED EQUIPMENT	-7,200	Vegetation Management	Municipal Services
200-4450-740	CAPITALIZED EQUIPMENT	7,200	Vegetation Management	Municipal Services
29. Unused funding for seasonal employees is being transferred to provide funding for emergency repairs to a weed/plow vehicle.				
200-4450-125	SEASONAL EMPLOYEES	-6,000	Vegetation Management	Municipal Services
200-4450-250	EQUIPMENT SUPPLIES & MAINT	6,000	Vegetation Management	Municipal Services



Budget Amendment Account Detail

Hearing Date: 11.23.2021; Vote Date: 12.07.2021

Account	Title	Amount	Source or Department	Fund
30. The pledge to the Eccles Ice Arena, which is based on a percentage of sales taxes received, is increased because of the higher amount of sales tax revenue received.				
200-38-92000	APPROP FUND BALANCE - MSF	-2,300	Use of Fund Balance	Municipal Services
200-4800-920	CONTRIBUTIONS TO OTHER UNITS	2,300	Eccles Ice Center Support	Municipal Services
31. Special project funding to help construct a new building as part of the Plaza project. This funding is recommended by the Cache Valley Visitor's Bureau advisory board.				
230-38-90000	APPROPRIATED FUND BALANCE	-150,000	Use of Fund Balance	Visitor's Bureau
230-4780-920	CONTRIBUTIONS TO OTHER UNITS	150,000	Cache Valley Visitor's Bureau	Visitor's Bureau
32. The RAPZ Tax administration fee is based on a percentage and is increased based on the actual revenues received in 2020.				
265-4800-990	CONTRIB TO FUND BALANCE	-1,900	Addition to Fund Balance	RAPZ Tax
265-4810-100	TRANSFER OUT - GENERAL FUND	1,900	Transfers to Other Funds	RAPZ Tax
100-38-10265	TRANSFER IN - RAPZ TAX	-1,900	Transfers from Other Funds	General
100-4800-990	CONTRIBUTION - FUND BALANCE	1,900	Addition to Fund Balance	General
33. Oversight and Inspections fees the Road department receives from CCCOG are based on a percentage of revenue received from the Transportation sales tax. Since the revenue was higher than anticipated, the corresponding fee is being updated accordingly.				
268-38-90000	APPROPRIATED FUND BALANCE	-16,100	Use of Fund Balance	CCCOG
268-4810-200	TRANSFER OUT - MUNICIPAL SERV	16,100	Transfers to Other Funds	CCCOG
200-38-10268	TRANSFER IN - CCCOG FUND	-16,100	Transfers from Other Funds	Municipal Services
200-38-92000	APPROP FUND BALANCE - MSF	16,100	Use of Fund Balance	Municipal Services
34. Remaining CCCOG funds awarded for the Benson Bridge project. The project has now been completed, so these funds are transferred for reimbursement.				
268-38-90000	APPROPRIATED FUND BALANCE	-58,100	Use of Fund Balance	CCCOG
268-4810-200	TRANSFER OUT - MUNICIPAL SERV	58,100	Transfers to Other Funds	CCCOG
200-38-10268	TRANSFER IN - CCCOG FUND	-58,100	Transfers from Other Funds	Municipal Services
200-4415-115	OVERTIME	10,000	Roads	Municipal Services
200-4415-240	OFFICE SUPPLIES & EXPENSE	1,600	Roads	Municipal Services
200-4415-250	EQUIPMENT SUPPLIES & MAINT	30,000	Roads	Municipal Services
200-4415-254	FUEL	16,500	Roads	Municipal Services
35. Use of the County's CORE program is higher than anticipated, so the cost for processing payments is also higher than expected. The cost estimate is being updated and offset with additional revenue from users of the program.				
150-34-18000	ONLINE ACCESS - PROPERTY TAXES	-2,000	Charges for Services	Tax Administration
150-4960-600	SUNDRY EXPENSE	2,000	Miscellaneous Expense	Tax Administration



Budget Amendment Account Detail

Hearing Date: 11.23.2021; Vote Date: 12.07.2021

Account	Title	Amount	Source or Department	Fund
---------	-------	--------	----------------------	------

36. Correct account allocations for debt service payments for Patrol vehicles and Fire-EMS vehicles.

310-4710-820	INTEREST - PATROL VEHICLES	-2,400	Sheriff Vehicle Lease	Debt Service
310-4724-810	PRINCIPAL - FIRE-EMS VEHICLES	2,400	Fire Vehicle Lease	Debt Service

37. The construction account held by the bank related to the 2019 sales tax revenue bonds issued by the CIB for the new road facility is officially closed. The bank transfers the remaining funds to the bond account for the repayment of the debt. This entry reflects the transfer of funds from the Capital Projects fund, where construction of the facility was accounted for, to the Debt Service Fund, where the accounting of the bond payments are recorded. These funds are an estimate of the close out amount. Only the actual amount of the bank transfer will be recorded.

400-38-90000	APPROPRIATED FUND BALANCE	-150,000	Use of Fund Balance	Capital Projects
400-4810-310	TRANSFER OUT - DEBT SERVICE	150,000	Transfers to Other Funds	Capital Projects
310-38-10400	TRANSFER IN - CAPITAL PROJECTS	-150,000	Transfers from Other Funds	Debt Service
310-4800-990	CONTRIBUTION TO FUND BALANCE	150,000	Addition to Fund Balance	Debt Service

38. Donations for Search and Rescue are higher than the original budget. This entry records the additional revenue and reimburses County funds used for Search and Rescue operations.

795-38-72105	CONTRIBUTIONS - S & R	-3,500	Public Contributions	CCCF
795-4810-100	TRANSFER OUT - GENERAL FUND	3,500	Transfers to Other Funds	CCCF
100-38-10795	TRANSFER IN - CCCF	-3,500	Transfers from Other Funds	General
100-4800-990	CONTRIBUTION - FUND BALANCE	3,500	Addition to Fund Balance	General

39. Donations for the new Children's Justice Center building are higher than the original budget. This entry records the additional revenue and reimburses County funds used for the project.

795-38-72105	CONTRIBUTIONS - S & R	-1,000	Public Contributions	CCCF
795-4810-290	TRANSFER OUT - CJC FUND	1,000	Transfers to Other Funds	CCCF
290-38-10795	TRANSFER IN - CCCF FUND	-1,000	Transfers from Other Funds	Children's Justice Center
290-4149-990	CONTRIBUTION - FUND BALANCE	1,000	Addition to Fund Balance	Children's Justice Center

40. Provide for the purchase of a cell phone and for monthly payments for service through the end of the year to be used for a Venmo account. Donations were received through Venmo for the Ignite the Light Suicide Awareness concert.

795-38-72100	CONTRIBUTIONS - GENERAL	-300	Public Contributions	CCCF
795-4960-600	MISCELLANEOUS EXPENSE	300	Miscellaneous Expense	CCCF



Fund	Budget	Amendment	New Budget
General			
REVENUES			
Taxes			
Property Taxes	16,540,000	-	16,540,000
Sales Taxes	6,982,000	-	6,982,000
	<u>23,522,000</u>	-	<u>23,522,000</u>
Other Revenues			
Intergovernmental	2,004,100	205,000	2,209,100
Charges for Services	8,213,700	-60,000	8,153,700
Licenses and Permits	40,000	-	40,000
Fines and Forfeitures	111,000	-	111,000
Interest and Investment Income	440,000	-	440,000
Rental Income	152,000	-	152,000
Public Contributions	52,500	-	52,500
Miscellaneous Revenue	31,700	-	31,700
	<u>11,045,000</u>	<u>145,000</u>	<u>11,190,000</u>
Other Financing Sources			
Lease Proceeds	835,200	-	835,200
Sale of Assets	150,000	-	150,000
Transfers from Other Funds	293,000	31,400	324,400
Use of Fund Balance	4,249,900	1,165,900	5,415,800
	<u>5,528,100</u>	<u>1,197,300</u>	<u>6,725,400</u>
Total Revenues	40,095,100	1,342,300	41,437,400
EXPENDITURES			
General Government			
Council	131,800	2,300	134,100
Executive	428,900	-	428,900
Finance	676,800	-	676,800
Human Resources	402,300	2,300	404,600
GIS	120,200	800	121,000
IT	1,011,300	-	1,011,300
Clerk	245,100	-	245,100
Auditor	32,600	-	32,600
Elections	746,400	-	746,400



Budget Amendment by Department

Hearing Date: 11.23.2021; Vote Date 12.07.2021

Fund	Budget	Amendment	New Budget
Recorder	311,300	-	311,300
Attorney	2,023,400	-11,100	2,012,300
Public Legal Assistance	817,300	-	817,300
Victim Advocate	916,100	11,100	927,200
Buildings and Grounds	368,500	-	368,500
Economic Development	165,800	3,000	168,800
USU Extension Services	244,600	-	244,600
Agriculture Promotion	6,000	-	6,000
County Pandemic Relief	137,600	-	137,600
Miscellaneous and General	993,700	36,000	1,029,700
Contributions to Other Units	530,000	-	530,000
	10,309,700	44,400	10,354,100
Public Safety			
Sheriff: Administration	5,070,700	-	5,070,700
Sheriff: Criminal	5,136,100	92,600	5,228,700
Sheriff: Support Services	3,104,900	-	3,104,900
Sheriff: Corrections	8,299,700	172,000	8,471,700
Emergency Management	284,200	-	284,200
Animal Control	203,400	-	203,400
Fire-EMS	2,713,600	110,000	2,823,600
	24,812,600	374,600	25,187,200
Health and Welfare			
Mental Health Services	322,600	-	322,600
Welfare Services	82,800	-	82,800
	405,400	-	405,400
Culture and Recreation			
Fairgrounds	1,551,900	40,700	1,592,600
TV Translator Station	18,800	-	18,800
Library Services	115,400	-	115,400
Fair and Rodeo	478,600	-	478,600
	2,164,700	40,700	2,205,400
Other Financing Uses			
Transfers to Other Funds	2,245,000	1,029,900	3,274,900
Addition to Fund Balance	157,700	-147,300	10,400
	2,402,700	882,600	3,285,300
Total Expenditures	40,095,100	1,342,300	41,437,400



Fund	Budget	Amendment	New Budget
Municipal Services			
REVENUES			
Taxes			
Sales Taxes	6,430,500	500,000	6,930,500
	<u>6,430,500</u>	<u>500,000</u>	<u>6,930,500</u>
Other Revenues			
Intergovernmental	3,160,400	-	3,160,400
Charges for Services	1,232,000	-	1,232,000
Licenses and Permits	1,022,300	-	1,022,300
Interest and Investment Income	10,000	-	10,000
Public Contributions	6,000	-	6,000
Miscellaneous Revenue	5,000	-	5,000
	<u>5,435,700</u>	<u>-</u>	<u>5,435,700</u>
Other Financing Sources			
Sale of Assets	238,000	35,300	273,300
Transfers from Other Funds	381,100	932,200	1,313,300
Use of Fund Balance	1,928,400	-13,800	1,914,600
	<u>2,547,500</u>	<u>953,700</u>	<u>3,501,200</u>
Total Revenues	14,413,700	1,453,700	15,867,400
EXPENDITURES			
General Government			
Development Services Administration	358,100	-	358,100
Zoning Administration	620,600	-	620,600
Building Inspection	907,200	35,300	942,500
Sanitation and Waste Collection	-	-	-
Miscellaneous Expense	1,500	-	1,500
	<u>1,887,400</u>	<u>35,300</u>	<u>1,922,700</u>
Public Safety			
Sheriff: Animal Control	12,000	-	12,000
Fire-EMS	288,100	-	288,100
	<u>300,100</u>	<u>-</u>	<u>300,100</u>



Fund	Budget	Amendment	New Budget
Streets and Public Improvements			
Roads	5,556,700	58,100	5,614,800
Vegetation Management	721,200	-	721,200
Public Works	911,900	-	911,900
Contributions to Other Governments	3,300,000	500,000	3,800,000
	<u>10,489,800</u>	<u>558,100</u>	<u>11,047,900</u>
Culture and Recreation			
Trails Management	581,200	-	581,200
Eccles Ice Center Support	16,000	2,300	18,300
	<u>597,200</u>	<u>2,300</u>	<u>599,500</u>
Other Financing Uses			
Transfers to Other Funds	1,136,200	-	1,136,200
Addition to Fund Balance	3,000	858,000	861,000
	<u>1,139,200</u>	<u>858,000</u>	<u>1,997,200</u>
Total Expenditures	14,413,700	1,453,700	15,867,400

Council on Aging			
REVENUES			
Other Revenues			
Intergovernmental	568,400	36,500	604,900
Charges for Services	88,600	-	88,600
Public Contributions	16,000	-	16,000
Miscellaneous Revenue	4,000	-	4,000
	<u>677,000</u>	<u>36,500</u>	<u>713,500</u>
Other Financing Sources			
Sale of Assets	-	-	-
Transfers from Other Funds	292,000	7,000	299,000
Use of Fund Balance	182,900	-31,000	151,900
	<u>474,900</u>	<u>-24,000</u>	<u>450,900</u>
Total Revenues	1,151,900	12,500	1,164,400



Budget Amendment by Department

Hearing Date: 11.23.2021; Vote Date 12.07.2021

Fund	Budget	Amendment	New Budget
EXPENDITURES			
Health and Welfare			
Nutrition	609,200	12,500	621,700
Senior Center	386,600	-800	385,800
Access	156,100	800	156,900
	<u>1,151,900</u>	<u>12,500</u>	<u>1,164,400</u>
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	1,151,900	12,500	1,164,400
Health			
REVENUES			
Taxes			
Property Taxes	1,007,000	-	1,007,000
	<u>1,007,000</u>	<u>-</u>	<u>1,007,000</u>
Other Revenues			
Charges for Services	305,000	-	305,000
	<u>305,000</u>	<u>-</u>	<u>305,000</u>
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	97,300	-	97,300
	<u>97,300</u>	<u>-</u>	<u>97,300</u>
Total Revenues	1,409,300	-	1,409,300
EXPENDITURES			
General Government			
Contributions to Other Units	50,000	-	50,000
	<u>50,000</u>	<u>-</u>	<u>50,000</u>
Health and Welfare			
Bear River Health Department	1,104,300	-	1,104,300
Air Pollution Control	255,000	-	255,000
	<u>1,359,300</u>	<u>-</u>	<u>1,359,300</u>



Fund	Budget	Amendment	New Budget
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
Total Expenditures	1,409,300	-	1,409,300
Mental Health			
REVENUES			
Other Revenues			
Intergovernmental	3,135,000	-	3,135,000
	3,135,000	-	3,135,000
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	-	-	-
Total Revenues	3,135,000	-	3,135,000
EXPENDITURES			
Health and Welfare			
Mental Health Services	3,135,000	-	3,135,000
	3,135,000	-	3,135,000
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
Total Expenditures	3,135,000	-	3,135,000



Budget Amendment by Department

Hearing Date: 11.23.2021; Vote Date 12.07.2021

Fund	Budget	Amendment	New Budget
Children's Justice Center			
REVENUES			
Other Revenues			
Intergovernmental	926,800	-234,900	691,900
Public Contributions	-	-	-
Miscellaneous Revenue	-	-	-
	<u>926,800</u>	<u>-234,900</u>	<u>691,900</u>
Other Financing Sources			
Transfers from Other Funds	233,700	172,900	406,600
Use of Fund Balance	741,000	-	741,000
	<u>974,700</u>	<u>172,900</u>	<u>1,147,600</u>
Total Revenues	1,901,500	-62,000	1,839,500
EXPENDITURES			
Public Safety			
Children's Services	1,901,500	-63,000	1,838,500
	<u>1,901,500</u>	<u>-63,000</u>	<u>1,838,500</u>
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	1,000	1,000
	<u>-</u>	<u>1,000</u>	<u>1,000</u>
Total Expenditures	1,901,500	-62,000	1,839,500
Visitor's Bureau			
REVENUES			
Taxes			
Sales Taxes	797,500	-	797,500
	<u>797,500</u>	<u>-</u>	<u>797,500</u>
Other Revenues			
Intergovernmental	110,900	-	110,900
Charges for Services	34,000	-	34,000
Public Contributions	4,200	-	4,200
Miscellaneous Revenue	500	-	500
	<u>149,600</u>	<u>-</u>	<u>149,600</u>



Budget Amendment by Department

Hearing Date: 11.23.2021; Vote Date 12.07.2021

Fund	Budget	Amendment	New Budget
Other Financing Sources			
Transfers from Other Funds	94,600	-	94,600
Use of Fund Balance	336,700	150,000	486,700
	431,300	150,000	581,300
Total Revenues	1,378,400	150,000	1,528,400
EXPENDITURES			
Culture and Recreation			
Cache Valley Visitor's Bureau	1,116,400	150,000	1,266,400
	1,116,400	150,000	1,266,400
Other Financing Uses			
Transfers to Other Funds	262,000	-	262,000
Addition to Fund Balance	-	-	-
	262,000	-	262,000
Total Expenditures	1,378,400	150,000	1,528,400
Tax Administration			
REVENUES			
Taxes			
Property Taxes	3,502,000	-	3,502,000
	3,502,000	-	3,502,000
Other Revenues			
Charges for Services	892,400	2,000	894,400
Miscellaneous Revenue	-	-	-
	892,400	2,000	894,400
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	289,800	9,300	299,100
	289,800	9,300	299,100
Total Revenues	4,684,200	11,300	4,695,500



Budget Amendment by Department

Hearing Date: 11.23.2021; Vote Date 12.07.2021

Fund	Budget	Amendment	New Budget
EXPENDITURES			
General Government			
Tax Administration Allocations	1,769,200	6,800	1,776,000
IT	444,000	-	444,000
Assessor	1,940,100	-	1,940,100
Treasurer	319,800	2,500	322,300
Miscellaneous Expense	85,600	2,000	87,600
Contributions to Other Units	125,500	-	125,500
	<u>4,684,200</u>	<u>11,300</u>	<u>4,695,500</u>
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	4,684,200	11,300	4,695,500

Capital Projects			
REVENUES			
Other Revenues			
Miscellaneous Revenue	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Other Financing Sources			
Bond Proceeds	-	-	-
Transfers from Other Funds	-	-	-
Use of Fund Balance	3,406,500	150,000	3,556,500
	<u>3,406,500</u>	<u>150,000</u>	<u>3,556,500</u>
Total Revenues	3,406,500	150,000	3,556,500

EXPENDITURES			
Streets and Public Improvements			
Road Facilities	3,406,500	-	3,406,500
	<u>3,406,500</u>	<u>-</u>	<u>3,406,500</u>
Streets and Public Improvements			
Fairgrounds Facilities	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>



Budget Amendment by Department

Hearing Date: 11.23.2021; Vote Date 12.07.2021

Fund	Budget	Amendment	New Budget
Other Financing Uses			
Transfers to Other Funds	-	150,000	150,000
Addition to Fund Balance	-	-	-
	-	150,000	150,000
Total Expenditures	3,406,500	150,000	3,556,500
Debt Service			
REVENUES			
Other Revenues			
Miscellaneous Revenue	-	-	-
	-	-	-
Other Financing Sources			
Transfers from Other Funds	3,030,200	150,000	3,180,200
Use of Fund Balance	-	-	-
	3,030,200	150,000	3,180,200
Total Revenues	3,030,200	150,000	3,180,200
EXPENDITURES			
Debt Payments			
Bonds	2,071,000	-	2,071,000
Sheriff Vehicle Lease	673,500	-2,400	671,100
Fire Vehicle Lease	18,800	2,400	21,200
Road Equipment Lease	31,400	-	31,400
IT Equipment Lease	-	-	-
	2,794,700	-	2,794,700
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	235,500	150,000	385,500
	235,500	150,000	385,500
Total Expenditures	3,030,200	150,000	3,180,200



Fund	Budget	Amendment	New Budget
CDRA			
REVENUES			
Taxes			
Property Taxes	70,000	-20,000	50,000
	70,000	-20,000	50,000
Other Revenues			
Intergovernmental	266,000	-16,000	250,000
	266,000	-16,000	250,000
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	10,400	-	10,400
	10,400	-	10,400
Total Revenues	346,400	-36,000	310,400
EXPENDITURES			
General Government			
Cache County Redevelopment Agency	325,000	-34,900	290,100
	325,000	-34,900	290,100
Other Financing Uses			
Transfers to Other Funds	10,400	-	10,400
Addition to Fund Balance	11,000	-1,100	9,900
	21,400	-1,100	20,300
Total Expenditures	346,400	-36,000	310,400
Restaurant Tax			
REVENUES			
Taxes			
Sales Taxes	1,669,000	-	1,669,000
	1,669,000	-	1,669,000
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	1,237,700	-	1,237,700
	1,237,700	-	1,237,700
Total Revenues	2,906,700	-	2,906,700



Fund	Budget	Amendment	New Budget
EXPENDITURES			
Culture and Recreation			
Tourism Promotion	170,700	-	170,700
Facility Awards	1,859,000	-	1,859,000
	2,029,700	-	2,029,700
Other Financing Uses			
Transfers to Other Funds	416,000	-25,000	391,000
Addition to Fund Balance	461,000	25,000	486,000
	877,000	-	877,000
Total Expenditures	2,906,700	-	2,906,700
RAPZ Tax			
REVENUES			
Taxes			
Sales Taxes	1,989,900	-	1,989,900
	1,989,900	-	1,989,900
Other Financing Sources			
Transfers from Other Funds	67,300	-	67,300
Use of Fund Balance	778,300	-	778,300
	845,600	-	845,600
Total Revenues	2,835,500	-	2,835,500
EXPENDITURES			
Culture and Recreation			
Program Awards	1,111,000	-	1,111,000
Facility Awards	1,558,300	-	1,558,300
	2,669,300	-	2,669,300
Other Financing Uses			
Transfers to Other Funds	98,900	1,900	100,800
Addition to Fund Balance	67,300	-1,900	65,400
	166,200	-	166,200
Total Expenditures	2,835,500	-	2,835,500



Fund	Budget	Amendment	New Budget
CCCOG			
REVENUES			
Taxes			
Sales Taxes	5,322,000	-	5,322,000
	<u>5,322,000</u>	-	<u>5,322,000</u>
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	4,582,100	74,200	4,656,300
	<u>4,582,100</u>	<u>74,200</u>	<u>4,656,300</u>
Total Revenues	9,904,100	74,200	9,978,300
EXPENDITURES			
Streets and Public Improvements			
Road Projects	9,824,200	-	9,824,200
	<u>9,824,200</u>	-	<u>9,824,200</u>
Other Financing Uses			
Transfers to Other Funds	79,900	74,200	154,100
Addition to Fund Balance	-	-	-
	<u>79,900</u>	<u>74,200</u>	<u>154,100</u>
Total Expenditures	9,904,100	74,200	9,978,300
Airport			
REVENUES			
Other Revenues			
Intergovernmental	6,659,100	-	6,659,100
Interest and Investment Income	1,500	-	1,500
Miscellaneous Revenue	150,900	-	150,900
	<u>6,811,500</u>	-	<u>6,811,500</u>
Other Financing Sources			
Transfers from Other Funds	310,200	-	310,200
Use of Fund Balance	52,700	-	52,700
	<u>362,900</u>	-	<u>362,900</u>



Budget Amendment by Department

Hearing Date: 11.23.2021; Vote Date 12.07.2021

Fund	Budget	Amendment	New Budget
Total Revenues	7,174,400	-	7,174,400
EXPENDITURES			
General Government			
Airport	7,174,400	-	7,174,400
	<u>7,174,400</u>	-	<u>7,174,400</u>
Other Financing Uses			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	7,174,400	-	7,174,400
Roads Special Service District			
REVENUES			
Other Revenues			
Intergovernmental	121,500	-	121,500
Interest and Investment Income	2,000	-	2,000
	<u>123,500</u>	-	<u>123,500</u>
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	123,500	-	123,500
EXPENDITURES			
Other Financing Uses			
Transfers to Other Funds	123,500	-	123,500
Addition to Fund Balance	-	-	-
	<u>123,500</u>	<u>-</u>	<u>123,500</u>
Total Expenditures	123,500	-	123,500



Fund	Budget	Amendment	New Budget
CC Community Foundation			
REVENUES			
Other Revenues			
Interest and Investment Income	100	-	100
Public Contributions	36,000	54,800	90,800
	36,100	54,800	90,900
Other Financing Sources			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	-	-	-
Total Revenues	36,100	54,800	90,900
EXPENDITURES			
General Government			
Miscellaneous Expense	100	300	400
	100	300	400
Other Financing Uses			
Transfers to Other Funds	36,000	54,500	90,500
Addition to Fund Balance	-	-	-
	36,000	54,500	90,500
Total Expenditures	36,100	54,800	90,900



Budget Amendment by Fund

Hearing Date: 11.23.2021; Vote Date 12.07.2021

Fund	Current Budget	Ammendments					New Budget
		Revenues	Expenditures	Transfers In	Transfers Out	Fund Balance	
General	40,095,100	145,000	459,700	31,400	1,029,900	-1,313,200	41,437,400
Municipal Services	14,413,700	535,300	595,700	932,200	-	871,800	15,867,400
Council on Aging	1,151,900	36,500	12,500	7,000	-	31,000	1,164,400
Health	1,409,300	-	-	-	-	-	1,409,300
Mental Health	3,135,000	-	-	-	-	-	3,135,000
Children's Justice Center	1,901,500	-234,900	-63,000	172,900	-	1,000	1,839,500
Visitor's Bureau	1,378,400	-	150,000	-	-	-150,000	1,528,400
Tax Administration	4,684,200	2,000	11,300	-	-	-9,300	4,695,500
Capital Projects	3,406,500	-	-	-	150,000	-150,000	3,556,500
Debt Service	3,030,200	-	-	150,000	-	150,000	3,180,200
CDRA	346,400	-36,000	-34,900	-	-	-1,100	310,400
Restaurant Tax	2,906,700	-	-	-	-25,000	25,000	2,906,700
RAPZ Tax	2,835,500	-	-	-	1,900	-1,900	2,835,500
CCCOG	9,904,100	-	-	-	74,200	-74,200	9,978,300
Airport	7,174,400	-	-	-	-	-	7,174,400
Roads Special Service District	123,500	-	-	-	-	-	123,500
CC Community Foundation	36,100	54,800	300	-	54,500	-	90,900
Total County Budget	97,932,500	502,700	1,131,600	1,293,500	1,285,500	-620,900	101,233,300

RESOLUTION NO. 2021-29
CACHE COUNTY, UTAH

**A RESOLUTION AMENDING THE CACHE COUNTY CORPORATION PERSONNEL
POLICY AND PROCEDURE MANUAL REGARDING DONATING PERSONAL LEAVE
TIME**

WHEREAS, the Cache County Council on 23rd day of November 2021, in a regular meeting of which lawful notice had been given, considered amending the Cache County Corporation Personnel Policy and Procedure Manual, Section IX (N) regarding donating personal leave time; 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 adopts the following resolution:

- 1 **Amendments:** The Cache County Corporation Personnel Policy and Procedure Manual is hereby amended to read as set forth in the attached Exhibit A.

- 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 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.

- 4 **Effective Date:** This Resolution shall be effective immediately upon its adoption.

Resolved this 23rd day of November 2021.

CACHE COUNTY COUNCIL:

ATTEST:

Gina Worthen, Chair

Jess W. Bradfield, Cache County Clerk

EXHIBIT A
PROPOSED AMENDEMENTS

Personnel Policy and Procedures Section IX

N. Donating Personal Leave Time

Cache County recognizes that employees may have extended critical illnesses, family medical emergencies or other extenuating circumstances resulting in the need for additional time off as approved by the County Executive and Director of Human Resources. Employees may voluntarily donate PLT to a co-worker in need for these reasons. An employee is eligible to receive donated PLT only if all compensatory time, old sick leave, and PLT have been expended. An employee may donate up to 40 hours of PLT to the employee in need. A request to donate PLT must be submitted to the Director of Human Resources on the Request to Donate Personal Leave form.

1. Holidays or Specials cannot be donated as PLT.
2. The receiving employee must be a merit employee.
3. Donated PLT will be given at the end of the pay period to compensate for the time not worked up to 80 hours for the pay period. Donated PLT is not eligible for overtime hours or to be cashed out for any reason. The donation of PLT is on an hourly basis and not a dollar amount. PLT hours donated will be used at the receiving employee's current hourly rate.
4. The donated PLT may only be used for a single instance (critical illness or family medical emergency) by the employee and not banked for future use.
5. Donated PLT will be given to the receiving employee based on donated hours received first and used in order of donation. The HR office will oversee the donated PLT and will number the forms as they are received.
6. When the employee returns to work, any donated PLT that is not used will be returned to the donor. If the donor was going to lose the PLT hours based on the PLT rollover policy, these hours will be forfeited and not returned to the donor's PLT bank.
7. The recipient will be able to receive donated PLT for no more than 12 weeks within a rolling 12-month period.
8. This policy will not replace or extend the maximum allowable absence under the Family Medical Leave Act.

RED-LINE OF CURRENT POLICY

Personnel Policy and Procedures Section IX

N. Donating Personal Leave Time

Cache County recognizes that employees may have extended critical illnesses, family medical emergencies or other extenuating circumstances resulting in the need for additional time off as approved by the County Executive and Director of Human Resources. Employees may voluntarily donate PLT to a co-worker in need for these reasons. An employee is eligible to receive donated PLT only if all compensatory time, old sick leave, and PLT have been expended. An employee may donate up to 40 hours of PLT to the employee in need. A request to donate PLT must be submitted to the Director of Human Resources on the Request to Donate Personal Leave form.

1. Holidays or Specials ~~or old sick leave~~ cannot be donated as PLT.
2. The receiving employee must be a merit employee.
3. Donated PLT will be given at the end of the pay period to compensate for the time not worked up to 80 hours for the pay period. Donated PLT is not eligible for overtime hours or to be cashed out for any reason. The donation of PLT is on an hourly basis and not a dollar amount. PLT hours donated will be used at the receiving employee's current hourly rate.
4. The donated PLT may only be used for a single instance (critical illness or family medical emergency) by the employee and not banked for future use.
5. Donated PLT will be given to the receiving employee based on donated hours received first and used in order of donation. The HR office will oversee the donated PLT and will number the forms as they are received.
6. When the employee returns to work, any donated PLT that is not used will be returned to the donor. If the donor was going to lose the PLT hours based on the PLT rollover policy, these hours will be forfeited and not returned to the donor's PLT bank.
7. The recipient will be able to receive donated PLT for no more than 12 weeks within a rolling 12-month period.
8. This policy will not replace or extend the maximum allowable absence under the Family Medical Leave Act.