

## CACHE COUNTY COUNCIL

DAVID L. ERICKSON, *CHAIR*

BARBARA Y. TIDWELL, *VICE CHAIR*

KATHRYN A BEUS

SANDI GOODLANDER

NOLAN P. GUNNELL

MARK R. HURD

KARL B. WARD



199 NORTH MAIN STREET  
LOGAN, UT 84321

435-755-1840  
[www.cachecounty.org](http://www.cachecounty.org)

**PUBLIC NOTICE** is hereby given that the County Council of Cache County, Utah will hold a **WORKSHOP** at **3:30 p.m.** and a **REGULAR COUNCIL MEETING** at **5:00 p.m.** in the Cache County Historic Courthouse Council Chambers, 199 North Main Street, Logan, Utah 84321, **TUESDAY, JUNE 25, 2024.**

Council meetings are live streamed on the Cache County YouTube channel at:

<https://www.youtube.com/channel/UCa4xvEI8bnIEz3B9zw2teaA>

## AGENDA

### WORKSHOP

- 3:30 p.m.**
1. **CALL TO ORDER**
  2. **DISCUSSION OF FIRE DISTRICT AND 2025 BUDGET** – Wesley Bingham, Finance Administration Supervisor and Rod Hammer, Cache County Fire District Chief
  3. **ADJOURN**

### COUNCIL MEETING

- 5:00 p.m.**
1. **CALL TO ORDER**
  2. **OPENING** – Councilmember Barbara Tidwell
  3. **REVIEW AND APPROVAL OF AGENDA**
  4. **REVIEW AND APPROVAL OF MINUTES** (June 11, 2024)
  5. **REPORT OF COUNTY EXECUTIVE**
    - a. **Appointments:**
    - b. **Other Items:**
  6. **ITEMS OF SPECIAL INTEREST**
    - a. Introduction of the 2024 Cache County Rodeo Royalty
    - b. Medicaid Matching Funds Appropriation Request – Rob Johnson, Bear River Mental Health
    - c. Discussion of Remaining ARPA Funds – Alma Burgess
  7. **DEPARTMENT OR COMMITTEE REPORTS**
  8. **BOARD OF EQUALIZATION**
  9. **PUBLIC HEARINGS**
    - a. **Public Hearing – Ordinance 2024-08 – Title 16 Subdivision Regulations**
    - b. **Public Hearing – Resolution 2024-13 – Opening the 2024 Budget**
    - c. **Public Hearing – Consideration of the Powder Mountain Development Agreement**
  10. **PENDING ACTION**
    - a. **Nautica Subdivision 1<sup>st</sup> Amendment**
- 5:30 p.m.**  
(Estimated)

11. **INITIAL PROPOSALS FOR CONSIDERATION OF ACTION**

- a. **Ratifying an Amendment to Regulation 2013-1, Vehicle Emissions Inspection and Maintenance Program of the Bear River Health Department**
- b. *Ordinance 2024-08*      **Title 16 Subdivision Regulations**
- c. *Resolution 2024-13*      **Opening the 2024 Budget**
- d. **Consideration of the Powder Mountain Development Agreement**

12. **OTHER BUSINESS**

- a. **County Employee Summer Party**      *June 28, 2024 at 6:00 pm*
- b. **Lewiston Independence Day Parade**      *July 4, 2024 at 9:15 am*  
*Dave, Barbara*
- c. **Hyrum Independence Day Parade**      *July 4, 2024 at 10:00 am*
- d. **North Logan Pioneer Day Parade**      *July 24, 2024 at 10:00 am*
- e. **Logan Pioneer Day Parade**      *July 24, 2024 at 12:00 pm*
- f. **UAC Annual Convention**      *September 11-12 at Utah Valley Convention Center*

13. **COUNCIL MEMBER REPORTS**

14. **ADJOURN**



David L. Erickson, Chair

## CACHE COUNTY COUNCIL

**June 11 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 David Erickson, Vice-Chair Barbara Tidwell, Councilmember Sandi Goodlander, Councilmember Nolan Gunnell, Councilmember Mark Hurd, Councilmember Kathryn Beus.

**MEMBERS EXCUSED:** Councilmember Karl Ward

**STAFF PRESENT:** Bartt Nelson, Bryson Behm

**OTHER ATTENDANCE:** Matt Funk, Steven Wood, Jake Leatham, Mary Jensen, Erik Jensen

### Council Meeting

1. **Call to Order 5:00p.m.** – Chair David Erickson :[13](#)
2. **Opening Remarks and Pledge of Allegiance** :[38](#) Councilmember Kathryn Bues spoke to World Refugee Day in our county.
3. **Review and Approval of Agenda APPROVED** :[3:01](#)  
**Action:** Motion made by Councilmember Sandi Goodlander to approve the agenda; seconded by Councilmember Nolan Gunnell.  
**Motion passes.**  
**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Mark Hurd  
**Nay:** 0
4. **Review and Approval of Minutes APPROVED** :[3:31](#)  
**Action:** Motion made by Councilmember Nolan Gunnell to approve the minutes; seconded by Councilmember Sandi Goodlander.  
**Motion passes.**  
**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Mark Hurd  
**Nay:** 0
5. **Report of the County Executive** :[4:03](#) Executive Zook presented a budget calendar and the process for tax increase notices.
  - A. **Appointment/Discussion** :[10:33](#) Dave Rayfield on the Open Space Advisory Committee would like to step down and Presented Kathleen Alder. :[12:45](#) Vice Chair Barbara Tidwell asked if involvement with Lee McCallister would be a conflict of interest. :[12:53](#) Executive Zook responded no – she would advocate for County State funds. :[13:23](#) councilmember Kathryn Bues clarified if there was an open application posted. :[13:33](#) Executive Zook answered no, this is to fill the interim and will be posted in January. :[14:38](#) Sandi Goodlander asked to hold for two weeks. Council agreed.  
  
**Action:** Motion made by Councilmember to approve; seconded by Councilmember \*.  
**Motion passes.**  
**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Mark Hurd  
**Nay:** 0
  - B. **Appointment/Discussion** :[15:07](#) Executive Zook reappointed David Erickson and Kathryn Bues to Cache County Fire District Board of Trustees.

**Action:** Motion made by Councilmember Sandi Goodlander to approve; seconded by Councilmember Nolan Gunnell.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Mark Hurd

**Nay:** 0

**6. Items of Special Interest**

**7. Department or Committee Reports**

**8. Board of Equalization**

**9. Public Hearings**

**A. Set Public hearing for June 25, 2024 – Consideration of the Powder Mountain Development Agreement [26:57](#)**

**Discussion:** None

**Action:** Motion made by Councilmember Kathryn Bues to approve public hearing; seconded by Vice Chair Barbara Tidwell.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Mark Hurd

**Nay:** 0

**B. Set Public hearing for June 25, 2024 – Ordinance 2024 – 08 – Title 16 Subdivision Regulations**

**Discussion:**

**Action:** Motion made by Councilmember \* to approve public hearing; seconded by Councilmember \*.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

**Nay:** 0

**C. Set Public hearing for June 25, 2024 – Resolution 2024 – 13 – Opening the 2024 Budget**

**Discussion:**

**Action:** Motion made by Councilmember \* to approve public hearing; seconded by Councilmember \*.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

**Nay:** 0

**D. Public hearing – Ordinance 2024 – 05 – Quarter-In Ventures Property Rezone**

**Discussion:**

**Action:** Motion made by Councilmember \* to approve public hearing; seconded by Councilmember \*.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

**Nay:** 0

**E. Set Public hearing**

**Discussion:**



**Action:** Motion made by Councilmember \* to approve public hearing; seconded by Councilmember \*.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

**Nay:** 0

#### **F. Set Public hearing**

**Discussion:**

**Action:** Motion made by Councilmember \* to approve public hearing; seconded by Councilmember \*.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

**Nay:** 0

#### **10. Pending Action**

#### **11. Initial Proposals for Consideration of Action**

##### **A. Ordinance 2024-05 Quarter –In Ventures Property Rezone [28:05](#)**

**Discussion:** Stephen Nelson presented proposal from applicant to rezone agriculture to commercial space. [31:12](#) Chair Erickson opened hearing. [31:48](#) Mary and Eric Jensen – owners of Quarter in Ventures said their reason to rezone is to allow those coming to events can stay in their trailers on the property. [32:38](#) Councilmember Sandi Goodlander asked if overnight accommodations are available. Mary answered plans are – yes. [33:16](#) Vice Chair Barbara Tidwell asked about water lines or electric. Mary and Eric answered no plans right now.

**Action:** Motion made to close public hearing by Councilmember Nolan Gunnell to approve Ordinance/Resolution; seconded by Vice Chair Barbara Tidwell.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

**Nay:** 0

[34:53](#) Chair Erickson opened back up for discussion. [35:04](#) Executive Zook asked about UDOT and Hyrum studies realigning state route 101 and right of way preservation. [35:24](#) Stephen answered not with this zone application. [35:49](#) Chair Erickson and Stephen discussed dedication requirements of typical county right of way and future plans for 4200 S. [37:00](#) Executive Zook asked about discussion happening if a structure would possibly ever be in the way of the road. [37:39](#) Stephen Wood with Sunrise Engineering said the space anticipated for future buildings will be reserved with parking lots, no structure. Executive Zook followed up and asked if three access points is allowed in code. Wood answered a frontage road will parallel 4200 S if the state eventually takes ownership. [39:56](#) Chair Erickson opened. Councilmember Sandi Goodlander said it is nice to see a conditional use permit with zoning change and agreed with the zoning commission approval. [41:08](#) Chair Erickson asked when rezoned to commercial what other uses of the property can be done. Stephen answered right now it is considered a conditional use permit and once right is given anything under commercial use is allowed. [41:41](#) Council discussed intention to draw business to that road. [43:30](#) Chair Erickson moved to close.

**Action:** Motion made to suspend rules by Councilmember Sandi Goodlander to approve Ordinance/Resolution; seconded by Nolan Gunnell.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Mark Hurd

**Nay:** 0

##### **B. Ordinance 2024-06 An Ordinance Amending Section 3.48.020 Regarding Grant Records**

**Discussion:** [15:59](#) Micah explained policy is that copies of contracts for grants are required by various offices. Since CDOC allows department's universal access to them this ordinance changes the policy that copies are needed. [19:05](#) Councilmember Nolan Gunnell asked Bryson how he knows he has received all grant contracts. Bryson answered all documents are uploaded to CDOC. [19:45](#) Councilmember Mark Hurd asked if the question was more toward how County Clerk Bryson knows he has all documents. Bryson answered there is tracking with the executive office and finance. [20:26](#) Micah said all contracts are reviewed by the attorney's office, signed by the executive office, and then sent to the clerk. [20:48](#) Attorney Taylor Sorenson added the requirements under the grant contracts are reviewed. [21:37](#) Councilmember Kathryn Bues, Micah, and Bryson clarified what the process is for grants vs contracts. [23:44](#) Sandi asked about a contract software approved last year. [24:09](#) Bryson answered that decision is still being made but there is a system in place in the clerk's office currently that is working. [24:52](#) Chair Erickson confirmed every contract we have must go through attorney's office. Bryson answered yes, every contract we have has a signature on it.

**Action:** Motion made by Vice Chair Barbara Tidwell to suspend the rules and approve Ordinance/Resolution; seconded by Councilmember Kathryn Bues.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

**Nay:** 0

**C. Ordinance 2024-07 An Ordinance Amending Section 5.08.040 Relating to Local Consent for Single Event or Temporary Beer Event Permits**

**Discussion:** [44:24](#) Micah presented an amendment for single event permits where beer is sold. [48:24](#) Vice Chair Barbara Tidwell responded she was not there and asked Mark and Karl for their knowledge. [48:39](#) Councilmember Karl Ward said code permitted the consent and no dissent was recalled. [49:58](#) Micah said the state still has regulations to follow. [50:23](#) Vice Chair clarified this would be year by year and agreed with the amendment. Councilmember Sandi Goodlander added she heard no dissent from the Sheriff. [51:18](#) Councilmember Nolan Gunnell clarified the intent of the permit. [51:47](#) Mark Hurd said the availability and consumption of beer in association to the event is enforced by the state. [52:04](#) Kathryn Bues asked about liability from the state. [52:28](#) Attorney Taylor Sorenson answered the state issues and enforces the permit and consent is a nod to the local entities. [53:28](#) Councilmember Kathryn Bues asked if every permit will be seen by council. [53:41](#) Micah and council answered the clerk's office will review them. [54:07](#) Chair Erickson expressed frustration how this happened and the need to fix things.

**Action:** Motion made by Vice Chair Barbara Tidwell to suspend rules and approve Ordinance/Resolution; seconded by Councilmember Nolan Gunnell.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Mark Hurd

**Nay:** 0

**D. Resolution 2024 – 12 A Resolution Approving the Cooper Wellsville Round One Open Space Application**

**Discussion:** [56:16](#) Stephen Nelson gave presentation of property assessment. [1:03:12](#) Councilmember Nolan Gunnell raised concerns for farmland precluding a future trail. [1:03:51](#) Stephen answered this was COSAC's recommendation and he couldn't speak to the motivation. He added UDOT has planned trail frontage. [1:04:36](#) Councilmember Nolan Gunnell repeated his concern and wanted more information with the trail and the landowners purpose with the farmland. [1:05:43](#) Councilmember Sandi Goodlander asked if final approval could be contingent on offering a public trail. [1:05:55](#) Micah said this grant is offered by County Council and Council has discretion. If applicant has no desire no public access but county feels meet intent of bond then no condition needed. [1:07:13](#) Nolan added each landowner should have that opportunity. [1:07:29](#) Stephen said originally there were three parcels- two are now up for consideration and explained language added in whereas, or therefore sections of resolution could be added to regarding the public access. [1:09:12](#) Councilmember Nolan Gunnell clarified the third application scope and exclusion of wildlife. Stephen answered COSAC committee is still considering mainly due to the secluded nature of the property. [1:10:44](#) Councilmember Mark Hurd asked about the Wellsville master road plan has based on parcel lines drawn. [1:10:47](#) Stephen explained the parcel views and roads. [1:12:09](#) Mark said there should be other ways for public access without using private property. He asked

about the intersection at hw89/91 if UDOT weighed in on developments in the future. Stephen answered not to his understanding. [1:14:15](#) Chair Erickson opened for questions and public hearing. [1:14:56](#) Applicant said he is a farmer and would like to keep farm ground kept in the valley instead of houses. [1:16:08](#) Council proceeded to vote then realized the resolution needed revisions. [1:16:32](#) Stephen gave options to council. Councilmember Nolan Gunnell wanted to speak with the property owner. [1:17:44](#) Council discussed public access and resolution approval. [1:20:04](#) Councilmember Sandi Goodlander motioned to amend main motion and include specific parcel number, and include the COSAC committee language. [1:20:29](#) Council discussed motion and amendments. [1:21:14](#) Micah Safsten confirmed the parcel numbers.

**Action:** Motion made by Councilmember Sandi Goodlander to approve Resolution; seconded by Vice Chair Barbara Tidwell.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Mark Hurd

**Nay:** 0

#### **E. *Nautica Subdivision 1<sup>st</sup> Amendment***

**Discussion:** [1:22:40](#) Stephen gave presentation to amend subdivision plats. [1:29:49](#) Councilmember Nolan Gunnell confirmed farm access if land is changed. The landowner answered yes. [1:30:53](#) Micah continued showing the map explaining parcels, roads, and the proposal. [1:32:36](#) Councilmember Nolan Gunnell wanted Matt's opinion how to address the roads and confirmed the private road was built to county standards. Council agreed and decided to postpone. [1:34:30](#) Councilmember Sandi Goodlander asked about requirements missing if they had been addressed. Stephen answered because it was a denial those have not been resolved yet. [1:35:17](#) Mark motioned to continue review of amendment for future meeting.

**Action:**

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Karl Ward, Mark Hurd

**Nay:** 0

#### **12. Other Business [1:36:35](#)**

- |   |                           |
|---|---------------------------|
| <b>A.</b> Nibley Heritage Days Parade<br>Mark Hurd                              | June 22, 2024 at 10:00 am |
| <b>B.</b> Lewiston Independence Day Parade<br>Chair Erickson<br>Barbara Tidwell | July 4, 2024 at 9:15 am   |
| <b>C.</b> Hyrum Independence Day Parade   | July 4, 2024 at 10:00 am  |
| <b>D.</b> May Building Permits  |                           |

#### **13. Councilmember Reports**

**David Erickson** – [2:04:49](#) Chair Erickson said budget calendar isn't new and to adopt a new one would be good to compare with the old one. He said deadlines are good and agreed with Executive Zook that adhering to them saves money. [2:06:35](#) Nolan suggested Wes in finance attend the workshops also.

**Sandi Goodlander** – [1:57:20](#) Sandi spoke to the tour and the value Cache valley puts in the state for engineering and technology developed at Utah State. She said hiring for a new director of BRAG is started. She would send a summary to

council of a meeting with Nolan and the executive office to include workshops in the calendar, and to prepare for budget in September to give notice if taxes will increase. [2:01:55](#) Kathryn and Sandi discussed workshop details.

**Karl Ward** – Absent

**Barbara Tidwell** –None

**Kathryn Beus** – [1:53:52](#) Kathryn spoke to the rec center and process handed to Stephen for RFP draft. [1:54:30](#) Stephen said a draft for the scope is ready and a meeting is scheduled this week. [1:55:23](#) Kathryn expressed gratitude for Stephen's work. [1:55:39](#) Barbara asked what the name of the committee who will be involved. [1:55:45](#) Stephen answered they are called a 'Technical Committee' comprised of staff, rec directors, other city staff, and council.

**Nolan Gunnell** – [1:47:59](#) Nolan agreed with limiting intradepartmental transfers. He brought up a citizen concern of a bridge limiting use of farm operations as equipment cannot cross the bridge. He spoke to the AGPAC tour next week with state representatives and senators about agriculture involvement in the county and their plans to visit different businesses and Utah State University.

**Mark Hurd** – [1:39:11](#) Mark gave recap of O&P codes for accounting and credit card policy. [1:39:44](#) Chair Erickson clarified Dane Murray had done work on this already. Micah answered yes, but it didn't cover credit cards and he put one together based off state auditor's template. [1:40:23](#) Mark continued thresholds for transfers, intradepartmental vs out and discussion about no permits for transfers from a meeting with Wes Bingham in Finance had been talked about. Mark gave an example when transfers would be needed: A Departments vehicle budget allows for one vehicle four new tires but turns out two vehicles need them; this takes a vehicle out of the departments use until the budget is open again. He said prohibiting flexibility will cause department inflation and miscellaneous charges. He added the encroachment fee waiver failed to receive recommendation from O&P. [1:44:23](#) Mark spoke to an activity with 47G for educational tours around the valley he and Sandi attended and the impact of the organization to our valley. [1:47:22](#) Vice Chair Barbara Tidwell asked about the O&P meeting schedule. [2:03:33](#) Mark said he forgot to mention ballots were mailed out for republican election and asked Bryson to report how things are going. [2:04:06](#) Bryson said ballots are being processed and invited anyone to visit the office or ballot center.

#### 14. Executive Session

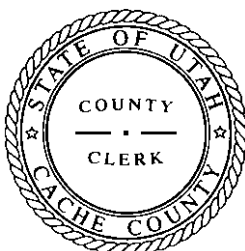
Adjourn: 7:30 PM

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**APPROVAL: David Erickson, Chair**  
**Cache County Council**

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**ATTEST: Bryson Behm, Clerk**  
**Cache County Council**



## Overview Summary for Council

Summary of Report to the Appropriations Committee about ARPA funds and projects on June 18, 2024

65 County projects

Nine projects have been completed (Election supplies, virtual meeting owl, Premium pay, Public Defender contracts, Grant management software, HRIS, Election day poll pads, TV translator firewall, Public Defender backlog)

Four closed: Accounting software, workstations for remote work, a protected VPN for remote work, and contract management software—\$5,000.

8 Nonprofits, two have been completed. Contracts are in place.

3 Component Unit Contracts are in place.

Allocated from US Treasury - \$24,918,634

The Council has awarded projects plus a \$10,000,000 allowance - \$24,297,992, leaving **\$620,642** to award to projects plus any projects under budget (estimate of \$74,000 for stormwater in the parking lot). The storm sewer in the parking lot of the admin building is completed, the final invoice is due by mid-July, and the estimated amount left is \$74,000.  $\$231,000 + \$44,400 = \$275,400$ , \$350,000 awarded.

Accounting software—The finance department needs new accounting software but needs time to research and find the best product. Make money allocated to accounting software available for other projects.

Contract management software explanation: Two projects were awarded (\$5,000 & \$97,000); one was closed, and the other was reduced to \$60,000. We are investigating whether Civic Review will work for contract management.

Deep Canyon update: Engineering RFP closed and awarded. RFP bid for construction in October 2024, contract in November.

Public Works - Twenty storm sewer and culverts and Additional culvert projects - construction bids September & October

Materials ordered - \$295,000

One project - construction bid in July - \$1,130,000

Three other construction bids in September - \$1,453,942

Additional projects to spend the remaining money

Installation of water line - final invoice soon

Training and Conference Facility - spend by the end of the year

Recorder - Alma is working with Tennille; she is working to get a contract or the work completed.

Victim advocates - Balance of \$168,255, spend by the end of the year and set up contracts for remaining money

Public Defender - Balance of \$53,730, working on setting up contracts for remaining money. Desire to use \$20,000 of money awarded for assessments. We need to present this to the Council and ask for their approval.

Sheriff - HVAC & Control system - two contracts for the remaining amount of \$488,093

Fairgrounds - working on bids for air scrubbers - \$11,000

The Council approved five new ARPA projects on May 14, 2024. The budget amounts are in the budget amendment for approval in the June 25 Council meeting. We are working on bids and contracts to spend or obligate by the end of the year.

General updates of other projects—secured or in the process of securing contracts for any funds not able to be spent by the end of the year. Senior Center—Pre-pay Comcast internet through 2026 to upgrade the internet—it is eligible to be spent from the Public WIFI ARPA project awarded to the Senior Center.

**Suggestion for additional projects - \$620,642 available**

- Cameras and mag locks on exterior doors in the courthouse because of the increase in crime. The Attorney's Office bid for similar work was \$66,000.
- The Council approved ARPA funds for the purchase of an Ambulance on May 14, 2024, for \$135,000. The total cost of an ambulance is \$385,000. Alma spoke with Chief Hammer. He suggested fully funding the ambulance and using the money budgeted for it—\$285,000—to purchase a fire engine. He requested an additional \$250,000 of ARPA funds toward the ambulance.
- Additional materials and expenses for culvert and stormwater projects.
- Richmond waterline - impact fee, \$58,000.
- \$20,000 suicide clean up - Victim Advocates.
- Lights in the parking lot of the admin building - engineering or construction estimates still need to be acquired.
- Public Works - reimbursement for flood expenses during spring 2023 - \$400,000.
- Salary and wages of staff that oversee ARPA projects.
- Matching funds for Behavioral Health Services through Bear River Mental Health

ARPA reports to the US Treasury. The quarter ends June 30, and reports must be submitted by July 31. Obligations must be reported on the July quarterly report and the following two reports in October and January.



## Set a Public Hearing

### Ordinance 2024-08 – Title 16 Subdivision Regulations 2024 Update

**Agenda request submitted by:** Stephen Nelson, Director of Development Services –  
Forwarded from the County Planning Commission

**Assisting Department:** Development Services

**Requested Council meeting date:** June 11, 2024

**Agenda Item Language:** Set a public hearing on June 11, 2024, to be held on June 25, 2024, for Powder Mountain Development Agreement

**Action:** Planning Commission – Recommendation of Approval (4-yea; 0-nay)

**Background:** This subdivision update is in response to HB 476, which clarifies updates to the new subdivision process approved in 2023. The main changes are as follows:

1. Review Cycles: Staff and the Planning Commission added a change in 16.01.030 in the definitions section, stating that the review cycle count shall only apply to the final subdivision application.
2. Preliminary Subdivision Plat Requirements: We deleted the subdivision improvement plans required as part of the preliminary subdivision plat (16.03.030 (C) (17)) and loosened some of the stormwater requirements for the preliminary plat based on public works recommendations.
3. Made some clarifications for the final plat and subdivision improvement plans application in 16.03.040.

HB476 takes effect on November 1, 2024, so staff recommends that if the Council approves this ordinance, it also takes effect on November 1, 2024, as noted in the ordinance. We have included a copy of the changes in state law in this packet.

**Fiscal Impact:** N/A

**Public Hearing Required:** The Planning Commission held a public hearing on June 6, 2024, in which no comment was submitted. No additional hearing is required under the requirements of the State Code, however, the Council has previously directed it is beneficial to rehear the public comment and hold an additional hearing before the Council.



Cache  
County  
1857

## Council Meeting Memorandum

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See attached for additional information.

**County Staff Presenter:** Stephen Nelson, Director of Development Services

**Presentation Time:** 10 minutes.

**County Staff Point of Contact:** Stephen Nelson, Director of Development Services

**Legal Review:** The County Attorney's Office has reviewed the proposed draft.



Utah 2024 HB476 Update for:

17-27a-604.2 (Effective 11/01/24). Review of subdivision applications and

997

subdivision improvement plans.

998

(1)As used in this section:

999

(a)"Review cycle" means the occurrence of:

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(i)the applicant's submittal of a complete subdivision ~~land-use~~ application;

1001

(ii)the county's review of that subdivision ~~land-use~~ application;

1002

(iii)the county's response to that subdivision ~~land-use~~ application, in accordance

1003

with this section; and

1004

(iv)the applicant's reply to the county's response that addresses each of the county's

1005

required modifications or requests for additional information.

1006

(b) "Subdivision application" means a land use application for the subdivision of land

1007

located within the unincorporated area of a county.

1008

~~(b)~~ (c) "Subdivision improvement plans" means the civil engineering plans associated

1009

with required infrastructure improvements and county-controlled utilities required for

1010

a subdivision.

1011

~~(c)~~ (d) "Subdivision ordinance review" means review by a county to verify that a

	1012
subdivision <del>land use</del> application meets the criteria of the county's <del>subdivision</del>	
	1013
ordinances.	
	1014
<del>(d)</del> <u>(e)</u> "Subdivision plan review" means a review of the applicant's subdivision	
	1015
improvement plans and other aspects of the subdivision <del>land use</del> application to	
	1016
verify that the application complies with county ordinances and applicable <u>installation</u>	
	1017
standards and <u>inspection</u> specifications <u>for infrastructure improvements</u> .	
	1018
(2) The review cycle restrictions and requirements of this section do not apply to the review	
	1019
of subdivision applications affecting property within identified geological hazard areas.	
	1020
<u>(3) (a) A county may require a subdivision improvement plan to be submitted with a</u>	
	<u>1021</u>
<u>subdivision application.</u>	
	1022
<u>(b) A county may not require a subdivision improvement plan to be submitted with both</u>	
	<u>1023</u>
<u>a preliminary subdivision application and a final subdivision application.</u>	
	1024
<u>(4) (a) The review cycle requirements of this section apply:</u>	
	1025
<u>(i) to the review of a preliminary subdivision application, if the county requires a</u>	
	<u>1026</u>
<u>subdivision improvement plan to be submitted with a preliminary subdivision</u>	
	<u>1027</u>
<u>application: or</u>	

	1028
<u>(ii) to the review of a final subdivision application, if the county requires a</u>	<u>1029</u>
<u>subdivision improvement plan to be submitted with a final subdivision application.</u>	1030
<u>(b) A county may not, outside the review cycle, engage in a substantive review of</u>	<u>1031</u>
<u>required infrastructure improvements or a county controlled utility.</u>	1032
<del>(3) (a) No later than 15 business days after the day on which an applicant submits a</del>	<del>1033</del>
<del>complete preliminary subdivision land use application for a residential subdivision for</del>	<del>1034</del>
<del>single family dwellings, two family dwellings, or townhomes, the county shall complete</del>	<del>1035</del>
<del>the initial review of the application, including subdivision improvement plans.</del>	1036
<del>(b) (5) (a) A county shall complete the initial review of a complete subdivision</del>	<u>1037</u>
<u>application submitted for ordinance review for a residential subdivision for</u>	<u>1038</u>
<u>single-family dwellings, two-family dwellings, or town homes:</u>	1039
<u>(i) no later than 15 business days after the complete subdivision application is</u>	<u>1040</u>
<u>submitted, if the county has a population over 5,000; or</u>	1041
<u>(ii) no later than 30 business days after the complete subdivision application is</u>	<u>1042</u>
<u>submitted, if the county has a population of 5,000 or less.</u>	1043
<u>(b) A county shall maintain and publish a list of the items comprising the complete</u>	

	1044
<del>preliminary</del> subdivision <del>land use</del> application, including:	
	1045
(i)the application;	
	1046
(ii)the owner's affidavit;	
	1047
(iii)an electronic copy of all plans in PDF format;	
	1048
(iv)the preliminary subdivision plat drawings; and	
	1049
(v)a breakdown of fees due upon approval of the application.	
	1050
<del>(4)</del> <del>(6)</del> <del>(a)</del> A county shall publish a list of the items that comprise a complete <del>final</del>	
	1051
subdivision land use application.	
	1052
<del>(b) No later than 20 business days after the day on which an applicant submits a plat,</del>	
	1053
<del>the county shall complete a review of the applicant's final subdivision land use</del>	
	1054
<del>application for single-family dwellings, two-family dwellings, or townhomes,</del>	
	1055
<del>including all subdivision plan reviews.</del>	
	1056
<u>(7) A county shall complete a subdivision plan review of a subdivision improvement plan</u>	
	1057
<u>that is submitted with a complete subdivision application for a residential subdivision for</u>	
	1058
<u>single-family dwellings, two-family dwellings, or town homes:</u>	
	1059
<u>(a) within 20 business days after the complete subdivision application is submitted, if the</u>	

	1060
<u>county has a population over 5,000; or</u>	
	1061
<u>(b) within 40 business days after the complete subdivision application is submitted, if</u>	
	1062
<u>the county has a population of 5,000 or less.</u>	
	1063
<del>(5)</del> <u>(8)</u> (a) In reviewing a subdivision <del>land-use</del> application, a county may require:	
	1064
(i) additional information relating to an applicant's plans to ensure compliance with	
	1065
county ordinances and approved standards and specifications for construction of	
	1066
public improvements; and	
	1067
(ii) modifications to plans that do not meet current ordinances, applicable standards,	
	1068
or specifications or do not contain complete information.	
	1069
(b) A county's request for additional information or modifications to plans under	
	1070
<del>Subsections (5)(a)(i)</del> <u>Subsection (8)(a)(i)</u> or (ii) shall be specific and include citations	
	1071
to ordinances, standards, or specifications that require the modifications to	
	1072
<u>subdivision improvement</u> plans, and shall be logged in an index of requested	
	1073
modifications or additions.	
	1074
(c) A county may not require more than four review cycles <u>for a subdivision</u>	
	1075
<u>improvement plan review</u> .	

(d) (i) Subject to Subsection ~~(5)(d)(ii)~~ (8)(d)(ii), unless the change or correction is

necessitated by the applicant's adjustment to a subdivision improvement plan ~~set~~

or an update to a phasing plan that adjusts the infrastructure needed for the

specific development, a change or correction not addressed or referenced in a

county's subdivision improvement plan review is waived.

(ii) A modification or correction necessary to protect public health and safety or to

enforce state or federal law may not be waived.

(iii) If an applicant makes a material change to a subdivision improvement plan ~~set~~ ,

the county has the discretion to restart the review process at the first review of the

~~final application~~ subdivision improvement plan review, but only with respect to

the portion of the subdivision improvement plan ~~set~~ that the material change

substantively ~~effects~~ affects.

(e) (i) ~~If This Subsection (8) applies if~~ an applicant does not submit a revised

subdivision improvement plan within :

~~(A)~~ 20 business days after the county requires a modification or correction, ~~the~~

~~county shall have an additional 20 business days to respond to the plans if the~~

	<u>1092</u>
<u>county has a population over 5,000; or</u>	
	1093
<u>(B) 40 business days after the county requires a modification or correction, if the</u>	
	<u>1094</u>
<u>county has a population of 5,000 or less.</u>	
	1095
<u>(ii) If an applicant does not submit a revised subdivision improvement plan within the</u>	
	<u>1096</u>
<u>time specified in Subsection (8)(e)(i), a county has an additional 20 business days</u>	
	<u>1097</u>
<u>after the time specified in Subsection (7) to respond to a revised subdivision</u>	
	<u>1098</u>
<u>improvement plan.</u>	
	1099
<del>(6)</del> <u>(9)</u> After the applicant has responded to the final review cycle, and the applicant has	
	1100
complied with each modification requested in the county's previous review cycle, the	
	1101
county may not require additional revisions if the applicant has not materially changed	
	1102
the plan, other than changes that were in response to requested modifications or	
	1103
corrections.	
	1104
<del>(7)</del> <u>(10)</u> (a) In addition to revised plans, an applicant shall provide a written explanation	
	1105
in response to the county's review comments, identifying and explaining the	
	1106
applicant's revisions and reasons for declining to make revisions, if any.	
	1107
(b) The applicant's written explanation shall be comprehensive and specific, including	

1108  
citations to applicable standards and ordinances for the design and an index of  
1109  
requested revisions or additions for each required correction.  
1110  
(c)If an applicant fails to address a review comment in the response, the review cycle is  
1111  
not complete and the subsequent review cycle may not begin until all comments are  
1112  
addressed.  
1113  
~~(8)~~ (11) (a)If, on the fourth or final review, a county fails to respond within 20 business  
1114  
days, the county shall, upon request of the property owner, and within 10 business  
1115  
days after the day on which the request is received:  
1116  
(i)for a dispute arising from the subdivision improvement plans, assemble an appeal  
1117  
panel in accordance with Subsection 17-27a-507(5)(d) to review and approve or  
1118  
deny the final revised set of plans; or  
1119  
(ii)for a dispute arising from the subdivision ordinance review, advise the applicant,  
1120  
in writing, of the deficiency in the application and of the right to appeal the  
1121  
determination to a designated appeal authority.



CACHE COUNTY  
ORDINANCE NO. 2024-08

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An ordinance amending the County Land Use Code as required by the adoption of Ord. 2024-08 amending Title 16 Subdivision Regulations to comply with HB476 Municiplan Land Use Regulation Modifications recently passed State legislation that requires updates to the code and a more streamlined review process.

**Whereas**, Utah Legislature approved HB476 in 2024 requiring political subdivision to update the process in reviewing and approving subdivision applications; and

**Whereas**, Cache County seeks to provide an excellent level of service to residents in the County while providing a process for the County to review land use applications to ensure they comply with County code requirements; and

**Whereas**, on June 6, 2024, the Planning Commission held a public hearing, accepted all comments; and

**Whereas**, on June 6, 2024, the Planning Commission recommended the approval of the proposed amendments to the County Council for final action; and

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

**Whereas**, following proper notice, the County Council held a public hearing on \_\_\_\_\_ to consider any comments regarding the proposed amendments. The County Council accepted all comments; and

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

**1. Statutory Authority**

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

## **2. Amendment to Title 16 Subdivision Regulation**

TITLE 16 SUBDIVISION REGULATIONS CHAPTER  
16.01 GENERAL PROVISIONS AND ADMINISTRATION CHAPTER  
16.02 TYPE AND PROCESS CHAPTER  
16.03 REQUIREMENTS CHAPTER 16.04 GENERAL REQUIREMENTS FOR ALL  
SUBDIVISIONS

CHAPTER 16.01 GENERAL PROVISIONS AND ADMINISTRATION  
16.01.010: TITLE  
16.01.020: PURPOSE AND AUTHORITY  
16.01.030: DEFINITIONS AND APPLICABILITY  
16.01.040: JURISDICTION AND PENALTY  
16.01.050: SEVERABILITY (EFFECT)  
16.01.060: GENERAL RESPONSIBILITIES  
16.01.070: SITE PREPARATION WORK PROHIBITED  
16.01.80 : INCOMPLETE APPLICATION

16.01.010: TITLE

This title shall be known as the CACHE COUNTY SUBDIVISION ORDINANCE,  
hereinafter, "this title". (Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

16.01.020: PURPOSE AND AUTHORITY

The Cache County council adopts this title pursuant to the county land use development and management act, title 17, chapter 27a, Utah Code Annotated, 1953, for the purposes set forth therein. The maps and appendices to this title are a part hereof. The intent of this title is to provide a means of ensuring predictability and consistency in the use of land and individual properties and to implement the goals and policies of the Cache countywide comprehensive plan.  
(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

16.01.030: DEFINITIONS AND APPLICABILITY

For the purposes of this title, all terms shall have the same definitions as provided by section 17-27a- 103, Utah Code Annotated, 1953, as amended or as in sections 17.07.030 and 17.07.040 of this code.

"Review cycle" means the occurrence of:

- i. The applicant's submittal of a complete subdivision land use application;

- ii. The County's review of that subdivision land use application;
- iii. The County's response to that subdivision land use application, in accordance with this title; and
- iv. The applicants reply to the County's response that addresses each of the municipality's required modifications or requests for additional information.
- v. The subdivision applicants shall be limited to four review cycles.
- vi. The Review Cycle, as defined and used in this chapter, shall only apply to the review of a final subdivision application

"Subdivision Improvement Plans" means the civil engineering plans associated with required infrastructure and County controlled utilities required for a subdivision.

"Subdivision ordinance review" means review by a county to verify that a subdivision land use application meets the criteria of the county's subdivision ordinances.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

## HISTORY

Amended by Ord. 2023-37 on 12/5/2023

### 16.01.040: JURISDICTION AND PENALTY

This title shall govern and apply to the subdivision, platting and recording of all lands lying within the unincorporated area of Cache County, Utah.

- A. No person shall subdivide any land, nor shall any building permit, other required development approval, or any other license or permit be issued for any lot or parcel of land which is located wholly, or in part, within the unincorporated area of Cache County, except in compliance with this title, the Cache County zoning ordinance, and all applicable state and federal laws.
- B. Any plat of a subdivision, or any survey description, filed or recorded without the approvals required by this title is deemed to be void, for the purposes of development or the issuance of a building permit, as required by section 17-27a-611 et seq., Utah Code Annotated, 1953, as amended.
- C. Any owner or agent of the owner of any land located in a "subdivision", as defined herein, who transfers or sells any land located within the subdivision before the subdivision has been approved and recorded, in the office of the Cache County recorder, consistent with the requirements of this title, and applicable state and federal requirements is guilty of a violation of this title, and section 17-27a-611 et seq., Utah Code Annotated, 1953, as amended, for each lot or parcel transferred or sold.

D. The description by metes and bounds in the instrument of transfer or other documents used in the process of selling or transferring lots, plots, parcels, sites, units, or other division of land for the purpose, whether immediate or future, for offer, sale, lease, or development either on the installment plan or upon any and all other plans, terms, and conditions does not exempt the transaction from the requirements of this title and such action from the penalties or remedies provided by this title, the Cache County zoning ordinance, or the laws of the state of Utah.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

#### 16.01.50 0: SEVERABILITY (EFFECT)

If any section, provision, sentence, or clause of this title is declared unconstitutional by a court of competent jurisdiction, such determination shall not impair the validity of the remainder of this title which shall remain in full force and effect.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

#### 16.01.060: GENERAL RESPONSIBILITIES

A. The developer shall prepare a plat consistent with the standards contained herein and shall pay for the design and inspection of the public improvements required. The county shall process said plats in accordance with the regulations set forth herein.

B. The Development Services Department shall review the plats for design; for conformity to the Cache Countywide Comprehensive Plan and to the Cache County Zoning Ordinance; for the environmental quality of the subdivision design; and shall process the subdivision plats and reports as provided for in this title.

C. Proposed subdivisions shall be referred by the Development Services Department to such county departments and special districts, governmental boards, bureaus, utility companies, and

other agencies which will provide public and private facilities and services to the subdivision for their information and comment. The Cache County Development Services Office is responsible for coordinating the comments received from all public and private entities and shall decide which agencies to refer the proposed subdivisions to.

D. The County Public Works Department shall make comments as to engineering requirements for street widths, grades, alignments and flood control, whether the proposed public improvements are consistent with this title and other applicable ordinances and for the inspection and approval of all construction of public

improvements. Street layout and overall circulation shall be coordinated with the Development Services Department.

E. The Development Services Department shall approve the form of the final plat, that the developer dedicating land for use of the public is the owner of record, and that the land is free and clear of unacceptable encumbrances according to the title report.

F. The Planning Commission has final jurisdiction in the approval of preliminary subdivision plats. The County Council has the final jurisdiction for the establishment of requirements for and design standards of public improvements; and the acceptance of lands and public improvements that may be proposed for dedication.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - -2020)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.01.070: SITE PREPARATION WORK PROHIBITED

No excavation, grading or regrading, or removal of vegetation for a proposed subdivision shall take place and no building permits shall be issued until a proposed subdivision has received approval from the Planning Commission and the subdivision has been recorded in the office of the Cache County Recorder, as required herein.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - - 2020)

### 16.01.080: INCOMPLETE APPLICATION

The lack of any information required by this title, or improper information supplied by the applicant shall be cause for the director of development services to find a subdivision application incomplete. The director shall allow sixty (60) days from the date of notification of an incomplete application for the applicant to provide the required information and provide a complete application to the director. If the application remains incomplete after sixty (60) days from date of notification of an incomplete application, the director shall return the entire incomplete application to the applicant accompanied by application fees paid less any administrative expenses incurred by the development services department to process the application.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

## CHAPTER 16.02 TYPE AND PROCESS

### 16.02.010: STANDARDS AND LOT SIZE

### 16.02.020: NATURAL BARRIER

### 16.02.030: AGRICULTURAL SUBDIVISION

### 16.02.040: APPROVAL PROCESS

16.02.050: SUBDIVISION PLAT AMENDMENT  
16.02.060: CLUSTER SUBDIVISION OPTION  
16.02.070: BOUNDARY LINE ADJUSTMENTS

16.02.80 : SINGLE LOT SUBDIVISIONS

16.02.010: STANDARDS AND LOT SIZE

All subdivisions must meet the minimum lot and development standards as outlined in each base zone of the Cache County zoning ordinance and within this title.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

16.02.020: NATURAL BARRIER

- A. Applicants may utilize natural or manmade obstructions as boundary lines for subdivisions in conformance with this title and the Zoning Ordinance.
- B. An application may be made for any lot that is clearly separated by a natural or manmade barrier within the Agricultural Zone.
  - 1. Natural barrier determinations of this type will require that the lot is of sufficient size to allow for access, sewer/septic and water, and that further variances will not be required for development of the lot.
  - 2. Natural barrier determinations that do not meet the minimum density requirements for the zone within which the parcel is located may apply to the Board of Adjustments for a variance to the density requirement.
    - a. The Board of Adjustments shall consider any such request in compliance with state and county code requirements.
  - 3. The Planning Commission is the land use authority for natural barrier determinations. In the event that the Planning Commission or applicant requires further review of a proposed natural barrier, the County Council shall be the land use authority. Any appeal of the Planning Commission's decision must be reviewed by the Land Use Hearing Officer.
  - 4. Parcels created through the natural barrier process are allowed further subdivision in accordance with the standards of the Cache County ordinance currently in effect.
- C. Each parcel created by a natural barrier determination may be allowed to be further divided in compliance with this title and title 17 of this code.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - -2020)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.02.030: AGRICULTURAL SUBDIVISION

Agricultural parcels may be subdivided without requiring a plat or specific approvals from the director, planning commission, or county council in conformance with state code 17-27a-605 with the following conditions:

- A. The lot qualifies as land in agricultural use under state code 59-2-5 of the farmland assessment act.
- B. The lot meets the minimum size requirements of applicable land use ordinances.
- C. The lot is not used and will not be used for any nonagricultural purpose.
- D. Lots having been subdivided by this process may obtain clearance for the construction of agricultural buildings, but shall not be permitted to construct residential or commercial structures. In the event that an agriculturally subdivided lot requests nonagricultural development, the lot will require a legal subdivision from the most recent legal parcel size and configuration, as defined by this title, prior to the issuance of any permits.
- E. Any requirements, conditions, stipulations, or restrictions on the use or development of a parent parcel shall apply to all lots that have been or are subdivided from a parent parcel, whether they are subdivided through an agricultural subdivision process or otherwise, unless specifically cleared by the Director of Development Services or Planning Commission with findings of fact.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

### 16.02.040: APPROVAL PROCESS

Subdivisions are to be approved utilizing the following process (any alterations in this process shall be approved by the Director of Development Services):

- A. Pre Application: Upon completing a concept plan, applicants may request that the Director and/or the Planning Commission review all applicable codes and identify any preliminary issues which are likely to be of concern in evaluating the subdivision.
- B. Preliminary Plat: Applicants must submit to the Director a completed subdivision application, a preliminary plat, and any other associated materials deemed necessary by this code or by the Director. This information shall be reviewed by the Planning

Commission. The Planning Commission shall establish a reasonable deadline for applications to be heard for each meeting. The Planning Commission shall be the land use authority and may approve, Approve with conditions, or deny a Preliminary Plat Application.

C. Final Plat: The Director of Development Services must review the application, proposed plat, and any recommendations by staff. The Director of Development Services may approve, approve with stipulations or alterations, or deny any subdivision plat.

D. Final Plat Recordation: The final step in the review and approval process is the recordation of the final plat of the proposed subdivision in the office of the Cache County Recorder. It shall be the responsibility of the Director to ensure that all stipulations/alterations have been completed and that the plat meets all applicable codes prior to recordation.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - -2020)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.02.050: SUBDIVISION PLAT AMENDMENT

A. Amending a recorded Subdivision plat shall comply with the Utah Code 17-27a-608 as amended. The County shall publish notices in compliance with Utah Code 17-27a-207 as amended.

B. Amending A Legally Recorded Subdivision Plat: Any fee owner, as shown on the last County assessment rolls, of land within a subdivision may, in writing, petition the Land Use Authority to have the plat, any portion of it, or any road or lot contained in it, vacated, altered, or amended.

1. The Planning commission shall be the Land Use Authority for a Subdivision Plat Amendment unless the amendment proposes to amend, vacate, or alter a County right-of-way or easement, in which case the Planning commission shall make a recommendation to the County Council that will serve as the Land Use Authority.

C. Approved With A Conditional Use Permit: The division of any property previously approved through the conditional use permit process shall be considered, for the purpose of this title and title 17 of this Code, a legally recorded subdivision if a subdivision plat for that division was recorded at the time of approval.

D. Consideration Of Amendment: The Land Use Authority may consider any proposed vacation, alteration, or amendment of a recorded subdivision plat in



compliance with section 17-27a-608 and 609, Utah Code Annotated, 1953, as amended.

E. Request For Amendment: A request for a subdivision amendment must include the following material:

1. For The Adjustment Of Boundary Lines Between Existing, Legal Lots: A record of survey showing the parcels or lots identifying the existing lot line dividing the parcels and the proposed new lot line(s) after the adjustment including the legal description for each amended lot or parcel.
2. For The Creation Of A New Lot/Parcel: Any division of property that results in the creation of a developable lot must meet the minimum lot and development standards as outlined in each base zone of the Cache County zoning ordinance and within this title.

F. Amending An Approved Subdivision Plat Prior To Recordation: An approved, unrecorded subdivision plat may have minor modifications made to the final plat so long as the modifications are not substantial, as determined by the Director of Development Services. The final plat must contain all necessary signatures and be recorded in compliance with this title.

(Ord. 2018-09, 8-14-2018, eff. 8-28-2018)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.02.060: CLUSTER SUBDIVISION OPTION

The cluster subdivision option is provided by Cache County to encourage creativity in subdivision design, to encourage the achievement of the goals and policies of the Cache Countywide Comprehensive Plan, and to allow for the protection of natural features and the provision of features and amenities for the subdivision site and Cache County. Full compliance with all the provisions of this title and all other applicable state and federal requirements is required.

A. An application for a cluster subdivision shall be submitted to the Director of Development Services and shall be considered concurrently with an application for subdivision approval. All use requirements of the zoning district in which the cluster subdivision is located shall apply; and the application requirements for either a preliminary subdivision plat application, final subdivision plat application, or lot split subdivision application, as applicable, shall apply.

B. The total number of dwelling units allowed in a cluster subdivision shall be the same as the number allowed by the minimum lot area requirements of the zoning

district in which the proposed cluster subdivision is located. Any land(s) used for other uses shall not be included in the area for determining the total number of allowed dwelling units. The total number of allowed dwelling units must also recognize any sensitive areas overlay requirements that may be applicable to the development site as identified in chapter 17.18 of this code.

C. The land(s) proposed for a cluster subdivision shall be in a single ownership or the application for a cluster subdivision shall be filed jointly by all owners.

D. A "cluster" is a designed grouping of residential lots of two (2) or more lots which may be used as a repetitive motif to form a series of clusters. Each cluster grouping shall be separated by either an agricultural area or natural open space to form the larger cluster subdivision.

E. Total open space areas for a cluster subdivision must be fifty percent (50%) or greater of the total area of the subdivision.

F. All roads developed within the cluster subdivision shall be designed and constructed in accordance with the county's road standards, and shall also be designed in a manner as to limit the amount of impact on the open space areas of the subdivisions.

G. All areas to be preserved for farm use and/or open space areas as a result of a cluster subdivision approval shall be preserved. These areas shall only be used, and shall be maintained in accordance with the conditions of the cluster subdivision approval as approved by the Planning Commission. Such area(s) shall be noted on the subdivision plat as an agricultural or open space area with future residential and commercial development prohibited.

H. The maximum density, or number of lots allowed, is based on the density standards of title 17, chapter 17.10, and as defined in chapter 17.07.040: General Definitions - "Developable Land in this code or as determined by the Land Use Authority to be in accordance with applicable County or State Code.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - -2020)

#### 16.02.070: BOUNDARY LINE ADJUSTMENTS

A. Within A Legally Recorded Subdivision: An agreement to adjust property lines between adjoining properties within or affecting the boundary of a legally recorded subdivision requires the approval of the land use authority and must be executed upon the approval and completion of a subdivision amendment (see section 16.02.050 of this chapter).

B. Outside A Legally Recorded Subdivision: In compliance with sections 17-27a-522 and 523, Utah Code Annotated, 1953, as amended, an agreement to adjust property

lines between adjoining properties must meet the standards of, and shall be recorded in the office of the Cache County recorder, and is not subject to the review of the Cache County land use authority.

C. Compliance With Code: All properties amended by a boundary line adjustment are subject to the regulations of this code. Where boundaries, including subdivision amendments, are adjusted between properties that do not share the same zone, the zoning designation does not adjust with the adjusted property lines. Base and/or overlay zoning districts shall not be amended except through the formal process as identified in this code and by the state.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

#### 16.02.080: SINGLE LOT SUBDIVISIONS

A division of land resulting in the creation of a single developable lot and a single agricultural remainder parcel. Can only be created on an existing legal lot and is not required to conform with the density standards of title 17, chapter 17.10 of this code. This subdivision process must conform to all other requirements of this title and title 17 of this code.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

#### CHAPTER 16.03 REQUIREMENTS

##### 16.03.010: APPLICATION

##### 16.03.020: Pre Application Meeting

##### 16.03.030: PRELIMINARY SUBDIVISION PLAT REQUIREMENTS

##### 16.03.040: FINAL SUBDIVISION PLAT AND SUBDIVISION IMPORVEMENT PLANS REQUIREMENTS

##### 16.03.010: APPLICATION

The director of development services shall establish guidelines for all subdivision applications in conformance with this title. The application shall include all of the information required by staff, the planning commission, and the county council to make a decision on the proposed subdivision.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

##### 16.03.20 0: Pre Application Meeting

To promote efficiency and an understanding of the subdivision review and approval process of Cache County and to allow applicants to present their initial subdivision proposals to the county, all applicants for subdivision approval may present a concept plan of the proposed subdivision to the Director of Development Services. This process is not required, but it is highly recommended.

A. The conceptual development plan is an informal discussion document designed to allow the identification of policies, procedures, standards and other items that may be considered in the subdivision review and approval processes of Cache County once a subdivision application is received. To achieve these objectives and to promote the identification of all items necessary for consideration, the applicant should provide at a minimum a map, plat, and/or other scale drawing of the area. The following applicable information may also be submitted to provide further information on the nature and intent of the subdivision:

1. The configuration, size and number of lots in the proposed development;
2. Potential locations of hazards and sensitive lands as defined by title 17, chapter 17.18, "Sensitive Areas", of this code or other features which may impose peculiar construction requirements;
3. Potential open space;
4. The way in which the proposed development will fit into the context of the surrounding area;
5. The present and planned surrounding roads and utilities;
6. Access points and limiting of access, if required;
7. Existing and proposed trail system;
8. The anticipated time schedule for the development;
9. Plans and needs for water, sewer, roads, and sanitation disposal;
10. The development method that will be used, the total acreage involved, the number of allowable lots and the number of planned lots;
11. Any planned phasing or future development of adjacent land;
12. Any other information available or pertinent to the proposed subdivision or as required by the director.

B. A conceptual development plan shall not constitute an application for subdivision approval, as provided by this title, and is in no way binding on the county or the applicant. Any discussion that occurs at the concept plan phase shall not be considered as an indication of subdivision approval or denial, either actual or implied.

C. The director shall determine if a concept plan has sufficient detail and meets the basic requirements of this title and the zoning ordinance prior to presenting any concept plan to the planning commission.

D. The County shall provide feedback on the concept plan and shall provide or have available on the county website the following.

1. Copies of applicable land use regulations.
2. A complete list of standards required for subdivision applications.
3. Preliminary and final application checklist.
4. Deadlines and timelines for applications.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 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 including floodplains identified by FEMA and drainage ways, slopes exceeding twenty percent (20%) and slopes exceeding thirty percent (30%), and any other natural features as required by the Director or Planning Commission, for the entire or a portion of the subdivision site, including a tabulation of the acres in each. Subdivision impacted by sensitive Area Analysis as required by Cache County Code 17.18
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 or Planning Commission, 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. Shall provide ~~layout of improvements draft Subdivision Improvement Plans,~~ including, but not limited to, the following:

a. 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;

b. 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;

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

d. 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;

e. ~~All other plans required to construct the subdivision.~~

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

19. 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;

20. 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;

21. 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;

22. 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;

23. 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;

24. 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.

I. No later than 15 business days after the day on which a complete application was submitted, county staff shall complete and provide an initial review report to the applicant and the Planning Commission.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - - 2020; Ord. 2021-22, 12-14-2021, eff. 1-1-2022)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

## 16.03.040: FINAL SUBDIVISION PLAT AND SUBDIVISION IMPORVEMENT PLANS REQUIREMENTS



Following approval or approval with conditions of a Preliminary ~~Plat and the draft Subdivision Improvement Plan~~, the applicant shall submit a Final Plat and Subdivision Improvement Plans application with the Development Services Office. The final subdivision plat is required for the recordation of a subdivision plat as approved by the Development Services Director. The final plat shall reflect any changes to the proposed plat required by the Planning Commission conditions during the preliminary plat approval and must be reviewed and approved by the Director of Development Services for completeness prior to recordation.

A. Final Subdivision Plat: A final Subdivision plat shall be prepared by a licensed land surveyor, and conforming to current surveying practice and in a form acceptable to the Cache County Recorder for recordation. The final subdivision plat shall contain all of the information required in the preliminary subdivision plat and shall be presented to the Director in the following form: one twenty four inches by thirty six inches (24" x 36") in ink on reproducible mylar copy of the final subdivision plat along with one digital copy (type to be specified by the Director) at the same scale and containing the same information. All sheets shall be numbered and referenced to an index map and all required certificates shall appear on a single sheet (along with the index and vicinity maps). All revision dates must be shown as well as the following:

1. Notation of any self-imposed restrictions, or other restrictions, if required by the Planning Commission in accordance with this title or title 17 of this code;
2. Other final subdivision plat notes, as required by Cache County or State Code or as required by the Planning Commission.

B. Subdivision Improvement Plans: Subdivision Improvement Plans shall be prepared by a licensed engineer and conform to current engineering, public works, and International Fire Code standards and all other applicable County and State Code Requirements provided in a form acceptable to the Cache County Engineer and Fire District.

1. The Subdivision Improvement Plans shall address conditions within the initial preliminary plat report and any conditions of approval by the Planning Commission.
2. Improvement Plans shall comply with Cache County Requirements for all Subdivisions found in this chapter, in addition to adopted design standards, master plans, Manual of Roadway Design & Construction Standards (Road Manual), stormwater standards as adopted by the County and State, and any other applicable standards adopted by the County.
3. The County Engineer and Fire Marshall shall be the Land Use Authority for Subdivision Improvement Plans

C. Review of proposed Final Plat and Subdivision Improvement Plans: Cache County Development Services, County Engineer, and Fire District shall review and provide reports to the applicant in

compliance with State Code 17-27a-604.2 as amended.

1. The subdivision Final Plat and Improvement Plans shall be subject to four Review Cycles, as defined in this chapter.

a. The County shall have 20 business days to review and provide an indexed report to the applicant with all required changes. This report shall cite and reference adopted code, design standards, and master plans that would require the change.

(1) The County may require additional information relating to an applicant's plans to ensure compliance with county ordinances and approved standards and specification for construction of public improvements; and

(2) Modification to plans that do not meet current ordinances, applicable standards, or specification or do not contain complete information.

b. The Review Cycle limitation does not apply to property containing sensitive lands and geological hazard areas.

2. If an applicant makes a material change to a plan set, the County Engineer has the discretion to restart the review process at the first review of the final application, but only with respect to the portion of the plan set that the material change substantially affects.

3. The applicant shall submit revised plans and shall provide a written explanation in response to the county's review comments, identifying and explaining the applicant's revisions and any reasons for declining to make a revision.

a. If the applicant does not submit a revised plan within 20 business days after the County requires a modification or correction, the County shall have an additional 20 business days to respond to the plans.

D. If on the the fourth and final review review, the County fails to respond within 20 business days, the County shall, upon request of the property owner, and within 10 business days after the day on which the request is received:

1. For a dispute arising from the subdivision improvement plans, assemble an appeal panel in accordance with State Code 17-27a-604.2, to review and approve or deny the final revised set of plans. Unless otherwise agreed by the applicant and the County, the panel shall consist of the following three experts:

a. one licensed engineer, designated by the County;

b. one licensed engineer, designated by the land use applicant; and

c. one licensed engineer, agreed upon and designated by the two designated engineers as appointed in this section.

2. The members of the appeal panel assembled by the County may not have an interest in the application that is the subject of the appeal.

3. The subdivision applicant shall pay 50% of the cost of the panel and the County's published appeal fee.

4. For a dispute arising from a subdivision ordinance review, the County shall advise the applicant to file an appeal with the Land Use Hearing Officer.

E. All of the required signature blocks shall be signed prior to the recordation of the final plat.

F. All other requirements of this title, title 17 of this code, or of the Planning Commission shall be met prior to the recordation of the final plat.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - -2020)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### CHAPTER 16.04 GENERAL REQUIREMENTS FOR ALL SUBDIVISIONS

16.04.010: SUBDIVISION LAYOUT

16.04.020: COMMENCEMENT OF SITE DEVELOPMENT

16.04.030: LOTS

16.04.040: ROADS

16.04.050: PROTECTION STRIPS

16.04.060: UTILITIES AND EASEMENTS

16.04.070: STORM DRAINAGE REQUIREMENTS

16.04.080: SUITABILITY REQUIREMENTS FOR SUBDIVISIONS

16.04.090: REDESIGN

16.04.100: COMPLETION OF DEVELOPMENT IMPROVEMENTS

16.04.110: IMPROVEMENT SURETY

16.04.120 : COORDINATION WITH MUNICIPALITIES AND OTHER SERVICE PROVIDERS

#### 16.04.010: SUBDIVISION LAYOUT

A. The subdivision layout shall conform to the Cache countywide comprehensive plan, this title, and all other requirements of state code and this code.

B. Where trees, groves, waterways, scenic points, historic spots or other county assets and landmarks, as determined by the land use authority, are located within a proposed subdivision, every practical means shall be provided to preserve these features. Staff may provide recommendations from qualified organizations to aid in the determination of these features.

C. Whenever a tract to be subdivided adjoins or embraces any part of an existing road as claimed by the county or a proposed road designated within the countywide comprehensive plan, such part of the public way shall be platted and dedicated to the county.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### 16.04.020: COMMENCEMENT OF SITE DEVELOPMENT

The development services department shall have the authority to authorize the initiation of construction activities (altering the terrain or vegetation) on the proposed subdivision site. Any site development shall only commence after receiving all required permits and reviews and meeting the requirements of this title and this code.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### 16.04.030: LOTS

A. All subdivisions shall result in the creation of lots which are developable and capable of being built upon with the exception of agricultural remainders. A subdivision shall not create lots which would make improvement impractical due to size, shape, steepness of terrain, location of watercourses, problems of sewerage, or access grades, or other physical conditions.

B. All lots or parcels created by the subdivision shall have reasonable access as defined within this code.

C. The minimum area, dimensions, and density of all lots shall conform to the requirements of title 17 of this code for the zoning district in which the subdivision is located.

D. A lot shall not be divided by an incorporated town or county limit line. No permits shall be issued on any lot/parcel that is divided by a municipal jurisdictional line except for agricultural buildings.

E. Lot numbers shall begin with the number "1" and shall continue consecutively through the subdivision, with no omissions or duplications; no block designations shall be used.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### 16.04.040: ROADS

- A. All roads shall be designed and constructed in accordance with the specifications found within title 12 of this code.
- B. Private roads shall be identified on the subdivision plat with the appropriate subdivision notes.
- C. Road patterns in the subdivision shall be in conformity with the most advantageous development of adjoining areas. The following principles shall be observed:
  - 1. Where appropriate to the design and terrain, proposed roads shall be continuous and in alignment with existing planned or platted roads with which they are to connect and based on the grid system common to Cache County. Where dead end roads are proposed, the land use authority may require that a road and/or right of way be extended to the subdivision boundary to provide road connectivity and access alternatives for current, proposed, and future development.
  - 2. Proposed roads shall intersect one another at right angles, or as near to as topography and other limiting factors of good design permit.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### 16.04.050: PROTECTION STRIPS

Protection strips shall not be permitted under any circumstances, nor shall remnant parcels be permitted which may act as protection strips. A protection strip is any piece of ground created to inhibit access to a road, right of way, and/or easement as determined by the land use authority.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### 16.04.060: UTILITIES AND EASEMENTS

Utility easements shall be provided within the subdivision as required for public utility purposes. Easements shall be dedicated along all front, rear, and side setbacks as deemed necessary by the Planning Commission and/or utility providers.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016; amd. Ord. 2020-02, - -2020)

#### 16.04.070: STORM DRAINAGE REQUIREMENTS

All subdivision applications shall be required to meet all state and county stormwater permitting requirements.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.04.080: SUITABILITY REQUIREMENTS FOR SUBDIVISIONS

The following information is required as part of a subdivision review to establish the availability of basic services required to provide for the public health, safety, and welfare.

#### A. Water Requirements:

1. Domestic water rights are required for all subdivided lot(s) with the exception of subsection A1a of this section. The land use authority may also require culinary water systems on any subdivision. The required water rights shall be as approved by the State Division of Water Quality and in conformance with Utah Administrative Code R309-510.

a. Subdivisions may be approved with a single dry lot. Any dry lot approved shall be labeled clearly on the plat as "Dry Lot - Restricted for development until an approved domestic water right is provided." In addition to the plat notation, a certificate shall be recorded on each new dry lot created stating that the lot has been approved, but that domestic water shall be required prior to the issuance of a zoning clearance. The plat notation may be removed by the Director of Development Services upon evidence that an approved water right has been assigned to the lot.

2. If a water source being utilized for a lot is not located within that lot, appropriate easements and rights-of-way shall be provided and recorded with the plat, or at such time that development occurs.

3. The land use authority may require that secondary (irrigation) water rights for a subdivided lot(s) be established as a condition of any subdivision approval. The amount of water required shall be in conformance with Utah Administrative Code R309-510.

4. Any secondary water presented to fulfill the requirements of this title shall indicate the source of the water, proof of water rights, and the equivalent amount of acre feet.

#### B. Sewage Requirements:

1. Subdivision applications, proposing individual on-site wastewater disposal systems, shall include feasibility reports meeting the requirements of the Bear River Health Department or Utah Department of Environmental Quality, as applicable, for each lot proposed. All applicants for a subdivision where on site wastewater systems

are proposed shall provide a septic tank permit or septic tank feasibility letter from the applicable authority for the entire subdivision and/or each lot proposed. The minimum lot size, as determined in each base zoning district, may be increased as required to ensure that each lot will be able to provide adequate on-site sewer treatment.

2. If a subdivision requires that off-site facilities be provided, appropriate easements and rights-of-way shall be required. Additionally, any engineering, site studies, or other requirements by the health department shall be conditions of approval for the proposed subdivision.

3. Alternative sewage treatment may be required in conformance with section 17.10.050A4b.

C. Fire Control: A review provided by the Cache County Fire District identifying any items related to providing the proposed subdivision with adequate fire protection and suppression services including but not limited to:

1. Ability to meet the requirements of the International Fire Code;

2. Suitable equipment access based on the needs of the proposed use including but not limited to sufficient roadway improvements (minimum width, structural stability, turn-around capabilities, year round maintenance, and other legal requirements);

3. Access to suitable water supply for fire protection (water tenders, hydrants, storage tanks, or as otherwise required).

D. School Bus Service: A review provided by the Cache County School District, identifying any items related to the provision of school bus services.

E. Roads And Access: A review provided by the Development Services Department that identifies the following:

1. Basic layout of the existing road(s) proposed to service the subdivision.

2. A basic analysis, to the extent possible, outlining if the existing roads meet current standards as outlined within title 12.

3. A review of the existing maintenance efforts, both summer (pavement preservation versus grading) and winter (snow removal services).

4. Additional information that would impact access issues related to the proposed subdivision or the traveling public.

Alternatively, if the proposed subdivision is accessed directly from a state highway, an access permit as required by the state of Utah Department of Transportation shall be provided with the application materials. A UDOT review through the Cache Access Management Program shall be provided prior to Planning Commission review of the plat.

F. Solid Waste Disposal: If the proposed subdivision is located outside of the boundaries of Service Area #1, a garbage or refuse plan shall be provided for review by the Planning Commission.

G. Other Information And Materials: The Land Use Authority may require, with the reasons for such request being identified as either code requirements or items of concern as specified on the record, the applicant to provide additional information including but not limited to feasibility studies and/or evidence indicating suitability of the area for the proposed subdivision.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016; amd. Ord. 2020-02, - -2020)

#### 16.04.090: REDESIGN

The Planning Commission may require that a subdivision be redesigned based on a recommendation from either staff or the Planning Commission. The redesign may be required based on either site constraints that may include, but are not limited to, topography, floodplain or waterways, historic or culturally significant elements, access issues, or other natural features. A redesign of a subdivision may also be required based on land use planning external to the site.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016; amd. Ord. 2020-02, - -2020)

#### 16.04.100: COMPLETION OF DEVELOPMENT IMPROVEMENTS

A. Improvements: The Planning Commission may require on-site and off-site improvements as outlined within County Code or as otherwise determined necessary by the Land Use Authority based on the record as required to protect the public health, safety, and welfare.

B. No development shall be recorded until all of the conditions for approval have been met and all required improvements have been completed to the standards and specifications established by the county or other codes, laws, or regulations unless an improvement agreement is in place as defined by section 17.07.040. The following minimum requirements also apply:

1. Construction within the subdivision shall conform to all federal and state regulations.

2. Subdivision Improvement Plans and construction within the subdivision shall conform to the Cache County Ordinance and Manual of Roadway Design and Construction Standards.

C. Permits must be obtained for construction of the infrastructure facilities within the subdivision.

D. Issuance Of Permits: No permits for structures shall be issued within a development that has not completed all improvements and/or conditions. However, the Director of Development Services may, upon review of health, safety, and/or access concerns, issue permits for non-combustible construction only.



(Ord. 2016-03, 4-26-2016, eff. 5-12-2016; amd. Ord. 2020-02. - -2020)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.04.110: IMPROVEMENT SURETY

A subdivider shall guarantee improvements in accordance with the following:

A. Completion of improvements before recordation. If an applicant desires to construct improvements as shown on approved subdivision Improvement Plans prior to recordation:

1. Recordation of the plat shall not occur until the improvements required in connection with the subdivision have been completed and accepted.
2. An applicant shall provide improvement surety of conditionally accepted improvements in a form acceptable to the County as shown in this Title in the following amount:
  - a. Ten percent of the total cost of all the required improvements shall be retained by the County during the 12-month (24-month if applicable) warranty period.

B. Recordation before completion of improvements. An applicant who desires to record any subdivision plat prior to the completion of subdivision improvements shall provide a financial guarantee for the completion of the improvements.

C. Authorization To Accept Surety: The Public Works is authorized to accept improvement surety to the completion of improvements and/or conditions imposed by ordinance or by a land use authority.

D. Acceptable Types Of Surety: The following types of improvement surety reflecting one hundred ten percent (110%) of the average of the bid estimates may be accepted:

1. Irrevocable letter of credit issued by a federally insured financial institution.
2. Performance bond issued by a financial institution, insurance company, or surety company with an A.M. Best rating of not less than A-:IX.

E. Estimating The Cost Of Improvements:

1. The developer shall present the county with a firm construction bid for the improvements and/or conditions to be addressed. The bid must be valid for a reasonable period of time from the date of the bid.
2. The bid shall be reviewed by the director or the director's designee prior to acceptance.

3. Upon the director's approval of the bid amount, the developer may provide improvement surety of not less than one hundred ten percent (110%) of the bid amount.

4. If the director does not accept the bid, the developer shall obtain an additional firm bid for the work to be secured with prices valid for at least six (6) months. The county shall accept the average of the two (2) submitted bids as the base amount for improvement security.

F. Completion Of Improvements: As applicable, improvements as identified in the Subdivision Improvement Plans must be completed three (3) months prior to the expiration of the improvement surety or said surety shall be required to be extended.

G. Inspection: Upon completion of improvements, the county will inspect said facilities to ensure conformance with all requirements and accept the facilities based on said conformance. Upon acceptance of the improvements, the county shall retain ten percent (10%) of the bond amount for a period of not less than one year and no longer than allowed by state code.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

#### 16.04.120: COORDINATION WITH MUNICIPALITIES AND OTHER SERVICE PROVIDERS

A. Cache County fully supports access management along all state roads and shall work with all applicants of subdivisions through the Cache access management policy to work with the Utah department of transportation to coordinate access, capaCounty, and safety issues.

B. Cache County will work fully with applicants of subdivisions and adjacent/nearby municipalities to ensure that the information is available to applicants and the municipalities in terms of service provision, development, and annexation in conformance with this title, the land use ordinance, and state code section 10.2, part 4, annexation.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

**4. Amends and Supersedes**

This ordinance amends and supersedes applicable portions of Title 16 of the Cache County Code, and supersedes all other prior ordinances, resolutions, policies, and actions of the County Legislative Body of Cache County to the extent that the provisions of such prior ordinances, resolutions, policies, or actions are in conflict with this ordinance. In all other respects, such prior ordinances, resolutions, policies, and actions shall remain in full force and effect.

**5. Effect**

The ordinance amendments will take effect on **November 1, 2024** to coincide with the effective date of HB 476. Following its passage but prior to the effective date, a copy of the ordinance shall be deposited with the County Clerk and a short summary of the ordinance shall be published in a newspaper of general circulation within the County as required by law.

**Approved and Adopted** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

	In Favor	Against	Abstained	Absent
Beus				
Erickson				
Goodlander				
Gunnell				
Hurd				
Tidwell				
Ward				
Total				

Cache County Council:

Attest:

\_\_\_\_\_  
David Erickson, Chair  
Cache County Council

\_\_\_\_\_  
David Benson  
Cache County Clerk

Publication Date: \_\_\_\_\_, 2024

**Action of the County Executive**

Regarding Ordinance 2024-08

\_\_\_\_\_ Approve

\_\_\_\_\_ Disapprove (A Statement of Objection is attached)

\_\_\_\_\_  
David Zook, Executive  
Cache County

\_\_\_\_\_ Date



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
<b>Finance</b> <span style="float: right;">Bryson Behm</span>				
1.	Request additional funding for 4 additional Caselle licenses for new hires in Finance. \$4,000 for initial license fee, plus \$200 per month for 9 months of 2024.			
100-4132-311	SOFTWARE PACKAGES	5,800	Finance	General
100-38-90000	APPROPRIATED FUND BALANCE	-5,800	Use of Fund Balance	General
2.	Request additional funding for consulting contract for additional assistance through external audit and to draft the 2023 Financial Statements.			
100-4132-310	PROFESSIONAL & TECHNICAL	5,000	Finance	General
100-38-90000	APPROPRIATED FUND BALANCE	-5,000	Use of Fund Balance	General
<b>Human Resources</b> <span style="float: right;">Amy Adams</span>				
3.	Request additional funding for New FTE, Risk and Fleet Coordinator. Wages calculated at \$33.17/hour and benefits include family coverage beginning July 1, 2024.			
100-4134-110	FULL TIME EMPLOYEES	32,800	Human Resources	General
100-4134-130	EMPLOYEE BENEFITS	17,500	Human Resources	General
100-38-90000	APPROPRIATED FUND BALANCE	-50,300	Use of Fund Balance	General
4.	Request additional funding for desk and equipment for new Risk and Fleet Coordinator position.			
100-4134-251	NON CAPITALIZED EQUIPMENT	8,400	Human Resources	General
100-38-90000	APPROPRIATED FUND BALANCE	-8,400	Use of Fund Balance	General
<b>Auditor</b> <span style="float: right;">Bryson Behm</span>				
5.	Request to restore Overtime to amounts originally requested before previous Clerk/Auditor removed.			
100-4141-115	OVERTIME	1,500	Auditor	General
100-38-90000	APPROPRIATED FUND BALANCE	-1,500	Use of Fund Balance	General
6.	Request for additional funds to accommodate wage increases for Part Time Employees.			
100-4141-120	PART TIME EMPLOYEES	4,800	Auditor	General
100-38-90000	APPROPRIATED FUND BALANCE	-4,800	Use of Fund Balance	General
<b>Clerk</b> <span style="float: right;">Bryson Behm</span>				
7.	Request to restore Overtime to amounts originally requested before previous Clerk/Auditor removed.			
100-4142-110	FULL TIME EMPLOYEES	4,600	Clerk	General
100-38-90000	APPROPRIATED FUND BALANCE	-4,600	Use of Fund Balance	General
<b>Victim Advocate</b> <span style="float: right;">Terry Warner</span>				
8.	Received additional State Grant funding for two employees to travel to the Crimes Against Women Conference.			
100-4148-230	TRAVEL	2,500	Victim Advocate	General
100-33-43000	MISC STATE GRANTS	-2,500	Intergovernmental	General
<b>Elections</b> <span style="float: right;">Bryson Behm</span>				
9.	Request to restore Overtime to amounts originally requested before previous Clerk/Auditor removed.			
100-4170-115	OVERTIME	3,500	Elections	General
100-38-90000	APPROPRIATED FUND BALANCE	-3,500	Use of Fund Balance	General



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Account	Title	Amount	Source or Department	Fund
10. Request additional funding for purchase of Election Ballot Opening Machine. The current machines broke, and cost \$26,000 to repair, but found brand new machine available and comes with unlimited maintenance contract/warranty.				
100-4170-200	MATERIAL SUPPLIES & SERVICES	29,700	Elections	General
100-38-90000	APPROPRIATED FUND BALANCE	-29,700	Use of Fund Balance	General
11. Request to restore utilities to amounts originally requested before previous Clerk/Auditor removed.				
100-4170-270	UTILITIES	2,400	Elections	General
100-38-90000	APPROPRIATED FUND BALANCE	-2,400	Use of Fund Balance	General
Sheriff's Office			Chad Jensen	
12. Request 8 new deputies: 4 School Resource deputies, 3 Probation deputies, and 1 Jail transport deputy. Expenses will be offset by additional contract revenue. Wages calculated at \$27.56/hour and includes family coverage benefits beginning July 1, 2024. Addition of Deputies changes the Sheriff PSO Payroll Allocations: Admin 3.40%, Criminal 15.65%, Corrections 44.22%, Patrol 24.49%, Support 12.24%.				
100-4215-110	FULL TIME EMPLOYEES	8,100	Sheriff: Administration	General
100-4215-130	EMPLOYEE BENEFITS	6,400	Sheriff: Administration	General
100-4210-110	FULL TIME EMPLOYEES	36,900	Sheriff: Criminal	General
100-4210-130	EMPLOYEE BENEFITS	29,600	Sheriff: Criminal	General
100-4230-110	FULL TIME EMPLOYEES	104,300	Sheriff: Corrections	General
100-4230-130	EMPLOYEE BENEFITS	83,700	Sheriff: Corrections	General
100-4205-110	FULL TIME EMPLOYEES	57,800	Sheriff: Patrol	General
100-4205-130	EMPLOYEE BENEFITS	46,300	Sheriff: Patrol	General
100-4211-110	FULL TIME EMPLOYEES	28,900	Sheriff: Support Services	General
100-4211-130	EMPLOYEE BENEFITS	23,200	Sheriff: Support Services	General
100-34-22000	SPEC PROTECT SRV-CONTRACTS	-28,000	Charges for Services	General
100-34-22101	CACHE COUNTY SCHOOLS CONTRACT	-160,600	Charges for Services	General
100-34-23800	INMATE HOUSING - FEDERAL	-236,600	Charges for Services	General
13. Additional equipment needed for new 8 deputies, leased vehicles, uniforms, minor equipment - radios, computer, etc.				
100-4215-740	CAPITALIZED EQUIPMENT	70,000	Sheriff: Administration	General
100-4210-251	NON-CAPITALIZED EQUIPMENT	20,000	Sheriff: Criminal	General
100-4210-486	UNIFORMS AND SUPPLIES	3,200	Sheriff: Criminal	General
100-4211-486	UNIFORMS AND SUPPLIES	20,000	Sheriff: Support Services	General
100-34-23800	INMATE HOUSING - FEDERAL	-21,600	Charges for Services	General
100-38-90000	APPROPRIATED FUND BALANCE	-91,600	Use of Fund Balance	General
14. Requesting New FTE position, PSI Writer. Wages calculated at \$19.48 per hour, and family benefits beginning July 1, 2024.				
100-4211-110	FULL TIME EMPLOYEES	20,600	Sheriff: Support Services	General
100-4211-130	EMPLOYEE BENEFITS	15,900	Sheriff: Support Services	General
100-38-90000	APPROPRIATED FUND BALANCE	-36,500	Use of Fund Balance	General
15. Correction to budget request made in 3.25.24 budget amendment, funding requested for Ammunition was added to wrong account, requesting to move into correct account.				
100-4215-480	SPECIAL DEPARTMENT SUPPLIES	90,000	Sheriff: Administration	General
100-4215-486	UNIFORMS AND SUPPLIES	-90,000	Sheriff: Administration	General



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Account	Title	Amount	Source or Department	Fund
<b>16.</b> Request to move funding from Sheriff Admin budget to Criminal budget for SWAT and patrol specific equipment.				
100-4215-486	UNIFORMS AND SUPPLIES	-28,000	Sheriff: Administration	General
100-4210-480	SPECIAL DEPT SUPPLIES	28,000	Sheriff: Criminal	General
<b>17.</b> Request to roll forward unspent funds from Animal Shelter PO #29122 & PO #29423 from 2023, and use towards permit fees for the Animal Shelter.				
100-38-90000	APPROPRIATED FUND BALANCE	-17,000	Use of Fund Balance	General
100-4254-251	NON-CAPITALIZED EQUIPMENT	17,000	Animal Impound	General
<b>18.</b> Record proceeds from sale of Sheriff vehicles.				
100-36-51000	SALE OF CAPITAL ASSETS	-52,000	Sale of Assets	General
100-4800-990	CONTRIBUTION - FUND BALANCE	52,000	Addition to Fund Balance	General
<b>19.</b> Request to use proceeds from sale of Sheriff vehicles and use in Animal Shelter budget to purchase surgery equipment and contract with a vet to perform surgeries.				
100-38-90000	APPROPRIATED FUND BALANCE	-52,000	Use of Fund Balance	General
100-4254-740	CAPITALIZED EQUIPMENT	52,000	Animal Impound	General
<b>Ambulance</b> <span style="float: right;">Rod Hammer</span>				
<b>20.</b> Request to move part time employee funds from Fire to Ambulance to balance GL accounts.				
100-4265-120	PART TIME EMPLOYEES	-40,000	Fire	General
100-4260-120	PART TIME EMPLOYEES	40,000	Ambulance	General
<b>21.</b> Request to move funds from part time employees in Fire budget to overtime budget in Ambulance to cover overtime costs.				
100-4265-125	SEASONAL EMPLOYEES	-32,400	Fire	General
100-4260-115	OVERTIME	32,400	Ambulance	General
<b>22.</b> Request to move funds to cover additional costs for State EMS services.				
100-4260-290	GASOLINE	-4,000	Ambulance	General
100-4260-310	PROFESSIONAL & TECHNICAL	4,000	Ambulance	General
<b>23.</b> Record proceeds from trade-in of X Series EMS Monitor.				
100-36-50000	SALE OF ASSETS	-5,500	Sale of Assets	General
100-4800-990	CONTRIBUTION - FUND BALANCE	5,500	Addition to Fund Balance	General
<b>24.</b> Request to use funds from trade-in of X Series EMS Monitor to purchase other EMS equipment.				
100-38-90000	APPROPRIATED FUND BALANCE	-5,500	Use of Fund Balance	General
100-4260-740	CAPITALIZED EQUIPMENT	5,500	Ambulance	General
<b>Fire</b> <span style="float: right;">Rod Hammer</span>				
<b>25.</b> Request to move funds from misc supplies to fire prevention to pay for public education materials.				
100-4265-610	MISC SUPPLIES - RECOGNITION	-1,000	Fire	General
100-4265-486	FIRE PREVENTION PROMO-SUPPLIES	1,000	Fire	General



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Account	Title	Amount	Source or Department	Fund
<b>26.</b> Request additional funds to repair Engine 20 - funds requested will be reimbursed by insurance proceeds				
100-4265-250	EQUIPMENT SUPPLIES & MAINT	40,000	Fire	General
100-36-90000	SUNDRY REVENUE	-40,000	Miscellaneous Revenue	General
<b>27.</b> Request additional funds to repair Tender 10 - funds requested will be reimbursed by insurance proceeds				
100-4265-250	EQUIPMENT SUPPLIES & MAINT	21,000	Fire	General
100-36-90000	SUNDRY REVENUE	-21,000	Miscellaneous Revenue	General
<b>Roads</b> <span style="float: right;">Matt Phillips</span>				
<b>28.</b> Requesting additional funds to cover impact fee to connect Public Works Facility in Richmond, part of the ARPA Richmond Water Line project, but don't have enough ARPA funds in ARPA award for impact fee.				
100-4415-270	UTILITIES	58,000	Roads	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-58,000	Intergovernmental	General
<b>Vegetation Management</b> <span style="float: right;">Matt Phillips</span>				
<b>29.</b> Request to add State Grant to budget; Invasive Species Mitigation (ISM) from Utah Department of Agriculture. Split funds for chemical spray, and professional services to pay for drone to spray some of the chemicals.				
100-33-44900	STATE AWARDS - WEED	-41,000	Intergovernmental	General
100-4450-291	CHEMICAL SPRAY	38,000	Vegetation Management	General
100-4450-310	PROFESSIONAL & TECHNICAL	3,000	Vegetation Management	General
<b>Engineering</b> <span style="float: right;">Matt Phillips</span>				
<b>30.</b> Request to add CCCOG Grant Award to purchase right-of-way for 800 West, CCCOG pays 93%, County match 7%.				
268-38-90000	APPROPRIATED FUND BALANCE	-362,700	Use of Fund Balance	CCCOG
268-4810-200	TRANSFER OUT - MUNICIPAL SERV	362,700	Transfers to Other Funds	CCCOG
200-38-10268	TRANSFER IN - CCCOG FUND	-362,700	Transfers from Other Funds	Municipal Services
200-4475-482	SPECIAL PROJECTS	362,700	Engineering	Municipal Services
200-38-92000	APPROP FUND BALANCE - MSF	-27,300	Use of Fund Balance	Municipal Services
200-4475-310	PROFESSIONAL & TECHNICAL	27,300	Engineering	Municipal Services
<b>Fairgrounds</b> <span style="float: right;">Bart Esplin</span>				
<b>31.</b> Request to use donation from Stotz Equipment for improvements to goat barn at the fairgrounds.				
100-4511-730	IMPROVEMENTS	20,000	Fairgrounds	General
100-38-10795	TRANSFER IN - CCCF	-20,000	Transfers from Other Funds	General
795-4810-100	TRANSFER OUT - GENERAL FUND	20,000	Transfers to Other Funds	CCCF
795-38-72100	CONTRIBUTIONS - GENERAL	-20,000	Public Contributions	CCCF
<b>Visitor's Bureau</b> <span style="float: right;">Julie Terrill</span>				
<b>32.</b> Request to add funds collected from ad partners for KUTV 2 filming of Road Trippin' to budget.				
230-4780-490	ADVERTISING & PROMOTIONS	3,400	Cache Valley Visitor's Bureau	Visitor's Bureau
230-38-70000	CONTRIB PRIVATE SOURCES(AD PTR	-3,400	Public Contributions	Visitor's Bureau





# Budget Amendment Account Detail

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Account	Title	Amount	Source or Department	Fund
<b>33.</b> Requesting to add State Pass-through grant to budget, grant awarded from the Utah Film Commission and will be passed through to other entities.				
230-33-44100	STATE GRANTS	-1,000	Intergovernmental	Visitor's Bureau
230-4780-495	NORTHERN UTAH FILM COMMISSION	1,000	Cache Valley Visitor's Bureau	Visitor's Bureau
<b>Senior Center</b> <span style="float: right;">Giselle Madrid</span>				
<b>34.</b> Request to roll forward unspent UDOT Grant Award from 2023 for new bus. UDOT portion \$75k, County match \$18,800.				
240-4971-740	CAPITALIZED EQUIPMENT	93,800	Senior Center	Council on Aging
240-33-17000	FEDERAL GRANTS - MISCELLANEOUS	-75,000	Intergovernmental	Council on Aging
240-38-90000	APPROPRIATED FUND BALANCE	-18,800	Use of Fund Balance	Council on Aging
<b>35.</b> Request to use insurance proceeds from Meals on Wheels vehicle that was in accident in 2023 for new Meals on Wheels vehicle.				
240-4971-740	CAPITALIZED EQUIPMENT	73,100	Senior Center	Council on Aging
240-38-90000	APPROPRIATED FUND BALANCE	-73,100	Use of Fund Balance	Council on Aging
<b>36.</b> Request funds to install a Fire Sprinkler System. Senior Center currently does not have a Fire Sprinkler System.				
240-4971-720	BUILDING REMODEL	150,000	Senior Center	Council on Aging
240-38-90000	APPROPRIATED FUND BALANCE	-150,000	Use of Fund Balance	Council on Aging
<b>Airport</b> <span style="float: right;">Bob Low</span>				
<b>37.</b> Request to roll forward unspent portion of 2023 Directional Signs Grant, FAA 90.63%, UDOT 4.685%, County Match 4.685%				
277-33-15400	FED GRANT - FAA SIGN REPLACE	-135,400	Intergovernmental	Airport
277-33-44402	STATE GRANT	-7,000	Intergovernmental	Airport
277-38-90000	APPROPRIATED FUND BALANCE	-7,000	Use of Fund Balance	Airport
277-4460-739	GRANT PROJECTS	149,400	Airport	Airport
<b>38.</b> Request to roll forward unspent portion of 2023 Electric Vehicle & Charging Station Grant, FAA 90.63%, UDOT 4.685%, County Match 4.685%				
277-33-15000	FED GRANT - SCASDP	-44,800	Intergovernmental	Airport
277-33-44402	STATE GRANT	-2,300	Intergovernmental	Airport
277-38-90000	APPROPRIATED FUND BALANCE	-2,300	Use of Fund Balance	Airport
277-4460-739	GRANT PROJECTS	49,400	Airport	Airport
<b>39.</b> Request to roll forward unspent portion of Airport Masterplan Grant, FAA 90.63%, UDOT 4.685%, County Match 4.685%				
277-33-15000	FED GRANT - SCASDP	-148,500	Intergovernmental	Airport
277-33-44402	STATE GRANT	-7,600	Intergovernmental	Airport
277-38-90000	APPROPRIATED FUND BALANCE	-7,600	Use of Fund Balance	Airport
277-4460-739	GRANT PROJECTS	163,700	Airport	Airport



# Budget Amendment Account Detail

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Account	Title	Amount	Source or Department	Fund
<b>Reappropriation of Unspent Purchase Orders</b>				
<b>RAPZ</b>				<b>Council</b>
<b>40.</b>	Correct RAPZ Tax PO 28070 - Cache Bikeway Street Painting - 2019 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-10,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	10,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	10,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-10,000	Use of Fund Balance	General
<b>41.</b>	Correct RAPZ Tax PO 28853 - 2021 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-6,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	6,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	6,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-6,000	Use of Fund Balance	General
<b>42.</b>	Correct RAPZ Tax PO 29178 - Deep Canyon Trailhead - 2022 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-100,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	100,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	100,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-100,000	Use of Fund Balance	General
<b>43.</b>	Correct RAPZ Tax PO 29207 - 800 W Regional Trail - 2022 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-210,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	210,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	210,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-210,000	Use of Fund Balance	General
<b>44.</b>	Correct RAPZ Tax PO 29641 - Blacksmith Fork - 2023 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-20,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	20,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	20,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-20,000	Use of Fund Balance	General
<b>45.</b>	Correct RAPZ Tax PO 29643 - Smithfield Bonneville - 2023 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-20,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	20,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	20,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-20,000	Use of Fund Balance	General
<b>Road Projects</b>				<b>Council</b>
<b>46.</b>	PO 28697 Wellsville City Corporation - CCCOG Project 400 N WIDENING PHASE I - PO was duplicated in March amendment, this request is to take out the duplicate.			
268-4420-760	NEW ROAD CONSTRUCTION	-192,900	Road Projects	CCCOG
268-38-90500	APP FUND BAL - PO CARRY OVER	192,900	Use of Fund Balance	CCCOG



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Account	Title	Amount	Source or Department	Fund
<b>Sheriff: Corrections</b> <span style="float: right;">Chad Jensen</span>				
47.	PO #29516 - Carrier - Hot water boiler for Jail - PO was missed in March budget opening.			
100-4230-740	CAPITALIZED EQUIPMENT	9,700	Sheriff: Corrections	General
100-38-90500	APP FUND BAL - PO CARRY OVER	-9,700	Use of Fund Balance	General
<b>ARPA Project Amendments</b>				
<b>Victim Advocate</b> <span style="float: right;">Terryll Warner</span>				
48.	New ARPA Award: First Responder Mental Health Program			
100-4148-480	SPECIAL GRANT EXPENSE	200,000	Victim Advocate	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-200,000	Intergovernmental	General
<b>Ambulance</b> <span style="float: right;">Rod Hammer</span>				
49.	New ARPA Award: Funding Awarded for New Ambulance Purchase			
100-4260-740	CAPITALIZED EQUIPMENT	135,000	Ambulance	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-135,000	Intergovernmental	General
<b>Fairgrounds</b> <span style="float: right;">Bart Esplin</span>				
50.	New ARPA Award: Resurface concrete floors in the Event Center			
100-4511-730	IMPROVEMENTS	100,000	Fairgrounds	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-100,000	Intergovernmental	General
51.	New ARPA Award: Web-based scheduling & venue management software for Event Center			
100-4511-311	SOFTWARE	55,492	Fairgrounds	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-55,492	Intergovernmental	General
<b>Trails Management</b> <span style="float: right;">Stephen Nelson</span>				
52.	New ARPA Award: Pop-Up bike lane initiative			
100-4780-250	EQUIPMENT SUPPLIES & MAINT	10,000	Trails Management	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-10,000	Intergovernmental	General
<b>Clerk</b> <span style="float: right;">Bryson Behm</span>				
53.	ARPA - County-wide contract tracking software - Request to eliminate \$5,000 award, and only requesting to partially fund because we are expecting to underspend this project award. Original awards were for \$5,000, and later awarded an additional \$97,000.			
100-4142-311	SOFTWARE PACKAGES	60,000	Clerk	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-60,000	Intergovernmental	General
<b>Public Works Admin</b> <span style="float: right;">Matt Phillips</span>				
54.	ARPA - Training & Conference Facility - This budget amendment was presented incorrectly in March budget opening, and was excluded from importing into Caselle because original amendment was missing the transfer accounts between the General Fund and Municipal Services Fund. Requesting to roll this unspent portion of the ARPA award into 2024 with corrected accounts.			
200-4410-740	CAPITALIZED EQUIPMENT	59,400	Public Works Admin	Municipal Services
200-38-10100	TRANSFER IN - GENERAL FUND	-59,400	Transfers from Other Funds	Municipal Services
100-4810-200	TRANSFER OUT - MUNICIPAL SERV	59,400	Transfers to Other Funds	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-59,400	Intergovernmental	General



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Account	Title	Amount	Source or Department	Fund
<b>Victim Advocate</b>				<b>Terryl Warner</b>
<b>55.</b>	ARPA - Victim Advocates Pay for On-Call Responses that were unpaid between March 3, 2021 - April 10, 2023			
100-4148-110	FULL TIME EMPLOYEES	11,500	Victim Advocate	General
100-4148-130	EMPLOYEE BENEFITS	2,000	Victim Advocate	General
100-4148-480	SPECIAL GRANT EXPENSE	-14,900	Victim Advocate	General
100-4810-290	TRANSFER OUT - CJC	1,400	Transfers to Other Funds	General
290-38-10100	TRANSFER IN - GENERAL FUND	-1,400	Transfers from Other Funds	Children's Justice Center
290-4149-110	FULL TIME EMPLOYEES	1,200	Children's Services	Children's Justice Center
290-4149-130	EMPLOYEE BENEFITS	200	Children's Services	Children's Justice Center
<b>56.</b>	Correct actual remaining ARPA balance for 2024 - Victim Services ARPA Awards			
100-4148-480	SPECIAL GRANT EXPENSE	-6,200	Victim Advocate	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	6,200	Intergovernmental	General
<b>RAPZ and Restaurant Tax Awards</b>				
<b>Restaurant</b>				<b>Council</b>
<b>57.</b>	Correct Restaurant Tax Prior Year Awards, wrong account used in March amendment.			
260-38-90500	APP FUND BAL - PO CARRY OVER	1,062,100	Use of Fund Balance	Restaurant Tax
260-38-90000	APPROPRIATED FUND BALANCE	-1,062,100	Use of Fund Balance	Restaurant Tax
<b>58.</b>	Re-allocate Restaurant funds to support 2024 Restaurant Awards.			
260-4784-925	RECREATION FACILITIES	-72,300	Facility Awards	Restaurant Tax
260-4784-920	CULTURAL FACILITIES	72,300	Facility Awards	Restaurant Tax
<b>RAPZ</b>				<b>Council</b>
<b>59.</b>	Correct RAPZ Tax Prior Year Awards, wrong account used in March amendment.			
265-38-90500	APP FUND BAL - PO CARRY OVER	1,733,600	Use of Fund Balance	RAPZ Tax
265-38-90000	APPROPRIATED FUND BALANCE	-1,733,600	Use of Fund Balance	RAPZ Tax
<b>Fairgrounds</b>				<b>Bart Esplin</b>
<b>60.</b>	2024 Restaurant Tax Award for the Cache Valley Cheese & Dairy Festival			
100-4511-482	SPECIAL EVENTS	15,500	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-15,500	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	15,500	Transfers to Other Funds	Restaurant Tax
260-4782-930	TOURISM PROMOTION	-15,500	Tourism Promotion	Restaurant Tax
<b>61.</b>	2024 Restaurant Tax Award for stormwater improvements			
100-4511-730	IMPROVEMENTS	70,000	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-70,000	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	70,000	Transfers to Other Funds	Restaurant Tax
260-4784-925	RECREATION FACILITIES	-70,000	Facility Awards	Restaurant Tax



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Account	Title	Amount	Source or Department	Fund
<b>62.</b>	2024 Restaurant Tax Award for Event hall phase 2 sound improvements			
100-4511-730	IMPROVEMENTS	7,000	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-7,000	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	7,000	Transfers to Other Funds	Restaurant Tax
260-4784-925	RECREATION FACILITIES	-7,000	Facility Awards	Restaurant Tax
<b>63.</b>	2024 Restaurant Tax Award for Event center backup generator			
100-4511-730	IMPROVEMENTS	190,000	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-190,000	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	190,000	Transfers to Other Funds	Restaurant Tax
260-4784-925	RECREATION FACILITIES	-190,000	Facility Awards	Restaurant Tax
<b>64.</b>	2024 Restaurant Tax Award for Event center function room sound improvements			
100-4511-730	IMPROVEMENTS	10,000	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-10,000	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	10,000	Transfers to Other Funds	Restaurant Tax
260-4784-925	RECREATION FACILITIES	-10,000	Facility Awards	Restaurant Tax
<b>65.</b>	2024 Restaurant Tax Award for concert in the park benefitting mental health and suicide awareness			
100-4511-482	SPECIAL EVENTS	25,000	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-25,000	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	25,000	Transfers to Other Funds	Restaurant Tax
260-4782-930	TOURISM PROMOTION	-25,000	Tourism Promotion	Restaurant Tax
<b>Trails Management</b>				<b>Stephen Nelson</b>
<b>66.</b>	2024 Restaurant Tax Award for Cache County's trail & active transportation program funding			
100-4780-110	FULL TIME EMPLOYEES	11,000	Trails Management	General
100-4780-130	PAYROLL TAXES AND BENEFITS	6,100	Trails Management	General
100-4780-230	TRAVEL AND TRAINING	700	Trails Management	General
100-4780-240	OFFICE EXPENSES	200	Trails Management	General
100-4780-510	INSURANCE	200	Trails Management	General
100-38-93200	APPR FUND BALANCE - TRAILS	133,800	Use of Fund Balance	General
100-38-10265	TRANSFER IN - RAPZ TAX	-152,000	Transfers from Other Funds	General
260-4784-925	RECREATION FACILITIES	-152,000	Facility Awards	Restaurant Tax
260-4810-100	TRANSFER OUT - GENERAL FUND	152,000	Transfers to Other Funds	Restaurant Tax
<b>67.</b>	2024 Restaurant Tax Award for Northern BST Extension Feasibility Study			
100-4780-310	PROFESSIONAL AND TECHNICAL	30,000	Trails Management	General
100-38-10265	TRANSFER IN - RAPZ TAX	-30,000	Transfers from Other Funds	General
260-4784-925	RECREATION FACILITIES	-30,000	Facility Awards	Restaurant Tax
260-4810-100	TRANSFER OUT - GENERAL FUND	30,000	Transfers to Other Funds	Restaurant Tax



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Account	Title	Amount	Source or Department	Fund
68.	2024 Restaurant Tax Award for Hyrum/Wellsville/Mendon Canal Trail Feasibility Study			
100-4780-310	PROFESSIONAL AND TECHNICAL	50,000	Trails Management	General
100-38-10265	TRANSFER IN - RAPZ TAX	-50,000	Transfers from Other Funds	General
260-4784-925	RECREATION FACILITIES	-50,000	Facility Awards	Restaurant Tax
260-4810-100	TRANSFER OUT - GENERAL FUND	50,000	Transfers to Other Funds	Restaurant Tax
69.	2024 Restaurant Tax Award for Cache Valley Recreation Center Feasibility Study			
100-4780-310	PROFESSIONAL AND TECHNICAL	75,000	Trails Management	General
100-38-10265	TRANSFER IN - RAPZ TAX	-75,000	Transfers from Other Funds	General
260-4784-925	RECREATION FACILITIES	-75,000	Facility Awards	Restaurant Tax
260-4810-100	TRANSFER OUT - GENERAL FUND	75,000	Transfers to Other Funds	Restaurant Tax
Fair			Bart Esplin	
70.	2024 Restaurant Tax Award for the Cache County Fair & Rodeo.			
100-4620-620	SECURITY AND OTHER SERVICES	14,850	Fair	General
100-4620-221	ADVERTISING	25,000	Fair	General
100-4620-251	NON-CAPITALIZED EQUIPMENT	3,000	Fair	General
100-4620-250	EQUIPMENT SUPPLIES & MAINT	3,500	Fair	General
100-38-10265	TRANSFER IN - RAPZ TAX	-46,350	Transfers from Other Funds	General
260-4782-930	TOURISM PROMOTION	-46,350	Tourism Promotion	Restaurant Tax
260-4810-100	TRANSFER OUT - GENERAL FUND	46,350	Transfers to Other Funds	Restaurant Tax
Payroll Update, including Annual Pay Raises				
71.	Reversal of March 26, 2024 budget amendment for payroll.			
100-4112-110	FULL TIME EMPLOYEES	-2,400	Council	General
100-4112-130	EMPLOYEE BENEFITS	3,400	Council	General
100-4126-110	FULL TIME EMPLOYEES	45,900	Public Defender	General
100-4126-130	PAYROLL TAXES AND BENEFITS	22,600	Public Defender	General
100-4131-110	FULL TIME EMPLOYEES	14,300	Executive Office	General
100-4131-130	EMPLOYEE BENEFITS	12,300	Executive Office	General
100-4132-110	FULL TIME EMPLOYEES	17,554	Finance	General
100-4132-130	PAYROLL TAXES AND BENEFITS	57,800	Finance	General
100-4134-110	FULL TIME EMPLOYEES	11,600	Human Resources	General
100-4134-130	EMPLOYEE BENEFITS	-8,500	Human Resources	General
100-4135-110	FULL TIME EMPLOYEES	-24,800	GIS	General
100-4135-115	OVERTIME	400	GIS	General
100-4135-130	EMPLOYEE BENEFITS	-21,200	GIS	General
100-4136-110	FULL TIME EMPLOYEES	20,800	IT	General
100-4136-130	EMPLOYEE BENEFITS	36,200	IT	General
100-4141-110	FULL TIME EMPLOYEES	4,300	Auditor	General
100-4141-130	EMPLOYEE BENEFITS	2,200	Auditor	General



# Budget Amendment Account Detail

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Account	Title	Amount	Source or Department	Fund
100-4142-110	FULL TIME EMPLOYEES	36,800	Clerk	General
100-4142-115	OVERTIME	600	Clerk	General
100-4142-120	PART TIME EMPLOYEES	100	Clerk	General
100-4142-130	EMPLOYEE BENEFITS	37,600	Clerk	General
100-4144-110	FULL TIME EMPLOYEES	-17,900	Recorder	General
100-4144-120	PART TIME EMPLOYEES	14,200	Recorder	General
100-4144-130	EMPLOYEE BENEFITS	-20,700	Recorder	General
100-4145-110	FULL TIME EMPLOYEES	21,600	Attorney	General
100-4145-120	PART TIME EMPLOYEES	600	Attorney	General
100-4145-130	EMPLOYEE BENEFITS	162,400	Attorney	General
100-4148-110	FULL TIME EMPLOYEES	46,900	Victim Advocate	General
100-4148-115	OVERTIME	300	Victim Advocate	General
100-4148-130	EMPLOYEE BENEFITS	100	Victim Advocate	General
100-4160-110	FULL TIME EMPLOYEES	5,900	Buildings and Grounds	General
100-4160-130	EMPLOYEE BENEFITS	-1,700	Buildings and Grounds	General
100-4170-110	FULL TIME EMPLOYEES	-36,800	Elections	General
100-4170-120	PART TIME EMPLOYEES	6,200	Elections	General
100-4170-130	EMPLOYEE BENEFITS	-18,700	Elections	General
100-4215-110	FULL TIME EMPLOYEES	-41,000	Sheriff: Administration	General
100-4215-115	OVERTIME	1,900	Sheriff: Administration	General
100-4215-120	PART TIME EMPLOYEES	1,600	Sheriff: Administration	General
100-4215-130	EMPLOYEE BENEFITS	-3,000	Sheriff: Administration	General
100-4214-110	FULL TIME EMPLOYEES	6,900	Sheriff	General
100-4214-130	EMPLOYEE BENEFITS	35,200	Sheriff	General
100-4205-110	FULL TIME EMPLOYEES	204,900	Sheriff: Patrol	General
100-4205-115	OVERTIME	8,400	Sheriff: Patrol	General
100-4205-130	EMPLOYEE BENEFITS	124,200	Sheriff: Patrol	General
100-4210-110	FULL TIME EMPLOYEES	102,600	Sheriff: Criminal	General
100-4210-130	EMPLOYEE BENEFITS	62,100	Sheriff: Criminal	General
100-4211-110	FULL TIME EMPLOYEES	87,900	Sheriff: Support Services	General
100-4211-130	EMPLOYEE BENEFITS	55,700	Sheriff: Support Services	General
100-4230-110	FULL TIME EMPLOYEES	488,400	Sheriff: Corrections	General
100-4230-130	EMPLOYEE BENEFITS	278,700	Sheriff: Corrections	General
100-4253-110	FULL TIME EMPLOYEES	7,700	Animal Control	General
100-4253-115	OVERTIME	200	Animal Control	General
100-4253-130	EMPLOYEE BENEFITS	-1,000	Animal Control	General
100-4254-110	FULL TIME EMPLOYEES	10,400	Animal Impound	General
100-4254-115	OVERTIME	6,400	Animal Impound	General
100-4254-120	PART TIME EMPLOYEES	4,900	Animal Impound	General
100-4254-130	EMPLOYEE BENEFITS	-10,700	Animal Impound	General
100-4255-110	FULL TIME EMPLOYEES	1,400	Emergency Management	General
100-4255-130	EMPLOYEE BENEFITS	2,700	Emergency Management	General





# Budget Amendment Account Detail

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Account	Title	Amount	Source or Department	Fund
100-4260-110	FULL TIME EMPLOYEES	30,400	Ambulance	General
100-4260-130	PAYROLL TAXES AND BENEFITS	24,800	Ambulance	General
100-4265-110	FULL TIME EMPLOYEES	16,500	Fire	General
100-4265-130	PAYROLL TAXES AND BENEFITS	31,200	Fire	General
100-4415-110	FULL TIME EMPLOYEES	10,300	Roads	General
100-4415-115	OVERTIME	6,900	Roads	General
100-4415-130	EMPLOYEE BENEFITS	34,700	Roads	General
100-4450-110	FULL TIME EMPLOYEES	-7,900	Vegetation Management	General
100-4450-130	EMPLOYEE BENEFITS	-15,500	Vegetation Management	General
100-4511-110	FULL TIME EMPLOYEES	11,400	Fairgrounds	General
100-4511-130	EMPLOYEE BENEFITS	29,100	Fairgrounds	General
100-4581-110	FULL TIME EMPLOYEES	2,300	Library Services	General
100-4581-130	EMPLOYEE BENEFITS	2,100	Library Services	General
100-4780-110	FULL TIME EMPLOYEES	2,100	Trails Management	General
100-4780-115	OVERTIME	100	Trails Management	General
100-4780-130	PAYROLL TAXES AND BENEFITS	2,200	Trails Management	General
100-4800-190	COMPENSATION RESERVE	-2,047,154	Compensation Reserve	General
150-4136-110	FULL TIME EMPLOYEES	5,500	IT	Tax Administration
150-4136-130	EMPLOYEE BENEFITS	11,400	IT	Tax Administration
150-4143-110	FULL TIME EMPLOYEES	6,600	Treasurer	Tax Administration
150-4143-130	EMPLOYEE BENEFITS	9,300	Treasurer	Tax Administration
150-4800-190	COMPENSATION RESERVE	-32,800	Compensation Reserve	Tax Administration
200-4175-110	FULL TIME EMPLOYEES	8,400	Development Services Admin	Municipal Services
200-4175-115	OVERTIME	200	Development Services Admin	Municipal Services
200-4175-130	PAYROLL TAXES AND BENEFITS	7,800	Development Services Admin	Municipal Services
200-4180-110	FULL TIME EMPLOYEES	-15,000	Zoning Administration	Municipal Services
200-4180-115	OVERTIME	300	Zoning Administration	Municipal Services
200-4180-130	EMPLOYEE BENEFITS	7,900	Zoning Administration	Municipal Services
200-4241-110	FULL TIME EMPLOYEES	-40,500	Building Inspection	Municipal Services
200-4241-115	OVERTIME	200	Building Inspection	Municipal Services
200-4241-130	EMPLOYEE BENEFITS	1,400	Building Inspection	Municipal Services
200-4410-110	FULL TIME EMPLOYEES	11,400	Public Works Admin	Municipal Services
200-4410-130	EMPLOYEE BENEFITS	9,600	Public Works Admin	Municipal Services
200-4475-110	FULL TIME EMPLOYEES	-2,800	Engineering	Municipal Services
200-4475-130	EMPLOYEE BENEFITS	3,900	Engineering	Municipal Services
200-4800-190	COMPENSATION RESERVE	7,200	Compensation Reserve	Municipal Services
230-4780-110	FULL TIME EMPLOYEES	3,500	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-130	EMPLOYEE BENEFITS	4,500	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4800-190	COMPENSATION RESERVE	-8,000	Compensation Reserve	Visitor's Bureau





# Budget Amendment Account Detail

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Account	Title	Amount	Source or Department	Fund
240-4970-110	FULL TIME EMPLOYEES	20,600	Nutrition	Council on Aging
240-4970-130	EMPLOYEE BENEFITS	19,500	Nutrition	Council on Aging
240-4971-110	FULL TIME EMPLOYEES	8,000	Senior Center	Council on Aging
240-4971-130	EMPLOYEE BENEFITS	2,600	Senior Center	Council on Aging
240-4974-110	FULL TIME EMPLOYEES	7,100	Access	Council on Aging
240-4974-130	EMPLOYEE BENEFITS	1,700	Access	Council on Aging
240-4800-190	COMPENSATION RESERVE	-59,500	Compensation Reserve	Council on Aging
277-4460-110	FULL TIME EMPLOYEES	-4,500	Airport	Airport
277-4800-190	COMPENSATION RESERVE	4,500	Compensation Reserve	Airport
290-4149-110	FULL TIME EMPLOYEES	8,300	Children's Services	Children's Justice Center
290-4149-130	EMPLOYEE BENEFITS	7,600	Children's Services	Children's Justice Center
290-4800-190	COMPENSATION RESERVE	-15,900	Compensation Reserve	Children's Justice Center

**72.** Allocate 3% on Average Merit Adjustments not including Public Safety approved on 11.07.2023 as amendment 56. \$523,000 for wages and \$156,900 for benefits.

100-4112-110	FULL TIME EMPLOYEES	6,939	Council	General
100-4112-115	OVERTIME	60	Council	General
100-4112-130	EMPLOYEE BENEFITS	2,100	Council	General
100-4126-110	FULL TIME EMPLOYEES	5,826	Public Defender	General
100-4126-115	OVERTIME	30	Public Defender	General
100-4126-130	PAYROLL TAXES AND BENEFITS	1,757	Public Defender	General
100-4131-110	FULL TIME EMPLOYEES	11,175	Executive Office	General
100-4131-130	EMPLOYEE BENEFITS	3,353	Executive Office	General
100-4132-110	FULL TIME EMPLOYEES	15,501	Finance	General
100-4132-115	OVERTIME	30	Finance	General
100-4132-120	PART TIME EMPLOYEES	630	Finance	General
100-4132-130	PAYROLL TAXES AND BENEFITS	4,848	Finance	General
100-4134-110	FULL TIME EMPLOYEES	7,035	Human Resources	General
100-4134-115	OVERTIME	30	Human Resources	General
100-4134-120	PART TIME EMPLOYEES	630	Human Resources	General
100-4134-130	EMPLOYEE BENEFITS	2,309	Human Resources	General
100-4135-110	FULL TIME EMPLOYEES	7,884	GIS	General
100-4135-130	EMPLOYEE BENEFITS	2,365	GIS	General
100-4136-110	FULL TIME EMPLOYEES	26,400	IT	General
100-4136-125	SEASONAL EMPLOYEES	468	IT	General
100-4136-130	EMPLOYEE BENEFITS	8,060	IT	General
100-4141-110	FULL TIME EMPLOYEES	3,033	Auditor	General
100-4141-115	OVERTIME	120	Auditor	General
100-4141-120	PART TIME EMPLOYEES	777	Auditor	General
100-4141-125	SEASONAL EMPLOYEES	663	Auditor	General
100-4141-130	EMPLOYEE BENEFITS	1,378	Auditor	General
100-4142-110	FULL TIME EMPLOYEES	4,002	Clerk	General
100-4142-120	PART TIME EMPLOYEES	987	Clerk	General
100-4142-130	EMPLOYEE BENEFITS	1,497	Clerk	General



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Account	Title	Amount	Source or Department	Fund
100-4144-110	FULL TIME EMPLOYEES	14,340	Recorder	General
100-4144-115	OVERTIME	15	Recorder	General
100-4144-120	PART TIME EMPLOYEES	1,812	Recorder	General
100-4144-125	SEASONAL EMPLOYEES	3,000	Recorder	General
100-4144-130	EMPLOYEE BENEFITS	5,750	Recorder	General
100-4145-110	FULL TIME EMPLOYEES	60,723	Attorney	General
100-4145-115	OVERTIME	375	Attorney	General
100-4145-120	PART TIME EMPLOYEES	366	Attorney	General
100-4145-130	EMPLOYEE BENEFITS	18,439	Attorney	General
100-4148-110	FULL TIME EMPLOYEES	18,768	Victim Advocate	General
100-4148-130	EMPLOYEE BENEFITS	5,882	Victim Advocate	General
100-4148-142	OTHER PAY	840	Victim Advocate	General
100-4160-110	FULL TIME EMPLOYEES	4,899	Buildings and Grounds	General
100-4160-115	OVERTIME	150	Buildings and Grounds	General
100-4160-120	PART TIME EMPLOYEES	3,156	Buildings and Grounds	General
100-4160-125	SEASONAL EMPLOYEES	60	Buildings and Grounds	General
100-4160-130	EMPLOYEE BENEFITS	2,480	Buildings and Grounds	General
100-4170-110	FULL TIME EMPLOYEES	4,353	Elections	General
100-4170-115	OVERTIME	15	Elections	General
100-4170-120	PART TIME EMPLOYEES	969	Elections	General
100-4170-125	SEASONAL EMPLOYEES	501	Elections	General
100-4170-130	EMPLOYEE BENEFITS	1,751	Elections	General
100-4253-110	FULL TIME EMPLOYEES	3,858	Animal Control	General
100-4253-115	OVERTIME	135	Animal Control	General
100-4253-130	EMPLOYEE BENEFITS	1,223	Animal Control	General
100-4253-142	OTHER PAY	84	Animal Control	General
100-4254-110	FULL TIME EMPLOYEES	3,210	Animal Impound	General
100-4254-115	OVERTIME	120	Animal Impound	General
100-4254-120	PART TIME EMPLOYEES	1,263	Animal Impound	General
100-4254-130	EMPLOYEE BENEFITS	2,278	Animal Impound	General
100-4255-110	FULL TIME EMPLOYEES	2,193	Emergency Management	General
100-4255-115	OVERTIME	30	Emergency Management	General
100-4255-120	PART TIME EMPLOYEES	717	Emergency Management	General
100-4255-130	EMPLOYEE BENEFITS	882	Emergency Management	General
100-4260-110	FULL TIME EMPLOYEES	23,322	Ambulance	General
100-4260-115	OVERTIME	1,680	Ambulance	General
100-4260-120	PART TIME EMPLOYEES	7,542	Ambulance	General
100-4260-130	PAYROLL TAXES AND BENEFITS	10,438	Ambulance	General
100-4260-142	PAGER PAY	2,250	Ambulance	General



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Account	Title	Amount	Source or Department	Fund
100-4265-110	FULL TIME EMPLOYEES	13,842	Fire	General
100-4265-115	OVERTIME	900	Fire	General
100-4265-120	PART TIME EMPLOYEES	6,297	Fire	General
100-4265-125	SEASONAL EMPLOYEES	972	Fire	General
100-4265-130	PAYROLL TAXES AND BENEFITS	6,739	Fire	General
100-4265-142	PAGER PAY	453	Fire	General
100-4415-110	FULL TIME EMPLOYEES	38,874	Roads	General
100-4415-115	OVERTIME	1,500	Roads	General
100-4415-125	SEASONAL EMPLOYEES	4,500	Roads	General
100-4415-130	EMPLOYEE BENEFITS	13,552	Roads	General
100-4415-140	UNIFORM ALLOWANCE	300	Roads	General
100-4450-110	FULL TIME EMPLOYEES	7,371	Vegetation Management	General
100-4450-115	OVERTIME	420	Vegetation Management	General
100-4450-125	SEASONAL EMPLOYEES	4,620	Vegetation Management	General
100-4450-130	EMPLOYEE BENEFITS	3,768	Vegetation Management	General
100-4450-140	UNIFORM ALLOWANCE	150	Vegetation Management	General
100-4511-110	FULL TIME EMPLOYEES	10,272	Fairgrounds	General
100-4511-115	OVERTIME	240	Fairgrounds	General
100-4511-120	PART TIME EMPLOYEES	3,054	Fairgrounds	General
100-4511-125	SEASONAL EMPLOYEES	1,104	Fairgrounds	General
100-4511-130	EMPLOYEE BENEFITS	4,442	Fairgrounds	General
100-4511-142	OTHER PAY	135	Fairgrounds	General
100-4581-110	FULL TIME EMPLOYEES	1,671	Library Services	General
100-4581-120	PART TIME EMPLOYEES	1,800	Library Services	General
100-4581-130	EMPLOYEE BENEFITS	1,041	Library Services	General
100-4620-115	OVERTIME	120	Fair	General
100-4620-120	PART TIME EMPLOYEES	246	Fair	General
100-4620-125	SEASONAL EMPLOYEES	312	Fair	General
100-4620-130	EMPLOYEE BENEFITS	203	Fair	General
100-4621-115	OVERTIME	30	Rodeo	General
100-4621-125	SEASONAL EMPLOYEES	216	Rodeo	General
100-4621-130	EMPLOYEE BENEFITS	74	Rodeo	General
100-4780-110	FULL TIME EMPLOYEES	2,763	Trails Management	General
100-4780-130	PAYROLL TAXES AND BENEFITS	829	Trails Management	General
100-4800-190	COMPENSATION RESERVE	-468,000	Compensation Reserve	General
100-4800-990	CONTRIBUTION - FUND BALANCE	5,434	Addition to Fund Balance	General
150-4136-110	FULL TIME EMPLOYEES	10,008	IT	Tax Administration
150-4136-130	EMPLOYEE BENEFITS	3,002	IT	Tax Administration
150-4143-110	FULL TIME EMPLOYEES	7,938	Treasurer	Tax Administration
150-4143-115	OVERTIME	165	Treasurer	Tax Administration
150-4143-125	SEASONAL EMPLOYEES	111	Treasurer	Tax Administration
150-4143-130	EMPLOYEE BENEFITS	2,464	Treasurer	Tax Administration



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Account	Title	Amount	Source or Department	Fund
150-4146-110	FULL TIME EMPLOYEES	37,431	Assessor	Tax Administration
150-4146-115	OVERTIME	150	Assessor	Tax Administration
150-4146-120	PART TIME EMPLOYEES	927	Assessor	Tax Administration
150-4146-130	EMPLOYEE BENEFITS	11,552	Assessor	Tax Administration
150-4800-190	COMPENSATION RESERVE	-78,000	Compensation Reserve	Tax Administration
150-4800-992	CONTRIBUTION - FUND BALANCE	4,252	Addition to Fund Balance	Tax Administration
200-4175-110	FULL TIME EMPLOYEES	6,570	Development Services Admin	Municipal Services
200-4175-130	PAYROLL TAXES AND BENEFITS	1,971	Development Services Admin	Municipal Services
200-4180-110	FULL TIME EMPLOYEES	8,856	Zoning Administration	Municipal Services
200-4180-115	OVERTIME	375	Zoning Administration	Municipal Services
200-4180-130	EMPLOYEE BENEFITS	2,769	Zoning Administration	Municipal Services
200-4241-110	FULL TIME EMPLOYEES	15,759	Building Inspection	Municipal Services
200-4241-125	SEASONAL EMPLOYEES	1,083	Building Inspection	Municipal Services
200-4241-130	EMPLOYEE BENEFITS	5,053	Building Inspection	Municipal Services
200-4410-110	FULL TIME EMPLOYEES	7,191	Public Works Admin	Municipal Services
200-4410-115	OVERTIME	150	Public Works Admin	Municipal Services
200-4410-120	PART TIME EMPLOYEES	543	Public Works Admin	Municipal Services
200-4410-130	EMPLOYEE BENEFITS	2,365	Public Works Admin	Municipal Services
200-4475-110	FULL TIME EMPLOYEES	10,260	Engineering	Municipal Services
200-4475-115	OVERTIME	150	Engineering	Municipal Services
200-4475-120	PART TIME EMPLOYEES	573	Engineering	Municipal Services
200-4475-130	EMPLOYEE BENEFITS	3,295	Engineering	Municipal Services
200-4800-190	COMPENSATION RESERVE	-78,000	Compensation Reserve	Municipal Services
200-4800-995	CONTRIBUTION TO FUND BALANCE	11,037	Addition to Fund Balance	Municipal Services
230-4780-110	FULL TIME EMPLOYEES	4,392	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-115	OVERTIME	36	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-120	PART TIME EMPLOYEES	1,005	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-125	SEASONAL EMPLOYEES	252	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-130	EMPLOYEE BENEFITS	1,737	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-142	OTHER PAY	105	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4800-190	COMPENSATION RESERVE	-13,000	Compensation Reserve	Visitor's Bureau
230-4800-990	ADDITION TO FUND BALANCE	5,473	Addition to Fund Balance	Visitor's Bureau
240-4970-110	FULL TIME EMPLOYEES	8,757	Nutrition	Council on Aging
240-4970-115	OVERTIME	15	Nutrition	Council on Aging
240-4970-120	PART TIME EMPLOYEES	2,529	Nutrition	Council on Aging
240-4970-130	EMPLOYEE BENEFITS	3,390	Nutrition	Council on Aging
240-4971-110	FULL TIME EMPLOYEES	4,623	Senior Center	Council on Aging
240-4971-115	OVERTIME	15	Senior Center	Council on Aging
240-4971-120	PART TIME EMPLOYEES	984	Senior Center	Council on Aging
240-4971-130	EMPLOYEE BENEFITS	1,687	Senior Center	Council on Aging
240-4974-110	FULL TIME EMPLOYEES	4,218	Access	Council on Aging
240-4974-115	OVERTIME	15	Access	Council on Aging
240-4974-130	EMPLOYEE BENEFITS	1,270	Access	Council on Aging
240-4800-190	COMPENSATION RESERVE	-28,600	Compensation Reserve	Council on Aging
240-4800-990	CONTRIBUTION - FUND BALANCE	1,097	Addition to Fund Balance	Council on Aging



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
277-4460-110	FULL TIME EMPLOYEES	2,535	Airport	Airport
277-4460-120	PART TIME EMPLOYEES	1,350	Airport	Airport
277-4460-130	EMPLOYEE BENEFITS	1,166	Airport	Airport
277-4800-190	COMPENSATION RESERVE	-5,200	Compensation Reserve	Airport
277-4460-990	CONTRIBUTION TO FUND BALANCE	149	Addition to Fund Balance	Airport
290-4149-110	FULL TIME EMPLOYEES	5,961	Children's Services	Children's Justice Center
290-4149-120	PART TIME EMPLOYEES	345	Children's Services	Children's Justice Center
290-4149-130	EMPLOYEE BENEFITS	1,892	Children's Services	Children's Justice Center
290-4800-190	COMPENSATION RESERVE	-9,100	Compensation Reserve	Children's Justice Center
290-4149-990	CONTRIBUTION - FUND BALANCE	902	Addition to Fund Balance	Children's Justice Center

**73.** Allocate 3% 401k Contribution on 2024 estimate, Merit increase, and Market Adjustments approved on 11.07.2023 as amendment 57. \$779,000 on the 2024 estimate and Merit. Another \$49,800 on Market adjustments.

100-4112-130	EMPLOYEE BENEFITS	7,276	Council	General
100-4126-130	PAYROLL TAXES AND BENEFITS	6,109	Public Defender	General
100-4131-130	EMPLOYEE BENEFITS	11,716	Executive Office	General
100-4132-130	PAYROLL TAXES AND BENEFITS	16,264	Finance	General
100-4134-130	EMPLOYEE BENEFITS	7,388	Human Resources	General
100-4135-130	EMPLOYEE BENEFITS	8,266	GIS	General
100-4136-130	EMPLOYEE BENEFITS	27,688	IT	General
100-4141-130	EMPLOYEE BENEFITS	3,209	Auditor	General
100-4142-130	EMPLOYEE BENEFITS	4,214	Clerk	General
100-4144-130	EMPLOYEE BENEFITS	15,124	Recorder	General
100-4145-130	EMPLOYEE BENEFITS	62,545	Attorney	General
100-4148-130	EMPLOYEE BENEFITS	19,693	Victim Advocate	General
100-4160-130	EMPLOYEE BENEFITS	5,199	Buildings and Grounds	General
100-4170-130	EMPLOYEE BENEFITS	4,591	Elections	General
100-4214-130	EMPLOYEE BENEFITS	9,965	Sheriff	General
100-4215-130	EMPLOYEE BENEFITS	24,360	Sheriff: Administration	General
100-4205-130	EMPLOYEE BENEFITS	76,695	Sheriff: Patrol	General
100-4210-130	EMPLOYEE BENEFITS	39,522	Sheriff: Criminal	General
100-4211-130	EMPLOYEE BENEFITS	33,081	Sheriff: Support Services	General
100-4230-130	EMPLOYEE BENEFITS	141,168	Sheriff: Corrections	General
100-4253-130	EMPLOYEE BENEFITS	4,049	Animal Control	General
100-4254-130	EMPLOYEE BENEFITS	6,536	Animal Impound	General
100-4255-130	EMPLOYEE BENEFITS	2,313	Emergency Management	General
100-4260-130	PAYROLL TAXES AND BENEFITS	24,664	Ambulance	General
100-4265-130	PAYROLL TAXES AND BENEFITS	14,672	Fire	General
100-4415-130	EMPLOYEE BENEFITS	40,874	Roads	General
100-4450-130	EMPLOYEE BENEFITS	7,824	Vegetation Management	General
100-4511-130	EMPLOYEE BENEFITS	10,853	Fairgrounds	General
100-4581-130	EMPLOYEE BENEFITS	1,785	Library Services	General
100-4620-130	EMPLOYEE BENEFITS	13	Fair	General
100-4621-130	EMPLOYEE BENEFITS	5	Rodeo	General
100-4780-130	PAYROLL TAXES AND BENEFITS	2,897	Trails Management	General
100-4800-990	CONTRIBUTION - FUND BALANCE	23,042	Addition to Fund Balance	General
100-4800-190	COMPENSATION RESERVE	-663,600	Compensation Reserve	General



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
150-4136-130	EMPLOYEE BENEFITS	10,588	IT	Tax Administration
150-4143-130	EMPLOYEE BENEFITS	8,406	Treasurer	Tax Administration
150-4146-130	EMPLOYEE BENEFITS	39,632	Assessor	Tax Administration
150-4800-992	CONTRIBUTION - FUND BALANCE	3,774	Addition to Fund Balance	Tax Administration
150-4800-190	COMPENSATION RESERVE	-62,400	Compensation Reserve	Tax Administration
200-4175-130	PAYROLL TAXES AND BENEFITS	6,950	Development Services Admin	Municipal Services
200-4180-130	EMPLOYEE BENEFITS	9,379	Zoning Administration	Municipal Services
200-4241-130	EMPLOYEE BENEFITS	16,701	Building Inspection	Municipal Services
200-4410-130	EMPLOYEE BENEFITS	7,626	Public Works Admin	Municipal Services
200-4475-130	EMPLOYEE BENEFITS	10,874	Engineering	Municipal Services
200-4800-995	CONTRIBUTION TO FUND BALANCE	10,570	Addition to Fund Balance	Municipal Services
200-4800-190	COMPENSATION RESERVE	-62,100	Compensation Reserve	Municipal Services
230-4780-130	EMPLOYEE BENEFITS	4,705	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4800-990	ADDITION TO FUND BALANCE	5,595	Addition to Fund Balance	Visitor's Bureau
230-4800-190	COMPENSATION RESERVE	-10,300	Compensation Reserve	Visitor's Bureau
240-4970-130	EMPLOYEE BENEFITS	9,335	Nutrition	Council on Aging
240-4971-130	EMPLOYEE BENEFITS	4,919	Senior Center	Council on Aging
240-4974-130	EMPLOYEE BENEFITS	4,463	Access	Council on Aging
240-4800-990	CONTRIBUTION - FUND BALANCE	1,183	Addition to Fund Balance	Council on Aging
240-4800-190	COMPENSATION RESERVE	-19,900	Compensation Reserve	Council on Aging
277-4460-130	EMPLOYEE BENEFITS	2,721	Airport	Airport
277-4460-990	CONTRIBUTION TO FUND BALANCE	479	Addition to Fund Balance	Airport
277-4800-190	COMPENSATION RESERVE	-3,200	Compensation Reserve	Airport
290-4149-130	EMPLOYEE BENEFITS	6,323	Children's Services	Children's Justice Center
290-4149-990	CONTRIBUTION - FUND BALANCE	977	Addition to Fund Balance	Children's Justice Center
290-4800-190	COMPENSATION RESERVE	-7,300	Compensation Reserve	Children's Justice Center

**74.** Allocate Market recommendations from the compensation committee, approved on 11.07.2023 as amendment 58. \$1,444,500 for public safety and \$755,000 for all others except attorneys. These amounts include benefits.

100-4112-110	FULL TIME EMPLOYEES	4,268	Council	General
100-4112-115	OVERTIME	37	Council	General
100-4112-130	EMPLOYEE BENEFITS	1,292	Council	General
100-4126-110	FULL TIME EMPLOYEES	3,584	Public Defender	General
100-4126-115	OVERTIME	18	Public Defender	General
100-4126-130	PAYROLL TAXES AND BENEFITS	1,081	Public Defender	General
100-4131-110	FULL TIME EMPLOYEES	6,874	Executive Office	General
100-4131-130	EMPLOYEE BENEFITS	2,062	Executive Office	General
100-4132-110	FULL TIME EMPLOYEES	9,535	Finance	General
100-4132-115	OVERTIME	18	Finance	General
100-4132-120	PART TIME EMPLOYEES	388	Finance	General
100-4132-130	PAYROLL TAXES AND BENEFITS	2,982	Finance	General
100-4134-110	FULL TIME EMPLOYEES	4,327	Human Resources	General
100-4134-115	OVERTIME	18	Human Resources	General
100-4134-120	PART TIME EMPLOYEES	388	Human Resources	General
100-4134-130	EMPLOYEE BENEFITS	1,420	Human Resources	General





# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
100-4135-110	FULL TIME EMPLOYEES	4,850	GIS	General
100-4135-130	EMPLOYEE BENEFITS	1,455	GIS	General
100-4136-110	FULL TIME EMPLOYEES	16,239	IT	General
100-4136-125	SEASONAL EMPLOYEES	288	IT	General
100-4136-130	EMPLOYEE BENEFITS	4,958	IT	General
100-4141-110	FULL TIME EMPLOYEES	1,866	Auditor	General
100-4141-115	OVERTIME	74	Auditor	General
100-4141-120	PART TIME EMPLOYEES	478	Auditor	General
100-4141-125	SEASONAL EMPLOYEES	408	Auditor	General
100-4141-130	EMPLOYEE BENEFITS	848	Auditor	General
100-4142-110	FULL TIME EMPLOYEES	2,462	Clerk	General
100-4142-120	PART TIME EMPLOYEES	607	Clerk	General
100-4142-130	EMPLOYEE BENEFITS	921	Clerk	General
100-4144-110	FULL TIME EMPLOYEES	8,821	Recorder	General
100-4144-115	OVERTIME	9	Recorder	General
100-4144-120	PART TIME EMPLOYEES	1,115	Recorder	General
100-4144-125	SEASONAL EMPLOYEES	1,845	Recorder	General
100-4144-130	EMPLOYEE BENEFITS	3,537	Recorder	General
100-4148-110	FULL TIME EMPLOYEES	11,544	Victim Advocate	General
100-4148-130	EMPLOYEE BENEFITS	517	Victim Advocate	General
100-4148-142	OTHER PAY	3,618	Victim Advocate	General
100-4160-110	FULL TIME EMPLOYEES	3,013	Buildings and Grounds	General
100-4160-115	OVERTIME	92	Buildings and Grounds	General
100-4160-120	PART TIME EMPLOYEES	1,941	Buildings and Grounds	General
100-4160-125	SEASONAL EMPLOYEES	37	Buildings and Grounds	General
100-4160-130	EMPLOYEE BENEFITS	1,525	Buildings and Grounds	General
100-4170-110	FULL TIME EMPLOYEES	2,678	Elections	General
100-4170-115	OVERTIME	9	Elections	General
100-4170-120	PART TIME EMPLOYEES	596	Elections	General
100-4170-125	SEASONAL EMPLOYEES	308	Elections	General
100-4170-130	EMPLOYEE BENEFITS	1,077	Elections	General
100-4214-110	FULL TIME EMPLOYEES	18,831	Sheriff	General
100-4214-115	OVERTIME	303	Sheriff	General
100-4214-120	PART TIME EMPLOYEES	2,547	Sheriff	General
100-4214-130	EMPLOYEE BENEFITS	6,504	Sheriff	General
100-4215-110	FULL TIME EMPLOYEES	46,232	Sheriff: Administration	General
100-4215-115	OVERTIME	910	Sheriff: Administration	General
100-4215-120	PART TIME EMPLOYEES	2,547	Sheriff: Administration	General
100-4215-130	EMPLOYEE BENEFITS	14,907	Sheriff: Administration	General
100-4205-110	FULL TIME EMPLOYEES	145,712	Sheriff: Patrol	General
100-4205-115	OVERTIME	7,278	Sheriff: Patrol	General
100-4205-130	EMPLOYEE BENEFITS	46,170	Sheriff: Patrol	General
100-4205-142	OTHER PAY	910	Sheriff: Patrol	General



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
100-4210-110	FULL TIME EMPLOYEES	74,869	Sheriff: Criminal	General
100-4210-115	OVERTIME	6,065	Sheriff: Criminal	General
100-4210-120	PART TIME EMPLOYEES	1,067	Sheriff: Criminal	General
100-4210-130	EMPLOYEE BENEFITS	24,873	Sheriff: Criminal	General
100-4210-142	OTHER PAY	910	Sheriff: Criminal	General
100-4211-110	FULL TIME EMPLOYEES	62,206	Sheriff: Support Services	General
100-4211-115	OVERTIME	3,033	Sheriff: Support Services	General
100-4211-120	PART TIME EMPLOYEES	11,165	Sheriff: Support Services	General
100-4211-130	EMPLOYEE BENEFITS	23,103	Sheriff: Support Services	General
100-4211-142	OTHER PAY	606	Sheriff: Support Services	General
100-4230-110	FULL TIME EMPLOYEES	267,856	Sheriff: Corrections	General
100-4230-115	OVERTIME	14,859	Sheriff: Corrections	General
100-4230-120	PART TIME EMPLOYEES	5,355	Sheriff: Corrections	General
100-4230-130	EMPLOYEE BENEFITS	86,696	Sheriff: Corrections	General
100-4230-142	OTHER PAY	916	Sheriff: Corrections	General
100-4253-110	FULL TIME EMPLOYEES	2,373	Animal Control	General
100-4253-115	OVERTIME	83	Animal Control	General
100-4253-130	EMPLOYEE BENEFITS	752	Animal Control	General
100-4253-142	OTHER PAY	52	Animal Control	General
100-4254-110	FULL TIME EMPLOYEES	3,820	Animal Impound	General
100-4254-115	OVERTIME	74	Animal Impound	General
100-4254-120	PART TIME EMPLOYEES	777	Animal Impound	General
100-4254-130	EMPLOYEE BENEFITS	1,401	Animal Impound	General
100-4255-110	FULL TIME EMPLOYEES	1,349	Emergency Management	General
100-4255-115	OVERTIME	18	Emergency Management	General
100-4255-120	PART TIME EMPLOYEES	441	Emergency Management	General
100-4255-130	EMPLOYEE BENEFITS	543	Emergency Management	General
100-4260-110	FULL TIME EMPLOYEES	14,346	Ambulance	General
100-4260-115	OVERTIME	1,033	Ambulance	General
100-4260-120	PART TIME EMPLOYEES	4,639	Ambulance	General
100-4260-130	PAYROLL TAXES AND BENEFITS	6,421	Ambulance	General
100-4260-142	PAGER PAY	1,384	Ambulance	General
100-4265-110	FULL TIME EMPLOYEES	8,514	Fire	General
100-4265-115	OVERTIME	554	Fire	General
100-4265-120	PART TIME EMPLOYEES	3,873	Fire	General
100-4265-125	SEASONAL EMPLOYEES	598	Fire	General
100-4265-130	PAYROLL TAXES AND BENEFITS	4,145	Fire	General
100-4265-142	PAGER PAY	279	Fire	General
100-4415-110	FULL TIME EMPLOYEES	23,912	Roads	General
100-4415-115	OVERTIME	923	Roads	General
100-4415-125	SEASONAL EMPLOYEES	2,768	Roads	General
100-4415-130	EMPLOYEE BENEFITS	8,336	Roads	General
100-4415-140	UNIFORM ALLOWANCE	185	Roads	General





# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
100-4450-110	FULL TIME EMPLOYEES	4,534	Vegetation Management	General
100-4450-115	OVERTIME	258	Vegetation Management	General
100-4450-125	SEASONAL EMPLOYEES	2842	Vegetation Management	General
100-4450-130	EMPLOYEE BENEFITS	2,318	Vegetation Management	General
100-4450-140	UNIFORM ALLOWANCE	92	Vegetation Management	General
100-4511-110	FULL TIME EMPLOYEES	6,318	Fairgrounds	General
100-4511-115	OVERTIME	148	Fairgrounds	General
100-4511-120	PART TIME EMPLOYEES	1,879	Fairgrounds	General
100-4511-125	SEASONAL EMPLOYEES	679	Fairgrounds	General
100-4511-130	EMPLOYEE BENEFITS	2,732	Fairgrounds	General
100-4511-142	OTHER PAY	83	Fairgrounds	General
100-4581-110	FULL TIME EMPLOYEES	1,028	Library Services	General
100-4581-120	PART TIME EMPLOYEES	1,107	Library Services	General
100-4581-130	EMPLOYEE BENEFITS	641	Library Services	General
100-4620-115	OVERTIME	74	Fair	General
100-4620-120	PART TIME EMPLOYEES	151	Fair	General
100-4620-125	SEASONAL EMPLOYEES	192	Fair	General
100-4620-130	EMPLOYEE BENEFITS	125	Fair	General
100-4621-115	OVERTIME	18	Rodeo	General
100-4621-125	SEASONAL EMPLOYEES	133	Rodeo	General
100-4621-130	EMPLOYEE BENEFITS	45	Rodeo	General
100-4780-110	FULL TIME EMPLOYEES	1,700	Trails Management	General
100-4780-130	PAYROLL TAXES AND BENEFITS	510	Trails Management	General
100-4800-990	CONTRIBUTION - FUND BALANCE	827,842	Addition to Fund Balance	General
100-4800-190	COMPENSATION RESERVE	-1,941,500	Compensation Reserve	General
150-4136-110	FULL TIME EMPLOYEES	9,340	IT	Tax Administration
150-4136-130	EMPLOYEE BENEFITS	2,802	IT	Tax Administration
150-4143-110	FULL TIME EMPLOYEES	7,409	Treasurer	Tax Administration
150-4143-115	OVERTIME	154	Treasurer	Tax Administration
150-4143-125	SEASONAL EMPLOYEES	104	Treasurer	Tax Administration
150-4143-130	EMPLOYEE BENEFITS	2,300	Treasurer	Tax Administration
150-4146-110	FULL TIME EMPLOYEES	34,934	Assessor	Tax Administration
150-4146-115	OVERTIME	140	Assessor	Tax Administration
150-4146-120	PART TIME EMPLOYEES	865	Assessor	Tax Administration
150-4146-130	EMPLOYEE BENEFITS	10,782	Assessor	Tax Administration
150-4800-992	CONTRIBUTION - FUND BALANCE	32,170	Addition to Fund Balance	Tax Administration
150-4800-190	COMPENSATION RESERVE	-101,000	Compensation Reserve	Tax Administration
200-4175-110	FULL TIME EMPLOYEES	6,101	Development Services Admin	Municipal Services
200-4175-130	PAYROLL TAXES AND BENEFITS	1,830	Development Services Admin	Municipal Services
200-4180-110	FULL TIME EMPLOYEES	8,224	Zoning Administration	Municipal Services
200-4180-115	OVERTIME	348	Zoning Administration	Municipal Services
200-4180-130	EMPLOYEE BENEFITS	2,572	Zoning Administration	Municipal Services
200-4241-110	FULL TIME EMPLOYEES	14,634	Building Inspection	Municipal Services
200-4241-125	SEASONAL EMPLOYEES	1,006	Building Inspection	Municipal Services
200-4241-130	EMPLOYEE BENEFITS	4,692	Building Inspection	Municipal Services



# Budget Amendment Account Detail

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Account	Title	Amount	Source or Department	Fund
200-4410-110	FULL TIME EMPLOYEES	6,678	Public Works Admin	Municipal Services
200-4410-115	OVERTIME	139	Public Works Admin	Municipal Services
200-4410-120	PART TIME EMPLOYEES	504	Public Works Admin	Municipal Services
200-4410-130	EMPLOYEE BENEFITS	2,196	Public Works Admin	Municipal Services
200-4475-110	FULL TIME EMPLOYEES	9,528	Engineering	Municipal Services
200-4475-115	OVERTIME	139	Engineering	Municipal Services
200-4475-120	PART TIME EMPLOYEES	532	Engineering	Municipal Services
200-4475-130	EMPLOYEE BENEFITS	3,060	Engineering	Municipal Services
200-4800-995	CONTRIBUTION TO FUND BALANCE	27,817	Addition to Fund Balance	Municipal Services
200-4800-190	COMPENSATION RESERVE	-90,000	Compensation Reserve	Municipal Services
230-4780-110	FULL TIME EMPLOYEES	4,577	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-115	OVERTIME	38	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-120	PART TIME EMPLOYEES	1,047	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-125	SEASONAL EMPLOYEES	263	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-130	EMPLOYEE BENEFITS	1,810	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-142	OTHER PAY	109	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4800-990	ADDITION TO FUND BALANCE	3,156	Addition to Fund Balance	Visitor's Bureau
230-4800-190	COMPENSATION RESERVE	-11,000	Compensation Reserve	Visitor's Bureau
240-4970-110	FULL TIME EMPLOYEES	8,146	Nutrition	Council on Aging
240-4970-115	OVERTIME	14	Nutrition	Council on Aging
240-4970-120	PART TIME EMPLOYEES	2,353	Nutrition	Council on Aging
240-4970-130	EMPLOYEE BENEFITS	3,154	Nutrition	Council on Aging
240-4971-110	FULL TIME EMPLOYEES	4,301	Senior Center	Council on Aging
240-4971-115	OVERTIME	14	Senior Center	Council on Aging
240-4971-120	PART TIME EMPLOYEES	915	Senior Center	Council on Aging
240-4971-130	EMPLOYEE BENEFITS	1,569	Senior Center	Council on Aging
240-4974-110	FULL TIME EMPLOYEES	3,924	Access	Council on Aging
240-4974-115	OVERTIME	14	Access	Council on Aging
240-4974-130	EMPLOYEE BENEFITS	1,181	Access	Council on Aging
240-4800-990	CONTRIBUTION - FUND BALANCE	11,415	Addition to Fund Balance	Council on Aging
240-4800-190	COMPENSATION RESERVE	-37,000	Compensation Reserve	Council on Aging
277-4460-110	FULL TIME EMPLOYEES	2,386	Airport	Airport
277-4460-120	PART TIME EMPLOYEES	1,270	Airport	Airport
277-4460-130	EMPLOYEE BENEFITS	1,097	Airport	Airport
277-4460-990	CONTRIBUTION TO FUND BALANCE	2,247	Addition to Fund Balance	Airport
277-4800-190	COMPENSATION RESERVE	-7,000	Compensation Reserve	Airport
290-4149-110	FULL TIME EMPLOYEES	5,765	Children's Services	Children's Justice Center
290-4149-120	PART TIME EMPLOYEES	334	Children's Services	Children's Justice Center
290-4149-130	EMPLOYEE BENEFITS	1,830	Children's Services	Children's Justice Center
290-4149-990	CONTRIBUTION - FUND BALANCE	4,071	Addition to Fund Balance	Children's Justice Center
290-4800-190	COMPENSATION RESERVE	-12,000	Compensation Reserve	Children's Justice Center



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
<b>Tax Administration Update</b>				
<b>75.</b>	Allocation of new budget amounts attributable to the Tax Administration fund.			
100-4112-999	TAX ADMIN - COUNCIL 10%	-2,300	Council	General
100-4131-999	TAX ADMIN - EXECUTIVE 15%	-8,400	Executive Office	General
100-4132-999	TAX ADMIN - FINANCE 10%	-13,700	Finance	General
100-4134-999	TAX ADMIN - HUMAN RESOURCE 15%	-13,200	Human Resources	General
100-4135-999	TAX ADMIN - GIS 60%	12,500	GIS	General
100-4136-999	TAX ADMIN - IT 30%	-42,400	IT	General
100-4141-999	TAX ADMIN - AUDITOR 86%	-22,100	Auditor	General
100-4145-999	TAX ADMIN - ATTORNEY 9%	-29,500	Attorney	General
100-4160-999	TAX ADMIN - BLDG & GROUNDS 31%	-8,300	Buildings and Grounds	General
100-38-90000	APPROPRIATED FUND BALANCE	127,400	Use of Fund Balance	General
150-38-90000	APPROPRIATED FUND BALANCE	-127,400	Use of Fund Balance	Tax Administration
150-4099-912	TAX ADMIN - COUNCIL 10%	2,300	Tax Administration Allocatior	Tax Administration
150-4099-931	TAX ADMIN - EXECUTIVE 15%	8,400	Tax Administration Allocatior	Tax Administration
150-4099-932	TAX ADMIN - FINANCE 10%	13,700	Tax Administration Allocatior	Tax Administration
150-4099-934	TAX ADMIN - HUMAN RESOURCE 15%	13,200	Tax Administration Allocatior	Tax Administration
150-4099-935	TAX ADMIN - GIS 60%	-12,500	Tax Administration Allocatior	Tax Administration
150-4099-936	TAX ADMIN - IT 30%	42,400	Tax Administration Allocatior	Tax Administration
150-4099-941	TAX ADMIN - AUDITOR 86%	22,100	Tax Administration Allocatior	Tax Administration
150-4099-945	TAX ADMIN - ATTORNEY 9%	29,500	Tax Administration Allocatior	Tax Administration
150-4099-960	TAX ADMIN - BLDG & GROUNDS 31%	8,300	Tax Administration Allocatior	Tax Administration
200-4475-999	GENERAL - ENGINEERING 50%	-256,700	Engineering	Municipal Services
200-4800-995	CONTRIBUTION TO FUND BALANCE	256,700	Addition to Fund Balance	Municipal Services
100-4475-999	GENERAL - ENGINEERING 50%	256,700	Engineering	General
100-38-90000	APPROPRIATED FUND BALANCE	-256,700	Use of Fund Balance	General



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>General</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	18,710,000	-	18,710,000
Sales Taxes	12,905,000	-	12,905,000
	31,615,000	-	31,615,000
<b>Other Revenues</b>			
Intergovernmental	16,339,100	715,192	17,054,292
Charges for Services	10,638,450	446,800	11,085,250
Licenses and Permits	60,000	-	60,000
Fines and Forfeitures	157,000	-	157,000
Interest and Investment Income	3,101,000	-	3,101,000
Rental Income	140,400	-	140,400
Public Contributions	102,500	-	102,500
Miscellaneous Revenue	247,600	61,000	308,600
	30,786,050	1,222,992	32,009,042
<b>Other Financing Sources</b>			
Lease Proceeds	-	-	-
Sale of Assets	111,700	57,500	169,200
Transfers from Other Funds	685,500	690,850	1,376,350
Use of Fund Balance	9,550,418	689,800	10,240,218
	10,347,618	1,438,150	11,785,768
<b>Total Revenues</b>	<b>72,748,668</b>	<b>2,661,142</b>	<b>75,409,810</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>EXPENDITURES</b>			
<b>General Government</b>			
Council	378,100	20,672	398,772
Executive	475,600	53,380	528,980
Finance	965,692	122,650	1,088,342
Human Resources	577,700	72,145	649,845
GIS	195,800	-8,280	187,520
IT	1,875,100	98,701	1,973,801
Clerk	175,700	154,390	330,090
Auditor	37,800	3,554	41,354
Elections	1,035,500	3,148	1,038,648
Recorder	1,102,400	30,968	1,133,368
Attorney	3,330,600	297,548	3,628,148
Public Defender	1,645,800	86,905	1,732,705
Victim Advocate	1,322,500	303,062	1,625,562
Buildings and Grounds	664,400	18,452	682,852
Economic Development	280,000	-	280,000
USU Extension Services	272,000	-	272,000
Mental Health Services	277,700	-	277,700
Miscellaneous and General	96,300	-	96,300
County Pandemic Relief	885,000	-	885,000
Contributions to Other Units	821,500	-	821,500
	16,415,192	1,257,295	17,672,487



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Public Safety</b>			
Sheriff	491,900	80,250	572,150
Sheriff: Administration	5,571,072	104,956	5,676,028
Sheriff: Criminal	2,262,500	429,706	2,692,206
Sheriff: Patrol	3,948,100	718,365	4,666,465
Sheriff: Support Services	2,009,500	385,394	2,394,894
Sheriff: Corrections	7,538,900	1,481,650	9,020,550
Emergency Management	347,900	12,586	360,486
Animal Control	205,500	19,509	225,009
Animal Impound	428,100	99,479	527,579
Ambulance	2,109,500	365,819	2,475,319
Fire	2,030,700	98,138	2,128,838
	26,451,772	3,795,852	30,167,374
<b>Public Works</b>			
Roads	7,250,600	245,624	7,496,224
Vegetation Management	1,034,300	51,797	1,086,097
Engineering	1,346,800	256,700	1,603,500
	9,631,700	554,121	10,185,821
<b>Culture and Recreation</b>			
Fairgrounds	2,714,850	575,431	3,290,281
Library Services	232,000	13,473	245,473
Fair	304,700	47,786	352,486
Rodeo	400,100	521	400,621
State Fair	1,000	-	1,000
Trails Management	841,600	562,299	1,403,899
	3,652,650	637,211	4,289,861
<b>Other Financing Uses</b>			
Compensation Reserve	5,120,254	-5,120,254	-
Transfers to Other Funds	9,643,600	60,800	9,704,400
Addition to Fund Balance	500,000	913,818	1,413,818
	15,263,854	-4,145,636	11,118,218
<b>Total Expenditures</b>	<b>72,748,668</b>	<b>2,661,142</b>	<b>75,409,810</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Municipal Services</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Sales Taxes	6,807,000	-	6,807,000
	6,807,000	-	6,807,000
<b>Other Revenues</b>			
Intergovernmental	62,000	-	62,000
Charges for Services	529,000	-	529,000
Licenses and Permits	1,195,000	-	1,195,000
Interest and Investment Income	-	-	-
Public Contributions	-	-	-
Miscellaneous Revenue	5,000	-	5,000
	1,791,000	-	1,791,000
<b>Other Financing Sources</b>			
Sale of Assets	225,000	-	225,000
Transfers from Other Funds	1,946,000	422,100	2,368,100
Use of Fund Balance	567,300	-338,700	228,600
	2,738,300	83,400	2,821,700
<b>Total Revenues</b>	<b>11,336,300</b>	<b>83,400</b>	<b>11,419,700</b>



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# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>EXPENDITURES</b>			
<b>General Government</b>			
Development Services Administration	705,800	39,822	745,622
Zoning Administration	479,400	25,723	505,123
Building Inspection	1,076,300	20,028	1,096,328
Sanitation and Waste Collection	-	-	-
Miscellaneous Expense	1,500	-	1,500
	2,263,000	85,573	2,348,573
<b>Public Safety</b>			
Sheriff: Animal Control	12,000	-	12,000
Fire-EMS	380,100	-	380,100
	392,100	-	392,100
<b>Public Works</b>			
Public Works Admin	755,500	107,792	863,292
Roads	-	-	-
Vegetation Management	-	-	-
Engineering	1,430,600	172,811	1,603,411
Contributions to Other Governments	5,000,000	-	5,000,000
	7,186,100	280,603	7,466,703
<b>Culture and Recreation</b>			
Trails Management	366,000	-366,000	-
Eccles Ice Center Support	22,000	-	22,000
	388,000	-366,000	22,000
<b>Other Financing Uses</b>			
Compensation Reserve	222,900	-222,900	-
Transfers to Other Funds	500,000	-	500,000
Addition to Fund Balance	384,200	306,124	690,324
	1,107,100	83,224	1,190,324
<b>Total Expenditures</b>	<b>11,336,300</b>	<b>83,400</b>	<b>11,419,700</b>





# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Council on Aging</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	398,900	75,000	473,900
Charges for Services	91,400	-	91,400
Public Contributions	-	-	-
Miscellaneous Revenue	2,000	-	2,000
	492,300	75,000	567,300
<b>Other Financing Sources</b>			
Sale of Assets	-	-	-
Transfers from Other Funds	987,800	-	987,800
Use of Fund Balance	115,800	241,900	357,700
	1,103,600	241,900	1,345,500
<b>Total Revenues</b>	<b>1,595,900</b>	<b>316,900</b>	<b>1,912,800</b>
<b>EXPENDITURES</b>			
<b>Health and Welfare</b>			
Nutrition	772,300	77,793	850,093
Senior Center	460,900	346,527	807,427
Access	217,700	23,885	241,585
	1,450,900	448,205	1,899,105
<b>Other Financing Uses</b>			
Compensation Reserve	145,000	-145,000	-
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	13,695	13,695
	145,000	-131,305	13,695
<b>Total Expenditures</b>	<b>1,595,900</b>	<b>316,900</b>	<b>1,912,800</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Health</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	1,133,000	-	1,133,000
	1,133,000	-	1,133,000
<b>Other Revenues</b>			
Charges for Services	330,000	-	330,000
	330,000	-	330,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	178,400	-	178,400
	178,400	-	178,400
<b>Total Revenues</b>	<b>1,641,400</b>	<b>-</b>	<b>1,641,400</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Contributions to Other Units	50,000	-	50,000
	50,000	-	50,000
<b>Health and Welfare</b>			
Bear River Health Department	1,286,400	-	1,286,400
Air Pollution Control	305,000	-	305,000
	1,591,400	-	1,591,400
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>1,641,400</b>	<b>-</b>	<b>1,641,400</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Mental Health</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	4,752,000	-	4,752,000
	4,752,000	-	4,752,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	-	-	-
<hr/>			
<b>Total Revenues</b>	<b>4,752,000</b>	<b>-</b>	<b>4,752,000</b>
<b>EXPENDITURES</b>			
<b>Health and Welfare</b>			
Mental Health Services	4,752,000	-	4,752,000
	4,752,000	-	4,752,000
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<hr/>			
<b>Total Expenditures</b>	<b>4,752,000</b>	<b>-</b>	<b>4,752,000</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Children's Justice Center</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	237,800	-	237,800
Public Contributions	-	-	-
Miscellaneous Revenue	-	-	-
	237,800	-	237,800
<b>Other Financing Sources</b>			
Transfers from Other Funds	262,600	1,400	264,000
Use of Fund Balance	-	-	-
	262,600	1,400	264,000
<b>Total Revenues</b>	<b>500,400</b>	<b>1,400</b>	<b>501,800</b>
<b>EXPENDITURES</b>			
<b>Public Safety</b>			
Children's Services	456,100	39,750	495,850
	456,100	39,750	495,850
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Compensation Reserve	44,300	-44,300	-
Addition to Fund Balance	-	5,950	5,950
	44,300	-38,350	5,950
<b>Total Expenditures</b>	<b>500,400</b>	<b>1,400</b>	<b>501,800</b>



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# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Visitor's Bureau</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Sales Taxes	1,361,000	-	1,361,000
	1,361,000	-	1,361,000
<b>Other Revenues</b>			
Intergovernmental	-	1,000	1,000
Charges for Services	42,000	-	42,000
Public Contributions	4,200	3,400	7,600
Miscellaneous Revenue	-	-	-
	46,200	4,400	50,600
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	9,600	-	9,600
	9,600	-	9,600
<b>Total Revenues</b>	<b>1,416,800</b>	<b>4,400</b>	<b>1,421,200</b>
<b>EXPENDITURES</b>			
<b>Culture and Recreation</b>			
Cache Valley Visitor's Bureau	927,000	32,476	959,476
	927,000	32,476	959,476
<b>Other Financing Uses</b>			
Transfers to Other Funds	265,800	-	265,800
Compensation Reserve	42,300	-42,300	-
Addition to Fund Balance	181,700	14,224	195,924
	489,800	-28,076	461,724
<b>Total Expenditures</b>	<b>1,416,800</b>	<b>4,400</b>	<b>1,421,200</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Tax Administration</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	4,005,500	-	4,005,500
	4,005,500	-	4,005,500
<b>Other Revenues</b>			
Charges for Services	594,900	-	594,900
Miscellaneous Revenue	5,000	-	5,000
	599,900	-	599,900
<b>Other Financing Sources</b>			
Transfers from Other Funds	9,900	-	9,900
Use of Fund Balance	1,424,800	127,400	1,552,200
	1,434,700	127,400	1,562,100
<b>Total Revenues</b>	<b>6,040,100</b>	<b>127,400</b>	<b>6,167,500</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Tax Administration Allocations	2,101,800	127,400	2,229,200
IT	465,400	52,640	518,040
Assessor	2,406,900	136,413	2,543,313
Treasurer	455,800	44,951	500,751
Miscellaneous Expense	86,000	-	86,000
Contributions to Other Units	250,000	-	250,000
	5,765,900	361,404	6,127,304
<b>Other Financing Uses</b>			
Compensation Reserve	274,200	-274,200	-
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	40,196	40,196
	274,200	-234,004	40,196
<b>Total Expenditures</b>	<b>6,040,100</b>	<b>127,400</b>	<b>6,167,500</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Capital Projects</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Miscellaneous Revenue	-	-	-
	-	-	-
<b>Other Financing Sources</b>			
Bond Proceeds	-	-	-
Transfers from Other Funds	6,264,700	-	6,264,700
Use of Fund Balance	-	-	-
	6,264,700	-	6,264,700
<b>Total Revenues</b>	<b>6,264,700</b>	<b>-</b>	<b>6,264,700</b>
<b>EXPENDITURES</b>			
<b>Streets and Public Improvements</b>			
Administration Facilities	-	-	-
Road Facilities	6,264,700	-	6,264,700
	6,264,700	-	6,264,700
<b>Health and Welfare</b>			
Senior Center Facilities	-	-	-
Other Facilities	-	-	-
	-	-	-
<b>Culture and Recreation</b>			
Fairgrounds Facilities	-	-	-
	-	-	-
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>6,264,700</b>	<b>-</b>	<b>6,264,700</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Debt Service</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Miscellaneous Revenue	-	-	-
	-	-	-
<b>Other Financing Sources</b>			
Transfers from Other Funds	1,774,900	-	1,774,900
Use of Fund Balance	-	-	-
	1,774,900	-	1,774,900
<b>Total Revenues</b>	<b>1,774,900</b>	<b>-</b>	<b>1,774,900</b>
<b>EXPENDITURES</b>			
<b>Debt Payments</b>			
Bonds	1,064,700	-	1,064,700
Sheriff Vehicle Lease	688,900	-	688,900
Fire Vehicle Lease	21,300	-	21,300
Road Equipment Lease	-	-	-
IT Equipment Lease	-	-	-
	1,774,900	-	1,774,900
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>1,774,900</b>	<b>-</b>	<b>1,774,900</b>





# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>CDRA</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	70,000	-	70,000
	70,000	-	70,000
<b>Other Revenues</b>			
Intergovernmental	266,000	-	266,000
	266,000	-	266,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	-	-	-
<b>Total Revenues</b>	<b>336,000</b>	<b>-</b>	<b>336,000</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Cache County Redevelopment Agency	322,600	-	322,600
	322,600	-	322,600
<b>Other Financing Uses</b>			
Transfers to Other Funds	13,400	-	13,400
Addition to Fund Balance	-	-	-
	13,400	-	13,400
<b>Total Expenditures</b>	<b>336,000</b>	<b>-</b>	<b>336,000</b>



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# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Restaurant Tax</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Sales Taxes	2,553,000	-	2,553,000
	2,553,000	-	2,553,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	1,062,100	-	1,062,100
	1,062,100	-	1,062,100
<b>Total Revenues</b>	<b>3,615,100</b>	<b>-</b>	<b>3,615,100</b>
<b>EXPENDITURES</b>			
<b>Culture and Recreation</b>			
Tourism Promotion	486,300	-86,850	399,450
Facility Awards	3,128,800	-584,000	2,544,800
	3,615,100	-670,850	2,944,250
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	670,850	670,850
Addition to Fund Balance	-	-	-
	-	670,850	670,850
<b>Total Expenditures</b>	<b>3,615,100</b>	<b>-</b>	<b>3,615,100</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>RAPZ Tax</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Sales Taxes	3,005,000	-	3,005,000
	3,005,000	-	3,005,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	1,733,600	-	1,733,600
	1,733,600	-	1,733,600
<b>Total Revenues</b>	<b>4,738,600</b>	<b>-</b>	<b>4,738,600</b>
<b>EXPENDITURES</b>			
<b>Culture and Recreation</b>			
Program Awards	1,643,500	-	1,643,500
Facility Awards	3,050,000	-	3,050,000
	4,693,500	-	4,693,500
<b>Other Financing Uses</b>			
Transfers to Other Funds	45,100	-	45,100
Addition to Fund Balance	-	-	-
	45,100	-	45,100
<b>Total Expenditures</b>	<b>4,738,600</b>	<b>-</b>	<b>4,738,600</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>CCCOG</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Sales Taxes	7,593,000	-	7,593,000
	7,593,000	-	7,593,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	15,042,000	169,800	15,211,800
	15,042,000	169,800	15,211,800
<b>Total Revenues</b>	<b>22,635,000</b>	<b>169,800</b>	<b>22,804,800</b>
<b>EXPENDITURES</b>			
<b>Streets and Public Improvements</b>			
Road Projects	20,914,500	-192,900	20,721,600
	20,914,500	-192,900	20,721,600
<b>Other Financing Uses</b>			
Transfers to Other Funds	1,720,500	362,700	2,083,200
Addition to Fund Balance	-	-	-
	1,720,500	362,700	2,083,200
<b>Total Expenditures</b>	<b>22,635,000</b>	<b>169,800</b>	<b>22,804,800</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Airport</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	528,600	345,600	874,200
Interest and Investment Income	1,500	-	1,500
Miscellaneous Revenue	153,700	-	153,700
	683,800	345,600	1,029,400
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	208,700	16,900	225,600
	208,700	16,900	225,600
<b>Total Revenues</b>	<b>892,500</b>	<b>362,500</b>	<b>1,255,000</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Airport	881,600	370,525	1,252,125
	881,600	370,525	1,252,125
<b>Other Financing Uses</b>			
Compensation Reserve	10,900	-10,900	-
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	2,875	2,875
	10,900	-8,025	2,875
<b>Total Expenditures</b>	<b>892,500</b>	<b>362,500</b>	<b>1,255,000</b>



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County  
- 1857 -

# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

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



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>CC Community Foundation</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Interest and Investment Income	500	-	500
Public Contributions	-1,000	20,000	19,000
	-500	20,000	19,500
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	600	-	600
	600	-	600
<b>Total Revenues</b>	<b>100</b>	<b>20,000</b>	<b>20,100</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Miscellaneous Expense	1,100	-	1,100
	1,100	-	1,100
<b>Other Financing Uses</b>			
Transfers to Other Funds	-1,000	20,000	19,000
Addition to Fund Balance	-	-	-
	-1,000	20,000	19,000
<b>Total Expenditures</b>	<b>100</b>	<b>20,000</b>	<b>20,100</b>



# Budget Amendment by Fund

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Current Budget	Amendment					New Budget
		Revenues	Expenditures	Transfers In	Transfers Out	Fund Balance	
General	72,748,668	1,280,492	1,686,524	690,850	60,800	224,018	75,409,810
Municipal Services	11,336,300	-	-222,724	422,100	-	644,824	11,419,700
Council on Aging	1,595,900	75,000	303,205	-	-	-228,205	1,912,800
Health	1,641,400	-	-	-	-	-	1,641,400
Mental Health	4,752,000	-	-	-	-	-	4,752,000
Children's Justice Center	500,400	-	-4,550	1,400	-	5,950	501,800
Visitor's Bureau	1,416,800	4,400	-9,824	-	-	14,224	1,421,200
Tax Administration	6,040,100	-	87,204	-	-	-87,204	6,167,500
Capital Projects	6,264,700	-	-	-	-	-	6,264,700
Debt Service	1,774,900	-	-	-	-	-	1,774,900
CDRA	336,000	-	-	-	-	-	336,000
Restaurant Tax	3,615,100	-	-670,850	-	670,850	-	3,615,100
RAPZ Tax	4,738,600	-	-	-	-	-	4,738,600
CCCOG	22,635,000	-	-192,900	-	362,700	-169,800	22,804,800
Airport	892,500	345,600	359,625	-	-	-14,025	1,255,000
Roads Special Service District	121,000	-	-	-	-	-	121,000
CC Community Foundation	100	20,000	-	-	20,000	-	20,100
<b>Total County Budget</b>	<b>140,409,468</b>	<b>1,725,492</b>	<b>1,335,710</b>	<b>1,114,350</b>	<b>1,114,350</b>	<b>389,782</b>	<b>144,156,410</b>





## Set a Public Hearing

### Powder Mountain Development Agreement

**Agenda request submitted by:** Stephen Nelson, Director of Development Services –  
Forwarded from the County Planning Commission

**Assisting Department:** Development Services

**Requested Council meeting date:** June 11, 2024

**Agenda Item Language:** Set a public hearing on June 11, 2024, to be held on June 25, 2024, for the proposed Powder Mountain Development Agreement

**Action:** Planning Commission – Recommendation of Approval (4-yea; 0-nay)

**Background:** Powder Mountain has requested to enter into a Development Agreement with the County to allow the County Development Services Office to issue zoning clearances and building permits for two new ski lifts before the property owner submits an update to its master plan with the County. Because of the nature of the Development Agreement, state laws require that the Planning Commission hold a public hearing and make a recommendation on the proposal. The attached report contains more details and background. **The current proposal is included as part of Attachment A.**

**6.21.2024 Update:** Since the Planning Commission's review, Development Services and the Attorney's Office have added clauses 4-7 to address a few concerns raised. These sections include the Binding Effect, Agreement to Run With the Land, Termination timeline, and Amendment language. The Attorney's Office, Development Services, and Powder Mountain have reviewed these sections. The updated Development Agreement has been submitted using the pink sheet process.

**Fiscal Impact:** N/A

**Public Hearing Required:** The Planning Commission held the required public hearing on June 6, 2024. No additional hearing is required under the requirements of the State Code; however, the Council has previously directed that it is beneficial to rehear the public comment and hold an additional hearing before the Council.

**County Staff Presenter:** Stephen Nelson, Director of Development Services



Cache  
County  
1857

## Council Meeting Memorandum

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**Presentation Time:** 15 minutes.

**County Staff Point of Contact:** Stephen Nelson. Director of Development Services

**Legal Review:** Legal has reviewed the proposed Development Agreement.

## Staff Report: Powder Mountain Development Agreement

6 June 2024

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:** Brooke Hontz

**Staff Recommendation:** None

**Type of Action:** Legislative

**Land Use Authority:** Cache County Council

**Parcel ID#:** 16-007-0004, -0016

16-017-0007, -0011, -0013, & 16-0161-0004

### Location

*Reviewed by Angie Zetterquist*

#### Project Address:

Powder Mountain Resort

Cache County/Weber County

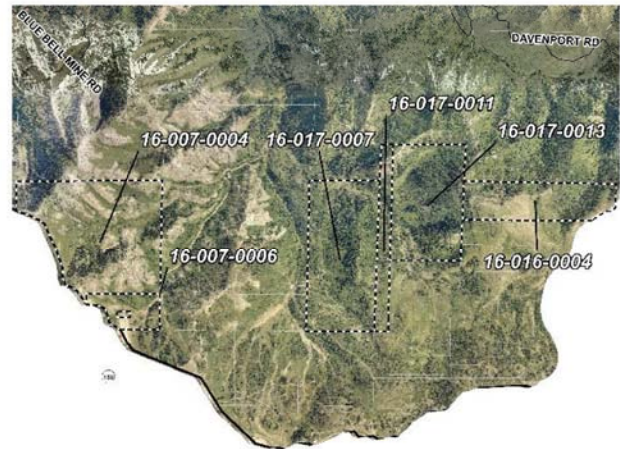
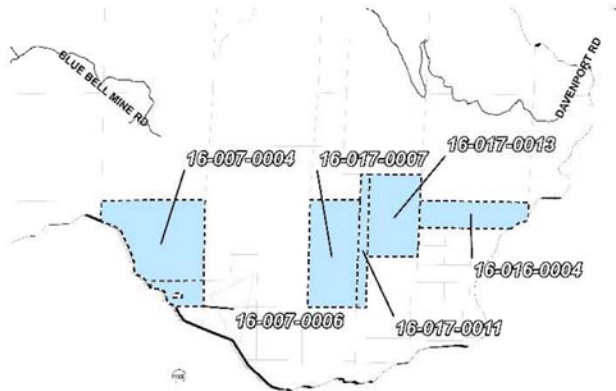
#### Surrounding Uses:

North – Forest Recreation

South – Forest Recreation/Weber County

East – Forest Recreation

West – Forest Recreation



## Findings of Fact

### A. Request description

1. A request by the applicant to enter into a Development Agreement (Attachment A) with Cache County to construct two new ski lifts at the Powder Mountain Resort prior to submitting and getting approval of a Master Plan as required in the [Resort Recreation \(RR\) Zone](#) (Chapter 17.14).
2. Staff has identified general information as pertains to the proposed Development Agreement to assist the Planning Commission and County Council in arriving at a decision.
3. The Development Agreement is limited to the construction of two new ski lifts, Lighting Ridge and Raintree (Attachment B), in unincorporated Cache County and is not meant to resolve issues of restricted properties nor non-compliant structures or uses within the unincorporated Cache County areas of the resort, and it is not intended to be a substitute for the required Master Plan.

4. Staff has been working with the applicant for a number of months to identify a path forward to allow the construction of the two new ski lifts given the short building season in the higher elevations and the fact that preparing, submitting, and going through the approval process for the required Master Plan will take a significant amount of time.
5. After reviewing County Code and State Code, the Development Services Department and the County Attorneys Office provided the applicant with three options to move forward (Attachment C):
  - a. **Normal Approval Process:** Per [17.14.020 General Requirements](#) of the County Code, any development within the Powder Mountain Resort must submit a master plan as a conditional use permit (CUP) per [17.06.050](#) (see [17.14.030](#)). A master plan and CUP first must be approved by the Planning Commission. The applicant must then submit a Development Plan that meets the standards of [17.14.060](#), which would then be reviewed and approved by the Planning Commission. After these approvals, each building/structure will require a zoning clearance and building permit. Once all these conditions and requirements are met and the property owner has received the necessary permits, the application can proceed with development based on those approvals.
  - b. **Development by using a Development Agreement to allow special conditions:** Per State Code [17-27a-528 – Development Agreements](#), the County may enter into a development agreement allowing for a unique development process that falls outside the standard regulations. However, that development agreement must meet the same standards and requirements of a new land use code, which is a legislative process. Consequently, the Planning Commission must hold a public hearing and review and make recommendations to County Council on the proposed development agreement. Then the County Council, as the Land Use Authority for legislative actions, may approve the proposed development agreement, deny it, or make modifications to the terms of the agreement.

17-27a-528. Development agreements.

- (1) Subject to Subsection (2), a county may enter into a development agreement containing any term that the county considers necessary or appropriate to accomplish the purposes of this chapter.
- (2) (a) A development agreement may not:
  - (i) limit a county's authority in the future to:
    - (A) enact a land use regulation; or
    - (B) take any action allowed under Section [17-53-223](#);
  - (ii) require a county to change the zoning designation of an area of land within the county in the future; or
  - (iii) allow a use or development of land that applicable land use regulations governing the area subject to the development agreement would otherwise prohibit, unless the legislative body approves the development agreement in accordance with the same procedures for enacting a land use regulation under Section [17-27a-502](#), including a review and recommendation from the planning commission and a public hearing.

- c. **Propose a code change through the County's code amendment process:** The applicant has the right to submit an application for an Ordinance Amendment to propose revisions to the Resort Recreation (RR) Zone to change the current requirements and processes. An ordinance amendment is a legislative action and the County Council as the Land Use Authority has a lot of discretion in coming to a decision.
- d. Based on the three options, the applicant has submitted this request for a Development Agreement.

## **6. History:**

- i. According to a summary and timeline of County records (Attachment D) prepared by County staff in 2017, Powder Mountain opened initially in 1972 with scattered mention of the area mentioned in Planning Commission minutes beginning in 1971. Planning Commission response was positive, but no formal approvals were given and no permits were found prior to the Hidden Lake ski lift and lift shack permits that were approved in 1975.
- ii. Two lodges, the main lodge (Timberline) and Hidden Lake, were built on the Cache County side of the boundary between Weber County and Cache County. No permits or other records were found for the Timberline Lodge, which was likely built in 1972. A CUP was approved for a ski inn on the Hidden Lake parcel in 1978, but it was rescinded in 1980 and never reinstated. The Hidden Lake Lodge opened in 1985, but no CUP, building permits, or other files have been found for its construction.
- iii. Individual CUPs for a few ski lifts and small projects have been issued for the Powder Mountain area over the years. An Interlocal Agreement was drafted in 1998 regarding taxation and services between Weber and Cache Counties. The area was rezoned to the Resort Recreation (RR) Zone in 2002. Ownership of the properties has changed multiple times over the years.
- iv. At least five various master plans and subdivision have been proposed for the area in the last 40 years. However, no signed/valid CUP has been found in County records for any version of a master plan for the Powder Mountain Resort development to date. The most recent Master Plan CUP and Development Agreement attempt expired in October 2008.
- v. The timeline produced by staff ends in 2015. Since that time, members of the Powder Mountain development team have reached out to the County every year or so to try and resolve the unpermitted structures and/or uses. However, no applications have been submitted or approved during that time and a Master Plan has not been submitted.

## **7. Development Agreement**

- a. The proposed Development Agreement, as revised, (Attachment E) will be between the property owner, Summit Mountain Holding Group, and the County, acknowledging that it is each party's best interest to agree to the installation and operation of the two new ski lifts recognizing that the development agreement is the appropriate tool outside of full compliance with the Resort Recreation (RR) Zone requirements (i.e., approved Master Plan and CUPs).
- b. The agreement further does not limit the County's authority to pass future land use regulations or ordinances, nor does it require the County to change any zoning designation in the future.
- c. Also, the agreement does not allow any development or expansion beyond the two new ski lifts until the facility is in compliance with Chapter 17.14 of the Code or unless the legislative body approves another development agreement in accordance with the same procedures for enacting a land use regulation.

- d. Finally, the Development Agreement allows the two ski lifts to be placed on sensitive lands, including steep slopes (>30%), but requires the applicant to submit a Geotechnical Report and comply with the recommendations within the report. The County will issue the required permits if the applications and all necessary supporting documentation comply with the Cache County and International Building Code regardless of the facility's compliance with the RR Zone and CUP processes or restricted parcel status.

**B. Ordinance—§12.02.010, §17.02.030**

- 8. As per §17.02.030, Establishment of Land Use Authority, the County Council is authorized to act as the Land Use Authority for this application.

**C. Public Notice and Comment—§17.02.040 Notice of Meetings**

- 9. Public notice was posted online to the Utah Public Notice Website on 24 May 2024.
- 10. Notices were posted in three public places on 24 May 2024.
- 11. Notices were mailed to all property owners within 300 feet on 24 May 2024.
- 12. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

## **Conclusion**

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The Powder Mountain Development Agreement, a request by the applicant to enter into a Development Agreement with Cache County to construct two new ski lifts at the Powder Mountain Resort prior to submitting and getting approval of a Master Plan as required in the [Resort Recreation \(RR\) Zone](#) (Chapter 17.14), has been reviewed in conformance with Title 17 of the Cache County Land Use Ordinance and State Code 17-27a-528.

Staff has not made a recommendation based on the findings of fact identified above nor any others identified at the public hearing. Although Staff has not made a recommendation for approval or denial, they can help Planning Commission draft a recommendation to County Council.





## Development Services Department

Building | GIS | Planning &amp; Zoning

## Application: Ordinance Amendment

Date Received:	By:	Receipt #:	Amount:	Check #:
5/1/24	Aaron*	19768	600	credit card

1. Applications are accepted by appointment only. Call (435) 755-1640 to set an appointment.
2. The items indicated in the attached checklist must accompany this application.
3. Incomplete applications are not accepted.
4. Late applications are held for the next meeting's agenda.
5. The application fee is not refundable.
6. Any information submitted with this application becomes public record and is posted online.

## Ordinance Information

Ordinance Section(s): Request for Development AgreementAffected Zones: RR (Lightning Ridge), RR and FR40 (Raintree)

## Agent Contact Information

Agent Name: Brooke HontzEmail: bhontz@powdermountain.comPhone: 435-640-1941Mailing Address: PO Box 1119 Eden, UT 84310

## Review Process

- 1) Staff will review the application with the applicant to ensure that the information submitted is sufficient to completely review the request.
- 2) Complete applications are forwarded to the necessary county departments for review and comment. The application, site visits, and department reviews are used in the preparation of the staff report that is presented to the county land use authority and is available to all interested parties and is posted online at <http://www.cachecounty.org/pz/>.
- 3) Notices are posted on Utah Public Notice. Agendas are posted online at [www.cachecounty.org](http://www.cachecounty.org) and at <http://www.utah.gov/pmn/index.html>.
- 4) Projects requiring County Council approval are placed on the next available council agenda once the Planning Commission has made a recommendation. Staff forwards the staff report, the Planning Commission's recommendation, and any other pertinent information for County Council's review.

## Attachment A

2024 Meeting Dates and Application Deadlines			
Planning Commission (1 <sup>st</sup> Thursday of each month*)		County Council (2nd & 4th Tuesday*)	Land Use Hearing Officer (variances & appeals)
Application Deadline 3:00 PM	Meeting Date 5:30 PM	Meeting Date 5:00 PM	
6 Dec 23	4 Jan	9 Jan	Public meetings will be scheduled on an as needed basis.
3 Jan	1 Feb	23 Jan	
31 Jan	7 Mar	13 Feb	
28 Feb	4 Apr	27 Feb	
3 Apr	2 May	12 Mar	
1 May	6 Jun	26 Mar	
5 Jun	11 Jul*	9 Apr	All public meetings will be fully noticed per State and County Codes.
3 Jul	1 Aug	23 Apr	
31 Jul	5 Sep	14 May	
4 Sep	3 Oct	28 May	
2 Oct	7 Nov	11 Jun	
30 Oct	5 Dec	25 Jun	
		9 Jul	
		23 Jul	
		13 Aug	
		27 Aug	
		10 Sep	
		24 Sep	
		8 Oct	
		22 Oct	
		12 Nov	
		26 Nov	
		3 Dec*	
		10 Dec*	

### Ordinance Amendment

Application Checklist and Acknowledgment

A complete application must include the items noted below unless specified otherwise. Further information may be required by staff, other departments and agencies, and/or the authority that reviews the application based on the proposed amendment.

- 1) ☒ A completed Ordinance Amendment application form and non-refundable review fees: \$600
- 2) ☒ A copy of the proposed ordinance amendment and any supporting materials.

### Acknowledgment

I, Brooke Hontz the undersigned agent and/or owner of the property acknowledge that I have read and understand the information and requirements presented in this application, and that the information I have provided is accurate and complete.

  
Signature

05/01/2024

Date



## Attachment A

May 1, 2024

Stephen Nelsen, AICP  
Cache County Development Services Director  
179 North Main, Suite 305  
Logan, Utah 84321

*Re: Proposed Development Agreement*

Dear Stephen,

Thank you for your letter of April 26, 2024 responding to our request for assistance and thank you for the phone calls and discussions in the meantime. I appreciate the level of care you and your team have given to our issue, and we are grateful for your efforts.

To that end, after considering the three options you provided, we would like to proceed with the Development Agreement option #2.

However, as I looked for guidance in the State law section you referenced, in particular the section you highlight in yellow, I see that because ski lifts would not otherwise be *prohibited* see 17-27a-528(2)(a) we likely fall squarely under the domain of 17-27a-528(1) which clearly allows the County to enter into the development agreement for this purpose, and further allows you to do it administratively and not require a legislative body's approval under 17-27a-528(2)(b). Would you be willing to take another look at those sections in combination? I believe that this reading is not only possible but most accurately reflects the facts and was the intent of the legislation.

While we feel Section 17-27a-528(2)(b) applies, we are appreciative of the path you outlined under Section 17-27a-528. In a good faith effort to comply with these requirements, we have drafted a very simple, straightforward development agreement focused solely on the issue of the two ski lifts.

We have also included for good measure and due to the nature of our time sensitivities, the building permit application, to clearly identify the parameters of the lift improvements that are the subject of the Development Agreement.

Best regards,

Brooke Hontz 

Brooke Hontz  
Chief Development & Construction Officer  
Powder Mountain Resort

## DEVELOPMENT AGREEMENT

This Development Agreement (“Agreement”) is entered into this \_\_\_\_ day of June, 2024 (“Execution Date”) by and between Summit Mountain Holding Group, L.L.C., a Utah limited liability company (“SMHG”), and Cache County, a body politic in the State of Utah (“County”) (SMHG and County are collectively referred to as the “Parties”).

### RECITALS

**WHEREAS**, SMHG is the owner of that certain real property in Cache County commonly known as Powder Mountain and more specifically described on Exhibit A which is attached and incorporated into this Agreement (the “Property”); and

**WHEREAS**, the Parties each have an interest in maintaining the ski lift construction schedule, which includes the installation and operation of two new ski lifts (Lightning Ridge and Raintree) in 2024, and have agreed that a development agreement is the appropriate tool by which to accomplish this goal; and

**WHEREAS**, Cache County is authorized pursuant to Utah Code Annotated section 17-27A-528 to enter into a development agreement containing any term that the county considers necessary or appropriate to accomplish the purposes of this (Chapter 27A) chapter; and

**WHEREAS**, specific to Utah Code Annotated section 17-27A-528 (2)(a) this Agreement does not limit the County’s authority to pass future land use regulations or ordinances, nor does it require the County to change any zoning designation in the future, further it does not allow the use or development of land that applicable land use regulations governing the area subject to this Agreement would otherwise *prohibit unless the legislative body approves the development agreement in accordance with the same procedures for enacting a land use regulation* and therefore this Agreement is the appropriate tool to accomplish the goals and objectives of state law and the County as they relate to the ski lifts on Exhibit A; and

**WHEREAS**, the property is zoned Resort Recreation (RR), which requires prior to the development of any RR Zoned property compliance with the standards of RR Zone, including the creation and approval of a Master Plan and approval of a Conditional Use Permit; and

**WHEREAS**, the ski resort’s general operation is a legal nonconforming use and further expansion of amenities and uses on the Property requires full compliance with RR Zone, namely lacking an updated Master Plan and other requirements within the RR Zone; and

**WHEREAS**, Ski lifts are specifically allowed in the County RR Zone, and the County desires to provide a means by which SMHG could do some limited expansion of current services

prior to full approval of an updated Master Plan, Conditional Use Permit, and other requirements within the RR Zone Standards within County Code 17.14.; and

**NOW THEREFORE**, in consideration of the premises and of the mutual covenants and conditions contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which the Parties acknowledge the Parties agree to the following:

### **A G R E E M E N T**

1. **Property.** The Property covered by this Development Agreement is more specifically described in Exhibit A.
2. **Ski Lifts.** The ski lifts known as the Lightning Ridge Lift and Raintree Lift as described in Exhibit B (collectively, the “Lifts”) are allowed uses in the RR zone and are by this Agreement, allowed to apply for development. SMHG shall apply for, obtain and comply with the Zoning Clearance and Building Permits issued by Cache County for the Lifts. The County shall issue such permits if these applications comply with the Cache County and International Building Code regardless of the Property's compliance with RR Zone and Conditional Use Permit update or restricted parcel status. SMHG shall submit all needed documentation to show compliance with adopted County development standards. The County shall also approve the Lifts to be placed on sensitive lands, including steep slopes, but shall require a geotechnical report and compliance with the recommendation contained within that report. Following completion, the Lifts may operate per the standards of the Utah State Tram Board.
3. **Capacity.** Each person signing on behalf of one of the Parties below has full authority, and the Parties have the sole and full right, power, authority and capacity to execute, deliver and perform this Agreement.
4. **Binding Effect.** This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective heirs, representatives, officers, agents, employees, members, successors and assigns (to the extent that assignment is permitted). Without limiting the generality of the foregoing, a “successor” includes a party that succeeds to the rights and interests of the Developer as evidenced by, among other things, such party’s submission of land use applications to the County relating to the Property or the Project.
5. **Agreement to Run With the Land.** This Agreement shall be recorded in the Office of the Cache County Recorder against the Property and is intended to and shall be deemed to run with the land, and shall be binding on and shall benefit all successors in the ownership of any portion of the Property.

**6. Duration.**

The term of this Agreement is from the date executed by the parties below but not to exceed two (2) years from the date of this Agreement. The Term may be extended by mutual agreement of the Parties.

**7. Termination.**

- a. Notwithstanding anything in this Agreement to the contrary, it is agreed by the parties hereto that in the event the Lifts for the Property have not been issued a building permit within two (2) years from the date of this Agreement (the "Term"), or upon a default of this Agreement that is not cured, this Agreement shall terminate.
- b. Upon termination of this Agreement for the reasons set forth herein, the obligations of the County and the defaulting party to each other hereunder shall terminate, but none of the licenses, building permits, or certificates of occupancy granted prior to expiration of the Term or termination of this Agreement shall be rescinded or limited in any manner.

**8. Amendment.** This Agreement may be amended only in writing, signed by the Parties hereto.

**9. Severability.** If any term or provision of this Agreement or the application thereof shall to any extent be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to circumstances other than those with respect to which it is invalid or unenforceable, will not be affected thereby and will be enforced to the extent permitted by law. To the extent permitted by applicable law, the Parties hereby waive any provision of law which would render any of the terms of this Agreement unenforceable.

**10.** This Agreement will be valid and enforceable only upon authorization of the Cache County Council pursuant to 17-27A-528(2).

CACHE COUNTY

\_\_\_\_\_  
David Zook  
Cache County Executive

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Cache County Clerk/Auditor

Summit Mountain Holding Group, L.L.C., a  
Utah limited liability company

By: Powder Parent LLC

By \_\_\_\_\_  
Brooke Hontz  
Chief Development Officer

\_\_\_\_\_  
Date

**Exhibit A**

Property Tax Parcels

**Lightning Ridge:**

16-007-0004

16-007-0006

**Raintree:**

16-017-0007

16-017-0011

16-017-0013

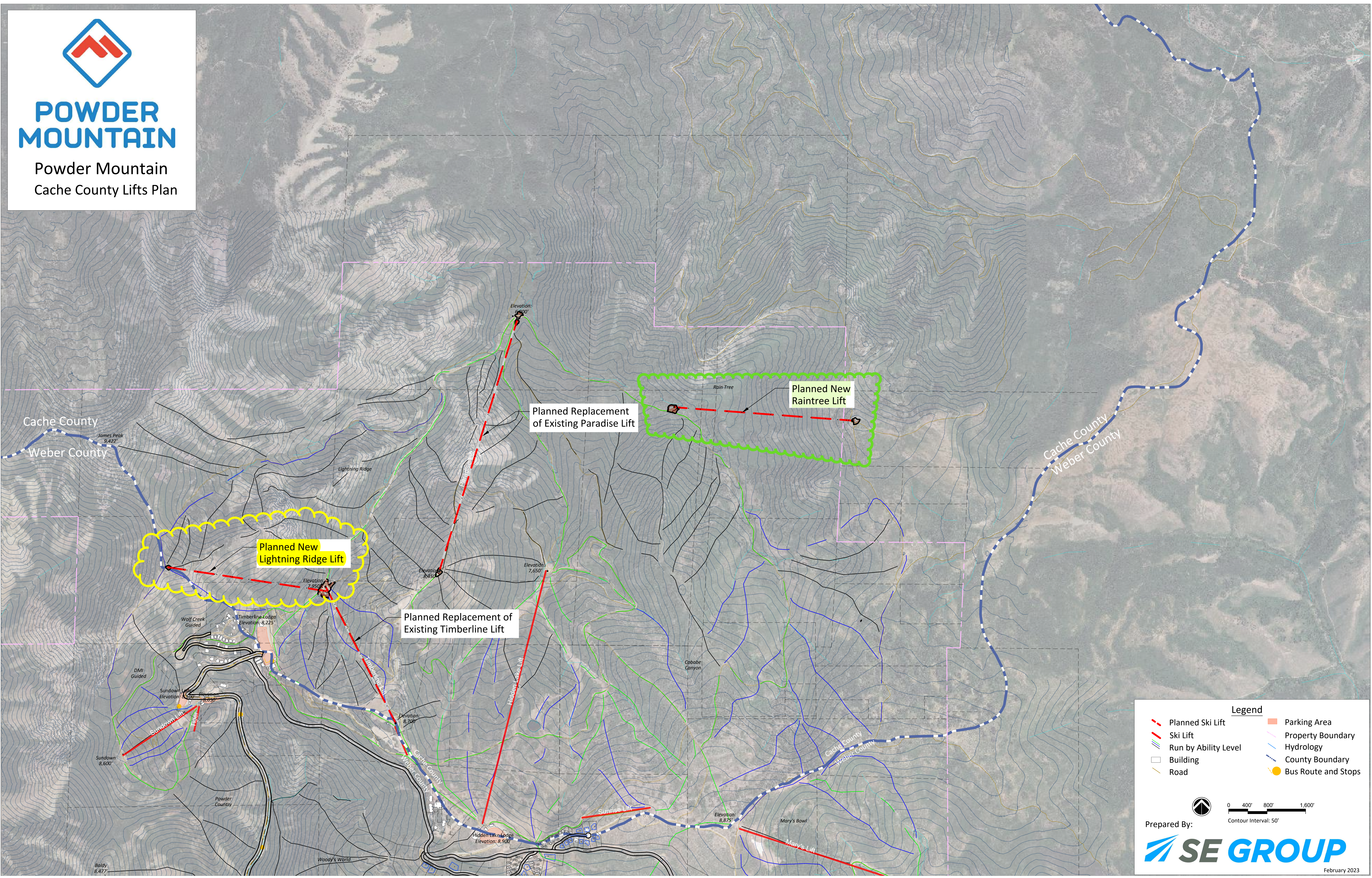
16-016-0004

DRAFT






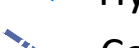




**Exhibit B**  
**Site Plan**


DRAFT






**Legend**

	Planned Ski Lift		Parking Area
	Ski Lift		Property Boundary
	Run by Ability Level		Hydrology
	Building		County Boundary
	Road		Bus Route and Stops



Prepared By: 

0 400' 800' 1,600'  
Contour Interval: 50'

February 2023





April 26, 2024

SMHG LANDCO LLC  
PO BOX 1119  
EDEN, UT 84310-1119

Sent Via Email: [bhontz@powdermountain.com](mailto:bhontz@powdermountain.com)

Re: Powder Mountain Development Agreement Request

To whom it may concern,

As the Director of Development Services, I have thoughtfully considered your request to find a method for Cache County, namely my department, to issue building permits for the two new proposed ski lifts at Powder Mountain. After thorough consideration, the following methods are the only options available to my department.

**Normal Approval Process**

As we have discussed in our meetings, Powder Mountain is located within the Resort Recreation (RR) Zone, which is established and mainly governed by [17.08](#), [17.09](#), [17.10](#), and [17.14](#) in Cache County Code (development in the County is governed by a variety of local, state, and federal laws and regulations, this list is summary of the primary sections). Cache County Code states the following:

**[17.14.010 General Requirements](#)**

*B. Development within the RR Zone shall adhere to the standards set forth in this land use ordinance and the Utah Condominium Ownership Act as set forth in Utah Code Annotated title 57, chapter 8, as amended.*

This means that any development within the Powder Mountain Development must adhere to the standards outlined in 17.14. Generally, there are numerous requirements within this chapter. Still, to summarize, a development would need to submit a master plan as a conditional use permit (CUP) issuance per 17.06.050 (see 17.14.030). The master plan and CUP need to be approved by the Planning Commission. The applicant must submit a Development Plan that meets the standards within 17.14.060, which would then be reviewed and approved by the Planning Commission. After these approvals, each building will require a zoning clearance and then a building permit (see 17.06.050). Once all these conditions and requirements are met and the property owner has received the necessary permits, the application can proceed with the development based on these approvals.

As noted in our meeting, 17.14.040 currently requires a development agreement. However, based on the updated state code, we no longer require that as a base condition unless the development meets the state's standards.

### **Development by using a development agreement to allow special conditions**

An agent of Powder Mountain Ski Resort has requested that the County enter into a contract with Powder Mountain to allow the County to issue a building permit without going through the full RR Zone Requirements. This would require a development agreement and need to comply with the following section of Utah code:

#### **17-27a-528. Development agreements.**

- (1) Subject to Subsection (2), a county may enter into a development agreement containing any term that the county considers necessary or appropriate to accomplish the purposes of this chapter.*
- (2)*
  - (a) A development agreement may not:*
    - (i) limit a county's authority in the future to:*
      - (A) enact a land use regulation; or*
      - (B) take any action allowed under Section 17-53-223;*
    - (ii) require a county to change the zoning designation of an area of land within the county in the future; or*
    - (iii) allow a use or development of land that applicable land use regulations governing the area subject to the development agreement would otherwise prohibit, unless the legislative body approves the development agreement in accordance with the same procedures for enacting a land use regulation under Section 17-27a-502, including a review and recommendation from the planning commission and a public hearing.*

As shown in the highlighted section, the County may enter into a development agreement allowing for a unique development process that falls outside the standard regulations. However, that development agreement must meet the same standards and requirements of a new land use code. Namely, the planning commission would need to hold a public hearing and review and make recommendations on the proposed development agreement. Afterward, the County Council would need to approve the terms of the agreement.

As the Director of Development Services, I do not have the power to enter into an agreement of this sort, and it needs to be approved by the County Council.



### Approval as a Compliance Plan

An agent of Powder Mountain Ski Resort has also asked the County for a document stating that the County would not prosecute or enforce current or future violations of county code for a given period while the property owner works on compliance. Allowing property owners additional time to comply is standard with our code enforcement as we work with property owners. Generally, our goal is to have property owners abide by the Cache County code without using enforcement procedures.

However, staff has never used this procedure to preauthorize noncompliant activity. Namely, it is standard practice to delay enforcement while property owners work in good faith to comply with current violations, not to begin new ones. Generally, if a property owner expands on their current violations, it would void any compliance plan as they expand the problem. In addition, a compliance plan or nonenforcement agreement could not authorize the Development Service Office to issue permits for development without the approval of the proper land use authority.

### Summary

As staff has reviewed your options within the code, Powder Mountain only has a few avenues to construct the two additional ski lifts legally.

1. Follow the process listed in 17.14 Resort Recreation Zone and other sections of the county code.
2. Propose a Development Agreement and follow the process in State Code 17-27a-528 Development Agreements.
3. Propose a code change through our code amendment process.

Outside of these options, I cannot authorize building permits for the two new proposed ski lifts.

Please let me know if you have any additional questions.

Stephen Nelson, AICP  
Development Service Director  
[stephen.nelson@cachecounty.gov](mailto:stephen.nelson@cachecounty.gov)  
Cell: (435) 720-3543

# **Powder Mountain Timeline**

**Summary:** Powder Mountain opened initially in 1972. Scattered mention of this area in Planning Commission minutes begin in 1971. Planning commission response was positive, but no formal approvals were given. No permits found prior to the Hidden Lake ski lift and lift shack permits approved in 1975.

Two lodges, the main lodge (Timberline) and Hidden Lake, were built on the Cache County side of the line. No permits or other records found for the Timberline lodge, which was probably built in 1972. A CUP was approved for a ski inn on the Hidden Lake parcel in 1978, but it was rescinded in 1980 and never reinstated. The Hidden Lake lodge opened in 1985, but no CUP, building permits, or other files have been found for its construction.

Individual CUPs for a few ski lifts and small projects have been issued for the Powder Mountain area over the years. In Interlocal Agreement was drafted in 1998 regarding taxation and services between Weber and Cache counties. The area was successfully rezoned to Resort Recreation in 2002. Ownership of the primary entities proposing development has changed at least 3 times. At least 5 various master plans and subdivisions have been proposed for the area in the last 40 years. No signed/valid CUP has been found in our records for any version of a master plan for Powder Mountain Resort development to date.

The most recent Master Plan CUP and Development Agreement attempt expired in Oct 2008.

## **Early Records, 1970-1975**

1972 – Main Lodge (Timberline) opens this year, according to the Powder Mountain website. No building permit or other files have been found for this building.

Sep 1972 – Maps and sketches of Powder Mountain plans presented to planning commission, but not described in the minutes. No file folder found containing these plans. Though response appears to be positive, no approvals were given in this meeting for any development based on those plans.

Aug 1975 – CUP with accompanying Building Permits 16-007-0006 Hidden Lake Ski lift & shack (BP #s 172 & 173) CUP also allows construction of a primitive overnight lodge/ski shelter (24x40 ft, 960 sq ft). Permit for the lift shack (69 sq ft) references a “master plan submitted to planning commission.” No files found containing a copy of this master plan.

## Attachment D

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Dec 1978 – 16-007-0006 Ski Inn. This lodging planned with multiple rooms, significantly larger than the overnight lodge described in the 1975 CUP. This CUP was rescinded due to disagreement on whether Cache or Weber County would provide services to the area, and which side of the line the primary developments should be built.

July 1979 – 16-007-0006, PUD request - did not submit prelim. plat

Aug 1980 – 16-001-0006, granted allowance of sewer lagoons, pending approval of State and Weber County. No papers showing that those approvals were finalized. CUP page has Planning Commission approval, but does not have the applicant or notary signatures.

Sep 1980 – 16-007-0006, requested FR-40 to C-3 to allow hotel construction. Denied due to inability to reach agreement with Weber County about services to the area.

Sep 1980 – 16-007-0006, Requested variance for a lodge. Denied due to lack of clearance for services from Weber County.

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1985 – Hidden Lake Lodge opened this year, according to the Powder Mountain website (parcel #16-001-0009). No building permit, CUP, or other files found in our records for this lodge. Unknown how close the plans for this lodge were to the lodge proposed in 1978. Searched by parcel numbers, known owner's names, and for any files covering this area, but found none.

---

Sep 1993 – CUP with accompanying Building Permit & ZC 16-001-0006, Ski Lift (Sunrise Lift)

1995 – REZONE (unresolved) Requested rezone of FR-40 Zone to be consistent with Weber County CR1, FR1, and FR3 zones. Discussion recommended, but no decision made.

May 1996 – CUP with accompanying Building Permit & ZC 16-007-0006, Maintenance Shop in the Hidden Lake area of the resort.

July 1997 – CUP with accompanying Building Permit & ZC 16-017-0006, Ski Lift (Paradise Lift) Approved, never built.

## Attachment D

Sep 1998 – **INTERLOCAL COOPERATION AGREEMENT** (Resolution 1998-029) Cache and Weber County approve an agreement regarding taxation and services in the Powder Mountain area. Resolution begins 1 Jan 1999 and expires 31 Dec 2002 with option to extend.

Apr 1999 – CUP with accompanying Building Permit & ZC 16-017-0006, 0009, 0005 Ski Lift (Paradise Lift) approved, to be much larger than the lift originally approved in 1997.

July 2000 – CUP with accompanying ZC. No building permit found. 16-001-0009, Nextell Communications put a multi-tenant telecommunication site to include a building addition and an 80 foot high monopole.

Dec 2000 – CUP with accompanying ZC No building permit found. 16-001-0009, Nextell Communications put antennas on top of the existing Hidden Lake Lodge. Equipment structure located under a proposed deck.

### **Successful Rezone to RR , Master Plan and Development Agreement Attempt– 2001-2002**

Nov 2001 – BUSINESS LICENSE CLEARANCE for Powder Mountain Inc. – 16-001-0010  
This document claims that “A 36 room Ski Inn was approved 14 Dec 1978,” and that “the Hidden Lake Lodge and Main Lodge were built in the 1970s.” It is true that the original CUP was approved on 14 Dec 1978. However, that CUP was the one rescinded on 10 Sep 1980 (see above). No record has been found of any re-instatement of that original 1978 CUP. The original main lodge was built in 1972, but the Hidden Lake Lodge was built in 1985, according to the Powder Mountain website. No papers found for the lodge built in 1985.

Nov 2001 – SUBDIVISION **VOID** Application for 86-lot clustered major subdivision, no specific parcel numbers given. Requested a 12 month extension. Was not continued after 12 months and indefinitely placed on hold in Nov 2002. The subdivision application was meant to be re-submitted after acceptance of the Master Plan. However, that master plan was never approved, and a subdivision plan was never re-submitted.

October 2002 – REZONE Multiple parcels rezoned from FR-40 to RR Zone

Nov 2002 –CUP **WITHDRAWN** - Master Plan and Development Agreement. This was placed on hold by the applicant due to a buyout option lapse on 11 November 2002.

## Attachment D

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Jun 2006 – Master Plan CUP      The CUP was approved and never officially revoked by a County Council motion/vote. However, the CUP is void since the Development Agreement was never approved and the stipulations were never met. It was never signed or formally issued on paper. There was a 6 month deadline to approve a Development Agreement. The Development Agreement was rejected and re-drafted several times. Extensions granted in Sep 2006 and again in Apr 2007.

Sep 2007 – Development Agreement approval requested under a separate CUP-like application. Extensions granted in Oct 2007, and Feb 2008.

Jan 2008 – Application filed to incorporate the Town of Powder Mountain.

Aug 2008 – Town of Powder Mountain granted incorporation, but the Weber County commissioners refuse to appoint a mayor and town council.

Oct 2008 – Development Agreement declared      Extensions officially expired 31 Aug 2008, but the only official recognition of that expiration was on 28 Oct 2008, when Brian chambers stated in the County Council meeting that “Cache County is no longer involved” with Powder Mountain due to their litigation with Weber County.

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Apr 2006 – ZC and accompanying Building Permit, upgrade\replace the ski lift at Hidden Lake.

Oct 2006 – ZC and attached CUP for Nextel/Sprint Antennas placed at the Hidden Lake Lodge. No separate Building Permits found for these.

Jun 2008 – BP for an interior remodel – bathroom, one lodge room, and ventilation hood in the kitchen. 16-001-0007, Note on the permit indicates “This work was all done before a permit was issued. Do not assume the work is compliant.”

Nov 2008 – ZC and accompanying BP for a *temporary* yurt. Building permit notes: “Owners say it will be used for one season only.” Parcel 16-001-0008. The yurt is still there today, apparently being used as their “adventure center” from which ski tours depart.

Jun 2013 – ZC and accompanying Building Permit. On parcel 16-001-0009, Replace the antennas that were originally installed in 2000.

Dec 2015 – REZONE    On parcel 16-001-0009 for a .7 acre portion of property in the RR zone to include the PI Overlay Zone.

Attachment E: Powder Mountain  
Planning Commission Presentation





**POWDER  
MOUNTAIN**

**Development Agreement  
Raintree and Lightning Ridge Lifts**



# INTRODUCTION



View of Powder Mountain Resort looking west at sunrise toward Lightning Ridge with Paradise ski lift viewable in the foreground.



# DEVELOPMENT AGREEMENT









# RESORT HISTORY



Powder Mountain Resort had humble beginnings as the winter range for Frederick James Cobabe's sheep herd. Frederick, who was orphaned at age 15, moved around from family to family until he went to work for Charley Scmaltz. He tended camp for Charley's herders taking his pay in sheep until he built a herd of his own.

Between 1902 and 1948, Fred accumulated land for a summer range around Eden, Utah. Fred's son, Alvin F. Cobabe bought the livestock company with its 8,000 acres in 1948. While horseback riding with friends along Lightning Ridge in the 1950's, someone casually mentioned that the terrain would make a great ski resort. The idea rang true with Alvin (Dr. Cobabe) and he began to amass adjacent property adding to the thousands acquired from his father. When the resort opened on February 19, 1972, he owned 14,000 acres.

The Sundown lift was the inaugural operational area during Powder Mountain's first season. The area was lit for night skiing and a ski school was established. Food was prepared on an outdoor barbecue. The Main Lodge, the Sundown Lodge and the Timberline lift were added to operations for the 72/73 season.

Dr. Alvin Cobabe, at age 88, sold Powder Mountain, Inc in 2006 and since then, Powder Mountain has changed ownership four times. Since that time, the resort added two lifts on the Weber County side, added a few miles of road and utilities for a handful of small single-family subdivisions – also in Weber and created hiking and biking trails.



# TIMELINE



## 1971/72 Season

- Powder Mountain opened February 19 with Sundown Lift.
- Ski School began.

## 1972/73 Season

- Main Lodge (Timberline) opened.
- Sundown Lodge opened.
- Timberline Lift opened.

## 1975/76 Season

- Hidden Lake Lift added.

## 1981/82 Season

- Shuttle service for employees started from Eden to ski lodges.

## 1984/85 Season

- Powder was the first Utah resort to allow snowboarding.

## 1986/87 Season

- Hidden Lake Lodge opened.

## 1994/95 Season

- Sunrise Lift opened.

## 1999/2000 Season

- Paradise Lift, a quad, opened.
- Cat skiing on Lightning Ridge
- Powder Mountain became resort with the most skiable terrain in America.

## 2007/08 Season

- Hidden Lake lift upgraded (see image).

## 2013/14 Season

- New ownership.
- Brim hike/bike summer trail built.
- Summit Pass Road paved.

## 2016/17 Season

- Village and Mary's lifts installed.

## 2018-2021

- Summer hike and bike trails added, lift service mountain biking begins in 2021.



# MAP



LIFTS	HOURS
Timberline	9AM - 4PM
Hidden Lake	9AM - 4PM
Sundown	9AM - 9PM
Village	9AM - 3PM
Paradise	9AM - 3:30PM
Mary's	9AM - 3:30PM
Sunrise	9AM - 3:30PM
Sun Tunnel	9AM - 9PM
Saddle Horn	9AM - 4PM

UNCONVENTIONAL LIFTS	HOURS
Powder Country/Woody's World	9AM - 3:30PM
Raintree Snowcat	9AM - 2:30PM
Lightning Ridge Snowcat	9AM - 2:30PM

LIFT INFORMATION	LENGTH	VERTICAL
Timberline	3,196	782
Hidden Lake	5,629	1,268
Sundown	1,830	554
Village	3,680	582
Paradise	5,535	1,605
Mary's	3,880	867
Sunrise	1,406	155
Sun Tunnel	150	20
Saddle Horn	734	80

● Easiest	ⓧ Food
■ More Difficult	Ⓟ Parking
◆ Very Difficult	Ⓜ Restrooms
◆◆ Experts Only	Ⓜ Quad Chair
Ⓜ Tickets	Ⓜ Double Chair
Ⓜ Ski School	Ⓜ Surface Tow
Ⓜ Rentals	Ⓜ Surface Lift
Ⓜ Ski Patrol	Ⓜ Snowcat Loading
	Ⓜ Shuttle Pick-up
— Ski Area Boundary	— Powder Runs
— Single Cat Rides	— Ski And Skin
— Adventure Area Boundary	

## YOUR RESPONSIBILITY CODE

1. Always stay in control. You must be able to stop or avoid people or objects.
2. People ahead or downhill of you have the right of way. You must avoid them.
3. Stop only where you are visible from above and do not restrict traffic.
4. Look uphill and avoid others before starting downhill or entering a trail.
5. You must wear your safety equipment.
6. Read and obey all signs, warnings, and hazard markings.
7. Keep off closed trails and out of closed areas.
8. You must know how and be able to load, ride and unload lifts safely. If you need assistance, ask the lift attendant.
9. Do not use lifts or terrain when impaired by alcohol or drugs.
10. If you are involved in a collision or incident, share your contact information with each other and ski area employees.

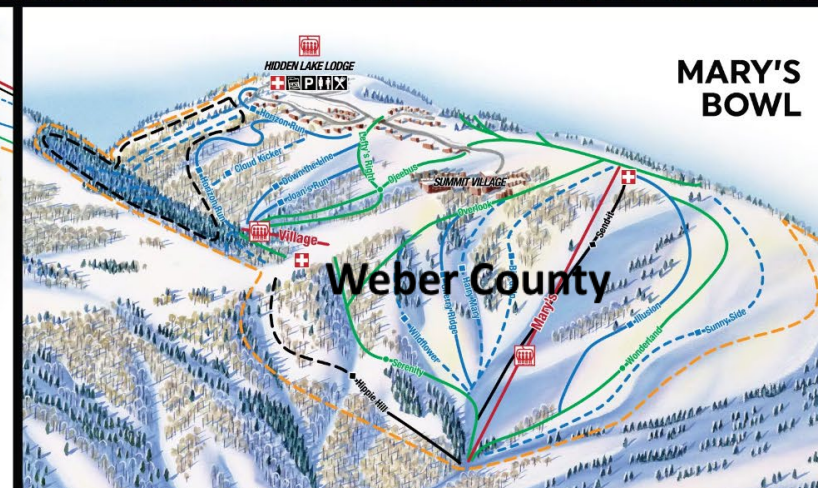
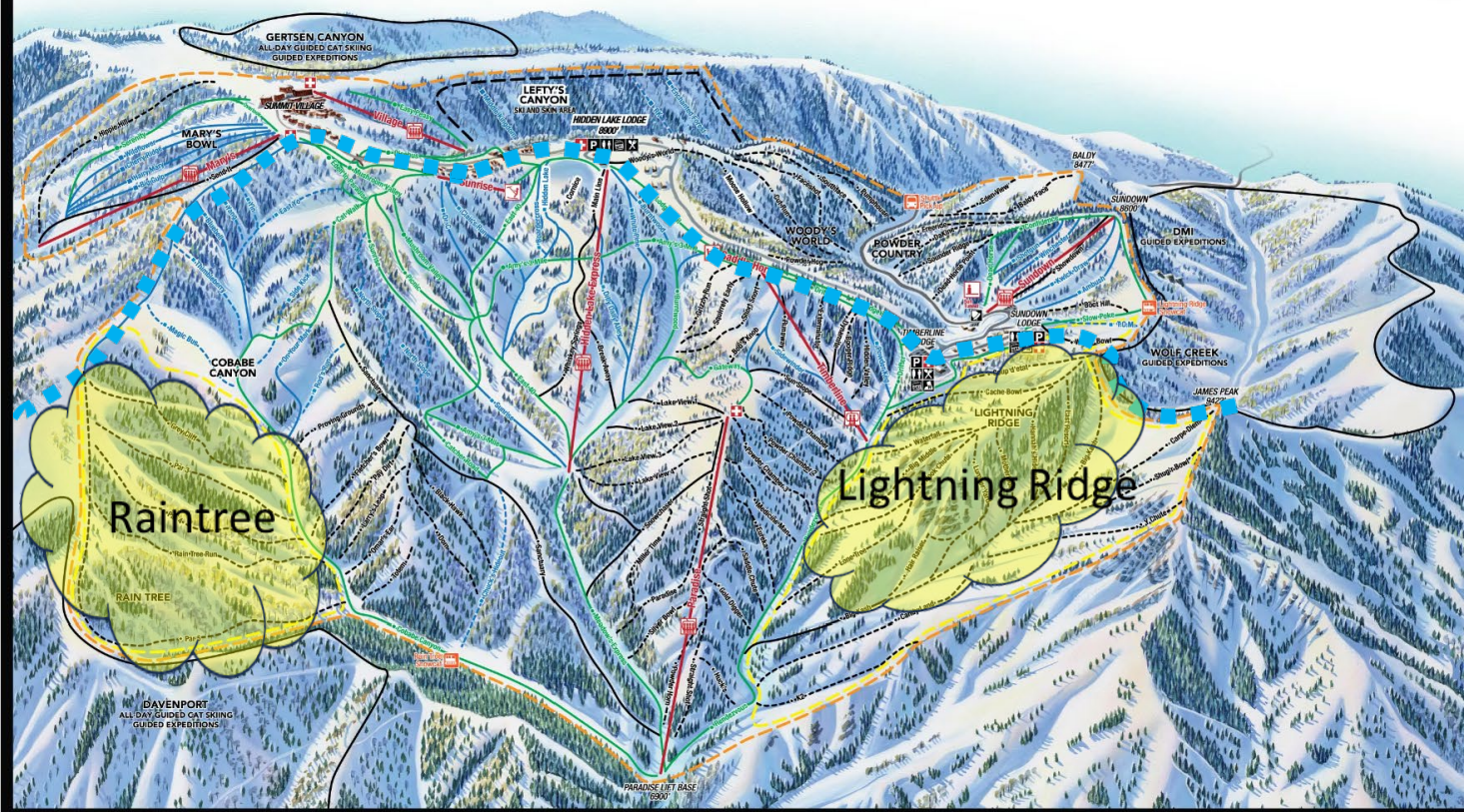
**Know and Obey the Code.  
It's your Responsibility.**

If you need help understanding the Code, please ask an employee.

**Emergency (Ski Patrol) 801-745-3772 ext. 3**

## BOUNDARY POLICY

Powder Mountain maintains a closed out-of-bounds skiing and riding policy. Guests who ski/ride out-of-bounds may be subject to theft of services charges and/or trespassing.









**Nautica Subdivision 1<sup>st</sup> Amendment**

**Agenda request submitted by:** Stephen Nelson, Director of Development Services –  
Forwarded from the County Planning Commission

**Assisting Department:** Development Services

**Requested Council meeting date:** June 11, 2024

**Agenda Item Language:** Discussion and decision on a request to create a new lot (Lot 12) from the Agricultural Remainder in an existing 11—lot subdivision located a ~6600 South 1600 West, near Hyrum, in the Agricultural (A10) Zone. Approval of the subdivision amendment is contingent on the County Council adopting a portion of a private road, which is not permitted per [Resolution 2002-32](#).

**Action:** Planning Commission – Recommendation of Denial (4-yea; 0-nay).  
Further discussion by the Planning Commission, included that, though they had to deny the subdivision amendment because of Resolution 2002-32, they hoped the County Council and Road Advisory Board could find a solution due to the unique nature of the road situation.

**Background:** A request to amend a subdivision to create a new lot that requires the County to adopt a portion of a private road. Per §16.02.050 [B] [1] Subdivision Plat Amendment – The Planning Commission is authorized to act as the Land Use Authority for subdivision amendments unless the amendment proposes to amend, vacate, or alter a County right-of-way or easement, in which the Planning Commission shall make a recommendation to the County Council that will serve as the Land Use Authority. However, Resolution 2002-32 clearly states that the County will not adopt private roads.

**Fiscal Impact:** N/A

**Public Hearing Required:** N/A  
See attached for additional information.

**County Staff Presenter:** Stephen Nelson, Director of Development Services

**Presentation Time:** 10 minutes.

**County Staff Point of Contact:** Angie Zetterquist, Planning Manager

**Legal Review:** N/A

## Staff Report: Nautica Subdivision 1<sup>st</sup> Amendment

6 June 2024

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:** Spencer Butterfield

**Parcel ID#:** 01-081-0017

**Staff Determination:** Recommend denial to County Council

**Type of Action:** Administrative

**Land Use Authority:** County Council

### Project Location

*Reviewed by Angie Zetterquist*

#### Project Address:

~6600 South 1600 West  
near Hyrum

#### Current Zoning:

Agricultural (A10)

**Acres:** 43.92

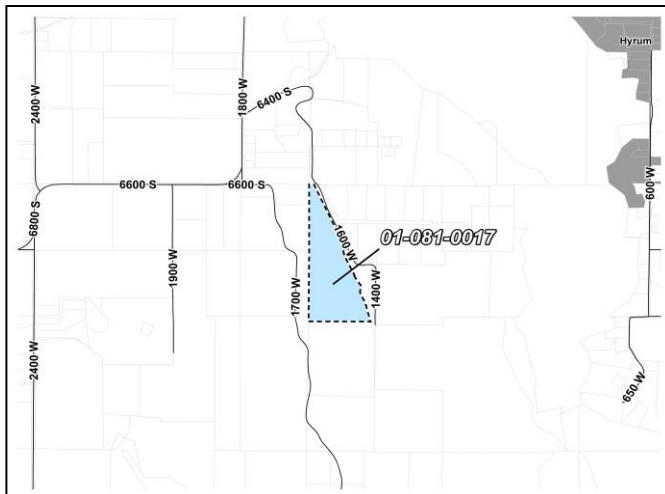
#### Surrounding Uses:

North – Agricultural/Residential

South – Agricultural

East – Agricultural/Residential

West – Agricultural



### Findings of Fact

#### A. Request description

1. The Nautica Subdivision 1<sup>st</sup> Amendment is a request to create a new lot (Lot 12) from the Agricultural Remainder in an existing 11-lot subdivision located at ~6600 South 1600 West, near Hyrum, in the Agricultural (A10) Zone.
  - a. The entire 43.92 acre Agricultural Remainder will be changed to the new buildable Lot 12.
2. The subdivision boundary is a total of 129.73 acres. At the time of the original subdivision, the number of potential buildable lots was determined by net developable acreage, which allowed a maximum of 11 lots. Net developable acreage was determined by taking the gross acreage and

With the change in the density calculation, the Nautica Subdivision has the potential for one additional buildable lot and, based on the size of the existing Agricultural Remainder, all of the development potential for the 12<sup>th</sup> lot is held by the property owner of the subject parcel.

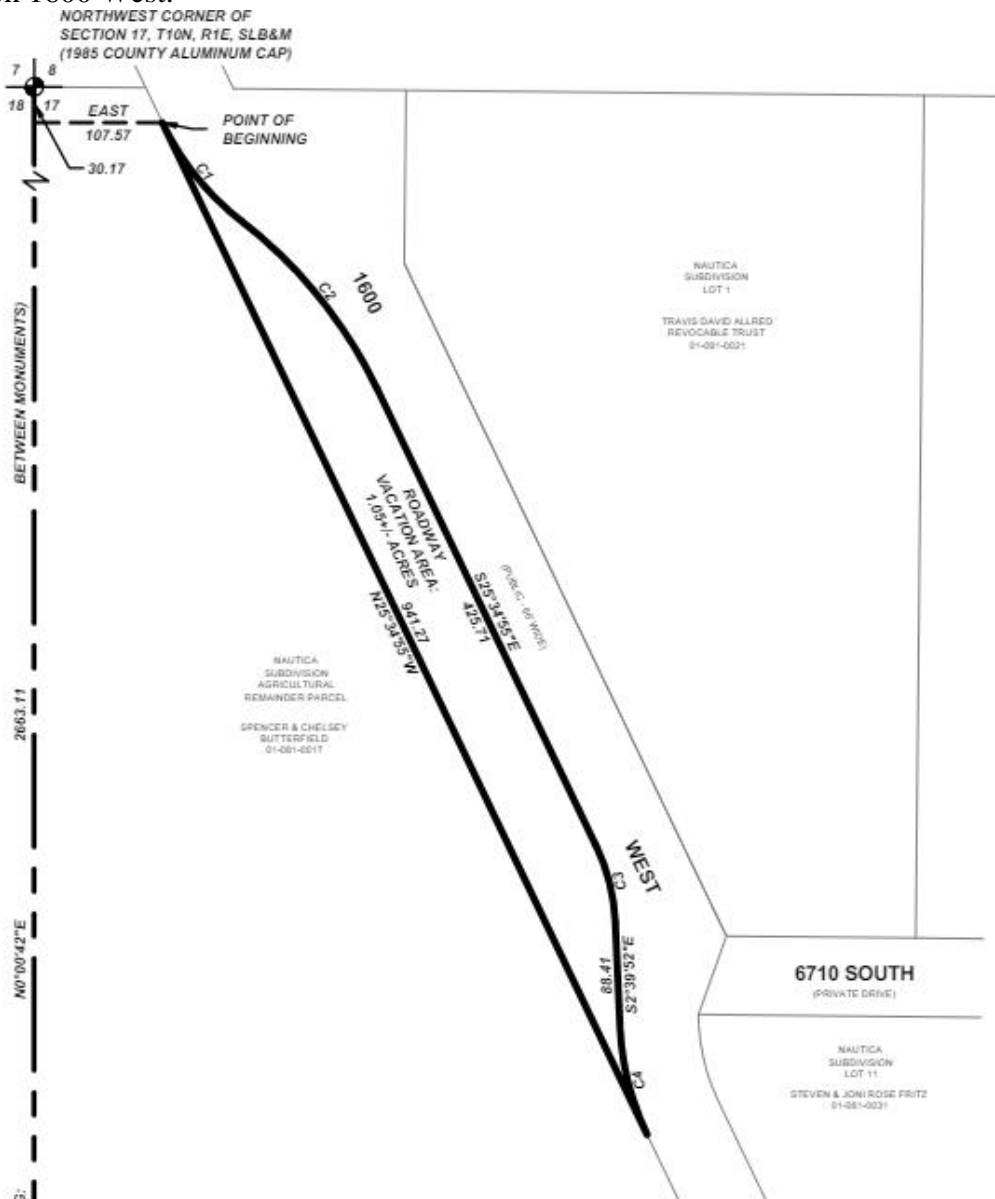
- The result is that the private road 1590 West parallels 1600 West, the county road. The applicant is seeking access in the location where the roads parallel each other.



4. Consequently, in addition to the conversion of the Agricultural Remainder to a buildable lot, the amendment also proposes that the County adopt a portion of the private road, 1590 West, and vacate part of the existing 1600 West. Per [Chapter 16.02.050 \[B\]\[1\]](#):

“The Planning Commission shall be the Land Use Authority for a Subdivision Plat Amendment unless the amendment proposes to amend, vacate, or alter a County right-of-way or easement, in which case the Planning Commission shall make a recommendation to the County Council that will serve as the Land Use Authority.”

5. As proposed by the applicant, approval of the proposed amendment is contingent upon the County Council adopting a portion of a private road, 1590 West, that provides access to the existing lots of the Nautica Subdivision, and vacating part of the existing right-of-way (ROW) on 1600 West.





6. If the County Council agreed to adopt a portion of the private road and vacate existing County ROW, it would satisfy the frontage requirement for the property and decrease the amount of frontage on 1600 West that the applicant will be required to improve.
7. However, [Resolution 2002-32](#) prohibits the adoption of private roads as county roads. As the resolution has not been rescinded and it clearly states that the County will not accept private roads, staff recommends that the Planning Commission recommend denial of the subdivision amendment to the County Council.

**B. Parcel legality**

8. The subject property is legal as it is in the same size and configuration as the Nautica Subdivision plat recorded in October 2017.

**C. Authority**

9. §16.02.050 [B] [1] Subdivision Plat Amendment – The Planning Commission is authorized to act as the Land Use Authority for subdivision amendments unless the amendment proposes to amend, vacate, or alter a County right-of-way or easement, in which the Planning Commission shall make a recommendation to the County Council that will serve as the Land Use Authority. *See conclusion #1.*

**D. Culinary water, septic system, and storm water**

10. §16.04.080 [A] Water Requirements – A change application for a domestic culinary water right is in process for the proposed Lot (Water Right #25-11961/a51230). Confirmation of approved domestic culinary water right must be provided prior to recording a subdivision for any new buildable lots.
11. §16.04.080 [B] Sewage Requirements – The applicant has provided a copy of a letter for the proposed Lot 12 from the Bear River Health Department confirming the feasibility of a septic system on the new lot.
12. §16.04.070 Storm Drainage Requirements – Compliance with State Stormwater Detention must be met (i.e., retain 80% of storm event and no increased runoff). A Land Disturbance Permit is required for any future development. Prior to recording a subdivision, a stormwater report prepared by a licensed professional detailing how the proposed development will manage rainfall on-site and the off-site discharge is required. Any structures required to meet the long term stormwater requirements will need to be constructed prior to recording a subdivision plat. Structures will also need to be maintained by the lot owners with a note stating this must be added to the plat. Any access and maintenance easements will also need to be shown on the plat.

**Access**

13. §16.02.010 Standards and Lot Size – All subdivisions must meet the minimum lot and development standards as outlined in each base zone of the Cache County Zoning Ordinance and within this title.
14. Table 17.10.040 Site Development Standards – Minimum lot frontage required in the A10 Zone is 90 feet.
15. §17.07.040 General Definitions – Lot/Parcel Frontage: that portion of a development site that abuts a public or private roadway. For the purposes of determining setback requirements on corner lots, all sides of a lot adjacent to a roadway shall be considered frontage
16. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
17. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).

18. §16.04.080 [E] Roads and Access – A basic road review is required and must consider:
  - a. The layout of proposed roads;
  - b. An analysis of existing roadway compliance with the Road Manual requirements;
  - c. Existing maintenance;
  - d. And any additional impacts to the proposed development access roads.
19. The Road Manual specifies the following:
20. A basic review of the access to the proposed subdivision identifies the following:
  - a. Access to the proposed subdivision is from 1600 West.
  - b. 1600 West:
    - i. Is a County road classified as Agricultural Access.
    - ii. Must be improved to a Minor Local road to allow development of a single-family dwelling.
    - iii. Is unimproved, provides access to agricultural land.
    - iv. Is not maintained in the winter.
    - v. Is considered substandard as to material, paved and gravel shoulders, and clear zone.

**Analysis of Existing Roadway – 1600 West**

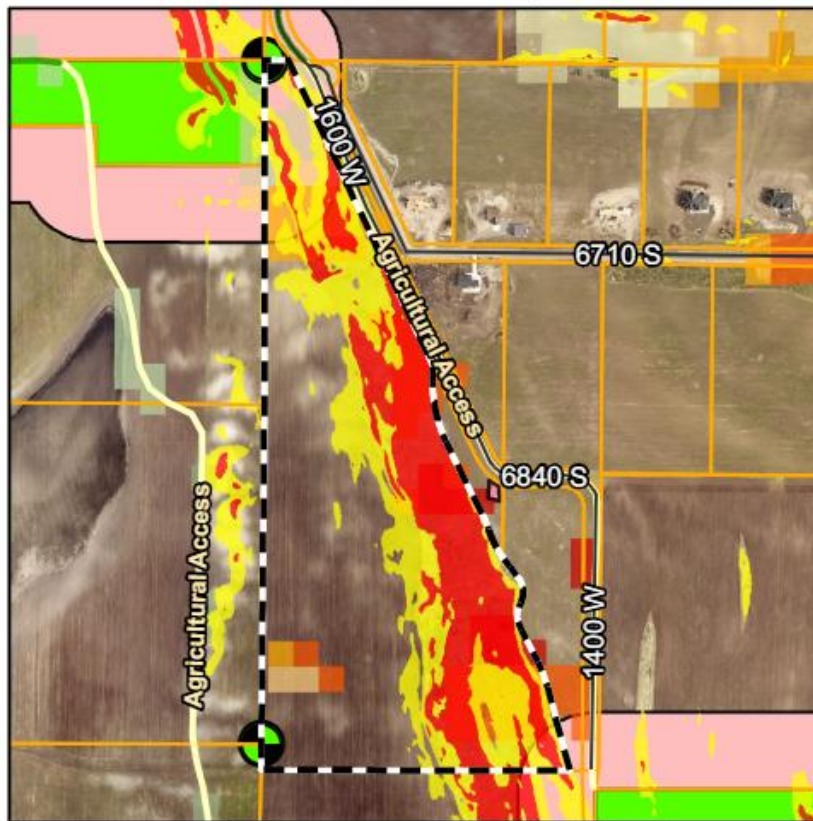
Roadway Element	Existing Width (ft)	Required Width (ft)	Comments or Findings
Travel Lanes	14	20	OK
Right-of-Way	66	66	OK
Paved Shoulder	0	0	Substandard
Gravel Shoulder	4	0	Substandard
Clear Zone (4:1)	0-10+	10	Substandard
Material	Gravel/Dirt	Paved	Substandard
Structural			Visually OK

**E. Service Provision**

21. §16.04.080 [C] Fire Control – The County Fire District visited the site of the proposed subdivision and has no comments regarding the subdivision amendment request.
22. §16.04.080 [F] Solid Waste Disposal – Solid waste disposal service in unincorporated County is provided by Waste Management.

**F. Sensitive Areas**

23. §17.08.040 General Definitions, Sensitive Area; §17.18 Sensitive Area
  - a. There are a number of sensitive areas on the subject property that have not been provided on the preliminary plat as required per [Chapter 16.03.030 \[C\] \[12\]](#):  
 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 including floodplains identified by FEMA and drainage ways, slopes exceeding twenty percent (20%) and slopes exceeding thirty percent (30%), and any other natural features as required by the Director or Planning Commission, for the entire or a portion of the subdivision site, including a tabulation of the acres in each. Subdivision impacted by sensitive Area Analysis as required by Cache County Code 17.18.



#### **G. Preliminary Subdivision Plat Requirements – §16.03.030**

**24.** The plat submitted is for a [Final Plat](#) and does not meet the requirements for a Preliminary Subdivision plat per the [Code](#).

- a.** Missing and incomplete information includes, but is not limited to the following:
  - i.** Plat needs to be stamped by a licensed land surveyor. (16.03.030.B)
  - ii.** Plat needs to include 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 including floodplains identified by FEMA and drainage ways, slopes exceeding twenty percent (20%) and slopes exceeding thirty percent (30%), and any other natural features as required by the Director or Planning Commission, for the entire or a portion of the subdivision site, including a tabulation of the acres in each. (16.03.030.C.12)
  - iii.** Plat needs to include 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 or Planning Commission, for the entire or a portion of the subdivision site. (16.03.030.C.13)
  - iv.** Plat needs to include the location and dimensions of all existing buildings, existing property lines and fence lines. (16.03.030.C.14)

- v. Plat needs to include the location with name and parcel number of all existing platted lots within, or contiguous to the subdivision site. (16.03.030.C.15)
- vi. 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. (16.03.030.C.16)

#### **H. Public Notice and Comment—§17.02.040 Notice of Meetings**

- 25. Public notice was posted online to the Utah Public Notice Website on 24 May 2024.
- 26. Notices were posted in three public places on 24 May 2024.
- 27. Notices were mailed to all property owners within 300 feet of the subject property on 24 May 2024.
- 28. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

### **Conclusions**

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Based on the findings of fact and conditions noted herein, staff recommends that the Planning Commission recommend that the County Council deny the Nautica Subdivision 1<sup>st</sup> Amendment as:

- 1. The County Council is the Land Use Authority for a subdivision amendment that proposes changes to any County rights-of-way;
- 2. It has been reviewed by the Planning Commission and it is not in conformance with, nor does it meet the requirements of, the Cache County Subdivision and Land Use Ordinances.
- 3. The proposed adoption of a private road is in direct conflict with [Resolution 2002-32 – Policy of Changing Private Roads to Public Roads](#).





Regulation No. 2013-1

## **VEHICLE EMISSIONS INSPECTION AND MAINTENANCE PROGRAM**

Adopted by the Bear River Board of Health  
May 9, 2013

Updated May 27, 2015

Updated April 10, 2019

Updated January 5, 2023

Under Authority of Section 26A-1-121  
Utah Code Annotated, 1953, as amended

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## 1.0 DEFINITIONS

For the purpose of this Regulation, the following terms, phrases, and words shall have the following meanings, unless otherwise defined:

**Alternative Fuel:** A fuel that is derived from resources other than petroleum. This includes but is not limited to: natural gas, propane, ethanol, and bio-diesel.

**Bi-fuel Vehicle:** A vehicle that has two separate fueling systems that enables the vehicle to run on one or the other (ex. Gasoline and natural gas). These vehicles may be switchable or non-switchable.

**Board:** See Board of Health.

**Board of Health:** The Bear River Board of Health.

**Cache County Council:** The elected Cache County Council representatives.

**Certificate of Compliance:** Proof that a vehicle meets all applicable requirements of the I/M Program. This proof may be sent in an electronic format to the Utah State Tax Commission.

**Certification:** Assurance by an authorized source, whether it be a laboratory, the manufacturer, the State, or the Department, that a specific product or statement is in fact true and meets all required requirements.

**Certified Emissions Inspector:** A person who has successfully completed all certification requirements and has been issued a current, valid Certified Emissions Inspector Certification by the Department.

**Certified Testing Equipment:** An official test instrument that has been approved by the Department to test motor vehicles for compliance with this Regulation.

**Compliance:** Verification that certain submission data and hardware submitted by a manufacturer for accreditation consideration, meets all required accreditation requirements.

**Compliance Assurance Inspection:** A more detailed emissions inspection performed at the I/M Technical Center. Details of this inspection are found in Appendix D, Test Procedures.

**Compliance Assurance List:** A list created and maintained by the Department that identifies vehicles for Compliance Assurance Inspections. Vehicles placed on this list, as required in Section 6.8 and Appendix D, Test Procedures, shall be inspected at the I/M Technical Center.

Contractor: The emission inspection system contractor selected by the Department to provide specialized services related to the I/M Program in Cache County.

Council: See Cache County Council.

County: Cache County, Utah.

Department: The Bear River Health Department.

Director: The Director of the Bear River Health Department or his authorized representative.

DLC: Data Link Connector used in OBD applications is a 16 pin connector used by scan tools and other emission diagnostic equipment to communicate with the vehicle's computer for the purpose of collecting emissions related data.

DTC: Diagnostic Trouble Code is a standardized 5 digit code that is used to identify a specific fault that has occurred or is occurring in a vehicle.

Dual Fuel Vehicle: See Flexible Fuel Vehicle.

Emissions Control Systems: Parts, assemblies or systems originally installed by the manufacturer in or on a vehicle for the sole or primary purpose of reducing emissions.

EPA: The United States Environmental Protection Agency.

Flexible Fuel Vehicle: Also called Flex-Fuel Vehicle. A vehicle that is designed to run on more than one fuel, usually gasoline blended with ethanol (0-85%), and both fuels are stored in the same common tank.

I/M Program: See Vehicle Emissions Inspection and Maintenance Program.

I/M Program Station: A **stationary** vehicle Emissions Inspection and Maintenance Station that qualifies and has a valid permit, issued by the Department, to operate as an emissions inspection and maintenance station in the I/M Program.

I/M Technical Center: A facility operated by the Department for technical or administrative support of the I/M Program.

Inspection: An official vehicle emissions test performed for the purpose of issuing a Certificate of Compliance or Waiver.

Inspector: A Certified Emissions Inspector.

MIL: Malfunction Indicator Light is an indicator located on the instrument panel that notifies the operator of an emissions fault.

Motor Vehicle: A self-propelled motorized vehicle with an internal combustion powered engine which is licensed for operation on public roads and/or streets. Motor Vehicles exempted from the inspection requirements of this Regulation are listed in Section 6.4 of this Regulation.

Non-certified Inspector: Any person who has not been certified by the Department to perform official emissions tests.

OBD: On Board Diagnostic refers to a vehicle's monitoring and diagnostic capabilities of its emissions systems.

Publicly-owned Vehicles: A motor vehicle owned by a government entity, including but not limited to the federal government or any agency thereof, the State of Utah or any agency or political subdivision thereof.

Readiness: Readiness is used to identify the state of a vehicle's emissions monitors as they are tested. Readiness does not indicate whether the monitors passed or failed the test, it only indicates whether or not the test has been run for any particular monitor.

Referee Inspection: An emissions inspection performed at the I/M Technical Center for the purpose of resolving disputes or overriding inspection criteria for cause.

Regulation: A regulation of the Bear River Health Department for a vehicle emissions inspection and maintenance program.

Rejection: A condition where a vehicle subject to an OBD inspection has not met the Readiness requirements as set forth by this Regulation. The vehicle has not failed the inspection but it must be driven additional miles until Readiness monitors are set "ready" or repairs have been made allowing readiness flags to set ready.

Station: An I/M Program Station.

Training Program: A formal program administered, conducted, or approved by the Department for the education of emission inspectors in basic emission control technology, inspection procedures, I/M Program policies, procedures, and this Regulation.

Vehicle Emission Control Information Label (VECI Label): An EPA required label found on a vehicle that contains the manufacturer's name and trademark, and an unconditional statement of compliance with EPA emission regulations. The label often contains a list of emissions control devices found on the vehicle.

Vehicle Emissions Inspection and Maintenance Program: The program established by the Department pursuant to Section 41-6a-1642 Utah Code Annotated, 1953, as amended, and Cache County Code Chapter 10.20.

Waiver: Documentation of proof that a vehicle which has not been able to meet applicable test requirements, has met the applicable repair and/or adjustment requirements of Section 9.5 of this Regulation.

## 2.0 PURPOSE

It is the purpose of this Regulation to reduce air pollution levels in Cache County by requiring inspections of in-use motor vehicles and by requiring emission related repairs and/or adjustments for those vehicles that fail to meet the prescribed standards so as to:

- 2.1 Protect and promote the public health, safety, and welfare;
- 2.2 Improve air quality;
- 2.3 Comply with the applicable federal requirements for I/M Programs as defined in 40 CFR Part 51, Subpart S;
- 2.4 Comply with the law enacted by the Legislature of the State of Utah, Sections 41-6a-1642 Utah Code Annotated, 1953, as amended; and
- 2.5 Comply with Cache County Code Chapter 10.20, Vehicle Emissions and Maintenance Program, as amended.

## 3.0 AUTHORITY AND JURISDICTION OF THE DEPARTMENT

3.1 Under Chapter 10.20.020(C) of Cache County Code, the Cache County Council (hereafter, Council) delegates its authority as an administrative body under Section 41-6a-1642, Utah Code Annotated, 1953, as amended, to the Bear River Board of Health (hereafter Board), to address all issues pertaining to the adoption and administration of the Vehicle Emissions Inspection and Maintenance Program (hereafter I/M Program).

3.2 Under Chapter 10.20.020(D) of Cache County Code, the Council directs the Board to adopt and promulgate regulations to ensure compliance with State Implementation Plan requirements with respect to an I/M Program.

3.3 The Board is authorized to make standards and regulations pursuant to Section 26A-1-121(1) of the Utah Code Annotated, 1953, as amended.

3.4 The Board is authorized to establish and collect fees pursuant to Section 26A-1-114(1)(h)(i) of the Utah Code Annotated, 1953, as amended.

3.5 All aspects of the I/M Program within Cache County enumerated in Section 2.0 of this Regulation shall be subject to the direction and control of the Bear River Health Department (hereafter Department).

## 4.0 POWERS AND DUTIES

4.1 The Department shall be responsible for the enforcement and administration of this Regulation and any other powers vested in it by law and shall:

4.1.1 Make policies and procedures necessary to ensure that the provisions of this Regulation are met and that the purposes of this Regulation are accomplished;

4.1.2 Require the submission of information, reports, plans, and specifications from I/M Program Stations as necessary to implement the provisions, requirements, and standards of this Regulation;

4.1.3 Issue permits, certifications, and charge fees as necessary to implement the provisions, requirements, and standards of this Regulation; and

4.1.4 Perform audits of any I/M Program Station, issue orders and/or notices, hold hearings, and levy administrative penalties, as necessary to effect the purposes of this Regulation.

4.2 The Department may suspend, revoke, or deny a permit, subject to the Penalty Schedule in Appendix C, of an I/M Program Station and/or require the surrender of the permit of such I/M Program Station upon showing that:

4.2.1 A vehicle was inspected and issued a Certificate of Compliance by the station personnel that did not, at the time of inspection, comply with all applicable policies, procedures, and this Regulation;

4.2.2 A vehicle was inspected and failed by the I/M Program Station when, in fact, the vehicle was determined by the Department to be in such condition that it did comply with the requirements of this Regulation;

4.2.3 The I/M Program Station has violated any provisions of this Regulation, or any rule, regulation, or Department policy properly promulgated for the operation of an I/M Program Station;

4.2.4 The I/M Program Station is not operating from a location specified on the permit;

4.2.5 An official inspection was done by a Non-certified Inspector or a Non-certified Inspector has gained access to the official testing portion of the Certified Testing Equipment;

4.2.6 The Certified Emissions Inspector logged in to the official testing portion of the Certified Testing Equipment did not perform the inspection;

4.2.7 The Certified Testing Equipment has been tampered with or altered in any way contrary to the certification and maintenance requirements of the Certified Testing Equipment;

4.2.8 The I/M Program Station denies access to a representative of the Department to conduct an audit or other necessary business during regular business hours;

4.2.9 The I/M fee has been determined by the Department to be discriminatory in that different fees are assessed dependent upon vehicle ownership, vehicle make or model, owner residence, etc; or

4.2.10 The I/M Program Station that also contracts with the State of Utah as an On the Spot Station renewed a vehicle registration without a valid Certificate of Compliance for that vehicle. This is considered an intentional pass.

4.3 The Department may suspend, revoke, or deny the certificate of a Certified Emissions Inspector, subject to the Penalty Schedule in Appendix C, and require the surrender of this certificate upon showing that:

4.3.1 The Certified Emissions Inspector caused a Certificate of Compliance to be issued without an approved inspection being made;

4.3.2 The Certified Emissions Inspector denied the issuance of a Certificate of Compliance to a vehicle that, at the time of inspection, complied with the law for issuance of said certificate;

4.3.3 The Certified Emissions Inspector issued a Certificate of Compliance to a vehicle that, at the time of issuance, was in such a condition that it did not comply with this Regulation;



4.3.4 Inspections were performed by the Certified Emissions Inspector, but not in accordance with applicable policies, procedures, and this Regulation;

4.3.5 The Certified Emissions Inspector allowed a Non-certified Inspector to perform an official Inspection or gain access to the official testing portion of the Certified Testing Equipment;

4.3.6 The Certified Emissions Inspector logged in to the official testing portion of the Certified Testing Equipment did not perform the inspection;

4.3.7 The Certified Emissions Inspector signed an inspection form or certificate stating that he had performed the emissions test when, in fact, he did not; or

4.3.8 The Certified Emissions Inspector employed at an I/M Program Station that also contracts with the State of Utah as an On the Spot Station renewed a vehicle registration without a valid Certificate of Compliance for that vehicle. This is considered an intentional pass.

4.4 The Department shall respond, according to the policies and procedures of the Department, to public complaints regarding the fairness and integrity of the inspections they receive and shall provide a method that inspection results may be challenged if there is a reason to believe them to be inaccurate.

## 5.0 SCOPE

It shall be unlawful for any person to fail to comply with any policy, procedure, or regulation promulgated by the Department, unless expressly waived by this Regulation.

## 6.0 GENERAL PROVISIONS

Subject to the exceptions in Section 6.4 and pursuant to the schedule in Section 6.1, motor vehicles that are registered in Cache County, or principally operated within Cache County shall be subject to an emission inspection. Owners of vehicles that meet the requirements of Section 6.2 or 6.3 shall comply with the inspection requirements regardless of the county of registration.

6.1 Motor vehicles are subject to a biennial emissions inspection. Emissions inspections will be required in odd-numbered years for a vehicle with an odd-numbered model year. Emissions inspections will be required in even-numbered years for a vehicle with an even-numbered model year.

6.1.1 A Certificate of Compliance, or evidence that the motor vehicle is exempt from the I/M Program requirements (as defined in Section 6.4) shall be presented to the Cache County Assessor or the Utah State Tax Commission as conditions

precedent to registration or renewal of registration of a motor vehicle in odd-numbered years for a vehicle with an odd-numbered model year. Persons who register a vehicle without meeting the requirements listed may be subject to the penalties referenced in Section 14 of this Regulation.

6.1.2 A Certificate of Compliance, or evidence that the motor vehicle is exempt from the I/M Program requirements (as defined in Section 6.4) shall be presented to the Cache County Assessor or the Utah State Tax Commission as conditions precedent to registration or renewal of registration of a motor vehicle in even-numbered years for a vehicle with an even-numbered model year. Persons who register a vehicle without meeting the requirements listed may be subject to the penalties referenced in Section 14 of this Regulation.

6.1.3 The Air Pollution Control Fee shall be paid annually, as per Chapter 10.20.040(E) of Cache County Code, (see also Section 6.7 of this Regulation) as conditions precedent to registration or renewal of registration of a motor vehicle.

6.1.4 A Certificate of Compliance shall be valid for a period of time in accordance with Section 41-6a-1642(10) Utah Code Annotated, 1953, as amended.

6.2 Publicly-Owned Vehicles. Owners of publicly-owned vehicles shall comply with the inspection program requirements. Federally-owned vehicles and vehicles of employees operated on a federal installation that do not require registration in the State of Utah shall comply with the emissions testing requirements.

6.3 Vehicles of employees and/or students parked at a college or university that do not require registration in Cache County shall comply with the emissions testing requirements as authorized by 41-6a-1642(5)(a) Utah Code Annotated, 1953, as amended.

6.3.1 College or university parking areas that are metered or for which payment is required per use are not subject to the requirements in Section 6.3.

6.4 Vehicle Exemption. The following vehicles are exempt from these emissions testing requirements:

6.4.1 An implement of husbandry as provided in Section 41-1a-102 Utah Code Annotated, 1953, as amended;

6.4.2 A motor vehicle that meets the definition of a farm truck as provided in Section 41-1a-102 Utah Code Annotated, 1953, as amended, and has a gross vehicle weight rating of 12,001 pounds or more;

6.4.3 A vintage vehicle as defined in Section 41-21-1 Utah Code Annotated, 1953, as amended;

6.4.4 A custom vehicle as defined in Section 41-6a-1507 Utah Code Annotated, 1953, as amended;

6.4.5 A pickup truck, as defined in Section 41-1a-102 Utah Code Annotated, 1953, as amended, with a gross vehicle weight rating of 12,000 pounds or less that meets the requirements provided in Section 41-6a-1642(4)(f) Utah Code Annotated, 1953, as amended;

6.4.6 A motorcycle as defined in Section 41-1a-102 Utah Code Annotated, 1953, as amended;

6.4.7 A motor vehicle powered solely by electric power;

6.4.8 Any gasoline or non-diesel based Alternative Fuel powered vehicle of model year 1995 or older;

6.4.9 Any gasoline or non-diesel based Alternative Fuel powered vehicle, with a gross vehicle weight rating greater than 8,500 pounds, and of model year 2007 or older;

6.4.10 Any gasoline or non-diesel based Alternative Fuel powered vehicle, with a gross vehicle weight rating greater than 14,000 pounds, and of model year 2008 or newer;

6.4.11 Any vehicle that is less than six years old on January 1 based on the age of the vehicle as determined by the model year identified by the manufacturer;

6.4.12 Any diesel or diesel based Alternative Fuel powered vehicle 1997 and older;

6.4.13 Any diesel or diesel based Alternative Fuel powered vehicle with a gross vehicle weight rating greater than 14,000 pounds; and

6.4.14 Any vehicle that qualifies for exemption under Section 41-6a-1642 Utah Code Annotated, 1953, as amended;

6.4.15 Any current use “Authorized emergency vehicle” as defined by Section 41-6a-102 Utah Code Annotated, 1953, as amended

6.5 If a vehicle exempted by Section 6.4 of this Regulation is brought to the Certified Emissions Inspector for an official Inspection it shall be the responsibility of the Certified Emissions Inspector to inform the owner/operator of the vehicle that the vehicle is not required to have an official Inspection.

6.6 Official Signs.

6.6.1 All I/M Program Stations shall display in a conspicuous location on the premises an official sign provided and approved by the Department; The readiness requirements for an OBD test as referenced in Appendix D shall be posted in a conspicuous place on the station's premises;

6.6.2 The station shall post on a clear and legible sign and in a conspicuous place at the station, the fees charged by that station for the performance of the emissions inspection;

6.6.3 The free re-inspection policy as referenced in Section 9.4 shall be posted in a conspicuous place on the station's premises;

6.6.4 The signs required by Sections 6.6.1 through 6.6.4 shall be located so as to be easily in the public view.

## 6.7 Fees.

6.7.1 The fees assessed upon I/M Program Stations and Certified Emissions Inspectors shall be determined according to a fee schedule adopted by the Board. The fee schedule is referenced in Appendix A to this Regulation and may be amended by the Board as necessary.

6.7.2 An Air Pollution Control Fee is hereby assessed upon every motor vehicle registered in Cache County as per Chapter 10.20.040 of Cache County Code. The fee will be assessed annually at the time of registration of the vehicle.

6.7.2.1 This fee assessment is included upon all motorized vehicles including those that are exempted from the inspection requirements of this Regulation by Section 6.4.

6.7.2.2 A motor vehicle that is exempt from the registration fee, and a commercial vehicle with an apportioned registration shall be exempt from this fee as per Section 41-1a-1223, Utah Code Annotated, 1953, as amended and Chapter 10.20.040 of Cache County Code.

6.7.3 I/M Program Stations may charge a fee for the required service. The fee may not exceed, for each vehicle inspected, the amount set by the Board and referenced in Appendix A of this Regulation.

6.7.3.1 The inspection fee pays for a complete inspection leading to a Certificate of Compliance, a Rejection, or a failure. If a vehicle fails, or is rejected from an inspection, the owner/operator is entitled to one free re-inspection if he returns to the I/M Program Station that performed the original inspection within fifteen (15) calendar days from

the date of the initial inspection. The I/M Program Station shall extend the fifteen day free re-inspection to accommodate the vehicle owner/operator if the I/M Program Station is unable to schedule the retest of the vehicle within the fifteen day time period. The inspection fee shall be the same whether the vehicle passes or fails the emission test.

6.7.4 If a vehicle fails the inspection and is within the time and mileage requirements of the federal emissions warranty contained in section 207 of the Federal Clean Air Act, the Certified Emissions Inspector shall inform the owner/operator that he may qualify for warranty coverage of emission related repairs as provided by the vehicle manufacturer and mandated by the Federal Environmental Protection Agency (see 40 CFR Part 85, Subpart V).

## 6.8 Compliance Assurance List.

6.8.1 The Department reserves the right to recall a vehicle and perform a Compliance Assurance Inspection at the I/M Technical Center for the following reasons:

6.8.1.1 Suspected fraudulent registration;

6.8.1.2 Suspected fraudulent emissions inspection;

6.8.1.3 Suspected tampering of emissions control devices;

6.8.1.4 Violations of Section 41-6a-1626, Utah Code Annotated, 1953, as amended, regarding visible emissions; and

6.8.1.5 Any item listed in Appendix D, Test Procedures, that cause the vehicle to be flagged during an emissions inspection.

6.8.2 The Department shall create and maintain a list of vehicles that are subject to a Compliance Assurance Inspection at the I/M Technical Center.

6.8.2.1 The Compliance Assurance Inspection criteria listed in Appendix D, Test Procedures, shall be followed.

6.8.2.2 A vehicle that passes the Compliance Assurance Inspection may be removed from the Compliance Assurance List by Department personnel.

6.8.2.3 A vehicle that fails the Compliance Assurance Inspection may be subject to penalties as described in Section 14 of this regulation.

## 7.0 PERMIT REQUIREMENTS OF THE VEHICLE EMISSIONS I/M PROGRAM STATION

### 7.1 Permit Required.

7.1.1 No person shall in any way represent any place as an official I/M Program Station unless the station is operated under a valid permit issued by the Department.

7.1.2 The Department is authorized to issue or deny permits for I/M Program Stations.

7.1.3 No permit for any official I/M Program Station may be assigned, transferred, or used by any person other than the original owner identified on the permit application for that specific I/M Program Station.

7.1.4 The permit shall be posted in a conspicuous place within public view on the premises.

7.1.5 Application for an I/M Program Station permit shall be made to the Department upon a form provided by the Department. No permit shall be issued unless the Department finds that the facilities, and equipment of the applicant comply with the requirements of this Regulation and that competent personnel, certified under the provisions of Section 8.0, are employed and will be available to make inspections, and the operation thereof will be properly conducted in accordance with this Regulation.

7.1.5.1 An I/M Program Station shall notify the Department and cease any emission testing if the station does not have a Certified Emissions Inspector employed.

7.1.5.2 An I/M Program Station shall notify the Department upon termination and/or resignation of any Certified Emissions Inspector employed by the station.

7.1.5.3 An I/M Program Station shall comply with all the terms stated in the permit application and all the requirements of this Regulation.

7.1.5.4 An I/M Program Station shall provide a dedicated internet connection for the Certified Testing Equipment. A wireless internet connection may be required by the Contractor.

## 7.2 Permit Duration and Renewal

7.2.1 The permit for I/M Program Stations shall be issued annually and shall expire on the last day of the month, one year from the month of issue. The permit shall be renewable sixty days prior to the date of expiration.

7.2.2 It is the responsibility of the owner/operator of the I/M Program Station to pursue the permit renewal through appropriate channels.

## 7.3 I/M Program Station to hold Department Harmless

7.3.1 In making application for a permit or for its renewal, such action shall constitute a declaration by the applicant that the Department shall be held harmless from liability incurred due to action or inaction of I/M Program Station's owners or their employees.

7.4 An I/M Program Station shall be kept in good repair and in a safe condition for inspection purposes free of obstructions and hazards.

# 8.0 TRAINING AND CERTIFICATION OF INSPECTORS

## 8.1 Certified Emissions Inspector Certification Required.

8.1.1 No person shall perform any part of the inspection for the issuance of a Certificate of Compliance unless the person possesses a valid Certified Emissions Inspector Certification issued by the Department.

8.1.2 Applications for a Certified Emissions Inspector Certification shall be made upon an application form prescribed by the Department. No certification shall be issued unless:

8.1.2.1 The applicant has shown adequate competence by successfully completing all portions of the Certified Emissions Inspector Certification requirements as specified in this Regulation; and

8.1.2.2 The applicant has paid the required permit fees as set by the Board and referenced in Appendix A of this Regulation.

8.1.3 An applicant shall comply with all of the terms stated in the application and with all the requirements of this Regulation.

8.1.4 An applicant shall complete a Department approved training course and shall demonstrate knowledge and skill in the performance of emission testing and

use of the Certified Testing Equipment. Such knowledge and skill shall be shown by passing at minimum:

- 8.1.4.1 Operation and purposes of emission control systems;
- 8.1.4.2 Inspection procedures as outlined in this Regulation and prompted by the Certified Testing Equipment ;
- 8.1.4.3 Operation of the Certified Testing Equipment;
- 8.1.4.4 The provisions of Section 207(b) warranty provisions of the Federal Clean Air Act, and other federal warranties;
- 8.1.4.5 The provisions of this Regulation and other applicable Department policies and procedures; and
- 8.1.4.6 A performance qualification test including but not limited to the following:
  - (a) Demonstration of skill in proper use, care, and maintenance, of the Certified Testing Equipment;
  - (b) Demonstration of ability to conduct the inspection; and
  - (c) Demonstration of ability to accurately enter data in the Certified Testing Equipment.

8.1.5 The Department shall issue a Certified Emissions Inspector Certificate to an applicant upon successful completion of the requirements of this section.

8.1.6 The Certified Emissions Inspector Certificates are and remain the property of the Department, only their use and the license they represent is tendered.

8.1.7 Certified Emissions Inspector Certifications shall not be transferred from one person to another person.

## 8.2 Recertification Requirements for Certified Emissions Inspectors

8.2.1 The Department may renew certifications for an existing Certified Emissions Inspector after a properly completed renewal form is submitted, reviewed, and approved, the recertification requirements have been completed, the fees are paid and the Certified Emissions Inspector has complied with this Regulation.



8.2.2 Certified Emissions Inspectors shall be required to recertify annually. Failure to recertify shall result in suspension or revocation of the Certification as described in this Regulation.

8.2.3 Certified Emissions Inspectors shall complete a Department approved refresher course every 2 years. Applicants for recertification shall complete a Department approved refresher course no more than sixty days prior to the date of expiration.

### 8.3 Certification Expiration

8.3.1 The Certified Emissions Inspector Certification shall be issued annually and shall expire on the last day of the month one year from the month of issue. The certification shall be renewable sixty days prior to the date of expiration.

8.3.2 It is the responsibility of the Certified Emissions Inspector to pursue the renewal of the Certification.

### 8.4 Certified Emissions Inspector Certification Denial, Suspension and Revocation

8.4.1 Certified Emissions Inspector Certifications may be suspended or revoked by the Department for violations of this Regulation.

8.4.2 Suspension or revocation of Certified Emissions Inspector Certifications shall follow the provisions of Appendix C of this Regulation.

8.4.3 The Department may deny issuance of a Certified Emissions Inspector Certification to an individual that works as an emissions inspector in another county in Utah and is currently under suspension or revocation in that program.

## 9.0 INSPECTION PROCEDURE

9.1 The official emissions inspection shall be solely performed by a Certified Emissions Inspector at an I/M Program Station, and Department approved inspection procedures, as referenced in this section and Appendix D, Test Procedures, are to be followed.

9.2 A complete official test must be performed any time an inspection is requested. The Certified Emissions Inspector shall not perform any part of the inspection without initiating an official test on the Certified Testing Equipment.

9.3 The Certified Emissions Inspector shall perform the official vehicle emissions test using the proper testing procedure.

9.3.1 All gasoline, and non-diesel based Alternative Fuel powered vehicles, including Bi-Fuel vehicles, model year 1996 and newer, with a gross vehicle weight rating 8,500 pounds or less, shall be tested as specified in Appendix D, OBDII Test Procedures, unless specifically exempted by this Regulation.

9.3.2 All gasoline and non-diesel based Alternative Fuel powered vehicles, including Bi-Fuel vehicles, model year 2008 and newer with a gross vehicle weight rating greater than 8,500 pounds and less than 14,001 pounds shall be tested as specified in Appendix D, OBDII Test Procedures, unless specifically exempted by this Regulation.

9.3.3 All diesel and diesel based Alternative Fuel powered vehicles model year 1998 and newer with a gross vehicle weight rating less than 14,001 pounds shall be tested as specified in Appendix D, Diesel Test Procedures, unless specifically exempted by this Regulation.

#### 9.4 Retesting Procedures

9.4.1 If the vehicle fails the initial emissions inspection, the owner/operator shall have fifteen calendar days in which to have repairs or adjustments made and return the vehicle to the I/M Program Station that performed the initial inspection for one (1) free re-inspection.

9.4.2 If the vehicle is Rejected from the initial emissions inspection for failure to complete Readiness requirements, the owner/operator shall have fifteen calendar days in which to return the vehicle to the I/M Program Station that performed the initial inspection for one (1) free re-inspection.

9.4.3 If the vehicle owner/operator does not return to the I/M Program Station that performed the initial inspection within fifteen calendar days the I/M Program Station is under no obligation to offer a free re-inspection.

#### 9.5 Waivers

9.5.1 A Waiver may be granted and a Certificate of Compliance issued for 1996 and newer model year vehicles if all of the following requirements are met:

9.5.1.1 Air pollution control devices identified in the VECI Label are in place and apparently operable on the vehicle. If the VECI Label is missing, the Department may use reference material to identify the air pollution control devices required for the vehicle. If the devices have been removed

or rendered inoperable, they shall be replaced or repaired before a Waiver is granted;

9.5.1.2 The vehicle continues to fail the inspection after \$200.00 has been spent on acceptable emissions related repair costs for that specific vehicle, and proof of repair costs for that specific vehicle have been provided to the Department in the form of an itemized bill, invoice, work order, manifest, or statement in which emissions related parts are specifically identified. If repairs are made at a repair station that employs individuals with current ASE L1, ASE A8, or another certification approved by the Department, the cost of labor may be included in the \$200.00;

9.5.1.3 The vehicle is not within the time and mileage requirements of the federal emissions warranties. Any vehicle that is within time and mileage requirements of the federal emissions warranties shall not be eligible for a Waiver, but shall be repaired to pass the testing requirements; and

9.5.1.4 A vehicle that is Rejected from the OBD Inspection may qualify for a Waiver if it meets requirements set forth in Appendix F, Waivers for “Not Ready” Vehicles.

9.5.2 As used in 9.5.1, acceptable emissions related repairs:

9.5.2.1 May include repairs performed up to 60 days prior to the official emissions test, provided appropriate documentation is supplied to the Department;

Diagnostic work performed, including Diagnostic Trouble Codes if applicable, must be properly documented to justify any repairs performed;

9.5.2.2 Does not include the fee paid for the test;

9.5.2.3 Does not include costs associated with the repairs or replacements of air pollution control equipment on the vehicle if the need for such adjustment, maintenance, replacement, or repair is due to disconnection of, tampering with, or abuse of the emissions control systems;

- 9.5.2.4 Refers to repairs, maintenance, and diagnostic evaluations done in accordance with manufacturer's specifications, to the extent that the purpose is to reduce emissions;
- 9.5.2.5 Repairs performed on OBD compliant vehicles should be directly related to the diagnostic trouble codes identified by the vehicle and by further diagnostic tests on the vehicle;
- 9.5.2.6 Does not include parts replaced on OBD compliant vehicles that cannot be justified through diagnostic trouble codes or further diagnostic tests on the vehicle.

9.5.3 A Waiver shall only be issued by the Department. A Waiver shall only be issued after determining that the vehicle complies with the requirements of this Section.

9.5.4 A Waiver shall only be issued once to any vehicle that qualifies, throughout the lifetime of the vehicle.

9.5.5 A vehicle must meet the requirements of Section 41-6a-1626, Utah Code Annotated 1953, as amended, regarding visible emissions in order to qualify for a Waiver.

9.6 The Department shall explore new technologies related to emissions inspections. As part of this exploration the Department may perform studies, run pilot projects, collect and analyze data, and make recommendations to the Board. If a new technology can be shown to be as effective as current technologies in reducing emissions and preventing fraud, the Department shall present these findings to the EPA. The Department shall then work with the EPA, the Board, and the Council to seek approval to incorporate the new technology as a testing method.

## 10.0 ENGINE SWITCHING

10.1 Engine switching shall be allowed only in accordance with EPA policy, as detailed in EPA's Engine Switching Fact Sheet, dated March 13, 1991, and EPA's Addendum to Mobile Source Enforcement Memorandum 1A, dated September 4, 1997.

10.2 Vehicles subject to an emissions inspection, as referenced in Section 6.0 of this Regulation, that do not meet the requirements of Section 10.1 shall be deemed as tampered and are not eligible for a Waiver, unless they are restored to the original engine and emission control configuration.

## 11.0 SPECIFICATIONS FOR CERTIFIED TESTING EQUIPMENT

### 11.1 Approval of Certified Testing Equipment

11.1.1 Certified Testing Equipment shall meet the specifications as detailed in Appendix E.

11.1.2 It shall be illegal for any person to modify the hardware or software of Certified Testing Equipment without approval by the Department and/or Contractor.

11.1.3 It shall be illegal for any person to gain access to any Department or Contractor controlled portions of Certified Testing Equipment without approval by the Department and/or Contractor.

## 12.0 QUALITY ASSURANCE

12.1 A quarterly inspection shall be made by a representative of the Department to verify compliance with this Regulation for each I/M Program Station. During the time of the inspection by the Department, the Department's representative shall have exclusive access to the Certified Testing Equipment. Inspections may be performed utilizing technology integrated into the Certified Testing Equipment.

12.2 An annual covert inspection and audit shall be made by a representative of the Department to verify compliance with this Regulation for each I/M Program Station.

12.3 The Department may increase the frequency of inspections for I/M Program Stations and/or Certified Emissions Inspectors if the Department receives information of a violation of this Regulation.

12.4 The Department shall regularly monitor I/M Program Stations and/or Certified Emissions Inspectors through inspection records and/or technology integrated into the Certified Testing Equipment.

## 13.0 DISCIPLINARY PENALTIES AND RIGHT TO APPEAL

13.1 When the Department, or its representative(s), receives information of a violation of any regulation contained herein which may result in a permit denial, revocation, or suspension, the Department shall notify the affected entity, in writing, informing the entity of the violation and penalties to be enforced. The affected entity may request a hearing within ten calendar days of the Department giving notice of the potential permit denial, revocation, or suspension. Only a written request for a hearing shall be honored by the Department. No appeal may be made on a formal warning.

13.1.1 In considering the appropriate administrative action to be taken as indicated in Appendix C, the Director shall consider the following:

- 13.1.1.1 whether the violation was unintentional or careless;
- 13.1.1.2 the frequency of the violation or violations;
- 13.1.1.3 the inspection and covert inspection history of the I/M Program Station and the Certified Emissions Inspector;
- 13.1.1.4 whether the fault lies with the I/M Program Station or the Certified Emissions Inspector.

13.1.2 After consideration of the factors in Section 13.1.1 the Director may take appropriate administrative action as indicated in Appendix C against either the I/M Program Station, the Certified Emissions Inspector, or both.

## 13.2 Appeals Hearing Procedure:

13.2.1 An appeals hearing shall be held at the request of the affected entity in order to determine the accuracy of information obtained by the Department and whether there are mitigating factors which would justify a reduction of the imposed penalties.

13.2.2 The requesting party may bring to the hearing any witnesses and any evidence believed to be pertinent to the disciplinary action.

13.2.3 The appeal shall be heard by the Vehicle Inspection and Maintenance Appeal Board, hereafter I/M Board, consisting of at least three persons, who are not employees of Bear River Health Department, appointed by the Board. The I/M Board shall have the discretion to determine which witnesses shall be heard and what evidence is relevant.

13.2.4 Violations determined to be intentional or flagrant shall result in the maximum enforcement of the penalty schedule pursuant to Appendix C.

13.2.5 In considering whether to reduce a penalty indicated by Appendix C, the I/M Board and the Department shall consider the following:

- 13.2.5.1 whether the violation was unintentional or careless;
- 13.2.5.2 the frequency of the violation or violations;
- 13.2.5.3 the inspection and covert inspection history of the I/M Program Station and the Certified Emissions Inspector;

13.2.5.4 whether the fault lies with the I/M Program Station, the Certified Emissions Inspector, or both.

13.3 Written notice of the final determination of the I/M Board, including the I/M Board's finding under Section 14.2.5, shall be made within ten calendar days after the conclusion of the appeals hearing.

## 14.0 PENALTY

14.1 Any person who is found guilty of violating any of the provisions of this Regulation, either by failing to do those acts required herein or by doing a prohibited act, shall be guilty of a class B misdemeanor pursuant to Section 26A-1-123, Utah Code Annotated, 1953, as amended. If a person is found guilty of a subsequent similar violation within two years, he shall be guilty of a class A misdemeanor pursuant to Section 26A-1-123, Utah Code Annotated, 1953, as amended.

14.2 Each day such violation is committed or permitted to continue shall constitute a separate violation.

14.3 The Cache County Attorney's Office may initiate legal action, civil or criminal, requested by the Department to abate any condition that exists in violation of this Regulation.

14.4 In addition to other penalties imposed by a court of competent jurisdictions, any person(s) found guilty of violating any of this Regulation shall be liable for all expenses incurred by the Department.

14.5 A Penalty Schedule for permit warning, suspension, or revocation is adopted as Appendix C and may be amended by the Board as the Board deems necessary to accomplish the purposes of this Regulation.

14.6 The Department shall request that the Utah Division of Motor Vehicles suspend or revoke a registered vehicle's registration if the vehicle is unable to meet emissions standards or if the vehicle has not complied with the required emission testing requirements pursuant to Section 41-1a-110(6), Utah Code Annotated, 1953, as amended.

## 15.0 SEVERABILITY

If any provision, clause, sentence, or paragraph of this Regulation or the application thereof to any person or circumstances shall be held to be invalid, such invalidity shall not affect the other provisions or applications of this Regulation. The valid part of any clause, sentence, or paragraph of this Regulation shall be given independence from the invalid provisions or application and to this end the provisions of this Regulation are hereby declared to be severable.

## 16.0 EFFECTIVE DATE

This Regulation shall become effective on January 1, 2021 as adopted by the Bear River Board of Health.

Approved and Adopted this 10<sup>th</sup> day of April, 2019.



James Swit, Chair  
Bear River Board of Health



Lloyd Berentzen, M.B.A.  
Executive Director  
Bear River Health Department



## APPENDIX A - FEE SCHEDULE

Permitting of an official I/M Program Station	\$250.00
Annual Renewal of I/M Program Station	\$50.00
Expired I/M Program Station Renewal	\$75.00
I/M Program Station Re-location	\$75.00
Permitting of a Certified Emissions Inspector	\$25.00
Renewal of Certified Emissions Inspector	\$15.00
Expired Certified Emissions Inspector Renewal	\$25.00
Official Station Sign	Cost
APC Fee for 12 month registration	\$3.00
APC Fee for 6 month registration	\$2.25
Emissions Inspection Fee – OBD Test	Market
Emissions Inspection Fee –Tampering	Market

## APPENDIX B - RESERVED

## APPENDIX C - PENALTY SCHEDULE

<b>Violation</b> (resets after 2 years of no similar violations unless revoked)	<b>1<sup>st</sup> Occurrence</b>	<b>2<sup>nd</sup> Occurrence</b>	<b>3<sup>rd</sup> Occurrence</b>	<b>4<sup>th</sup> Occurrence</b>
<b>Failure to inspect or substituting a vehicle other than the vehicle on the test record – Registering a failing vehicle</b> <i>(intentional pass)</i>	Tech: 180 day suspension and mandatory retraining	Tech: Revocation of permit for up to 5 years		
	Station: 180 day suspension	Station: 270 day suspension	Station: Revocation of inspection station permit for up to 5 years	
<b>Passing a failing vehicle or recording pass for tampering on a tampered vehicle</b> <i>(gross negligence)</i>	Tech: 30 day suspension and mandatory retraining	Tech: 60 day suspension and mandatory retraining	Tech: Revocation of permit for up to 5 years	
	Station: 15 day suspension	Station: 30 day suspension	Station: 60 day suspension	Station: Revocation of permit for up to 5 years
<b>Falsifying an inspection record or emissions certificate or Failing a passing vehicle</b> <i>(intentional)</i>	Tech: 180 day suspension and mandatory retraining	Tech: Revocation of permit for up to 5 years		
	Station: 180 day suspension	Station: 270 day suspension	Station: Revocation of inspection station permit for up to 5 years	
<b>Non-certified person performing test – Using another inspector’s access</b> <i>(gross negligence table)</i>	Tech: 60 day suspension	Tech: 180 day suspension	Tech: Revocation of permit for up to 5 years	
	Station: 60 day suspension	Station: 180 day suspension	Station: Revocation of inspection station permit for up to 5 years	
<b>Inaccurate or incomplete data entry</b> <i>(incompetence)</i>	Tech: Formal warning and mandatory retraining	Tech: 30 day suspension and mandatory retraining	Tech: 90 day suspension and mandatory retraining	Tech: Revocation of permit for up to 5 years
	Station: Formal warning	Station: 15 day suspension	Station: 45 day suspension	Station: Revocation of inspection station permit for up to 5 years
<b>Failure to follow proper test procedures – Other regulation violations</b> <i>(incompetence)</i>	Tech: Formal warning and mandatory retraining	Tech: 30 day suspension and mandatory retraining	Tech: 90 day suspension and mandatory retraining	Tech: Revocation of permit for up to 5 years
	Station: Formal warning	Station: 15 day suspension	Station: 45 day suspension	Station: Revocation of inspection station permit for up to 5 years



## APPENDIX D - TEST PROCEDURES

### **OBDII Test Procedures for gasoline and non-diesel based Alternative Fuel powered vehicles**

- 1 The Certified Emissions Inspector shall verify the following items from the vehicle and accurately record them in the Certified Testing Equipment:
  - 1.1 Vehicle Identification Number (VIN)
  - 1.2 Gross Vehicle Weight Rating (GVWR)
  - 1.3 Model year
  - 1.4 Make
  - 1.5 Model
  - 1.6 Fuel Type
  - 1.7 Engine size
  - 1.8 Number of cylinders
  - 1.9 Certification standard (EPA or California)
- 2 The Certified Emissions Inspector shall visually examine the instrument panel to determine if the Malfunction Indicator Light (MIL) illuminates, at least briefly, when the ignition key is turned to the “key on, engine off” (KOEO) position. The visual result shall be accurately recorded in the Certified Testing Equipment.
- 3 The Certified Emissions Inspector shall locate the Diagnostic Link Connector (DLC) on the vehicle being tested. The vehicle should be connected to the Certified Testing Equipment when prompted.
  - 3.1 If the DLC is missing, has been tampered with, or is otherwise inoperable, the vehicle fails the test and shall be repaired.
  - 3.2 If the DLC is inaccessible, the problem must be remedied before the test can continue.
- 4 When prompted by the Certified Testing Equipment the Certified Emissions Inspector should start the engine so the vehicle is in the “key on, engine running” (KOER) condition and follow the screen prompts until the test is complete.
- 5 For 1996-2000 model year vehicles two (2) supported readiness monitors are allowed to be “not ready”. For 2001 and newer vehicles one (1) supported readiness monitor is allowed to be “not ready”. If the “not ready” status exceeds these numbers the vehicle must be driven additional miles or have appropriate repairs made.
  - 5.1 A vehicle that fails the initial inspection for a catalyst related fault (i.e., P0420-P0439) must have the catalyst monitor set to “ready” upon re-inspection.

- 6 If the MIL is commanded on while the engine is running, regardless of the presence of Diagnostic Trouble Codes (DTC), the vehicle will fail the test and will require repairs.
- 7 Certain vehicles have been determined to be OBDII deficient. The Certified Testing Equipment software will maintain a list of these vehicles and perform a modified OBDII test.
- 8 A vehicle must meet the requirements of Section 41-6a-1626, Utah Code Annotated 1953, as amended, regarding visible emissions in order to qualify for a Certificate of Compliance.
- 9 Certain vehicles will be flagged by the testing software during the inspection and may be recalled to the I/M Technical Center for a Compliance Assurance Inspection. Vehicles will be flagged for the following items:
  - 9.1 Mismatch between entered VIN and OBD VIN;
  - 9.2 Any of the following readiness monitors being unsupported: Misfire, fuel system, component, catalyst, and/or oxygen sensor;
  - 9.3 A change in supported readiness monitors since the last inspection;
  - 9.4 A change in communication protocol since the last inspection;
  - 9.5 A change in OBD VIN since the last inspection;
  - 9.6 The presence of an OBD VIN in a vehicle that does not support OBD VINs;
  - 9.7 The absence of an OBD VIN in a vehicle that supports OBD VINs; or
  - 9.8 A change in PID count since the last inspection.
- 10 Certain vehicles might not communicate with the Certified Testing Equipment. These vehicles will be referred to the I/M Technical Center for a Referee Inspection.
- 11 A vehicle owner/operator that challenges the results of an official emissions inspection may request a Referee Inspection at the I/M Technical Center.



## **Diesel and diesel based Alternative Fuel Powered Vehicles Test Procedures**

All diesel powered vehicles 2007 and newer, with a gross vehicle weight rating less than 14,001 pounds, shall be tested as follows:

- 1 The Certified Emissions Inspector shall verify the following items from the vehicle and accurately record them in the Certified Testing Equipment:
  - 1.1 Vehicle Identification Number (VIN)
  - 1.2 Gross Vehicle Weight Rating (GVWR)
  - 1.3 Model year
  - 1.4 Make
  - 1.5 Model
  - 1.6 Fuel Type
  - 1.7 Engine size
  - 1.8 Number of cylinders
  - 1.9 Certification standard (EPA or California)
- 2 The Certified Emissions Inspector shall visually examine the instrument panel to determine if the Malfunction Indicator Light (MIL) illuminates, at least briefly, when the ignition key is turned to the “key on, engine off” (KOEO) position. The visual result shall be accurately recorded in the Certified Testing Equipment.
- 3 The Certified Emissions Inspector shall locate the Diagnostic Link Connector (DLC) on the vehicle being tested. The vehicle should be connected to the Certified Testing Equipment when prompted.
  - 3.1 If the DLC is missing, has been tampered with, or is otherwise inoperable, the vehicle fails the test and shall be repaired.
  - 3.2 If the DLC is inaccessible, the problem must be remedied before the test can continue.
- 4 When prompted by the Certified Testing Equipment the Certified Emissions Inspector should start the engine so the vehicle is in the “key on, engine running” (KOER) condition and follow the screen prompts until the test is complete.
- 5 Two supported readiness monitors are allowed to be “not ready”. If the “not ready” status exceeds these numbers the vehicle must be driven additional miles or have appropriate repairs made.
  - 5.1 A vehicle that fails the initial inspection for a catalyst related fault (i.e., P0420-P0439) must have the catalyst monitor set to “ready” upon re-inspection.
- 6 If the MIL is commanded on while the engine is running, regardless of the presence of Diagnostic Trouble Codes (DTC), the vehicle will fail the test and will require repairs.

- 7 Certain vehicles have been determined to be OBDII deficient. The Certified Testing Equipment software will maintain a list of these vehicles and perform a modified OBDII test.
- 8 A vehicle must meet the requirements of Section 41-6a-1626, Utah Code Annotated 1953, as amended, regarding visible emissions in order to qualify for a Certificate of Compliance.
- 9 Certain vehicles will be flagged by the testing software during the inspection and may be recalled to the I/M Technical Center for a Compliance Assurance Inspection. Vehicles will be flagged for the following items:
  - 9.1 Mismatch between entered VIN and OBD VIN;
  - 9.2 Any of the following readiness monitors being unsupported: Misfire, fuel system, component, NMHC, and/or NOx/SCR;
  - 9.3 A change in supported readiness monitors since the last inspection;
  - 9.4 A change in communication protocol since the last inspection;
  - 9.5 A change in OBD VIN since the last inspection;
  - 9.6 The absence of an OBD VIN; or
  - 9.7 A change in PID count since the last inspection.
- 10 Diesel powered vehicles shall be subject to a visual anti-tampering inspection. The air pollution control devices identified in the Vehicle Emissions Control Information (VECI) label shall be in place and apparently operable on the vehicle. If the decal is missing, reference material may be used to identify the air pollution control devices required for the vehicle.
- 11 Certain vehicles might not communicate with the Certified Testing Equipment. These vehicles will be referred to the I/M Technical Center for a Referee Inspection.
- 12 A vehicle owner/operator that challenges the results of an official emissions inspection may request a Referee Inspection at the I/M Technical Center.

All diesel powered vehicles 1998-2006, with a gross vehicle weight rating less than 14,001 pounds, shall be tested as follows:

- 1 The Certified Emissions Inspector shall verify the following items from the vehicle and accurately record them in the Certified Testing Equipment:
  - 1.1 Vehicle Identification Number (VIN)
  - 1.2 Gross Vehicle Weight Rating (GVWR)
  - 1.3 Model year
  - 1.4 Make
  - 1.5 Model
  - 1.6 Fuel Type
  - 1.7 Engine size
  - 1.8 Number of cylinders
  - 1.9 Certification standard (EPA or California)
- 2 Diesel powered vehicles shall be subject to a visual anti-tampering inspection. The air pollution control devices identified in the Vehicle Emissions Control Information (VECI) label shall be in place and apparently operable on the vehicle. If the decal is missing, reference material may be used to identify the air pollution control devices required for the vehicle.
- 3 A vehicle must meet the requirements of Section 41-6a-1626, Utah Code Annotated 1953, as amended, regarding visible emissions in order to qualify for a Certificate of Compliance.
- 4 If the OBDII System is identified on the VECI label, the procedure in Section 2 through 5 shall be followed.
  - 4.1 An inspection of the OBDII System shall be for informational purposes only and will not determine whether a vehicle passes or fails the emission inspection.

## **Compliance Assurance Inspection**

- 1 A vehicle that is referred to the I/M Technical Center for a Compliance Assurance Inspection shall be subject to an official emissions inspection. A visual anti-tampering inspection shall also be included in every Compliance Assurance Inspection. The air pollution control devices listed in the Vehicle Emissions Control Information (VECI) label shall be in place and apparently operable on the vehicle. If the VECI label is missing, reference material may be used to identify the air pollution control devices required for the vehicle.
  - 1.1 A vehicle that has missing or tampered air pollution control devices will fail the Compliance Assurance Inspection and will not be issued a Certificate of Compliance.
  - 1.2 A vehicle that has missing or tampered air pollution control devices and has already been issued a Certificate of Compliance will be required to replace or repair the devices. Owners/operators of vehicles that do not comply will be subject to the penalties in this Regulation.
- 2 The Department will use data obtained by the Utah Division of Motor Vehicles and inspection data to determine if a vehicle should be subject to a Compliance Assurance Inspection.
- 3 The owner/operator of a vehicle subject to a Compliance Assurance Inspection will be notified in writing of the requirement to present the vehicle for inspection.

## **Referee Inspection**

- 1 Vehicles may be referred to the I/M Technical Center for a Referee Inspection. During a Referee Inspection the Department may override the normal testing criteria and issue a Certificate of Compliance for the following reasons:
  - 1.1 The vehicle will not communicate with the Certified Testing Equipment but will communicate with other scan tools. The vehicle must meet all other testing requirements including readiness status and MIL status; or
  - 1.2 The vehicle has met the criteria to be issued a Waiver.
- 2 A Referee Inspection may also be performed when an owner/operator believes the emissions inspection performed at an I/M Program Station was not done correctly.

## APPENDIX E - CERTIFIED TESTING EQUIPMENT STANDARDS

### 1 General

This appendix contains specifications for Contractors to design Certified Testing Equipment to be used in the Cache County I/M Program.

#### 1.1 Design Goals

Certified Testing Equipment must be designed and constructed to provide reliable and accurate service in the automotive service environment. The software must be designed for maximum operational simplicity. The software must prevent users from clearing Diagnostic Trouble Codes (DTC), changing readiness status, or performing other actions that could change the results of an official emissions test. In addition, the Certified Testing Equipment must include security measures that will prevent unauthorized modifications to the software or inspection data.

These technical specifications contain the minimum requirements for Certified Testing Equipment used to perform official emissions inspections in Cache County, UT.

#### 1.2 Manuals

All Certified Testing Equipment sold or leased by the Contractor must be provided with a current copy of a manual that contains, at a minimum, operating instructions, maintenance instructions, and initial startup instructions. The manual may be provided in electronic format and shall be accessible from the Certified Testing Equipment.

#### 1.3 Warranty Coverage and Extended Service Agreements

A written warranty coverage agreement, signed by an authorized representative of the Contractor and the I/M Program Station, which provides a complete description of coverage for all systems and components and all Contractor provided services listed below in Contractor Provided Services, must accompany the sale or lease of each unit of Certified Testing Equipment.

The Contractor shall provide a minimum of one-year warranty coverage on each unit of Certified Testing Equipment sold or leased. The one-year warranty coverage shall begin on the date of purchase and shall be included in the unit pricing for the Certified Testing Equipment. An extended warranty shall be made available to the I/M Program Stations that purchase or lease Certified Testing Equipment.

#### 1.4 Contractor Provided Services

The Contractor shall provide the following services to the I/M Program Station as part of any sale, lease, or loan of Certified Testing Equipment:

- Delivery, set-up, and verification of proper functionality of the Certified Testing Equipment; and
- Training on the use and maintenance of the Certified Testing Equipment.

The Contractor shall provide the following services to the I/M Program Station during the initial one-year warranty coverage period and thereafter to any I/M Program Station that purchases an extended warranty:

- Full system support and repair as detailed in the warranty coverage agreement; and
- Appropriate service response, either on-site or remote, by a Contractor authorized repair technician within one business day (Saturday shall be considered a business day), excluding Sundays, and national/state holidays (New Year's Day, Human Rights Day, President's Day, Memorial Day, Independence Day, Pioneer Day, Labor Day, Veteran's Day, Thanksgiving, and Christmas), of a request from the I/M Program Station. All system repairs, component replacements, and/or Certified Testing Equipment adjustments must be accomplished within a minimum average response time of 8 business hours after a service request has been initiated. If the completion of this work is not possible within this time period, Certified Testing Equipment of equal quality and specifications must be provided until the malfunctioning unit is properly repaired and returned to service.

## 1.5 Tamper Resistance

The Certified Testing Equipment operators, Department personnel, and Contractor authorized service technicians shall be prevented from changing any inspection results, programs, or data contained on the Certified Testing Equipment. The Contractor shall use appropriate software and/or hardware provisions to protect files and programs.

## 2 – Hardware/Software Requirements

### 2.1 Accessing the OBD System

The Certified Testing Equipment must include hardware and software necessary to access the on-board computer systems of vehicles subject to OBD inspections. This includes the following:

- 1996 and newer gasoline and non-diesel based alternative fuel vehicles with a gross vehicle weight rating of 8,500 pounds or less
- 2008 and newer gasoline and non-diesel based alternative fuel vehicles with a gross vehicle weight rating of 14,000 pounds or less
- 2007 and newer diesel and diesel based alternative fuel vehicles with a gross vehicle weight rating of 14,000 pounds or less



The Certified Testing Equipment shall be compliant with the recommended practices regarding OBD inspections contained in J1962, J1978, and J1979 as published by the Society of Automotive Engineers (SAE). The Certified Testing Equipment must be able to connect to the vehicle's data link connector (DLC) and access, at a minimum, the following OBD data:

- Service modes \$01, \$03, \$06, \$07, \$09, \$0A

The Certified Testing Equipment must be capable of communicating with all OBD vehicles that use, at a minimum, the following communications protocols:

- International Organization for Standardization (ISO) 9141
- Variable Pulse Width (VPW)
- Pulse Width Modulation (PWM)
- Keyword Protocol 2000 (KWP)
- Controller Area Network (CAN)

## 2.2 Barcode Scanner

The Certified Testing Equipment must include a bar code scanner capable of reading both 1D and 2D barcodes. The bar code scanner must be able to read the barcode through a windshield. The bar code scanner must be able to withstand multiple 6.5 foot (2 meter) drops to concrete and be environmentally sealed to withstand the normal operating conditions of an automotive service environment.

The bar code scanner may be a stand alone device or may be integrated into the Certified Testing Equipment.

## 2.3 Camera

Certified Testing Equipment shall be equipped with video capturing equipment. The video capturing equipment must capture video from each official emissions inspection.

## APPENDIX F - WAIVERS FOR "NOT READY" VEHICLES

A vehicle owner may be eligible for a Waiver when their gasoline powered vehicle is “Not Ready” and the following conditions are met:

- 1 The vehicle is not subject to a modified OBDII test because of OBD deficiencies;
- 2 The vehicle has an official test performed showing a “Not Ready” status. The MIL is functioning properly and is not commanded on. No pending codes are stored in the vehicle’s computer.
- 3 A second inspection has been performed showing the following:
  - 3.1 Readiness monitors have not changed from “Not Ready” to “Ready”;
  - 3.2 The test dates are separated by at least 7 days and the vehicle has traveled a minimum of 200 miles;
  - 3.3 The MIL is functioning properly and is not commanded on. No pending codes are stored in the vehicle’s computer; and
  - 3.4 A statement is included from a repair station, stating the appropriate diagnostics and manufacturer recommended drive cycles have been performed and the readiness monitors have not been set.
- 4 A third inspection has been performed by a second repair station showing the following:
  - 4.1 Readiness monitors have not changed from “Not Ready” to “Ready”;
  - 4.2 The initial and third test dates are separated by at least 14 days and the vehicle has traveled a minimum of 400 miles;
  - 4.3 The MIL is functioning properly and is not commanded on. No pending codes are stored in the vehicle’s computer; and
  - 4.4 A statement is included from a repair station, stating the appropriate diagnostics and manufacturer recommended drive cycles have been performed and the readiness monitors have not been set.
- 5 At least one of the statements must come from the vehicle manufacturer’s dealership repair station. This statement must indicate that the appropriate drive cycles and diagnostics have been performed and the vehicle will not reach a “Ready” status. The dealership must also document that the vehicle’s computer is up to date and functioning properly. The computer must be updated if required or recommended by the manufacturer. If the computer is updated the vehicle must complete the appropriate drive cycles following the update.
- 6 The cost requirements as set forth by this Regulation must be met in order to qualify for a Waiver. In order to count labor the repair station must employ individuals with current ASE L1, ASE A8, or other certifications approved by the Department.

## APPENDIX G - WAIVERS FOR PART UNAVAILABILITY

A vehicle owner may be eligible for a “Parts” Waiver when their vehicle is unable to pass an emissions test with a valid error code and the following conditions are met:

1. The vehicle is not subject to a modified OBDII test because of OBD deficiencies;
2. The vehicle has an official test, performed within the prior 30 days, showing a failing status.
3. The MIL is functioning properly. Pending and/or permanent codes are stored in the vehicle’s computer.
4. A written, signed statement is provided from an ASE certified, currently licensed I/M station stating the part(s) are unavailable for a time exceeding six (6) months
5. A second, separate I/M Station meeting the above criteria issues a written and signed statement detailing the part is unavailable for a time exceeding six (6) months.
6. At least one of the statements must come from the vehicle manufacturer’s dealership repair station. This statement must indicate that the part is either backordered or out of production. The dealership must also document that the vehicle’s computer is up to date and functioning properly. The computer must be updated if required or recommended by the manufacturer.

CACHE COUNTY  
ORDINANCE NO. 2024-08

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An ordinance amending the County Land Use Code as required by the adoption of Ord. 2024-08 amending Title 16 Subdivision Regulations to comply with HB476 Municiplan Land Use Regulation Modifications recently passed State legislation that requires updates to the code and a more streamlined review process.

**Whereas**, Utah Legislature approved HB476 in 2024 requiring political subdivision to update the process in reviewing and approving subdivision applications; and

**Whereas**, Cache County seeks to provide an excellent level of service to residents in the County while providing a process for the County to review land use applications to ensure they comply with County code requirements; and

**Whereas**, on June 6, 2024, the Planning Commission held a public hearing, accepted all comments; and

**Whereas**, on June 6, 2024, the Planning Commission recommended the approval of the proposed amendments to the County Council for final action; and

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

**Whereas**, following proper notice, the County Council held a public hearing on \_\_\_\_\_ to consider any comments regarding the proposed amendments. The County Council accepted all comments; and

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

**1. Statutory Authority**

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

## **2. Amendment to Title 16 Subdivision Regulation**

TITLE 16 SUBDIVISION REGULATIONS CHAPTER  
16.01 GENERAL PROVISIONS AND ADMINISTRATION CHAPTER  
16.02 TYPE AND PROCESS CHAPTER  
16.03 REQUIREMENTS CHAPTER 16.04 GENERAL REQUIREMENTS FOR ALL  
SUBDIVISIONS

CHAPTER 16.01 GENERAL PROVISIONS AND ADMINISTRATION  
16.01.010: TITLE  
16.01.020: PURPOSE AND AUTHORITY  
16.01.030: DEFINITIONS AND APPLICABILITY  
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16.01.010: TITLE

This title shall be known as the CACHE COUNTY SUBDIVISION ORDINANCE,  
hereinafter, "this title". (Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

16.01.020: PURPOSE AND AUTHORITY

The Cache County council adopts this title pursuant to the county land use development and management act, title 17, chapter 27a, Utah Code Annotated, 1953, for the purposes set forth therein. The maps and appendices to this title are a part hereof. The intent of this title is to provide a means of ensuring predictability and consistency in the use of land and individual properties and to implement the goals and policies of the Cache countywide comprehensive plan.  
(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

16.01.030: DEFINITIONS AND APPLICABILITY

For the purposes of this title, all terms shall have the same definitions as provided by section 17-27a- 103, Utah Code Annotated, 1953, as amended or as in sections 17.07.030 and 17.07.040 of this code.

"Review cycle" means the occurrence of:

- i. The applicant's submittal of a complete subdivision land use application;

- ii. The County's review of that subdivision land use application;
- iii. The County's response to that subdivision land use application, in accordance with this title; and
- iv. The applicants reply to the County's response that addresses each of the municipality's required modifications or requests for additional information.
- v. The subdivision applicants shall be limited to four review cycles.
- vi. The Review Cycle, as defined and used in this chapter, shall only apply to the review of a final subdivision application

"Subdivision Improvement Plans" means the civil engineering plans associated with required infrastructure and County controlled utilities required for a subdivision.

"Subdivision ordinance review" means review by a county to verify that a subdivision land use application meets the criteria of the county's subdivision ordinances.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.01.040: JURISDICTION AND PENALTY

This title shall govern and apply to the subdivision, platting and recording of all lands lying within the unincorporated area of Cache County, Utah.

- A. No person shall subdivide any land, nor shall any building permit, other required development approval, or any other license or permit be issued for any lot or parcel of land which is located wholly, or in part, within the unincorporated area of Cache County, except in compliance with this title, the Cache County zoning ordinance, and all applicable state and federal laws.
- B. Any plat of a subdivision, or any survey description, filed or recorded without the approvals required by this title is deemed to be void, for the purposes of development or the issuance of a building permit, as required by section 17-27a-611 et seq., Utah Code Annotated, 1953, as amended.
- C. Any owner or agent of the owner of any land located in a "subdivision", as defined herein, who transfers or sells any land located within the subdivision before the subdivision has been approved and recorded, in the office of the Cache County recorder, consistent with the requirements of this title, and applicable state and federal requirements is guilty of a violation of this title, and section 17-27a-611 et seq., Utah Code Annotated, 1953, as amended, for each lot or parcel transferred or sold.



D. The description by metes and bounds in the instrument of transfer or other documents used in the process of selling or transferring lots, plots, parcels, sites, units, or other division of land for the purpose, whether immediate or future, for offer, sale, lease, or development either on the installment plan or upon any and all other plans, terms, and conditions does not exempt the transaction from the requirements of this title and such action from the penalties or remedies provided by this title, the Cache County zoning ordinance, or the laws of the state of Utah.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

#### 16.01.50 0: SEVERABILITY (EFFECT)

If any section, provision, sentence, or clause of this title is declared unconstitutional by a court of competent jurisdiction, such determination shall not impair the validity of the remainder of this title which shall remain in full force and effect.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

#### 16.01.060: GENERAL RESPONSIBILITIES

A. The developer shall prepare a plat consistent with the standards contained herein and shall pay for the design and inspection of the public improvements required. The county shall process said plats in accordance with the regulations set forth herein.

B. The Development Services Department shall review the plats for design; for conformity to the Cache Countywide Comprehensive Plan and to the Cache County Zoning Ordinance; for the environmental quality of the subdivision design; and shall process the subdivision plats and reports as provided for in this title.

C. Proposed subdivisions shall be referred by the Development Services Department to such county departments and special districts, governmental boards, bureaus, utility companies, and

other agencies which will provide public and private facilities and services to the subdivision for their information and comment. The Cache County Development Services Office is responsible for coordinating the comments received from all public and private entities and shall decide which agencies to refer the proposed subdivisions to.

D. The County Public Works Department shall make comments as to engineering requirements for street widths, grades, alignments and flood control, whether the proposed public improvements are consistent with this title and other applicable ordinances and for the inspection and approval of all construction of public

improvements. Street layout and overall circulation shall be coordinated with the Development Services Department.

E. The Development Services Department shall approve the form of the final plat, that the developer dedicating land for use of the public is the owner of record, and that the land is free and clear of unacceptable encumbrances according to the title report.

F. The Planning Commission has final jurisdiction in the approval of preliminary subdivision plats. The County Council has the final jurisdiction for the establishment of requirements for and design standards of public improvements; and the acceptance of lands and public improvements that may be proposed for dedication.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - -2020)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.01.070: SITE PREPARATION WORK PROHIBITED

No excavation, grading or regrading, or removal of vegetation for a proposed subdivision shall take place and no building permits shall be issued until a proposed subdivision has received approval from the Planning Commission and the subdivision has been recorded in the office of the Cache County Recorder, as required herein.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - - 2020)

### 16.01.080: INCOMPLETE APPLICATION

The lack of any information required by this title, or improper information supplied by the applicant shall be cause for the director of development services to find a subdivision application incomplete. The director shall allow sixty (60) days from the date of notification of an incomplete application for the applicant to provide the required information and provide a complete application to the director. If the application remains incomplete after sixty (60) days from date of notification of an incomplete application, the director shall return the entire incomplete application to the applicant accompanied by application fees paid less any administrative expenses incurred by the development services department to process the application.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

## CHAPTER 16.02 TYPE AND PROCESS

### 16.02.010: STANDARDS AND LOT SIZE

### 16.02.020: NATURAL BARRIER

### 16.02.030: AGRICULTURAL SUBDIVISION

### 16.02.040: APPROVAL PROCESS

16.02.050: SUBDIVISION PLAT AMENDMENT  
16.02.060: CLUSTER SUBDIVISION OPTION  
16.02.070: BOUNDARY LINE ADJUSTMENTS

16.02.80 : SINGLE LOT SUBDIVISIONS

16.02.010: STANDARDS AND LOT SIZE

All subdivisions must meet the minimum lot and development standards as outlined in each base zone of the Cache County zoning ordinance and within this title.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

16.02.020: NATURAL BARRIER

- A. Applicants may utilize natural or manmade obstructions as boundary lines for subdivisions in conformance with this title and the Zoning Ordinance.
- B. An application may be made for any lot that is clearly separated by a natural or manmade barrier within the Agricultural Zone.
  - 1. Natural barrier determinations of this type will require that the lot is of sufficient size to allow for access, sewer/septic and water, and that further variances will not be required for development of the lot.
  - 2. Natural barrier determinations that do not meet the minimum density requirements for the zone within which the parcel is located may apply to the Board of Adjustments for a variance to the density requirement.
    - a. The Board of Adjustments shall consider any such request in compliance with state and county code requirements.
  - 3. The Planning Commission is the land use authority for natural barrier determinations. In the event that the Planning Commission or applicant requires further review of a proposed natural barrier, the County Council shall be the land use authority. Any appeal of the Planning Commission's decision must be reviewed by the Land Use Hearing Officer.
  - 4. Parcels created through the natural barrier process are allowed further subdivision in accordance with the standards of the Cache County ordinance currently in effect.
- C. Each parcel created by a natural barrier determination may be allowed to be further divided in compliance with this title and title 17 of this code.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - -2020)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.02.030: AGRICULTURAL SUBDIVISION

Agricultural parcels may be subdivided without requiring a plat or specific approvals from the director, planning commission, or county council in conformance with state code 17-27a-605 with the following conditions:

- A. The lot qualifies as land in agricultural use under state code 59-2-5 of the farmland assessment act.
- B. The lot meets the minimum size requirements of applicable land use ordinances.
- C. The lot is not used and will not be used for any nonagricultural purpose.
- D. Lots having been subdivided by this process may obtain clearance for the construction of agricultural buildings, but shall not be permitted to construct residential or commercial structures. In the event that an agriculturally subdivided lot requests nonagricultural development, the lot will require a legal subdivision from the most recent legal parcel size and configuration, as defined by this title, prior to the issuance of any permits.
- E. Any requirements, conditions, stipulations, or restrictions on the use or development of a parent parcel shall apply to all lots that have been or are subdivided from a parent parcel, whether they are subdivided through an agricultural subdivision process or otherwise, unless specifically cleared by the Director of Development Services or Planning Commission with findings of fact.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

### 16.02.040: APPROVAL PROCESS

Subdivisions are to be approved utilizing the following process (any alterations in this process shall be approved by the Director of Development Services):

- A. Pre Application: Upon completing a concept plan, applicants may request that the Director and/or the Planning Commission review all applicable codes and identify any preliminary issues which are likely to be of concern in evaluating the subdivision.
- B. Preliminary Plat: Applicants must submit to the Director a completed subdivision application, a preliminary plat, and any other associated materials deemed necessary by this code or by the Director. This information shall be reviewed by the Planning

Commission. The Planning Commission shall establish a reasonable deadline for applications to be heard for each meeting. The Planning Commission shall be the land use authority and may approve, Approve with conditions, or deny a Preliminary Plat Application.

C. Final Plat: The Director of Development Services must review the application, proposed plat, and any recommendations by staff. The Director of Development Services may approve, approve with stipulations or alterations, or deny any subdivision plat.

D. Final Plat Recordation: The final step in the review and approval process is the recordation of the final plat of the proposed subdivision in the office of the Cache County Recorder. It shall be the responsibility of the Director to ensure that all stipulations/alterations have been completed and that the plat meets all applicable codes prior to recordation.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - -2020)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.02.050: SUBDIVISION PLAT AMENDMENT

A. Amending a recorded Subdivision plat shall comply with the Utah Code 17-27a-608 as amended. The County shall publish notices in compliance with Utah Code 17-27a-207 as amended.

B. Amending A Legally Recorded Subdivision Plat: Any fee owner, as shown on the last County assessment rolls, of land within a subdivision may, in writing, petition the Land Use Authority to have the plat, any portion of it, or any road or lot contained in it, vacated, altered, or amended.

1. The Planning commission shall be the Land Use Authority for a Subdivision Plat Amendment unless the amendment proposes to amend, vacate, or alter a County right-of-way or easement, in which case the Planning commission shall make a recommendation to the County Council that will serve as the Land Use Authority.

C. Approved With A Conditional Use Permit: The division of any property previously approved through the conditional use permit process shall be considered, for the purpose of this title and title 17 of this Code, a legally recorded subdivision if a subdivision plat for that division was recorded at the time of approval.

D. Consideration Of Amendment: The Land Use Authority may consider any proposed vacation, alteration, or amendment of a recorded subdivision plat in

compliance with section 17-27a-608 and 609, Utah Code Annotated, 1953, as amended.

E. Request For Amendment: A request for a subdivision amendment must include the following material:

1. For The Adjustment Of Boundary Lines Between Existing, Legal Lots: A record of survey showing the parcels or lots identifying the existing lot line dividing the parcels and the proposed new lot line(s) after the adjustment including the legal description for each amended lot or parcel.
2. For The Creation Of A New Lot/Parcel: Any division of property that results in the creation of a developable lot must meet the minimum lot and development standards as outlined in each base zone of the Cache County zoning ordinance and within this title.

F. Amending An Approved Subdivision Plat Prior To Recordation: An approved, unrecorded subdivision plat may have minor modifications made to the final plat so long as the modifications are not substantial, as determined by the Director of Development Services. The final plat must contain all necessary signatures and be recorded in compliance with this title.

(Ord. 2018-09, 8-14-2018, eff. 8-28-2018)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.02.060: CLUSTER SUBDIVISION OPTION

The cluster subdivision option is provided by Cache County to encourage creativity in subdivision design, to encourage the achievement of the goals and policies of the Cache Countywide Comprehensive Plan, and to allow for the protection of natural features and the provision of features and amenities for the subdivision site and Cache County. Full compliance with all the provisions of this title and all other applicable state and federal requirements is required.

A. An application for a cluster subdivision shall be submitted to the Director of Development Services and shall be considered concurrently with an application for subdivision approval. All use requirements of the zoning district in which the cluster subdivision is located shall apply; and the application requirements for either a preliminary subdivision plat application, final subdivision plat application, or lot split subdivision application, as applicable, shall apply.

B. The total number of dwelling units allowed in a cluster subdivision shall be the same as the number allowed by the minimum lot area requirements of the zoning



district in which the proposed cluster subdivision is located. Any land(s) used for other uses shall not be included in the area for determining the total number of allowed dwelling units. The total number of allowed dwelling units must also recognize any sensitive areas overlay requirements that may be applicable to the development site as identified in chapter 17.18 of this code.

C. The land(s) proposed for a cluster subdivision shall be in a single ownership or the application for a cluster subdivision shall be filed jointly by all owners.

D. A "cluster" is a designed grouping of residential lots of two (2) or more lots which may be used as a repetitive motif to form a series of clusters. Each cluster grouping shall be separated by either an agricultural area or natural open space to form the larger cluster subdivision.

E. Total open space areas for a cluster subdivision must be fifty percent (50%) or greater of the total area of the subdivision.

F. All roads developed within the cluster subdivision shall be designed and constructed in accordance with the county's road standards, and shall also be designed in a manner as to limit the amount of impact on the open space areas of the subdivisions.

G. All areas to be preserved for farm use and/or open space areas as a result of a cluster subdivision approval shall be preserved. These areas shall only be used, and shall be maintained in accordance with the conditions of the cluster subdivision approval as approved by the Planning Commission. Such area(s) shall be noted on the subdivision plat as an agricultural or open space area with future residential and commercial development prohibited.

H. The maximum density, or number of lots allowed, is based on the density standards of title 17, chapter 17.10, and as defined in chapter 17.07.040: General Definitions - "Developable Land in this code or as determined by the Land Use Authority to be in accordance with applicable County or State Code.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - -2020)

#### 16.02.070: BOUNDARY LINE ADJUSTMENTS

A. Within A Legally Recorded Subdivision: An agreement to adjust property lines between adjoining properties within or affecting the boundary of a legally recorded subdivision requires the approval of the land use authority and must be executed upon the approval and completion of a subdivision amendment (see section 16.02.050 of this chapter).

B. Outside A Legally Recorded Subdivision: In compliance with sections 17-27a-522 and 523, Utah Code Annotated, 1953, as amended, an agreement to adjust property

lines between adjoining properties must meet the standards of, and shall be recorded in the office of the Cache County recorder, and is not subject to the review of the Cache County land use authority.

C. Compliance With Code: All properties amended by a boundary line adjustment are subject to the regulations of this code. Where boundaries, including subdivision amendments, are adjusted between properties that do not share the same zone, the zoning designation does not adjust with the adjusted property lines. Base and/or overlay zoning districts shall not be amended except through the formal process as identified in this code and by the state.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

#### 16.02.080: SINGLE LOT SUBDIVISIONS

A division of land resulting in the creation of a single developable lot and a single agricultural remainder parcel. Can only be created on an existing legal lot and is not required to conform with the density standards of title 17, chapter 17.10 of this code. This subdivision process must conform to all other requirements of this title and title 17 of this code.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

#### CHAPTER 16.03 REQUIREMENTS

##### 16.03.010: APPLICATION

##### 16.03.020: Pre Application Meeting

##### 16.03.030: PRELIMINARY SUBDIVISION PLAT REQUIREMENTS

##### 16.03.040: FINAL SUBDIVISION PLAT AND SUBDIVISION IMPORVEMENT PLANS REQUIREMENTS

##### 16.03.010: APPLICATION

The director of development services shall establish guidelines for all subdivision applications in conformance with this title. The application shall include all of the information required by staff, the planning commission, and the county council to make a decision on the proposed subdivision.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

##### 16.03.20 0: Pre Application Meeting

To promote efficiency and an understanding of the subdivision review and approval process of Cache County and to allow applicants to present their initial subdivision proposals to the county, all applicants for subdivision approval may present a concept plan of the proposed subdivision to the Director of Development Services. This process is not required, but it is highly recommended.

A. The conceptual development plan is an informal discussion document designed to allow the identification of policies, procedures, standards and other items that may be considered in the subdivision review and approval processes of Cache County once a subdivision application is received. To achieve these objectives and to promote the identification of all items necessary for consideration, the applicant should provide at a minimum a map, plat, and/or other scale drawing of the area. The following applicable information may also be submitted to provide further information on the nature and intent of the subdivision:

1. The configuration, size and number of lots in the proposed development;
2. Potential locations of hazards and sensitive lands as defined by title 17, chapter 17.18, "Sensitive Areas", of this code or other features which may impose peculiar construction requirements;
3. Potential open space;
4. The way in which the proposed development will fit into the context of the surrounding area;
5. The present and planned surrounding roads and utilities;
6. Access points and limiting of access, if required;
7. Existing and proposed trail system;
8. The anticipated time schedule for the development;
9. Plans and needs for water, sewer, roads, and sanitation disposal;
10. The development method that will be used, the total acreage involved, the number of allowable lots and the number of planned lots;
11. Any planned phasing or future development of adjacent land;
12. Any other information available or pertinent to the proposed subdivision or as required by the director.

B. A conceptual development plan shall not constitute an application for subdivision approval, as provided by this title, and is in no way binding on the county or the applicant. Any discussion that occurs at the concept plan phase shall not be considered as an indication of subdivision approval or denial, either actual or implied.

C. The director shall determine if a concept plan has sufficient detail and meets the basic requirements of this title and the zoning ordinance prior to presenting any concept plan to the planning commission.

D. The County shall provide feedback on the concept plan and shall provide or have available on the county website the following.

1. Copies of applicable land use regulations.
2. A complete list of standards required for subdivision applications.
3. Preliminary and final application checklist.
4. Deadlines and timelines for applications.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 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 including floodplains identified by FEMA and drainage ways, slopes exceeding twenty percent (20%) and slopes exceeding thirty percent (30%), and any other natural features as required by the Director or Planning Commission, for the entire or a portion of the subdivision site, including a tabulation of the acres in each. Subdivision impacted by sensitive Area Analysis as required by Cache County Code 17.18
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 or Planning Commission, 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. Shall provide ~~layout of improvements draft Subdivision Improvement Plans,~~ including, but not limited to, the following:

a. 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;

b. 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;

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

d. 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;

e. ~~All other plans required to construct the subdivision.~~

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

19. 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;

20. 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;

21. 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;



22. 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;

23. 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;

24. 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.

I. No later than 15 business days after the day on which a complete application was submitted, county staff shall complete and provide an initial review report to the applicant and the Planning Commission.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - - 2020; Ord. 2021-22, 12-14-2021, eff. 1-1-2022)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

## 16.03.040: FINAL SUBDIVISION PLAT AND SUBDIVISION IMPORVEMENT PLANS REQUIREMENTS

Following approval or approval with conditions of a Preliminary ~~Plat and the draft Subdivision Improvement Plan~~, the applicant shall submit a Final Plat and Subdivision Improvement Plans application with the Development Services Office. The final subdivision plat is required for the recordation of a subdivision plat as approved by the Development Services Director. The final plat shall reflect any changes to the proposed plat required by the Planning Commission conditions during the preliminary plat approval and must be reviewed and approved by the Director of Development Services for completeness prior to recordation.

A. Final Subdivision Plat: A final Subdivision plat shall be prepared by a licensed land surveyor, and conforming to current surveying practice and in a form acceptable to the Cache County Recorder for recordation. The final subdivision plat shall contain all of the information required in the preliminary subdivision plat and shall be presented to the Director in the following form: one twenty four inches by thirty six inches (24" x 36") in ink on reproducible mylar copy of the final subdivision plat along with one digital copy (type to be specified by the Director) at the same scale and containing the same information. All sheets shall be numbered and referenced to an index map and all required certificates shall appear on a single sheet (along with the index and vicinity maps). All revision dates must be shown as well as the following:

1. Notation of any self-imposed restrictions, or other restrictions, if required by the Planning Commission in accordance with this title or title 17 of this code;
2. Other final subdivision plat notes, as required by Cache County or State Code or as required by the Planning Commission.

B. Subdivision Improvement Plans: Subdivision Improvement Plans shall be prepared by a licensed engineer and conform to current engineering, public works, and International Fire Code standards and all other applicable County and State Code Requirements provided in a form acceptable to the Cache County Engineer and Fire District.

1. The Subdivision Improvement Plans shall address conditions within the initial preliminary plat report and any conditions of approval by the Planning Commission.
2. Improvement Plans shall comply with Cache County Requirements for all Subdivisions found in this chapter, in addition to adopted design standards, master plans, Manual of Roadway Design & Construction Standards (Road Manual), stormwater standards as adopted by the County and State, and any other applicable standards adopted by the County.
3. The County Engineer and Fire Marshall shall be the Land Use Authority for Subdivision Improvement Plans

C. Review of proposed Final Plat and Subdivision Improvement Plans: Cache County Development Services, County Engineer, and Fire District shall review and provide reports to the applicant in

compliance with State Code 17-27a-604.2 as amended.

1. The subdivision Final Plat and Improvement Plans shall be subject to four Review Cycles, as defined in this chapter.

a. The County shall have 20 business days to review and provide an indexed report to the applicant with all required changes. This report shall cite and reference adopted code, design standards, and master plans that would require the change.

(1) The County may require additional information relating to an applicant's plans to ensure compliance with county ordinances and approved standards and specification for construction of public improvements; and

(2) Modification to plans that do not meet current ordinances, applicable standards, or specification or do not contain complete information.

b. The Review Cycle limitation does not apply to property containing sensitive lands and geological hazard areas.

2. If an applicant makes a material change to a plan set, the County Engineer has the discretion to restart the review process at the first review of the final application, but only with respect to the portion of the plan set that the material change substantially affects.

3. The applicant shall submit revised plans and shall provide a written explanation in response to the county's review comments, identifying and explaining the applicant's revisions and any reasons for declining to make a revision.

a. If the applicant does not submit a revised plan within 20 business days after the County requires a modification or correction, the County shall have an additional 20 business days to respond to the plans.

D. If on the the fourth and final review review, the County fails to respond within 20 business days, the County shall, upon request of the property owner, and within 10 business days after the day on which the request is received:

1. For a dispute arising from the subdivision improvement plans, assemble an appeal panel in accordance with State Code 17-27a-604.2, to review and approve or deny the final revised set of plans. Unless otherwise agreed by the applicant and the County, the panel shall consist of the following three experts:

a. one licensed engineer, designated by the County;

b. one licensed engineer, designated by the land use applicant; and

c. one licensed engineer, agreed upon and designated by the two designated engineers as appointed in this section.

2. The members of the appeal panel assembled by the County may not have an interest in the application that is the subject of the appeal.

3. The subdivision applicant shall pay 50% of the cost of the panel and the County's published appeal fee.

4. For a dispute arising from a subdivision ordinance review, the County shall advise the applicant to file an appeal with the Land Use Hearing Officer.

E. All of the required signature blocks shall be signed prior to the recordation of the final plat.

F. All other requirements of this title, title 17 of this code, or of the Planning Commission shall be met prior to the recordation of the final plat.

(Ord. 2014-03, 3-25-2014, eff. 4-9-2014; amd. Ord. 2020-02, - -2020)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### CHAPTER 16.04 GENERAL REQUIREMENTS FOR ALL SUBDIVISIONS

16.04.010: SUBDIVISION LAYOUT

16.04.020: COMMENCEMENT OF SITE DEVELOPMENT

16.04.030: LOTS

16.04.040: ROADS

16.04.050: PROTECTION STRIPS

16.04.060: UTILITIES AND EASEMENTS

16.04.070: STORM DRAINAGE REQUIREMENTS

16.04.080: SUITABILITY REQUIREMENTS FOR SUBDIVISIONS

16.04.090: REDESIGN

16.04.100: COMPLETION OF DEVELOPMENT IMPROVEMENTS

16.04.110: IMPROVEMENT SURETY

16.04.120 : COORDINATION WITH MUNICIPALITIES AND OTHER SERVICE PROVIDERS

#### 16.04.010: SUBDIVISION LAYOUT

A. The subdivision layout shall conform to the Cache countywide comprehensive plan, this title, and all other requirements of state code and this code.

B. Where trees, groves, waterways, scenic points, historic spots or other county assets and landmarks, as determined by the land use authority, are located within a proposed subdivision, every practical means shall be provided to preserve these features. Staff may provide recommendations from qualified organizations to aid in the determination of these features.

C. Whenever a tract to be subdivided adjoins or embraces any part of an existing road as claimed by the county or a proposed road designated within the countywide comprehensive plan, such part of the public way shall be platted and dedicated to the county.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### 16.04.020: COMMENCEMENT OF SITE DEVELOPMENT

The development services department shall have the authority to authorize the initiation of construction activities (altering the terrain or vegetation) on the proposed subdivision site. Any site development shall only commence after receiving all required permits and reviews and meeting the requirements of this title and this code.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### 16.04.030: LOTS

A. All subdivisions shall result in the creation of lots which are developable and capable of being built upon with the exception of agricultural remainders. A subdivision shall not create lots which would make improvement impractical due to size, shape, steepness of terrain, location of watercourses, problems of sewerage, or access grades, or other physical conditions.

B. All lots or parcels created by the subdivision shall have reasonable access as defined within this code.

C. The minimum area, dimensions, and density of all lots shall conform to the requirements of title 17 of this code for the zoning district in which the subdivision is located.

D. A lot shall not be divided by an incorporated town or county limit line. No permits shall be issued on any lot/parcel that is divided by a municipal jurisdictional line except for agricultural buildings.

E. Lot numbers shall begin with the number "1" and shall continue consecutively through the subdivision, with no omissions or duplications; no block designations shall be used.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### 16.04.040: ROADS

- A. All roads shall be designed and constructed in accordance with the specifications found within title 12 of this code.
- B. Private roads shall be identified on the subdivision plat with the appropriate subdivision notes.
- C. Road patterns in the subdivision shall be in conformity with the most advantageous development of adjoining areas. The following principles shall be observed:
  - 1. Where appropriate to the design and terrain, proposed roads shall be continuous and in alignment with existing planned or platted roads with which they are to connect and based on the grid system common to Cache County. Where dead end roads are proposed, the land use authority may require that a road and/or right of way be extended to the subdivision boundary to provide road connectivity and access alternatives for current, proposed, and future development.
  - 2. Proposed roads shall intersect one another at right angles, or as near to as topography and other limiting factors of good design permit.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### 16.04.050: PROTECTION STRIPS

Protection strips shall not be permitted under any circumstances, nor shall remnant parcels be permitted which may act as protection strips. A protection strip is any piece of ground created to inhibit access to a road, right of way, and/or easement as determined by the land use authority.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### 16.04.060: UTILITIES AND EASEMENTS

Utility easements shall be provided within the subdivision as required for public utility purposes. Easements shall be dedicated along all front, rear, and side setbacks as deemed necessary by the Planning Commission and/or utility providers.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016; amd. Ord. 2020-02, - -2020)

#### 16.04.070: STORM DRAINAGE REQUIREMENTS

All subdivision applications shall be required to meet all state and county stormwater permitting requirements.



(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.04.080: SUITABILITY REQUIREMENTS FOR SUBDIVISIONS

The following information is required as part of a subdivision review to establish the availability of basic services required to provide for the public health, safety, and welfare.

#### A. Water Requirements:

1. Domestic water rights are required for all subdivided lot(s) with the exception of subsection A1a of this section. The land use authority may also require culinary water systems on any subdivision. The required water rights shall be as approved by the State Division of Water Quality and in conformance with Utah Administrative Code R309-510.

a. Subdivisions may be approved with a single dry lot. Any dry lot approved shall be labeled clearly on the plat as "Dry Lot - Restricted for development until an approved domestic water right is provided." In addition to the plat notation, a certificate shall be recorded on each new dry lot created stating that the lot has been approved, but that domestic water shall be required prior to the issuance of a zoning clearance. The plat notation may be removed by the Director of Development Services upon evidence that an approved water right has been assigned to the lot.

2. If a water source being utilized for a lot is not located within that lot, appropriate easements and rights-of-way shall be provided and recorded with the plat, or at such time that development occurs.

3. The land use authority may require that secondary (irrigation) water rights for a subdivided lot(s) be established as a condition of any subdivision approval. The amount of water required shall be in conformance with Utah Administrative Code R309-510.

4. Any secondary water presented to fulfill the requirements of this title shall indicate the source of the water, proof of water rights, and the equivalent amount of acre feet.

#### B. Sewage Requirements:

1. Subdivision applications, proposing individual on-site wastewater disposal systems, shall include feasibility reports meeting the requirements of the Bear River Health Department or Utah Department of Environmental Quality, as applicable, for each lot proposed. All applicants for a subdivision where on site wastewater systems

are proposed shall provide a septic tank permit or septic tank feasibility letter from the applicable authority for the entire subdivision and/or each lot proposed. The minimum lot size, as determined in each base zoning district, may be increased as required to ensure that each lot will be able to provide adequate on-site sewer treatment.

2. If a subdivision requires that off-site facilities be provided, appropriate easements and rights-of-way shall be required. Additionally, any engineering, site studies, or other requirements by the health department shall be conditions of approval for the proposed subdivision.

3. Alternative sewage treatment may be required in conformance with section 17.10.050A4b.

C. Fire Control: A review provided by the Cache County Fire District identifying any items related to providing the proposed subdivision with adequate fire protection and suppression services including but not limited to:

1. Ability to meet the requirements of the International Fire Code;
2. Suitable equipment access based on the needs of the proposed use including but not limited to sufficient roadway improvements (minimum width, structural stability, turn-around capabilities, year round maintenance, and other legal requirements);
3. Access to suitable water supply for fire protection (water tenders, hydrants, storage tanks, or as otherwise required).

D. School Bus Service: A review provided by the Cache County School District, identifying any items related to the provision of school bus services.

E. Roads And Access: A review provided by the Development Services Department that identifies the following:

1. Basic layout of the existing road(s) proposed to service the subdivision.
2. A basic analysis, to the extent possible, outlining if the existing roads meet current standards as outlined within title 12.
3. A review of the existing maintenance efforts, both summer (pavement preservation versus grading) and winter (snow removal services).
4. Additional information that would impact access issues related to the proposed subdivision or the traveling public.

Alternatively, if the proposed subdivision is accessed directly from a state highway, an access permit as required by the state of Utah Department of Transportation shall be provided with the application materials. A UDOT review through the Cache Access Management Program shall be provided prior to Planning Commission review of the plat.

F. Solid Waste Disposal: If the proposed subdivision is located outside of the boundaries of Service Area #1, a garbage or refuse plan shall be provided for review by the Planning Commission.

G. Other Information And Materials: The Land Use Authority may require, with the reasons for such request being identified as either code requirements or items of concern as specified on the record, the applicant to provide additional information including but not limited to feasibility studies and/or evidence indicating suitability of the area for the proposed subdivision.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016; amd. Ord. 2020-02, - -2020)

#### 16.04.090: REDESIGN

The Planning Commission may require that a subdivision be redesigned based on a recommendation from either staff or the Planning Commission. The redesign may be required based on either site constraints that may include, but are not limited to, topography, floodplain or waterways, historic or culturally significant elements, access issues, or other natural features. A redesign of a subdivision may also be required based on land use planning external to the site.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016; amd. Ord. 2020-02, - -2020)

#### 16.04.100: COMPLETION OF DEVELOPMENT IMPROVEMENTS

A. Improvements: The Planning Commission may require on-site and off-site improvements as outlined within County Code or as otherwise determined necessary by the Land Use Authority based on the record as required to protect the public health, safety, and welfare.

B. No development shall be recorded until all of the conditions for approval have been met and all required improvements have been completed to the standards and specifications established by the county or other codes, laws, or regulations unless an improvement agreement is in place as defined by section 17.07.040. The following minimum requirements also apply:

1. Construction within the subdivision shall conform to all federal and state regulations.

2. Subdivision Improvement Plans and construction within the subdivision shall conform to the Cache County Ordinance and Manual of Roadway Design and Construction Standards.

C. Permits must be obtained for construction of the infrastructure facilities within the subdivision.

D. Issuance Of Permits: No permits for structures shall be issued within a development that has not completed all improvements and/or conditions. However, the Director of Development Services may, upon review of health, safety, and/or access concerns, issue permits for non-combustible construction only.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016; amd. Ord. 2020-02. - -2020)

## HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

### 16.04.110: IMPROVEMENT SURETY

A subdivider shall guarantee improvements in accordance with the following:

A. Completion of improvements before recordation. If an applicant desires to construct improvements as shown on approved subdivision Improvement Plans prior to recordation:

1. Recordation of the plat shall not occur until the improvements required in connection with the subdivision have been completed and accepted.
2. An applicant shall provide improvement surety of conditionally accepted improvements in a form acceptable to the County as shown in this Title in the following amount:
  - a. Ten percent of the total cost of all the required improvements shall be retained by the County during the 12-month (24-month if applicable) warranty period.

B. Recordation before completion of improvements. An applicant who desires to record any subdivision plat prior to the completion of subdivision improvements shall provide a financial guarantee for the completion of the improvements.

C. Authorization To Accept Surety: The Public Works is authorized to accept improvement surety to the completion of improvements and/or conditions imposed by ordinance or by a land use authority.

D. Acceptable Types Of Surety: The following types of improvement surety reflecting one hundred ten percent (110%) of the average of the bid estimates may be accepted:

1. Irrevocable letter of credit issued by a federally insured financial institution.
2. Performance bond issued by a financial institution, insurance company, or surety company with an A.M. Best rating of not less than A-:IX.

E. Estimating The Cost Of Improvements:

1. The developer shall present the county with a firm construction bid for the improvements and/or conditions to be addressed. The bid must be valid for a reasonable period of time from the date of the bid.
2. The bid shall be reviewed by the director or the director's designee prior to acceptance.

3. Upon the director's approval of the bid amount, the developer may provide improvement surety of not less than one hundred ten percent (110%) of the bid amount.

4. If the director does not accept the bid, the developer shall obtain an additional firm bid for the work to be secured with prices valid for at least six (6) months. The county shall accept the average of the two (2) submitted bids as the base amount for improvement security.

F. Completion Of Improvements: As applicable, improvements as identified in the Subdivision Improvement Plans must be completed three (3) months prior to the expiration of the improvement surety or said surety shall be required to be extended.

G. Inspection: Upon completion of improvements, the county will inspect said facilities to ensure conformance with all requirements and accept the facilities based on said conformance. Upon acceptance of the improvements, the county shall retain ten percent (10%) of the bond amount for a period of not less than one year and no longer than allowed by state code.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

#### 16.04.120: COORDINATION WITH MUNICIPALITIES AND OTHER SERVICE PROVIDERS

A. Cache County fully supports access management along all state roads and shall work with all applicants of subdivisions through the Cache access management policy to work with the Utah department of transportation to coordinate access, capaCounty, and safety issues.

B. Cache County will work fully with applicants of subdivisions and adjacent/nearby municipalities to ensure that the information is available to applicants and the municipalities in terms of service provision, development, and annexation in conformance with this title, the land use ordinance, and state code section 10.2, part 4, annexation.

(Ord. 2016-03, 4-26-2016, eff. 5-12-2016)

#### HISTORY

Amended by Ord. 2 023-37 on 12/5/2023

#### 4. Amends and Supersedes

This ordinance amends and supersedes applicable portions of Title 16 of the Cache County Code, and supersedes all other prior ordinances, resolutions, policies, and actions of the County Legislative Body of Cache County to the extent that the provisions of such prior ordinances, resolutions, policies, or actions are in conflict with this ordinance. In all other respects, such prior ordinances, resolutions, policies, and actions shall remain in full force and effect.

#### 5. Effect

The ordinance amendments will take effect on **November 1, 2024** to coincide with the effective date of HB 476. Following its passage but prior to the effective date, a copy of the ordinance shall be deposited with the County Clerk and a short summary of the ordinance shall be published in a newspaper of general circulation within the County as required by law.

**Approved and Adopted** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

	In Favor	Against	Abstained	Absent
Beus				
Erickson				
Goodlander				
Gunnell				
Hurd				
Tidwell				
Ward				
Total				

Cache County Council:

Attest:

\_\_\_\_\_  
David Erickson, Chair  
Cache County Council

\_\_\_\_\_  
David Benson  
Cache County Clerk

Publication Date: \_\_\_\_\_, 2024



**Action of the County Executive**

Regarding Ordinance 2024-08

\_\_\_\_\_ Approve

\_\_\_\_\_ Disapprove (A Statement of Objection is attached)

\_\_\_\_\_  
David Zook, Executive  
Cache County

\_\_\_\_\_ Date



**CACHE COUNTY**  
**RESOLUTION NO. 2024 - 13**

**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 2024 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 2024 budget for Cache County:

**See attached**

**SECTION 2.**

Other than as specifically set forth above, all other matters set forth in the 2024 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.

RESOLVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH THIS \_\_\_\_ DAY  
OF \_\_\_\_\_ 2024.

	In Favor	Against	Abstained	Absent
Sandi Goodlander				
David Erickson				
Nolan Gunnell				
Barbara Tidwell				
Karl Ward				
Mark Hurd				



Kathryn Beus				
Total				

**CACHE COUNTY:**

**ATTEST:**

By: \_\_\_\_\_  
David L. Erickson, Chair

By: \_\_\_\_\_  
Bryson Behm, County Clerk/Auditor



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
<b>Finance</b> <span style="float: right;">Bryson Behm</span>				
1.	Request additional funding for 4 additional Caselle licenses for new hires in Finance. \$4,000 for initial license fee, plus \$200 per month for 9 months of 2024.			
100-4132-311	SOFTWARE PACKAGES	5,800	Finance	General
100-38-90000	APPROPRIATED FUND BALANCE	-5,800	Use of Fund Balance	General
2.	Request additional funding for consulting contract for additional assistance through external audit and to draft the 2023 Financial Statements.			
100-4132-310	PROFESSIONAL & TECHNICAL	5,000	Finance	General
100-38-90000	APPROPRIATED FUND BALANCE	-5,000	Use of Fund Balance	General
<b>Human Resources</b> <span style="float: right;">Amy Adams</span>				
3.	Request additional funding for New FTE, Risk and Fleet Coordinator. Wages calculated at \$33.17/hour and benefits include family coverage beginning July 1, 2024.			
100-4134-110	FULL TIME EMPLOYEES	32,800	Human Resources	General
100-4134-130	EMPLOYEE BENEFITS	17,500	Human Resources	General
100-38-90000	APPROPRIATED FUND BALANCE	-50,300	Use of Fund Balance	General
4.	Request additional funding for desk and equipment for new Risk and Fleet Coordinator position.			
100-4134-251	NON CAPITALIZED EQUIPMENT	8,400	Human Resources	General
100-38-90000	APPROPRIATED FUND BALANCE	-8,400	Use of Fund Balance	General
<b>Auditor</b> <span style="float: right;">Bryson Behm</span>				
5.	Request to restore Overtime to amounts originally requested before previous Clerk/Auditor removed.			
100-4141-115	OVERTIME	1,500	Auditor	General
100-38-90000	APPROPRIATED FUND BALANCE	-1,500	Use of Fund Balance	General
6.	Request for additional funds to accommodate wage increases for Part Time Employees.			
100-4141-120	PART TIME EMPLOYEES	4,800	Auditor	General
100-38-90000	APPROPRIATED FUND BALANCE	-4,800	Use of Fund Balance	General
<b>Clerk</b> <span style="float: right;">Bryson Behm</span>				
7.	Request to restore Overtime to amounts originally requested before previous Clerk/Auditor removed.			
100-4142-110	FULL TIME EMPLOYEES	4,600	Clerk	General
100-38-90000	APPROPRIATED FUND BALANCE	-4,600	Use of Fund Balance	General
<b>Victim Advocate</b> <span style="float: right;">Terry Warner</span>				
8.	Received additional State Grant funding for two employees to travel to the Crimes Against Women Conference.			
100-4148-230	TRAVEL	2,500	Victim Advocate	General
100-33-43000	MISC STATE GRANTS	-2,500	Intergovernmental	General
<b>Elections</b> <span style="float: right;">Bryson Behm</span>				
9.	Request to restore Overtime to amounts originally requested before previous Clerk/Auditor removed.			
100-4170-115	OVERTIME	3,500	Elections	General
100-38-90000	APPROPRIATED FUND BALANCE	-3,500	Use of Fund Balance	General



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
10. Request additional funding for purchase of Election Ballot Opening Machine. The current machines broke, and cost \$26,000 to repair, but found brand new machine available and comes with unlimited maintenance contract/warranty.				
100-4170-200	MATERIAL SUPPLIES & SERVICES	29,700	Elections	General
100-38-90000	APPROPRIATED FUND BALANCE	-29,700	Use of Fund Balance	General
11. Request to restore utilities to amounts originally requested before previous Clerk/Auditor removed.				
100-4170-270	UTILITIES	2,400	Elections	General
100-38-90000	APPROPRIATED FUND BALANCE	-2,400	Use of Fund Balance	General
Sheriff's Office			Chad Jensen	
12. Request 8 new deputies: 4 School Resource deputies, 3 Probation deputies, and 1 Jail transport deputy. Expenses will be offset by additional contract revenue. Wages calculated at \$27.56/hour and includes family coverage benefits beginning July 1, 2024. Addition of Deputies changes the Sheriff PSO Payroll Allocations: Admin 3.40%, Criminal 15.65%, Corrections 44.22%, Patrol 24.49%, Support 12.24%.				
100-4215-110	FULL TIME EMPLOYEES	8,100	Sheriff: Administration	General
100-4215-130	EMPLOYEE BENEFITS	6,400	Sheriff: Administration	General
100-4210-110	FULL TIME EMPLOYEES	36,900	Sheriff: Criminal	General
100-4210-130	EMPLOYEE BENEFITS	29,600	Sheriff: Criminal	General
100-4230-110	FULL TIME EMPLOYEES	104,300	Sheriff: Corrections	General
100-4230-130	EMPLOYEE BENEFITS	83,700	Sheriff: Corrections	General
100-4205-110	FULL TIME EMPLOYEES	57,800	Sheriff: Patrol	General
100-4205-130	EMPLOYEE BENEFITS	46,300	Sheriff: Patrol	General
100-4211-110	FULL TIME EMPLOYEES	28,900	Sheriff: Support Services	General
100-4211-130	EMPLOYEE BENEFITS	23,200	Sheriff: Support Services	General
100-34-22000	SPEC PROTECT SRV-CONTRACTS	-28,000	Charges for Services	General
100-34-22101	CACHE COUNTY SCHOOLS CONTRACT	-160,600	Charges for Services	General
100-34-23800	INMATE HOUSING - FEDERAL	-236,600	Charges for Services	General
13. Additional equipment needed for new 8 deputies, leased vehicles, uniforms, minor equipment - radios, computer, etc.				
100-4215-740	CAPITALIZED EQUIPMENT	70,000	Sheriff: Administration	General
100-4210-251	NON-CAPITALIZED EQUIPMENT	20,000	Sheriff: Criminal	General
100-4210-486	UNIFORMS AND SUPPLIES	3,200	Sheriff: Criminal	General
100-4211-486	UNIFORMS AND SUPPLIES	20,000	Sheriff: Support Services	General
100-34-23800	INMATE HOUSING - FEDERAL	-21,600	Charges for Services	General
100-38-90000	APPROPRIATED FUND BALANCE	-91,600	Use of Fund Balance	General
14. Requesting New FTE position, PSI Writer. Wages calculated at \$19.48 per hour, and family benefits beginning July 1, 2024.				
100-4211-110	FULL TIME EMPLOYEES	20,600	Sheriff: Support Services	General
100-4211-130	EMPLOYEE BENEFITS	15,900	Sheriff: Support Services	General
100-38-90000	APPROPRIATED FUND BALANCE	-36,500	Use of Fund Balance	General
15. Correction to budget request made in 3.25.24 budget amendment, funding requested for Ammunition was added to wrong account, requesting to move into correct account.				
100-4215-480	SPECIAL DEPARTMENT SUPPLIES	90,000	Sheriff: Administration	General
100-4215-486	UNIFORMS AND SUPPLIES	-90,000	Sheriff: Administration	General



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
<b>16.</b> Request to move funding from Sheriff Admin budget to Criminal budget for SWAT and patrol specific equipment.				
100-4215-486	UNIFORMS AND SUPPLIES	-28,000	Sheriff: Administration	General
100-4210-480	SPECIAL DEPT SUPPLIES	28,000	Sheriff: Criminal	General
<b>17.</b> Request to roll forward unspent funds from Animal Shelter PO #29122 & PO #29423 from 2023, and use towards permit fees for the Animal Shelter.				
100-38-90000	APPROPRIATED FUND BALANCE	-17,000	Use of Fund Balance	General
100-4254-251	NON-CAPITALIZED EQUIPMENT	17,000	Animal Impound	General
<b>18.</b> Record proceeds from sale of Sheriff vehicles.				
100-36-51000	SALE OF CAPITAL ASSETS	-52,000	Sale of Assets	General
100-4800-990	CONTRIBUTION - FUND BALANCE	52,000	Addition to Fund Balance	General
<b>19.</b> Request to use proceeds from sale of Sheriff vehicles and use in Animal Shelter budget to purchase surgery equipment and contract with a vet to perform surgeries.				
100-38-90000	APPROPRIATED FUND BALANCE	-52,000	Use of Fund Balance	General
100-4254-740	CAPITALIZED EQUIPMENT	52,000	Animal Impound	General
<b>Ambulance</b> <span style="float: right;">Rod Hammer</span>				
<b>20.</b> Request to move part time employee funds from Fire to Ambulance to balance GL accounts.				
100-4265-120	PART TIME EMPLOYEES	-40,000	Fire	General
100-4260-120	PART TIME EMPLOYEES	40,000	Ambulance	General
<b>21.</b> Request to move funds from part time employees in Fire budget to overtime budget in Ambulance to cover overtime costs.				
100-4265-125	SEASONAL EMPLOYEES	-32,400	Fire	General
100-4260-115	OVERTIME	32,400	Ambulance	General
<b>22.</b> Request to move funds to cover additional costs for State EMS services.				
100-4260-290	GASOLINE	-4,000	Ambulance	General
100-4260-310	PROFESSIONAL & TECHNICAL	4,000	Ambulance	General
<b>23.</b> Record proceeds from trade-in of X Series EMS Monitor.				
100-36-50000	SALE OF ASSETS	-5,500	Sale of Assets	General
100-4800-990	CONTRIBUTION - FUND BALANCE	5,500	Addition to Fund Balance	General
<b>24.</b> Request to use funds from trade-in of X Series EMS Monitor to purchase other EMS equipment.				
100-38-90000	APPROPRIATED FUND BALANCE	-5,500	Use of Fund Balance	General
100-4260-740	CAPITALIZED EQUIPMENT	5,500	Ambulance	General
<b>Fire</b> <span style="float: right;">Rod Hammer</span>				
<b>25.</b> Request to move funds from misc supplies to fire prevention to pay for public education materials.				
100-4265-610	MISC SUPPLIES - RECOGNITION	-1,000	Fire	General
100-4265-486	FIRE PREVENTION PROMO-SUPPLIES	1,000	Fire	General



# Budget Amendment Account Detail

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Account	Title	Amount	Source or Department	Fund
<b>26.</b> Request additional funds to repair Engine 20 - funds requested will be reimbursed by insurance proceeds				
100-4265-250	EQUIPMENT SUPPLIES & MAINT	40,000	Fire	General
100-36-90000	SUNDRY REVENUE	-40,000	Miscellaneous Revenue	General
<b>27.</b> Request additional funds to repair Tender 10 - funds requested will be reimbursed by insurance proceeds				
100-4265-250	EQUIPMENT SUPPLIES & MAINT	21,000	Fire	General
100-36-90000	SUNDRY REVENUE	-21,000	Miscellaneous Revenue	General
<b>Roads</b> <span style="float: right;">Matt Phillips</span>				
<b>28.</b> Requesting additional funds to cover impact fee to connect Public Works Facility in Richmond, part of the ARPA Richmond Water Line project, but don't have enough ARPA funds in ARPA award for impact fee.				
100-4415-270	UTILITIES	58,000	Roads	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-58,000	Intergovernmental	General
<b>Vegetation Management</b> <span style="float: right;">Matt Phillips</span>				
<b>29.</b> Request to add State Grant to budget; Invasive Species Mitigation (ISM) from Utah Department of Agriculture. Split funds for chemical spray, and professional services to pay for drone to spray some of the chemicals.				
100-33-44900	STATE AWARDS - WEED	-41,000	Intergovernmental	General
100-4450-291	CHEMICAL SPRAY	38,000	Vegetation Management	General
100-4450-310	PROFESSIONAL & TECHNICAL	3,000	Vegetation Management	General
<b>Engineering</b> <span style="float: right;">Matt Phillips</span>				
<b>30.</b> Request to add CCCOG Grant Award to purchase right-of-way for 800 West, CCCOG pays 93%, County match 7%.				
268-38-90000	APPROPRIATED FUND BALANCE	-362,700	Use of Fund Balance	CCCOG
268-4810-200	TRANSFER OUT - MUNICIPAL SERV	362,700	Transfers to Other Funds	CCCOG
200-38-10268	TRANSFER IN - CCCOG FUND	-362,700	Transfers from Other Funds	Municipal Services
200-4475-482	SPECIAL PROJECTS	362,700	Engineering	Municipal Services
200-38-92000	APPROP FUND BALANCE - MSF	-27,300	Use of Fund Balance	Municipal Services
200-4475-310	PROFESSIONAL & TECHNICAL	27,300	Engineering	Municipal Services
<b>Fairgrounds</b> <span style="float: right;">Bart Esplin</span>				
<b>31.</b> Request to use donation from Stotz Equipment for improvements to goat barn at the fairgrounds.				
100-4511-730	IMPROVEMENTS	20,000	Fairgrounds	General
100-38-10795	TRANSFER IN - CCCF	-20,000	Transfers from Other Funds	General
795-4810-100	TRANSFER OUT - GENERAL FUND	20,000	Transfers to Other Funds	CCCF
795-38-72100	CONTRIBUTIONS - GENERAL	-20,000	Public Contributions	CCCF
<b>Visitor's Bureau</b> <span style="float: right;">Julie Terrill</span>				
<b>32.</b> Request to add funds collected from ad partners for KUTV 2 filming of Road Trippin' to budget.				
230-4780-490	ADVERTISING & PROMOTIONS	3,400	Cache Valley Visitor's Bureau	Visitor's Bureau
230-38-70000	CONTRIB PRIVATE SOURCES(AD PTR	-3,400	Public Contributions	Visitor's Bureau





# Budget Amendment Account Detail

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Account	Title	Amount	Source or Department	Fund
<b>33.</b> Requesting to add State Pass-through grant to budget, grant awarded from the Utah Film Commission and will be passed through to other entities.				
230-33-44100	STATE GRANTS	-1,000	Intergovernmental	Visitor's Bureau
230-4780-495	NORTHERN UTAH FILM COMMISSION	1,000	Cache Valley Visitor's Bureau	Visitor's Bureau
<b>Senior Center</b> <span style="float: right;">Giselle Madrid</span>				
<b>34.</b> Request to roll forward unspent UDOT Grant Award from 2023 for new bus. UDOT portion \$75k, County match \$18,800.				
240-4971-740	CAPITALIZED EQUIPMENT	93,800	Senior Center	Council on Aging
240-33-17000	FEDERAL GRANTS - MISCELLANEOUS	-75,000	Intergovernmental	Council on Aging
240-38-90000	APPROPRIATED FUND BALANCE	-18,800	Use of Fund Balance	Council on Aging
<b>35.</b> Request to use insurance proceeds from Meals on Wheels vehicle that was in accident in 2023 for new Meals on Wheels vehicle.				
240-4971-740	CAPITALIZED EQUIPMENT	73,100	Senior Center	Council on Aging
240-38-90000	APPROPRIATED FUND BALANCE	-73,100	Use of Fund Balance	Council on Aging
<b>36.</b> Request funds to install a Fire Sprinkler System. Senior Center currently does not have a Fire Sprinkler System.				
240-4971-720	BUILDING REMODEL	150,000	Senior Center	Council on Aging
240-38-90000	APPROPRIATED FUND BALANCE	-150,000	Use of Fund Balance	Council on Aging
<b>Airport</b> <span style="float: right;">Bob Low</span>				
<b>37.</b> Request to roll forward unspent portion of 2023 Directional Signs Grant, FAA 90.63%, UDOT 4.685%, County Match 4.685%				
277-33-15400	FED GRANT - FAA SIGN REPLACE	-135,400	Intergovernmental	Airport
277-33-44402	STATE GRANT	-7,000	Intergovernmental	Airport
277-38-90000	APPROPRIATED FUND BALANCE	-7,000	Use of Fund Balance	Airport
277-4460-739	GRANT PROJECTS	149,400	Airport	Airport
<b>38.</b> Request to roll forward unspent portion of 2023 Electric Vehicle & Charging Station Grant, FAA 90.63%, UDOT 4.685%, County Match 4.685%				
277-33-15000	FED GRANT - SCASDP	-44,800	Intergovernmental	Airport
277-33-44402	STATE GRANT	-2,300	Intergovernmental	Airport
277-38-90000	APPROPRIATED FUND BALANCE	-2,300	Use of Fund Balance	Airport
277-4460-739	GRANT PROJECTS	49,400	Airport	Airport
<b>39.</b> Request to roll forward unspent portion of Airport Masterplan Grant, FAA 90.63%, UDOT 4.685%, County Match 4.685%				
277-33-15000	FED GRANT - SCASDP	-148,500	Intergovernmental	Airport
277-33-44402	STATE GRANT	-7,600	Intergovernmental	Airport
277-38-90000	APPROPRIATED FUND BALANCE	-7,600	Use of Fund Balance	Airport
277-4460-739	GRANT PROJECTS	163,700	Airport	Airport



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Account	Title	Amount	Source or Department	Fund
<b>Reappropriation of Unspent Purchase Orders</b>				
<b>RAPZ</b>				<b>Council</b>
<b>40.</b>	Correct RAPZ Tax PO 28070 - Cache Bikeway Street Painting - 2019 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-10,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	10,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	10,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-10,000	Use of Fund Balance	General
<b>41.</b>	Correct RAPZ Tax PO 28853 - 2021 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-6,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	6,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	6,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-6,000	Use of Fund Balance	General
<b>42.</b>	Correct RAPZ Tax PO 29178 - Deep Canyon Trailhead - 2022 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-100,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	100,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	100,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-100,000	Use of Fund Balance	General
<b>43.</b>	Correct RAPZ Tax PO 29207 - 800 W Regional Trail - 2022 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-210,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	210,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	210,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-210,000	Use of Fund Balance	General
<b>44.</b>	Correct RAPZ Tax PO 29641 - Blacksmith Fork - 2023 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-20,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	20,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	20,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-20,000	Use of Fund Balance	General
<b>45.</b>	Correct RAPZ Tax PO 29643 - Smithfield Bonneville - 2023 Award. Should have been added to General Fund, not Municipal Services.			
200-4780-480	TRAIL DEVELOPMENT	-20,000	Trails Management	Municipal Services
200-38-92500	APP FUND BAL - MSF - PO	20,000	Use of Fund Balance	Municipal Services
100-4780-480	TRAIL DEVELOPMENT	20,000	Trails Management	General
100-38-93250	APPR FUND BALANCE - TRAILS PO	-20,000	Use of Fund Balance	General
<b>Road Projects</b>				<b>Council</b>
<b>46.</b>	PO 28697 Wellsville City Corporation - CCCOG Project 400 N WIDENING PHASE I - PO was duplicated in March amendment, this request is to take out the duplicate.			
268-4420-760	NEW ROAD CONSTRUCTION	-192,900	Road Projects	CCCOG
268-38-90500	APP FUND BAL - PO CARRY OVER	192,900	Use of Fund Balance	CCCOG



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Account	Title	Amount	Source or Department	Fund
<b>Sheriff: Corrections</b> <span style="float: right;">Chad Jensen</span>				
47.	PO #29516 - Carrier - Hot water boiler for Jail - PO was missed in March budget opening.			
100-4230-740	CAPITALIZED EQUIPMENT	9,700	Sheriff: Corrections	General
100-38-90500	APP FUND BAL - PO CARRY OVER	-9,700	Use of Fund Balance	General
<b>ARPA Project Amendments</b>				
<b>Victim Advocate</b> <span style="float: right;">Terry Warner</span>				
48.	New ARPA Award: First Responder Mental Health Program			
100-4148-480	SPECIAL GRANT EXPENSE	200,000	Victim Advocate	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-200,000	Intergovernmental	General
<b>Ambulance</b> <span style="float: right;">Rod Hammer</span>				
49.	New ARPA Award: Funding Awarded for New Ambulance Purchase			
100-4260-740	CAPITALIZED EQUIPMENT	135,000	Ambulance	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-135,000	Intergovernmental	General
<b>Fairgrounds</b> <span style="float: right;">Bart Esplin</span>				
50.	New ARPA Award: Resurface concrete floors in the Event Center			
100-4511-730	IMPROVEMENTS	100,000	Fairgrounds	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-100,000	Intergovernmental	General
51.	New ARPA Award: Web-based scheduling & venue management software for Event Center			
100-4511-311	SOFTWARE	55,492	Fairgrounds	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-55,492	Intergovernmental	General
<b>Trails Management</b> <span style="float: right;">Stephen Nelson</span>				
52.	New ARPA Award: Pop-Up bike lane initiative			
100-4780-250	EQUIPMENT SUPPLIES & MAINT	10,000	Trails Management	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-10,000	Intergovernmental	General
<b>Clerk</b> <span style="float: right;">Bryson Behm</span>				
53.	ARPA - County-wide contract tracking software - Request to eliminate \$5,000 award, and only requesting to partially fund because we are expecting to underspend this project award. Original awards were for \$5,000, and later awarded an additional \$97,000.			
100-4142-311	SOFTWARE PACKAGES	60,000	Clerk	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-60,000	Intergovernmental	General
<b>Public Works Admin</b> <span style="float: right;">Matt Phillips</span>				
54.	ARPA - Training & Conference Facility - This budget amendment was presented incorrectly in March budget opening, and was excluded from importing into Caselle because original amendment was missing the transfer accounts between the General Fund and Municipal Services Fund. Requesting to roll this unspent portion of the ARPA award into 2024 with corrected accounts.			
200-4410-740	CAPITALIZED EQUIPMENT	59,400	Public Works Admin	Municipal Services
200-38-10100	TRANSFER IN - GENERAL FUND	-59,400	Transfers from Other Funds	Municipal Services
100-4810-200	TRANSFER OUT - MUNICIPAL SERV	59,400	Transfers to Other Funds	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	-59,400	Intergovernmental	General



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Account	Title	Amount	Source or Department	Fund
<b>Victim Advocate</b>				<b>Terryl Warner</b>
<b>55.</b>	ARPA - Victim Advocates Pay for On-Call Responses that were unpaid between March 3, 2021 - April 10, 2023			
100-4148-110	FULL TIME EMPLOYEES	11,500	Victim Advocate	General
100-4148-130	EMPLOYEE BENEFITS	2,000	Victim Advocate	General
100-4148-480	SPECIAL GRANT EXPENSE	-14,900	Victim Advocate	General
100-4810-290	TRANSFER OUT - CJC	1,400	Transfers to Other Funds	General
290-38-10100	TRANSFER IN - GENERAL FUND	-1,400	Transfers from Other Funds	Children's Justice Center
290-4149-110	FULL TIME EMPLOYEES	1,200	Children's Services	Children's Justice Center
290-4149-130	EMPLOYEE BENEFITS	200	Children's Services	Children's Justice Center
<b>56.</b>	Correct actual remaining ARPA balance for 2024 - Victim Services ARPA Awards			
100-4148-480	SPECIAL GRANT EXPENSE	-6,200	Victim Advocate	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	6,200	Intergovernmental	General
<b>RAPZ and Restaurant Tax Awards</b>				
<b>Restaurant</b>				<b>Council</b>
<b>57.</b>	Correct Restaurant Tax Prior Year Awards, wrong account used in March amendment.			
260-38-90500	APP FUND BAL - PO CARRY OVER	1,062,100	Use of Fund Balance	Restaurant Tax
260-38-90000	APPROPRIATED FUND BALANCE	-1,062,100	Use of Fund Balance	Restaurant Tax
<b>58.</b>	Re-allocate Restaurant funds to support 2024 Restaurant Awards.			
260-4784-925	RECREATION FACILITIES	-72,300	Facility Awards	Restaurant Tax
260-4784-920	CULTURAL FACILITIES	72,300	Facility Awards	Restaurant Tax
<b>RAPZ</b>				<b>Council</b>
<b>59.</b>	Correct RAPZ Tax Prior Year Awards, wrong account used in March amendment.			
265-38-90500	APP FUND BAL - PO CARRY OVER	1,733,600	Use of Fund Balance	RAPZ Tax
265-38-90000	APPROPRIATED FUND BALANCE	-1,733,600	Use of Fund Balance	RAPZ Tax
<b>Fairgrounds</b>				<b>Bart Esplin</b>
<b>60.</b>	2024 Restaurant Tax Award for the Cache Valley Cheese & Dairy Festival			
100-4511-482	SPECIAL EVENTS	15,500	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-15,500	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	15,500	Transfers to Other Funds	Restaurant Tax
260-4782-930	TOURISM PROMOTION	-15,500	Tourism Promotion	Restaurant Tax
<b>61.</b>	2024 Restaurant Tax Award for stormwater improvements			
100-4511-730	IMPROVEMENTS	70,000	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-70,000	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	70,000	Transfers to Other Funds	Restaurant Tax
260-4784-925	RECREATION FACILITIES	-70,000	Facility Awards	Restaurant Tax



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Account	Title	Amount	Source or Department	Fund
<b>62.</b>	2024 Restaurant Tax Award for Event hall phase 2 sound improvements			
100-4511-730	IMPROVEMENTS	7,000	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-7,000	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	7,000	Transfers to Other Funds	Restaurant Tax
260-4784-925	RECREATION FACILITIES	-7,000	Facility Awards	Restaurant Tax
<b>63.</b>	2024 Restaurant Tax Award for Event center backup generator			
100-4511-730	IMPROVEMENTS	190,000	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-190,000	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	190,000	Transfers to Other Funds	Restaurant Tax
260-4784-925	RECREATION FACILITIES	-190,000	Facility Awards	Restaurant Tax
<b>64.</b>	2024 Restaurant Tax Award for Event center function room sound improvements			
100-4511-730	IMPROVEMENTS	10,000	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-10,000	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	10,000	Transfers to Other Funds	Restaurant Tax
260-4784-925	RECREATION FACILITIES	-10,000	Facility Awards	Restaurant Tax
<b>65.</b>	2024 Restaurant Tax Award for concert in the park benefitting mental health and suicide awareness			
100-4511-482	SPECIAL EVENTS	25,000	Fairgrounds	General
100-38-10260	TRANSFER IN - RESTAURANT TAX	-25,000	Transfers from Other Funds	General
260-4810-100	TRANSFER OUT - GENERAL FUND	25,000	Transfers to Other Funds	Restaurant Tax
260-4782-930	TOURISM PROMOTION	-25,000	Tourism Promotion	Restaurant Tax
<b>Trails Management</b>				<b>Stephen Nelson</b>
<b>66.</b>	2024 Restaurant Tax Award for Cache County's trail & active transportation program funding			
100-4780-110	FULL TIME EMPLOYEES	11,000	Trails Management	General
100-4780-130	PAYROLL TAXES AND BENEFITS	6,100	Trails Management	General
100-4780-230	TRAVEL AND TRAINING	700	Trails Management	General
100-4780-240	OFFICE EXPENSES	200	Trails Management	General
100-4780-510	INSURANCE	200	Trails Management	General
100-38-93200	APPR FUND BALANCE - TRAILS	133,800	Use of Fund Balance	General
100-38-10265	TRANSFER IN - RAPZ TAX	-152,000	Transfers from Other Funds	General
260-4784-925	RECREATION FACILITIES	-152,000	Facility Awards	Restaurant Tax
260-4810-100	TRANSFER OUT - GENERAL FUND	152,000	Transfers to Other Funds	Restaurant Tax
<b>67.</b>	2024 Restaurant Tax Award for Northern BST Extension Feasibility Study			
100-4780-310	PROFESSIONAL AND TECHNICAL	30,000	Trails Management	General
100-38-10265	TRANSFER IN - RAPZ TAX	-30,000	Transfers from Other Funds	General
260-4784-925	RECREATION FACILITIES	-30,000	Facility Awards	Restaurant Tax
260-4810-100	TRANSFER OUT - GENERAL FUND	30,000	Transfers to Other Funds	Restaurant Tax



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Account	Title	Amount	Source or Department	Fund
68.	2024 Restaurant Tax Award for Hyrum/Wellsville/Mendon Canal Trail Feasibility Study			
100-4780-310	PROFESSIONAL AND TECHNICAL	50,000	Trails Management	General
100-38-10265	TRANSFER IN - RAPZ TAX	-50,000	Transfers from Other Funds	General
260-4784-925	RECREATION FACILITIES	-50,000	Facility Awards	Restaurant Tax
260-4810-100	TRANSFER OUT - GENERAL FUND	50,000	Transfers to Other Funds	Restaurant Tax
69.	2024 Restaurant Tax Award for Cache Valley Recreation Center Feasibility Study			
100-4780-310	PROFESSIONAL AND TECHNICAL	75,000	Trails Management	General
100-38-10265	TRANSFER IN - RAPZ TAX	-75,000	Transfers from Other Funds	General
260-4784-925	RECREATION FACILITIES	-75,000	Facility Awards	Restaurant Tax
260-4810-100	TRANSFER OUT - GENERAL FUND	75,000	Transfers to Other Funds	Restaurant Tax
Fair			Bart Esplin	
70.	2024 Restaurant Tax Award for the Cache County Fair & Rodeo.			
100-4620-620	SECURITY AND OTHER SERVICES	14,850	Fair	General
100-4620-221	ADVERTISING	25,000	Fair	General
100-4620-251	NON-CAPITALIZED EQUIPMENT	3,000	Fair	General
100-4620-250	EQUIPMENT SUPPLIES & MAINT	3,500	Fair	General
100-38-10265	TRANSFER IN - RAPZ TAX	-46,350	Transfers from Other Funds	General
260-4782-930	TOURISM PROMOTION	-46,350	Tourism Promotion	Restaurant Tax
260-4810-100	TRANSFER OUT - GENERAL FUND	46,350	Transfers to Other Funds	Restaurant Tax
Payroll Update, including Annual Pay Raises				
71.	Reversal of March 26, 2024 budget amendment for payroll.			
100-4112-110	FULL TIME EMPLOYEES	-2,400	Council	General
100-4112-130	EMPLOYEE BENEFITS	3,400	Council	General
100-4126-110	FULL TIME EMPLOYEES	45,900	Public Defender	General
100-4126-130	PAYROLL TAXES AND BENEFITS	22,600	Public Defender	General
100-4131-110	FULL TIME EMPLOYEES	14,300	Executive Office	General
100-4131-130	EMPLOYEE BENEFITS	12,300	Executive Office	General
100-4132-110	FULL TIME EMPLOYEES	17,554	Finance	General
100-4132-130	PAYROLL TAXES AND BENEFITS	57,800	Finance	General
100-4134-110	FULL TIME EMPLOYEES	11,600	Human Resources	General
100-4134-130	EMPLOYEE BENEFITS	-8,500	Human Resources	General
100-4135-110	FULL TIME EMPLOYEES	-24,800	GIS	General
100-4135-115	OVERTIME	400	GIS	General
100-4135-130	EMPLOYEE BENEFITS	-21,200	GIS	General
100-4136-110	FULL TIME EMPLOYEES	20,800	IT	General
100-4136-130	EMPLOYEE BENEFITS	36,200	IT	General
100-4141-110	FULL TIME EMPLOYEES	4,300	Auditor	General
100-4141-130	EMPLOYEE BENEFITS	2,200	Auditor	General



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100-4142-110	FULL TIME EMPLOYEES	36,800	Clerk	General
100-4142-115	OVERTIME	600	Clerk	General
100-4142-120	PART TIME EMPLOYEES	100	Clerk	General
100-4142-130	EMPLOYEE BENEFITS	37,600	Clerk	General
100-4144-110	FULL TIME EMPLOYEES	-17,900	Recorder	General
100-4144-120	PART TIME EMPLOYEES	14,200	Recorder	General
100-4144-130	EMPLOYEE BENEFITS	-20,700	Recorder	General
100-4145-110	FULL TIME EMPLOYEES	21,600	Attorney	General
100-4145-120	PART TIME EMPLOYEES	600	Attorney	General
100-4145-130	EMPLOYEE BENEFITS	162,400	Attorney	General
100-4148-110	FULL TIME EMPLOYEES	46,900	Victim Advocate	General
100-4148-115	OVERTIME	300	Victim Advocate	General
100-4148-130	EMPLOYEE BENEFITS	100	Victim Advocate	General
100-4160-110	FULL TIME EMPLOYEES	5,900	Buildings and Grounds	General
100-4160-130	EMPLOYEE BENEFITS	-1,700	Buildings and Grounds	General
100-4170-110	FULL TIME EMPLOYEES	-36,800	Elections	General
100-4170-120	PART TIME EMPLOYEES	6,200	Elections	General
100-4170-130	EMPLOYEE BENEFITS	-18,700	Elections	General
100-4215-110	FULL TIME EMPLOYEES	-41,000	Sheriff: Administration	General
100-4215-115	OVERTIME	1,900	Sheriff: Administration	General
100-4215-120	PART TIME EMPLOYEES	1,600	Sheriff: Administration	General
100-4215-130	EMPLOYEE BENEFITS	-3,000	Sheriff: Administration	General
100-4214-110	FULL TIME EMPLOYEES	6,900	Sheriff	General
100-4214-130	EMPLOYEE BENEFITS	35,200	Sheriff	General
100-4205-110	FULL TIME EMPLOYEES	204,900	Sheriff: Patrol	General
100-4205-115	OVERTIME	8,400	Sheriff: Patrol	General
100-4205-130	EMPLOYEE BENEFITS	124,200	Sheriff: Patrol	General
100-4210-110	FULL TIME EMPLOYEES	102,600	Sheriff: Criminal	General
100-4210-130	EMPLOYEE BENEFITS	62,100	Sheriff: Criminal	General
100-4211-110	FULL TIME EMPLOYEES	87,900	Sheriff: Support Services	General
100-4211-130	EMPLOYEE BENEFITS	55,700	Sheriff: Support Services	General
100-4230-110	FULL TIME EMPLOYEES	488,400	Sheriff: Corrections	General
100-4230-130	EMPLOYEE BENEFITS	278,700	Sheriff: Corrections	General
100-4253-110	FULL TIME EMPLOYEES	7,700	Animal Control	General
100-4253-115	OVERTIME	200	Animal Control	General
100-4253-130	EMPLOYEE BENEFITS	-1,000	Animal Control	General
100-4254-110	FULL TIME EMPLOYEES	10,400	Animal Impound	General
100-4254-115	OVERTIME	6,400	Animal Impound	General
100-4254-120	PART TIME EMPLOYEES	4,900	Animal Impound	General
100-4254-130	EMPLOYEE BENEFITS	-10,700	Animal Impound	General
100-4255-110	FULL TIME EMPLOYEES	1,400	Emergency Management	General
100-4255-130	EMPLOYEE BENEFITS	2,700	Emergency Management	General





# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
100-4260-110	FULL TIME EMPLOYEES	30,400	Ambulance	General
100-4260-130	PAYROLL TAXES AND BENEFITS	24,800	Ambulance	General
100-4265-110	FULL TIME EMPLOYEES	16,500	Fire	General
100-4265-130	PAYROLL TAXES AND BENEFITS	31,200	Fire	General
100-4415-110	FULL TIME EMPLOYEES	10,300	Roads	General
100-4415-115	OVERTIME	6,900	Roads	General
100-4415-130	EMPLOYEE BENEFITS	34,700	Roads	General
100-4450-110	FULL TIME EMPLOYEES	-7,900	Vegetation Management	General
100-4450-130	EMPLOYEE BENEFITS	-15,500	Vegetation Management	General
100-4511-110	FULL TIME EMPLOYEES	11,400	Fairgrounds	General
100-4511-130	EMPLOYEE BENEFITS	29,100	Fairgrounds	General
100-4581-110	FULL TIME EMPLOYEES	2,300	Library Services	General
100-4581-130	EMPLOYEE BENEFITS	2,100	Library Services	General
100-4780-110	FULL TIME EMPLOYEES	2,100	Trails Management	General
100-4780-115	OVERTIME	100	Trails Management	General
100-4780-130	PAYROLL TAXES AND BENEFITS	2,200	Trails Management	General
100-4800-190	COMPENSATION RESERVE	-2,047,154	Compensation Reserve	General
150-4136-110	FULL TIME EMPLOYEES	5,500	IT	Tax Administration
150-4136-130	EMPLOYEE BENEFITS	11,400	IT	Tax Administration
150-4143-110	FULL TIME EMPLOYEES	6,600	Treasurer	Tax Administration
150-4143-130	EMPLOYEE BENEFITS	9,300	Treasurer	Tax Administration
150-4800-190	COMPENSATION RESERVE	-32,800	Compensation Reserve	Tax Administration
200-4175-110	FULL TIME EMPLOYEES	8,400	Development Services Admin	Municipal Services
200-4175-115	OVERTIME	200	Development Services Admin	Municipal Services
200-4175-130	PAYROLL TAXES AND BENEFITS	7,800	Development Services Admin	Municipal Services
200-4180-110	FULL TIME EMPLOYEES	-15,000	Zoning Administration	Municipal Services
200-4180-115	OVERTIME	300	Zoning Administration	Municipal Services
200-4180-130	EMPLOYEE BENEFITS	7,900	Zoning Administration	Municipal Services
200-4241-110	FULL TIME EMPLOYEES	-40,500	Building Inspection	Municipal Services
200-4241-115	OVERTIME	200	Building Inspection	Municipal Services
200-4241-130	EMPLOYEE BENEFITS	1,400	Building Inspection	Municipal Services
200-4410-110	FULL TIME EMPLOYEES	11,400	Public Works Admin	Municipal Services
200-4410-130	EMPLOYEE BENEFITS	9,600	Public Works Admin	Municipal Services
200-4475-110	FULL TIME EMPLOYEES	-2,800	Engineering	Municipal Services
200-4475-130	EMPLOYEE BENEFITS	3,900	Engineering	Municipal Services
200-4800-190	COMPENSATION RESERVE	7,200	Compensation Reserve	Municipal Services
230-4780-110	FULL TIME EMPLOYEES	3,500	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-130	EMPLOYEE BENEFITS	4,500	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4800-190	COMPENSATION RESERVE	-8,000	Compensation Reserve	Visitor's Bureau



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
240-4970-110	FULL TIME EMPLOYEES	20,600	Nutrition	Council on Aging
240-4970-130	EMPLOYEE BENEFITS	19,500	Nutrition	Council on Aging
240-4971-110	FULL TIME EMPLOYEES	8,000	Senior Center	Council on Aging
240-4971-130	EMPLOYEE BENEFITS	2,600	Senior Center	Council on Aging
240-4974-110	FULL TIME EMPLOYEES	7,100	Access	Council on Aging
240-4974-130	EMPLOYEE BENEFITS	1,700	Access	Council on Aging
240-4800-190	COMPENSATION RESERVE	-59,500	Compensation Reserve	Council on Aging
277-4460-110	FULL TIME EMPLOYEES	-4,500	Airport	Airport
277-4800-190	COMPENSATION RESERVE	4,500	Compensation Reserve	Airport
290-4149-110	FULL TIME EMPLOYEES	8,300	Children's Services	Children's Justice Center
290-4149-130	EMPLOYEE BENEFITS	7,600	Children's Services	Children's Justice Center
290-4800-190	COMPENSATION RESERVE	-15,900	Compensation Reserve	Children's Justice Center

**72.** Allocate 3% on Average Merit Adjustments not including Public Safety approved on 11.07.2023 as amendment 56. \$523,000 for wages and \$156,900 for benefits.

100-4112-110	FULL TIME EMPLOYEES	6,939	Council	General
100-4112-115	OVERTIME	60	Council	General
100-4112-130	EMPLOYEE BENEFITS	2,100	Council	General
100-4126-110	FULL TIME EMPLOYEES	5,826	Public Defender	General
100-4126-115	OVERTIME	30	Public Defender	General
100-4126-130	PAYROLL TAXES AND BENEFITS	1,757	Public Defender	General
100-4131-110	FULL TIME EMPLOYEES	11,175	Executive Office	General
100-4131-130	EMPLOYEE BENEFITS	3,353	Executive Office	General
100-4132-110	FULL TIME EMPLOYEES	15,501	Finance	General
100-4132-115	OVERTIME	30	Finance	General
100-4132-120	PART TIME EMPLOYEES	630	Finance	General
100-4132-130	PAYROLL TAXES AND BENEFITS	4,848	Finance	General
100-4134-110	FULL TIME EMPLOYEES	7,035	Human Resources	General
100-4134-115	OVERTIME	30	Human Resources	General
100-4134-120	PART TIME EMPLOYEES	630	Human Resources	General
100-4134-130	EMPLOYEE BENEFITS	2,309	Human Resources	General
100-4135-110	FULL TIME EMPLOYEES	7,884	GIS	General
100-4135-130	EMPLOYEE BENEFITS	2,365	GIS	General
100-4136-110	FULL TIME EMPLOYEES	26,400	IT	General
100-4136-125	SEASONAL EMPLOYEES	468	IT	General
100-4136-130	EMPLOYEE BENEFITS	8,060	IT	General
100-4141-110	FULL TIME EMPLOYEES	3,033	Auditor	General
100-4141-115	OVERTIME	120	Auditor	General
100-4141-120	PART TIME EMPLOYEES	777	Auditor	General
100-4141-125	SEASONAL EMPLOYEES	663	Auditor	General
100-4141-130	EMPLOYEE BENEFITS	1,378	Auditor	General
100-4142-110	FULL TIME EMPLOYEES	4,002	Clerk	General
100-4142-120	PART TIME EMPLOYEES	987	Clerk	General
100-4142-130	EMPLOYEE BENEFITS	1,497	Clerk	General



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
100-4144-110	FULL TIME EMPLOYEES	14,340	Recorder	General
100-4144-115	OVERTIME	15	Recorder	General
100-4144-120	PART TIME EMPLOYEES	1,812	Recorder	General
100-4144-125	SEASONAL EMPLOYEES	3,000	Recorder	General
100-4144-130	EMPLOYEE BENEFITS	5,750	Recorder	General
100-4145-110	FULL TIME EMPLOYEES	60,723	Attorney	General
100-4145-115	OVERTIME	375	Attorney	General
100-4145-120	PART TIME EMPLOYEES	366	Attorney	General
100-4145-130	EMPLOYEE BENEFITS	18,439	Attorney	General
100-4148-110	FULL TIME EMPLOYEES	18,768	Victim Advocate	General
100-4148-130	EMPLOYEE BENEFITS	5,882	Victim Advocate	General
100-4148-142	OTHER PAY	840	Victim Advocate	General
100-4160-110	FULL TIME EMPLOYEES	4,899	Buildings and Grounds	General
100-4160-115	OVERTIME	150	Buildings and Grounds	General
100-4160-120	PART TIME EMPLOYEES	3,156	Buildings and Grounds	General
100-4160-125	SEASONAL EMPLOYEES	60	Buildings and Grounds	General
100-4160-130	EMPLOYEE BENEFITS	2,480	Buildings and Grounds	General
100-4170-110	FULL TIME EMPLOYEES	4,353	Elections	General
100-4170-115	OVERTIME	15	Elections	General
100-4170-120	PART TIME EMPLOYEES	969	Elections	General
100-4170-125	SEASONAL EMPLOYEES	501	Elections	General
100-4170-130	EMPLOYEE BENEFITS	1,751	Elections	General
100-4253-110	FULL TIME EMPLOYEES	3,858	Animal Control	General
100-4253-115	OVERTIME	135	Animal Control	General
100-4253-130	EMPLOYEE BENEFITS	1,223	Animal Control	General
100-4253-142	OTHER PAY	84	Animal Control	General
100-4254-110	FULL TIME EMPLOYEES	3,210	Animal Impound	General
100-4254-115	OVERTIME	120	Animal Impound	General
100-4254-120	PART TIME EMPLOYEES	1,263	Animal Impound	General
100-4254-130	EMPLOYEE BENEFITS	2,278	Animal Impound	General
100-4255-110	FULL TIME EMPLOYEES	2,193	Emergency Management	General
100-4255-115	OVERTIME	30	Emergency Management	General
100-4255-120	PART TIME EMPLOYEES	717	Emergency Management	General
100-4255-130	EMPLOYEE BENEFITS	882	Emergency Management	General
100-4260-110	FULL TIME EMPLOYEES	23,322	Ambulance	General
100-4260-115	OVERTIME	1,680	Ambulance	General
100-4260-120	PART TIME EMPLOYEES	7,542	Ambulance	General
100-4260-130	PAYROLL TAXES AND BENEFITS	10,438	Ambulance	General
100-4260-142	PAGER PAY	2,250	Ambulance	General



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
100-4265-110	FULL TIME EMPLOYEES	13,842	Fire	General
100-4265-115	OVERTIME	900	Fire	General
100-4265-120	PART TIME EMPLOYEES	6,297	Fire	General
100-4265-125	SEASONAL EMPLOYEES	972	Fire	General
100-4265-130	PAYROLL TAXES AND BENEFITS	6,739	Fire	General
100-4265-142	PAGER PAY	453	Fire	General
100-4415-110	FULL TIME EMPLOYEES	38,874	Roads	General
100-4415-115	OVERTIME	1,500	Roads	General
100-4415-125	SEASONAL EMPLOYEES	4,500	Roads	General
100-4415-130	EMPLOYEE BENEFITS	13,552	Roads	General
100-4415-140	UNIFORM ALLOWANCE	300	Roads	General
100-4450-110	FULL TIME EMPLOYEES	7,371	Vegetation Management	General
100-4450-115	OVERTIME	420	Vegetation Management	General
100-4450-125	SEASONAL EMPLOYEES	4,620	Vegetation Management	General
100-4450-130	EMPLOYEE BENEFITS	3,768	Vegetation Management	General
100-4450-140	UNIFORM ALLOWANCE	150	Vegetation Management	General
100-4511-110	FULL TIME EMPLOYEES	10,272	Fairgrounds	General
100-4511-115	OVERTIME	240	Fairgrounds	General
100-4511-120	PART TIME EMPLOYEES	3,054	Fairgrounds	General
100-4511-125	SEASONAL EMPLOYEES	1,104	Fairgrounds	General
100-4511-130	EMPLOYEE BENEFITS	4,442	Fairgrounds	General
100-4511-142	OTHER PAY	135	Fairgrounds	General
100-4581-110	FULL TIME EMPLOYEES	1,671	Library Services	General
100-4581-120	PART TIME EMPLOYEES	1,800	Library Services	General
100-4581-130	EMPLOYEE BENEFITS	1,041	Library Services	General
100-4620-115	OVERTIME	120	Fair	General
100-4620-120	PART TIME EMPLOYEES	246	Fair	General
100-4620-125	SEASONAL EMPLOYEES	312	Fair	General
100-4620-130	EMPLOYEE BENEFITS	203	Fair	General
100-4621-115	OVERTIME	30	Rodeo	General
100-4621-125	SEASONAL EMPLOYEES	216	Rodeo	General
100-4621-130	EMPLOYEE BENEFITS	74	Rodeo	General
100-4780-110	FULL TIME EMPLOYEES	2,763	Trails Management	General
100-4780-130	PAYROLL TAXES AND BENEFITS	829	Trails Management	General
100-4800-190	COMPENSATION RESERVE	-468,000	Compensation Reserve	General
100-4800-990	CONTRIBUTION - FUND BALANCE	5,434	Addition to Fund Balance	General
150-4136-110	FULL TIME EMPLOYEES	10,008	IT	Tax Administration
150-4136-130	EMPLOYEE BENEFITS	3,002	IT	Tax Administration
150-4143-110	FULL TIME EMPLOYEES	7,938	Treasurer	Tax Administration
150-4143-115	OVERTIME	165	Treasurer	Tax Administration
150-4143-125	SEASONAL EMPLOYEES	111	Treasurer	Tax Administration
150-4143-130	EMPLOYEE BENEFITS	2,464	Treasurer	Tax Administration



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
150-4146-110	FULL TIME EMPLOYEES	37,431	Assessor	Tax Administration
150-4146-115	OVERTIME	150	Assessor	Tax Administration
150-4146-120	PART TIME EMPLOYEES	927	Assessor	Tax Administration
150-4146-130	EMPLOYEE BENEFITS	11,552	Assessor	Tax Administration
150-4800-190	COMPENSATION RESERVE	-78,000	Compensation Reserve	Tax Administration
150-4800-992	CONTRIBUTION - FUND BALANCE	4,252	Addition to Fund Balance	Tax Administration
200-4175-110	FULL TIME EMPLOYEES	6,570	Development Services Admin	Municipal Services
200-4175-130	PAYROLL TAXES AND BENEFITS	1,971	Development Services Admin	Municipal Services
200-4180-110	FULL TIME EMPLOYEES	8,856	Zoning Administration	Municipal Services
200-4180-115	OVERTIME	375	Zoning Administration	Municipal Services
200-4180-130	EMPLOYEE BENEFITS	2,769	Zoning Administration	Municipal Services
200-4241-110	FULL TIME EMPLOYEES	15,759	Building Inspection	Municipal Services
200-4241-125	SEASONAL EMPLOYEES	1,083	Building Inspection	Municipal Services
200-4241-130	EMPLOYEE BENEFITS	5,053	Building Inspection	Municipal Services
200-4410-110	FULL TIME EMPLOYEES	7,191	Public Works Admin	Municipal Services
200-4410-115	OVERTIME	150	Public Works Admin	Municipal Services
200-4410-120	PART TIME EMPLOYEES	543	Public Works Admin	Municipal Services
200-4410-130	EMPLOYEE BENEFITS	2,365	Public Works Admin	Municipal Services
200-4475-110	FULL TIME EMPLOYEES	10,260	Engineering	Municipal Services
200-4475-115	OVERTIME	150	Engineering	Municipal Services
200-4475-120	PART TIME EMPLOYEES	573	Engineering	Municipal Services
200-4475-130	EMPLOYEE BENEFITS	3,295	Engineering	Municipal Services
200-4800-190	COMPENSATION RESERVE	-78,000	Compensation Reserve	Municipal Services
200-4800-995	CONTRIBUTION TO FUND BALANCE	11,037	Addition to Fund Balance	Municipal Services
230-4780-110	FULL TIME EMPLOYEES	4,392	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-115	OVERTIME	36	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-120	PART TIME EMPLOYEES	1,005	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-125	SEASONAL EMPLOYEES	252	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-130	EMPLOYEE BENEFITS	1,737	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-142	OTHER PAY	105	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4800-190	COMPENSATION RESERVE	-13,000	Compensation Reserve	Visitor's Bureau
230-4800-990	ADDITION TO FUND BALANCE	5,473	Addition to Fund Balance	Visitor's Bureau
240-4970-110	FULL TIME EMPLOYEES	8,757	Nutrition	Council on Aging
240-4970-115	OVERTIME	15	Nutrition	Council on Aging
240-4970-120	PART TIME EMPLOYEES	2,529	Nutrition	Council on Aging
240-4970-130	EMPLOYEE BENEFITS	3,390	Nutrition	Council on Aging
240-4971-110	FULL TIME EMPLOYEES	4,623	Senior Center	Council on Aging
240-4971-115	OVERTIME	15	Senior Center	Council on Aging
240-4971-120	PART TIME EMPLOYEES	984	Senior Center	Council on Aging
240-4971-130	EMPLOYEE BENEFITS	1,687	Senior Center	Council on Aging
240-4974-110	FULL TIME EMPLOYEES	4,218	Access	Council on Aging
240-4974-115	OVERTIME	15	Access	Council on Aging
240-4974-130	EMPLOYEE BENEFITS	1,270	Access	Council on Aging
240-4800-190	COMPENSATION RESERVE	-28,600	Compensation Reserve	Council on Aging
240-4800-990	CONTRIBUTION - FUND BALANCE	1,097	Addition to Fund Balance	Council on Aging



# Budget Amendment Account Detail

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Account	Title	Amount	Source or Department	Fund
277-4460-110	FULL TIME EMPLOYEES	2,535	Airport	Airport
277-4460-120	PART TIME EMPLOYEES	1,350	Airport	Airport
277-4460-130	EMPLOYEE BENEFITS	1,166	Airport	Airport
277-4800-190	COMPENSATION RESERVE	-5,200	Compensation Reserve	Airport
277-4460-990	CONTRIBUTION TO FUND BALANCE	149	Addition to Fund Balance	Airport
290-4149-110	FULL TIME EMPLOYEES	5,961	Children's Services	Children's Justice Center
290-4149-120	PART TIME EMPLOYEES	345	Children's Services	Children's Justice Center
290-4149-130	EMPLOYEE BENEFITS	1,892	Children's Services	Children's Justice Center
290-4800-190	COMPENSATION RESERVE	-9,100	Compensation Reserve	Children's Justice Center
290-4149-990	CONTRIBUTION - FUND BALANCE	902	Addition to Fund Balance	Children's Justice Center

**73.** Allocate 3% 401k Contribution on 2024 estimate, Merit increase, and Market Adjustments approved on 11.07.2023 as amendment 57. \$779,000 on the 2024 estimate and Merit. Another \$49,800 on Market adjustments.

100-4112-130	EMPLOYEE BENEFITS	7,276	Council	General
100-4126-130	PAYROLL TAXES AND BENEFITS	6,109	Public Defender	General
100-4131-130	EMPLOYEE BENEFITS	11,716	Executive Office	General
100-4132-130	PAYROLL TAXES AND BENEFITS	16,264	Finance	General
100-4134-130	EMPLOYEE BENEFITS	7,388	Human Resources	General
100-4135-130	EMPLOYEE BENEFITS	8,266	GIS	General
100-4136-130	EMPLOYEE BENEFITS	27,688	IT	General
100-4141-130	EMPLOYEE BENEFITS	3,209	Auditor	General
100-4142-130	EMPLOYEE BENEFITS	4,214	Clerk	General
100-4144-130	EMPLOYEE BENEFITS	15,124	Recorder	General
100-4145-130	EMPLOYEE BENEFITS	62,545	Attorney	General
100-4148-130	EMPLOYEE BENEFITS	19,693	Victim Advocate	General
100-4160-130	EMPLOYEE BENEFITS	5,199	Buildings and Grounds	General
100-4170-130	EMPLOYEE BENEFITS	4,591	Elections	General
100-4214-130	EMPLOYEE BENEFITS	9,965	Sheriff	General
100-4215-130	EMPLOYEE BENEFITS	24,360	Sheriff: Administration	General
100-4205-130	EMPLOYEE BENEFITS	76,695	Sheriff: Patrol	General
100-4210-130	EMPLOYEE BENEFITS	39,522	Sheriff: Criminal	General
100-4211-130	EMPLOYEE BENEFITS	33,081	Sheriff: Support Services	General
100-4230-130	EMPLOYEE BENEFITS	141,168	Sheriff: Corrections	General
100-4253-130	EMPLOYEE BENEFITS	4,049	Animal Control	General
100-4254-130	EMPLOYEE BENEFITS	6,536	Animal Impound	General
100-4255-130	EMPLOYEE BENEFITS	2,313	Emergency Management	General
100-4260-130	PAYROLL TAXES AND BENEFITS	24,664	Ambulance	General
100-4265-130	PAYROLL TAXES AND BENEFITS	14,672	Fire	General
100-4415-130	EMPLOYEE BENEFITS	40,874	Roads	General
100-4450-130	EMPLOYEE BENEFITS	7,824	Vegetation Management	General
100-4511-130	EMPLOYEE BENEFITS	10,853	Fairgrounds	General
100-4581-130	EMPLOYEE BENEFITS	1,785	Library Services	General
100-4620-130	EMPLOYEE BENEFITS	13	Fair	General
100-4621-130	EMPLOYEE BENEFITS	5	Rodeo	General
100-4780-130	PAYROLL TAXES AND BENEFITS	2,897	Trails Management	General
100-4800-990	CONTRIBUTION - FUND BALANCE	23,042	Addition to Fund Balance	General
100-4800-190	COMPENSATION RESERVE	-663,600	Compensation Reserve	General





# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
150-4136-130	EMPLOYEE BENEFITS	10,588	IT	Tax Administration
150-4143-130	EMPLOYEE BENEFITS	8,406	Treasurer	Tax Administration
150-4146-130	EMPLOYEE BENEFITS	39,632	Assessor	Tax Administration
150-4800-992	CONTRIBUTION - FUND BALANCE	3,774	Addition to Fund Balance	Tax Administration
150-4800-190	COMPENSATION RESERVE	-62,400	Compensation Reserve	Tax Administration
200-4175-130	PAYROLL TAXES AND BENEFITS	6,950	Development Services Admin	Municipal Services
200-4180-130	EMPLOYEE BENEFITS	9,379	Zoning Administration	Municipal Services
200-4241-130	EMPLOYEE BENEFITS	16,701	Building Inspection	Municipal Services
200-4410-130	EMPLOYEE BENEFITS	7,626	Public Works Admin	Municipal Services
200-4475-130	EMPLOYEE BENEFITS	10,874	Engineering	Municipal Services
200-4800-995	CONTRIBUTION TO FUND BALANCE	10,570	Addition to Fund Balance	Municipal Services
200-4800-190	COMPENSATION RESERVE	-62,100	Compensation Reserve	Municipal Services
230-4780-130	EMPLOYEE BENEFITS	4,705	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4800-990	ADDITION TO FUND BALANCE	5,595	Addition to Fund Balance	Visitor's Bureau
230-4800-190	COMPENSATION RESERVE	-10,300	Compensation Reserve	Visitor's Bureau
240-4970-130	EMPLOYEE BENEFITS	9,335	Nutrition	Council on Aging
240-4971-130	EMPLOYEE BENEFITS	4,919	Senior Center	Council on Aging
240-4974-130	EMPLOYEE BENEFITS	4,463	Access	Council on Aging
240-4800-990	CONTRIBUTION - FUND BALANCE	1,183	Addition to Fund Balance	Council on Aging
240-4800-190	COMPENSATION RESERVE	-19,900	Compensation Reserve	Council on Aging
277-4460-130	EMPLOYEE BENEFITS	2,721	Airport	Airport
277-4460-990	CONTRIBUTION TO FUND BALANCE	479	Addition to Fund Balance	Airport
277-4800-190	COMPENSATION RESERVE	-3,200	Compensation Reserve	Airport
290-4149-130	EMPLOYEE BENEFITS	6,323	Children's Services	Children's Justice Center
290-4149-990	CONTRIBUTION - FUND BALANCE	977	Addition to Fund Balance	Children's Justice Center
290-4800-190	COMPENSATION RESERVE	-7,300	Compensation Reserve	Children's Justice Center

**74.** Allocate Market recommendations from the compensation committee, approved on 11.07.2023 as amendment 58. \$1,444,500 for public safety and \$755,000 for all others except attorneys. These amounts include benefits.

100-4112-110	FULL TIME EMPLOYEES	4,268	Council	General
100-4112-115	OVERTIME	37	Council	General
100-4112-130	EMPLOYEE BENEFITS	1,292	Council	General
100-4126-110	FULL TIME EMPLOYEES	3,584	Public Defender	General
100-4126-115	OVERTIME	18	Public Defender	General
100-4126-130	PAYROLL TAXES AND BENEFITS	1,081	Public Defender	General
100-4131-110	FULL TIME EMPLOYEES	6,874	Executive Office	General
100-4131-130	EMPLOYEE BENEFITS	2,062	Executive Office	General
100-4132-110	FULL TIME EMPLOYEES	9,535	Finance	General
100-4132-115	OVERTIME	18	Finance	General
100-4132-120	PART TIME EMPLOYEES	388	Finance	General
100-4132-130	PAYROLL TAXES AND BENEFITS	2,982	Finance	General
100-4134-110	FULL TIME EMPLOYEES	4,327	Human Resources	General
100-4134-115	OVERTIME	18	Human Resources	General
100-4134-120	PART TIME EMPLOYEES	388	Human Resources	General
100-4134-130	EMPLOYEE BENEFITS	1,420	Human Resources	General





# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
100-4135-110	FULL TIME EMPLOYEES	4,850	GIS	General
100-4135-130	EMPLOYEE BENEFITS	1,455	GIS	General
100-4136-110	FULL TIME EMPLOYEES	16,239	IT	General
100-4136-125	SEASONAL EMPLOYEES	288	IT	General
100-4136-130	EMPLOYEE BENEFITS	4,958	IT	General
100-4141-110	FULL TIME EMPLOYEES	1,866	Auditor	General
100-4141-115	OVERTIME	74	Auditor	General
100-4141-120	PART TIME EMPLOYEES	478	Auditor	General
100-4141-125	SEASONAL EMPLOYEES	408	Auditor	General
100-4141-130	EMPLOYEE BENEFITS	848	Auditor	General
100-4142-110	FULL TIME EMPLOYEES	2,462	Clerk	General
100-4142-120	PART TIME EMPLOYEES	607	Clerk	General
100-4142-130	EMPLOYEE BENEFITS	921	Clerk	General
100-4144-110	FULL TIME EMPLOYEES	8,821	Recorder	General
100-4144-115	OVERTIME	9	Recorder	General
100-4144-120	PART TIME EMPLOYEES	1,115	Recorder	General
100-4144-125	SEASONAL EMPLOYEES	1,845	Recorder	General
100-4144-130	EMPLOYEE BENEFITS	3,537	Recorder	General
100-4148-110	FULL TIME EMPLOYEES	11,544	Victim Advocate	General
100-4148-130	EMPLOYEE BENEFITS	517	Victim Advocate	General
100-4148-142	OTHER PAY	3,618	Victim Advocate	General
100-4160-110	FULL TIME EMPLOYEES	3,013	Buildings and Grounds	General
100-4160-115	OVERTIME	92	Buildings and Grounds	General
100-4160-120	PART TIME EMPLOYEES	1,941	Buildings and Grounds	General
100-4160-125	SEASONAL EMPLOYEES	37	Buildings and Grounds	General
100-4160-130	EMPLOYEE BENEFITS	1,525	Buildings and Grounds	General
100-4170-110	FULL TIME EMPLOYEES	2,678	Elections	General
100-4170-115	OVERTIME	9	Elections	General
100-4170-120	PART TIME EMPLOYEES	596	Elections	General
100-4170-125	SEASONAL EMPLOYEES	308	Elections	General
100-4170-130	EMPLOYEE BENEFITS	1,077	Elections	General
100-4214-110	FULL TIME EMPLOYEES	18,831	Sheriff	General
100-4214-115	OVERTIME	303	Sheriff	General
100-4214-120	PART TIME EMPLOYEES	2,547	Sheriff	General
100-4214-130	EMPLOYEE BENEFITS	6,504	Sheriff	General
100-4215-110	FULL TIME EMPLOYEES	46,232	Sheriff: Administration	General
100-4215-115	OVERTIME	910	Sheriff: Administration	General
100-4215-120	PART TIME EMPLOYEES	2,547	Sheriff: Administration	General
100-4215-130	EMPLOYEE BENEFITS	14,907	Sheriff: Administration	General
100-4205-110	FULL TIME EMPLOYEES	145,712	Sheriff: Patrol	General
100-4205-115	OVERTIME	7,278	Sheriff: Patrol	General
100-4205-130	EMPLOYEE BENEFITS	46,170	Sheriff: Patrol	General
100-4205-142	OTHER PAY	910	Sheriff: Patrol	General



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
100-4210-110	FULL TIME EMPLOYEES	74,869	Sheriff: Criminal	General
100-4210-115	OVERTIME	6,065	Sheriff: Criminal	General
100-4210-120	PART TIME EMPLOYEES	1,067	Sheriff: Criminal	General
100-4210-130	EMPLOYEE BENEFITS	24,873	Sheriff: Criminal	General
100-4210-142	OTHER PAY	910	Sheriff: Criminal	General
100-4211-110	FULL TIME EMPLOYEES	62,206	Sheriff: Support Services	General
100-4211-115	OVERTIME	3,033	Sheriff: Support Services	General
100-4211-120	PART TIME EMPLOYEES	11,165	Sheriff: Support Services	General
100-4211-130	EMPLOYEE BENEFITS	23,103	Sheriff: Support Services	General
100-4211-142	OTHER PAY	606	Sheriff: Support Services	General
100-4230-110	FULL TIME EMPLOYEES	267,856	Sheriff: Corrections	General
100-4230-115	OVERTIME	14,859	Sheriff: Corrections	General
100-4230-120	PART TIME EMPLOYEES	5,355	Sheriff: Corrections	General
100-4230-130	EMPLOYEE BENEFITS	86,696	Sheriff: Corrections	General
100-4230-142	OTHER PAY	916	Sheriff: Corrections	General
100-4253-110	FULL TIME EMPLOYEES	2,373	Animal Control	General
100-4253-115	OVERTIME	83	Animal Control	General
100-4253-130	EMPLOYEE BENEFITS	752	Animal Control	General
100-4253-142	OTHER PAY	52	Animal Control	General
100-4254-110	FULL TIME EMPLOYEES	3,820	Animal Impound	General
100-4254-115	OVERTIME	74	Animal Impound	General
100-4254-120	PART TIME EMPLOYEES	777	Animal Impound	General
100-4254-130	EMPLOYEE BENEFITS	1,401	Animal Impound	General
100-4255-110	FULL TIME EMPLOYEES	1,349	Emergency Management	General
100-4255-115	OVERTIME	18	Emergency Management	General
100-4255-120	PART TIME EMPLOYEES	441	Emergency Management	General
100-4255-130	EMPLOYEE BENEFITS	543	Emergency Management	General
100-4260-110	FULL TIME EMPLOYEES	14,346	Ambulance	General
100-4260-115	OVERTIME	1,033	Ambulance	General
100-4260-120	PART TIME EMPLOYEES	4,639	Ambulance	General
100-4260-130	PAYROLL TAXES AND BENEFITS	6,421	Ambulance	General
100-4260-142	PAGER PAY	1,384	Ambulance	General
100-4265-110	FULL TIME EMPLOYEES	8,514	Fire	General
100-4265-115	OVERTIME	554	Fire	General
100-4265-120	PART TIME EMPLOYEES	3,873	Fire	General
100-4265-125	SEASONAL EMPLOYEES	598	Fire	General
100-4265-130	PAYROLL TAXES AND BENEFITS	4,145	Fire	General
100-4265-142	PAGER PAY	279	Fire	General
100-4415-110	FULL TIME EMPLOYEES	23,912	Roads	General
100-4415-115	OVERTIME	923	Roads	General
100-4415-125	SEASONAL EMPLOYEES	2,768	Roads	General
100-4415-130	EMPLOYEE BENEFITS	8,336	Roads	General
100-4415-140	UNIFORM ALLOWANCE	185	Roads	General



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
100-4450-110	FULL TIME EMPLOYEES	4,534	Vegetation Management	General
100-4450-115	OVERTIME	258	Vegetation Management	General
100-4450-125	SEASONAL EMPLOYEES	2842	Vegetation Management	General
100-4450-130	EMPLOYEE BENEFITS	2,318	Vegetation Management	General
100-4450-140	UNIFORM ALLOWANCE	92	Vegetation Management	General
100-4511-110	FULL TIME EMPLOYEES	6,318	Fairgrounds	General
100-4511-115	OVERTIME	148	Fairgrounds	General
100-4511-120	PART TIME EMPLOYEES	1,879	Fairgrounds	General
100-4511-125	SEASONAL EMPLOYEES	679	Fairgrounds	General
100-4511-130	EMPLOYEE BENEFITS	2,732	Fairgrounds	General
100-4511-142	OTHER PAY	83	Fairgrounds	General
100-4581-110	FULL TIME EMPLOYEES	1,028	Library Services	General
100-4581-120	PART TIME EMPLOYEES	1,107	Library Services	General
100-4581-130	EMPLOYEE BENEFITS	641	Library Services	General
100-4620-115	OVERTIME	74	Fair	General
100-4620-120	PART TIME EMPLOYEES	151	Fair	General
100-4620-125	SEASONAL EMPLOYEES	192	Fair	General
100-4620-130	EMPLOYEE BENEFITS	125	Fair	General
100-4621-115	OVERTIME	18	Rodeo	General
100-4621-125	SEASONAL EMPLOYEES	133	Rodeo	General
100-4621-130	EMPLOYEE BENEFITS	45	Rodeo	General
100-4780-110	FULL TIME EMPLOYEES	1,700	Trails Management	General
100-4780-130	PAYROLL TAXES AND BENEFITS	510	Trails Management	General
100-4800-990	CONTRIBUTION - FUND BALANCE	827,842	Addition to Fund Balance	General
100-4800-190	COMPENSATION RESERVE	-1,941,500	Compensation Reserve	General
150-4136-110	FULL TIME EMPLOYEES	9,340	IT	Tax Administration
150-4136-130	EMPLOYEE BENEFITS	2,802	IT	Tax Administration
150-4143-110	FULL TIME EMPLOYEES	7,409	Treasurer	Tax Administration
150-4143-115	OVERTIME	154	Treasurer	Tax Administration
150-4143-125	SEASONAL EMPLOYEES	104	Treasurer	Tax Administration
150-4143-130	EMPLOYEE BENEFITS	2,300	Treasurer	Tax Administration
150-4146-110	FULL TIME EMPLOYEES	34,934	Assessor	Tax Administration
150-4146-115	OVERTIME	140	Assessor	Tax Administration
150-4146-120	PART TIME EMPLOYEES	865	Assessor	Tax Administration
150-4146-130	EMPLOYEE BENEFITS	10,782	Assessor	Tax Administration
150-4800-992	CONTRIBUTION - FUND BALANCE	32,170	Addition to Fund Balance	Tax Administration
150-4800-190	COMPENSATION RESERVE	-101,000	Compensation Reserve	Tax Administration
200-4175-110	FULL TIME EMPLOYEES	6,101	Development Services Admin	Municipal Services
200-4175-130	PAYROLL TAXES AND BENEFITS	1,830	Development Services Admin	Municipal Services
200-4180-110	FULL TIME EMPLOYEES	8,224	Zoning Administration	Municipal Services
200-4180-115	OVERTIME	348	Zoning Administration	Municipal Services
200-4180-130	EMPLOYEE BENEFITS	2,572	Zoning Administration	Municipal Services
200-4241-110	FULL TIME EMPLOYEES	14,634	Building Inspection	Municipal Services
200-4241-125	SEASONAL EMPLOYEES	1,006	Building Inspection	Municipal Services
200-4241-130	EMPLOYEE BENEFITS	4,692	Building Inspection	Municipal Services



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
200-4410-110	FULL TIME EMPLOYEES	6,678	Public Works Admin	Municipal Services
200-4410-115	OVERTIME	139	Public Works Admin	Municipal Services
200-4410-120	PART TIME EMPLOYEES	504	Public Works Admin	Municipal Services
200-4410-130	EMPLOYEE BENEFITS	2,196	Public Works Admin	Municipal Services
200-4475-110	FULL TIME EMPLOYEES	9,528	Engineering	Municipal Services
200-4475-115	OVERTIME	139	Engineering	Municipal Services
200-4475-120	PART TIME EMPLOYEES	532	Engineering	Municipal Services
200-4475-130	EMPLOYEE BENEFITS	3,060	Engineering	Municipal Services
200-4800-995	CONTRIBUTION TO FUND BALANCE	27,817	Addition to Fund Balance	Municipal Services
200-4800-190	COMPENSATION RESERVE	-90,000	Compensation Reserve	Municipal Services
230-4780-110	FULL TIME EMPLOYEES	4,577	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-115	OVERTIME	38	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-120	PART TIME EMPLOYEES	1,047	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-125	SEASONAL EMPLOYEES	263	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-130	EMPLOYEE BENEFITS	1,810	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4780-142	OTHER PAY	109	Cache Valley Visitor's Bureau	Visitor's Bureau
230-4800-990	ADDITION TO FUND BALANCE	3,156	Addition to Fund Balance	Visitor's Bureau
230-4800-190	COMPENSATION RESERVE	-11,000	Compensation Reserve	Visitor's Bureau
240-4970-110	FULL TIME EMPLOYEES	8,146	Nutrition	Council on Aging
240-4970-115	OVERTIME	14	Nutrition	Council on Aging
240-4970-120	PART TIME EMPLOYEES	2,353	Nutrition	Council on Aging
240-4970-130	EMPLOYEE BENEFITS	3,154	Nutrition	Council on Aging
240-4971-110	FULL TIME EMPLOYEES	4,301	Senior Center	Council on Aging
240-4971-115	OVERTIME	14	Senior Center	Council on Aging
240-4971-120	PART TIME EMPLOYEES	915	Senior Center	Council on Aging
240-4971-130	EMPLOYEE BENEFITS	1,569	Senior Center	Council on Aging
240-4974-110	FULL TIME EMPLOYEES	3,924	Access	Council on Aging
240-4974-115	OVERTIME	14	Access	Council on Aging
240-4974-130	EMPLOYEE BENEFITS	1,181	Access	Council on Aging
240-4800-990	CONTRIBUTION - FUND BALANCE	11,415	Addition to Fund Balance	Council on Aging
240-4800-190	COMPENSATION RESERVE	-37,000	Compensation Reserve	Council on Aging
277-4460-110	FULL TIME EMPLOYEES	2,386	Airport	Airport
277-4460-120	PART TIME EMPLOYEES	1,270	Airport	Airport
277-4460-130	EMPLOYEE BENEFITS	1,097	Airport	Airport
277-4460-990	CONTRIBUTION TO FUND BALANCE	2,247	Addition to Fund Balance	Airport
277-4800-190	COMPENSATION RESERVE	-7,000	Compensation Reserve	Airport
290-4149-110	FULL TIME EMPLOYEES	5,765	Children's Services	Children's Justice Center
290-4149-120	PART TIME EMPLOYEES	334	Children's Services	Children's Justice Center
290-4149-130	EMPLOYEE BENEFITS	1,830	Children's Services	Children's Justice Center
290-4149-990	CONTRIBUTION - FUND BALANCE	4,071	Addition to Fund Balance	Children's Justice Center
290-4800-190	COMPENSATION RESERVE	-12,000	Compensation Reserve	Children's Justice Center



# Budget Amendment Account Detail

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Account	Title	Amount	Source or Department	Fund
<b>Tax Administration Update</b>				
<b>75.</b>	Allocation of new budget amounts attributable to the Tax Administration fund.			
100-4112-999	TAX ADMIN - COUNCIL 10%	-2,300	Council	General
100-4131-999	TAX ADMIN - EXECUTIVE 15%	-8,400	Executive Office	General
100-4132-999	TAX ADMIN - FINANCE 10%	-13,700	Finance	General
100-4134-999	TAX ADMIN - HUMAN RESOURCE 15%	-13,200	Human Resources	General
100-4135-999	TAX ADMIN - GIS 60%	12,500	GIS	General
100-4136-999	TAX ADMIN - IT 30%	-42,400	IT	General
100-4141-999	TAX ADMIN - AUDITOR 86%	-22,100	Auditor	General
100-4145-999	TAX ADMIN - ATTORNEY 9%	-29,500	Attorney	General
100-4160-999	TAX ADMIN - BLDG & GROUNDS 31%	-8,300	Buildings and Grounds	General
100-38-90000	APPROPRIATED FUND BALANCE	127,400	Use of Fund Balance	General
150-38-90000	APPROPRIATED FUND BALANCE	-127,400	Use of Fund Balance	Tax Administration
150-4099-912	TAX ADMIN - COUNCIL 10%	2,300	Tax Administration Allocatior	Tax Administration
150-4099-931	TAX ADMIN - EXECUTIVE 15%	8,400	Tax Administration Allocatior	Tax Administration
150-4099-932	TAX ADMIN - FINANCE 10%	13,700	Tax Administration Allocatior	Tax Administration
150-4099-934	TAX ADMIN - HUMAN RESOURCE 15%	13,200	Tax Administration Allocatior	Tax Administration
150-4099-935	TAX ADMIN - GIS 60%	-12,500	Tax Administration Allocatior	Tax Administration
150-4099-936	TAX ADMIN - IT 30%	42,400	Tax Administration Allocatior	Tax Administration
150-4099-941	TAX ADMIN - AUDITOR 86%	22,100	Tax Administration Allocatior	Tax Administration
150-4099-945	TAX ADMIN - ATTORNEY 9%	29,500	Tax Administration Allocatior	Tax Administration
150-4099-960	TAX ADMIN - BLDG & GROUNDS 31%	8,300	Tax Administration Allocatior	Tax Administration
200-4475-999	GENERAL - ENGINEERING 50%	-256,700	Engineering	Municipal Services
200-4800-995	CONTRIBUTION TO FUND BALANCE	256,700	Addition to Fund Balance	Municipal Services
100-4475-999	GENERAL - ENGINEERING 50%	256,700	Engineering	General
100-38-90000	APPROPRIATED FUND BALANCE	-256,700	Use of Fund Balance	General



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>General</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	18,710,000	-	18,710,000
Sales Taxes	12,905,000	-	12,905,000
	31,615,000	-	31,615,000
<b>Other Revenues</b>			
Intergovernmental	16,339,100	715,192	17,054,292
Charges for Services	10,638,450	446,800	11,085,250
Licenses and Permits	60,000	-	60,000
Fines and Forfeitures	157,000	-	157,000
Interest and Investment Income	3,101,000	-	3,101,000
Rental Income	140,400	-	140,400
Public Contributions	102,500	-	102,500
Miscellaneous Revenue	247,600	61,000	308,600
	30,786,050	1,222,992	32,009,042
<b>Other Financing Sources</b>			
Lease Proceeds	-	-	-
Sale of Assets	111,700	57,500	169,200
Transfers from Other Funds	685,500	690,850	1,376,350
Use of Fund Balance	9,550,418	689,800	10,240,218
	10,347,618	1,438,150	11,785,768
<b>Total Revenues</b>	<b>72,748,668</b>	<b>2,661,142</b>	<b>75,409,810</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>EXPENDITURES</b>			
<b>General Government</b>			
Council	378,100	20,672	398,772
Executive	475,600	53,380	528,980
Finance	965,692	122,650	1,088,342
Human Resources	577,700	72,145	649,845
GIS	195,800	-8,280	187,520
IT	1,875,100	98,701	1,973,801
Clerk	175,700	154,390	330,090
Auditor	37,800	3,554	41,354
Elections	1,035,500	3,148	1,038,648
Recorder	1,102,400	30,968	1,133,368
Attorney	3,330,600	297,548	3,628,148
Public Defender	1,645,800	86,905	1,732,705
Victim Advocate	1,322,500	303,062	1,625,562
Buildings and Grounds	664,400	18,452	682,852
Economic Development	280,000	-	280,000
USU Extension Services	272,000	-	272,000
Mental Health Services	277,700	-	277,700
Miscellaneous and General	96,300	-	96,300
County Pandemic Relief	885,000	-	885,000
Contributions to Other Units	821,500	-	821,500
	16,415,192	1,257,295	17,672,487





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# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Public Safety</b>			
Sheriff	491,900	80,250	572,150
Sheriff: Administration	5,571,072	104,956	5,676,028
Sheriff: Criminal	2,262,500	429,706	2,692,206
Sheriff: Patrol	3,948,100	718,365	4,666,465
Sheriff: Support Services	2,009,500	385,394	2,394,894
Sheriff: Corrections	7,538,900	1,481,650	9,020,550
Emergency Management	347,900	12,586	360,486
Animal Control	205,500	19,509	225,009
Animal Impound	428,100	99,479	527,579
Ambulance	2,109,500	365,819	2,475,319
Fire	2,030,700	98,138	2,128,838
	26,451,772	3,795,852	30,167,374
<b>Public Works</b>			
Roads	7,250,600	245,624	7,496,224
Vegetation Management	1,034,300	51,797	1,086,097
Engineering	1,346,800	256,700	1,603,500
	9,631,700	554,121	10,185,821
<b>Culture and Recreation</b>			
Fairgrounds	2,714,850	575,431	3,290,281
Library Services	232,000	13,473	245,473
Fair	304,700	47,786	352,486
Rodeo	400,100	521	400,621
State Fair	1,000	-	1,000
Trails Management	841,600	562,299	1,403,899
	3,652,650	637,211	4,289,861
<b>Other Financing Uses</b>			
Compensation Reserve	5,120,254	-5,120,254	-
Transfers to Other Funds	9,643,600	60,800	9,704,400
Addition to Fund Balance	500,000	913,818	1,413,818
	15,263,854	-4,145,636	11,118,218
<b>Total Expenditures</b>	<b>72,748,668</b>	<b>2,661,142</b>	<b>75,409,810</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Municipal Services</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Sales Taxes	6,807,000	-	6,807,000
	6,807,000	-	6,807,000
<b>Other Revenues</b>			
Intergovernmental	62,000	-	62,000
Charges for Services	529,000	-	529,000
Licenses and Permits	1,195,000	-	1,195,000
Interest and Investment Income	-	-	-
Public Contributions	-	-	-
Miscellaneous Revenue	5,000	-	5,000
	1,791,000	-	1,791,000
<b>Other Financing Sources</b>			
Sale of Assets	225,000	-	225,000
Transfers from Other Funds	1,946,000	422,100	2,368,100
Use of Fund Balance	567,300	-338,700	228,600
	2,738,300	83,400	2,821,700
<b>Total Revenues</b>	<b>11,336,300</b>	<b>83,400</b>	<b>11,419,700</b>



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# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>EXPENDITURES</b>			
<b>General Government</b>			
Development Services Administration	705,800	39,822	745,622
Zoning Administration	479,400	25,723	505,123
Building Inspection	1,076,300	20,028	1,096,328
Sanitation and Waste Collection	-	-	-
Miscellaneous Expense	1,500	-	1,500
	2,263,000	85,573	2,348,573
<b>Public Safety</b>			
Sheriff: Animal Control	12,000	-	12,000
Fire-EMS	380,100	-	380,100
	392,100	-	392,100
<b>Public Works</b>			
Public Works Admin	755,500	107,792	863,292
Roads	-	-	-
Vegetation Management	-	-	-
Engineering	1,430,600	172,811	1,603,411
Contributions to Other Governments	5,000,000	-	5,000,000
	7,186,100	280,603	7,466,703
<b>Culture and Recreation</b>			
Trails Management	366,000	-366,000	-
Eccles Ice Center Support	22,000	-	22,000
	388,000	-366,000	22,000
<b>Other Financing Uses</b>			
Compensation Reserve	222,900	-222,900	-
Transfers to Other Funds	500,000	-	500,000
Addition to Fund Balance	384,200	306,124	690,324
	1,107,100	83,224	1,190,324
<b>Total Expenditures</b>	<b>11,336,300</b>	<b>83,400</b>	<b>11,419,700</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Council on Aging</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	398,900	75,000	473,900
Charges for Services	91,400	-	91,400
Public Contributions	-	-	-
Miscellaneous Revenue	2,000	-	2,000
	492,300	75,000	567,300
<b>Other Financing Sources</b>			
Sale of Assets	-	-	-
Transfers from Other Funds	987,800	-	987,800
Use of Fund Balance	115,800	241,900	357,700
	1,103,600	241,900	1,345,500
<b>Total Revenues</b>	<b>1,595,900</b>	<b>316,900</b>	<b>1,912,800</b>
<b>EXPENDITURES</b>			
<b>Health and Welfare</b>			
Nutrition	772,300	77,793	850,093
Senior Center	460,900	346,527	807,427
Access	217,700	23,885	241,585
	1,450,900	448,205	1,899,105
<b>Other Financing Uses</b>			
Compensation Reserve	145,000	-145,000	-
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	13,695	13,695
	145,000	-131,305	13,695
<b>Total Expenditures</b>	<b>1,595,900</b>	<b>316,900</b>	<b>1,912,800</b>



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# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Health</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	1,133,000	-	1,133,000
	1,133,000	-	1,133,000
<b>Other Revenues</b>			
Charges for Services	330,000	-	330,000
	330,000	-	330,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	178,400	-	178,400
	178,400	-	178,400
<b>Total Revenues</b>	<b>1,641,400</b>	<b>-</b>	<b>1,641,400</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Contributions to Other Units	50,000	-	50,000
	50,000	-	50,000
<b>Health and Welfare</b>			
Bear River Health Department	1,286,400	-	1,286,400
Air Pollution Control	305,000	-	305,000
	1,591,400	-	1,591,400
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>1,641,400</b>	<b>-</b>	<b>1,641,400</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Mental Health</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	4,752,000	-	4,752,000
	4,752,000	-	4,752,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	-	-	-
<hr/>			
<b>Total Revenues</b>	<b>4,752,000</b>	<b>-</b>	<b>4,752,000</b>
<b>EXPENDITURES</b>			
<b>Health and Welfare</b>			
Mental Health Services	4,752,000	-	4,752,000
	4,752,000	-	4,752,000
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<hr/>			
<b>Total Expenditures</b>	<b>4,752,000</b>	<b>-</b>	<b>4,752,000</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Children's Justice Center</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	237,800	-	237,800
Public Contributions	-	-	-
Miscellaneous Revenue	-	-	-
	237,800	-	237,800
<b>Other Financing Sources</b>			
Transfers from Other Funds	262,600	1,400	264,000
Use of Fund Balance	-	-	-
	262,600	1,400	264,000
<b>Total Revenues</b>	<b>500,400</b>	<b>1,400</b>	<b>501,800</b>
<b>EXPENDITURES</b>			
<b>Public Safety</b>			
Children's Services	456,100	39,750	495,850
	456,100	39,750	495,850
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Compensation Reserve	44,300	-44,300	-
Addition to Fund Balance	-	5,950	5,950
	44,300	-38,350	5,950
<b>Total Expenditures</b>	<b>500,400</b>	<b>1,400</b>	<b>501,800</b>





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# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Visitor's Bureau</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Sales Taxes	1,361,000	-	1,361,000
	1,361,000	-	1,361,000
<b>Other Revenues</b>			
Intergovernmental	-	1,000	1,000
Charges for Services	42,000	-	42,000
Public Contributions	4,200	3,400	7,600
Miscellaneous Revenue	-	-	-
	46,200	4,400	50,600
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	9,600	-	9,600
	9,600	-	9,600
<b>Total Revenues</b>	<b>1,416,800</b>	<b>4,400</b>	<b>1,421,200</b>
<b>EXPENDITURES</b>			
<b>Culture and Recreation</b>			
Cache Valley Visitor's Bureau	927,000	32,476	959,476
	927,000	32,476	959,476
<b>Other Financing Uses</b>			
Transfers to Other Funds	265,800	-	265,800
Compensation Reserve	42,300	-42,300	-
Addition to Fund Balance	181,700	14,224	195,924
	489,800	-28,076	461,724
<b>Total Expenditures</b>	<b>1,416,800</b>	<b>4,400</b>	<b>1,421,200</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Tax Administration</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	4,005,500	-	4,005,500
	4,005,500	-	4,005,500
<b>Other Revenues</b>			
Charges for Services	594,900	-	594,900
Miscellaneous Revenue	5,000	-	5,000
	599,900	-	599,900
<b>Other Financing Sources</b>			
Transfers from Other Funds	9,900	-	9,900
Use of Fund Balance	1,424,800	127,400	1,552,200
	1,434,700	127,400	1,562,100
<b>Total Revenues</b>	<b>6,040,100</b>	<b>127,400</b>	<b>6,167,500</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Tax Administration Allocations	2,101,800	127,400	2,229,200
IT	465,400	52,640	518,040
Assessor	2,406,900	136,413	2,543,313
Treasurer	455,800	44,951	500,751
Miscellaneous Expense	86,000	-	86,000
Contributions to Other Units	250,000	-	250,000
	5,765,900	361,404	6,127,304
<b>Other Financing Uses</b>			
Compensation Reserve	274,200	-274,200	-
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	40,196	40,196
	274,200	-234,004	40,196
<b>Total Expenditures</b>	<b>6,040,100</b>	<b>127,400</b>	<b>6,167,500</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Capital Projects</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Miscellaneous Revenue	-	-	-
	-	-	-
<b>Other Financing Sources</b>			
Bond Proceeds	-	-	-
Transfers from Other Funds	6,264,700	-	6,264,700
Use of Fund Balance	-	-	-
	6,264,700	-	6,264,700
<b>Total Revenues</b>	<b>6,264,700</b>	<b>-</b>	<b>6,264,700</b>
<b>EXPENDITURES</b>			
<b>Streets and Public Improvements</b>			
Administration Facilities	-	-	-
Road Facilities	6,264,700	-	6,264,700
	6,264,700	-	6,264,700
<b>Health and Welfare</b>			
Senior Center Facilities	-	-	-
Other Facilities	-	-	-
	-	-	-
<b>Culture and Recreation</b>			
Fairgrounds Facilities	-	-	-
	-	-	-
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>6,264,700</b>	<b>-</b>	<b>6,264,700</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Debt Service</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Miscellaneous Revenue	-	-	-
	-	-	-
<b>Other Financing Sources</b>			
Transfers from Other Funds	1,774,900	-	1,774,900
Use of Fund Balance	-	-	-
	1,774,900	-	1,774,900
<b>Total Revenues</b>	<b>1,774,900</b>	<b>-</b>	<b>1,774,900</b>
<b>EXPENDITURES</b>			
<b>Debt Payments</b>			
Bonds	1,064,700	-	1,064,700
Sheriff Vehicle Lease	688,900	-	688,900
Fire Vehicle Lease	21,300	-	21,300
Road Equipment Lease	-	-	-
IT Equipment Lease	-	-	-
	1,774,900	-	1,774,900
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>1,774,900</b>	<b>-</b>	<b>1,774,900</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>CDRA</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	70,000	-	70,000
	70,000	-	70,000
<b>Other Revenues</b>			
Intergovernmental	266,000	-	266,000
	266,000	-	266,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	-	-	-
	-	-	-
<b>Total Revenues</b>	<b>336,000</b>	<b>-</b>	<b>336,000</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Cache County Redevelopment Agency	322,600	-	322,600
	322,600	-	322,600
<b>Other Financing Uses</b>			
Transfers to Other Funds	13,400	-	13,400
Addition to Fund Balance	-	-	-
	13,400	-	13,400
<b>Total Expenditures</b>	<b>336,000</b>	<b>-</b>	<b>336,000</b>



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# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Restaurant Tax</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Sales Taxes	2,553,000	-	2,553,000
	2,553,000	-	2,553,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	1,062,100	-	1,062,100
	1,062,100	-	1,062,100
<b>Total Revenues</b>	<b>3,615,100</b>	<b>-</b>	<b>3,615,100</b>
<b>EXPENDITURES</b>			
<b>Culture and Recreation</b>			
Tourism Promotion	486,300	-86,850	399,450
Facility Awards	3,128,800	-584,000	2,544,800
	3,615,100	-670,850	2,944,250
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	670,850	670,850
Addition to Fund Balance	-	-	-
	-	670,850	670,850
<b>Total Expenditures</b>	<b>3,615,100</b>	<b>-</b>	<b>3,615,100</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>RAPZ Tax</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Sales Taxes	3,005,000	-	3,005,000
	3,005,000	-	3,005,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	1,733,600	-	1,733,600
	1,733,600	-	1,733,600
<b>Total Revenues</b>	<b>4,738,600</b>	<b>-</b>	<b>4,738,600</b>
<b>EXPENDITURES</b>			
<b>Culture and Recreation</b>			
Program Awards	1,643,500	-	1,643,500
Facility Awards	3,050,000	-	3,050,000
	4,693,500	-	4,693,500
<b>Other Financing Uses</b>			
Transfers to Other Funds	45,100	-	45,100
Addition to Fund Balance	-	-	-
	45,100	-	45,100
<b>Total Expenditures</b>	<b>4,738,600</b>	<b>-</b>	<b>4,738,600</b>





# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>CCCOG</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Sales Taxes	7,593,000	-	7,593,000
	7,593,000	-	7,593,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	15,042,000	169,800	15,211,800
	15,042,000	169,800	15,211,800
<b>Total Revenues</b>	<b>22,635,000</b>	<b>169,800</b>	<b>22,804,800</b>
<b>EXPENDITURES</b>			
<b>Streets and Public Improvements</b>			
Road Projects	20,914,500	-192,900	20,721,600
	20,914,500	-192,900	20,721,600
<b>Other Financing Uses</b>			
Transfers to Other Funds	1,720,500	362,700	2,083,200
Addition to Fund Balance	-	-	-
	1,720,500	362,700	2,083,200
<b>Total Expenditures</b>	<b>22,635,000</b>	<b>169,800</b>	<b>22,804,800</b>



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# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>Airport</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	528,600	345,600	874,200
Interest and Investment Income	1,500	-	1,500
Miscellaneous Revenue	153,700	-	153,700
	683,800	345,600	1,029,400
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	208,700	16,900	225,600
	208,700	16,900	225,600
<b>Total Revenues</b>	<b>892,500</b>	<b>362,500</b>	<b>1,255,000</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Airport	881,600	370,525	1,252,125
	881,600	370,525	1,252,125
<b>Other Financing Uses</b>			
Compensation Reserve	10,900	-10,900	-
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	2,875	2,875
	10,900	-8,025	2,875
<b>Total Expenditures</b>	<b>892,500</b>	<b>362,500</b>	<b>1,255,000</b>



# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

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



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# Budget Amendment by Department

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Budget	Amendment	New Budget
<b>CC Community Foundation</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Interest and Investment Income	500	-	500
Public Contributions	-1,000	20,000	19,000
	-500	20,000	19,500
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
Use of Fund Balance	600	-	600
	600	-	600
<b>Total Revenues</b>	<b>100</b>	<b>20,000</b>	<b>20,100</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Miscellaneous Expense	1,100	-	1,100
	1,100	-	1,100
<b>Other Financing Uses</b>			
Transfers to Other Funds	-1,000	20,000	19,000
Addition to Fund Balance	-	-	-
	-1,000	20,000	19,000
<b>Total Expenditures</b>	<b>100</b>	<b>20,000</b>	<b>20,100</b>



# Budget Amendment by Fund

Hearing Date: 06.25.2024; Vote Date: 06.25.2024

Fund	Current Budget	Amendment					New Budget
		Revenues	Expenditures	Transfers In	Transfers Out	Fund Balance	
General	72,748,668	1,280,492	1,686,524	690,850	60,800	224,018	75,409,810
Municipal Services	11,336,300	-	-222,724	422,100	-	644,824	11,419,700
Council on Aging	1,595,900	75,000	303,205	-	-	-228,205	1,912,800
Health	1,641,400	-	-	-	-	-	1,641,400
Mental Health	4,752,000	-	-	-	-	-	4,752,000
Children's Justice Center	500,400	-	-4,550	1,400	-	5,950	501,800
Visitor's Bureau	1,416,800	4,400	-9,824	-	-	14,224	1,421,200
Tax Administration	6,040,100	-	87,204	-	-	-87,204	6,167,500
Capital Projects	6,264,700	-	-	-	-	-	6,264,700
Debt Service	1,774,900	-	-	-	-	-	1,774,900
CDRA	336,000	-	-	-	-	-	336,000
Restaurant Tax	3,615,100	-	-670,850	-	670,850	-	3,615,100
RAPZ Tax	4,738,600	-	-	-	-	-	4,738,600
CCCOG	22,635,000	-	-192,900	-	362,700	-169,800	22,804,800
Airport	892,500	345,600	359,625	-	-	-14,025	1,255,000
Roads Special Service District	121,000	-	-	-	-	-	121,000
CC Community Foundation	100	20,000	-	-	20,000	-	20,100
<b>Total County Budget</b>	<b>140,409,468</b>	<b>1,725,492</b>	<b>1,335,710</b>	<b>1,114,350</b>	<b>1,114,350</b>	<b>389,782</b>	<b>144,156,410</b>

## DEVELOPMENT AGREEMENT

This Development Agreement (“Agreement”) is entered into this \_\_\_\_ day of June, 2024 (“Execution Date”) by and between Summit Mountain Holding Group, L.L.C., a Utah limited liability company (“SMHG”), and Cache County, a body politic in the State of Utah (“County”) (SMHG and County are collectively referred to as the “Parties”).

### RECITALS

**WHEREAS**, SMHG is the owner of that certain real property in Cache County commonly known as Powder Mountain and more specifically described on Exhibit A which is attached and incorporated into this Agreement (the “Property”); and

**WHEREAS**, the Parties each have an interest in maintaining the ski lift construction schedule, which includes the installation and operation of two new ski lifts (Lightning Ridge and Raintree) in 2024, and have agreed that a development agreement is the appropriate tool by which to accomplish this goal; and

**WHEREAS**, Cache County is authorized pursuant to Utah Code Annotated section 17-27A-528 to enter into a development agreement containing any term that the county considers necessary or appropriate to accomplish the purposes of this (Chapter 27A) chapter; and

**WHEREAS**, specific to Utah Code Annotated section 17-27A-528 (2)(a) this Agreement does not limit the County’s authority to pass future land use regulations or ordinances, nor does it require the County to change any zoning designation in the future, further it does not allow the use or development of land that applicable land use regulations governing the area subject to this Agreement would otherwise *prohibit unless the legislative body approves the development agreement in accordance with the same procedures for enacting a land use regulation* and therefore this Agreement is the appropriate tool to accomplish the goals and objectives of state law and the County as they relate to the ski lifts on Exhibit A; and

**WHEREAS**, the property is zoned Resort Recreation (RR), which requires prior to the development of any RR Zoned property compliance with the standards of RR Zone, including the creation and approval of a Master Plan and approval of a Conditional Use Permit; and

**WHEREAS**, the ski resort’s general operation is a legal nonconforming use and further expansion of amenities and uses on the Property requires full compliance with RR Zone, namely lacking an updated Master Plan and other requirements within the RR Zone; and

**WHEREAS**, Ski lifts are specifically allowed in the County RR Zone, and the County desires to provide a means by which SMHG could do some limited expansion of current services

prior to full approval of an updated Master Plan, Conditional Use Permit, and other requirements within the RR Zone Standards within County Code 17.14.; and

**NOW THEREFORE**, in consideration of the premises and of the mutual covenants and conditions contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which the Parties acknowledge the Parties agree to the following:

### **A G R E E M E N T**

1. **Property.** The Property covered by this Development Agreement is more specifically described in Exhibit A.
2. **Ski Lifts.** The ski lifts known as the Lightning Ridge Lift and Raintree Lift as described in Exhibit B (collectively, the “Lifts”) are allowed uses in the RR zone and are by this Agreement, allowed to apply for development. SMHG shall apply for, obtain and comply with the Zoning Clearance and Building Permits issued by Cache County for the Lifts. The County shall issue such permits if these applications comply with the Cache County and International Building Code regardless of the Property's compliance with RR Zone and Conditional Use Permit update or restricted parcel status. SMHG shall submit all needed documentation to show compliance with adopted County development standards. The County shall also approve the Lifts to be placed on sensitive lands, including steep slopes, but shall require a geotechnical report and compliance with the recommendation contained within that report. Following completion, the Lifts may operate per the standards of the Utah State Tram Board.
3. **Capacity.** Each person signing on behalf of one of the Parties below has full authority, and the Parties have the sole and full right, power, authority and capacity to execute, deliver and perform this Agreement.
4. **Binding Effect.** This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective heirs, representatives, officers, agents, employees, members, successors and assigns (to the extent that assignment is permitted). Without limiting the generality of the foregoing, a “successor” includes a party that succeeds to the rights and interests of the Developer as evidenced by, among other things, such party’s submission of land use applications to the County relating to the Property or the Project.
5. **Agreement to Run With the Land.** This Agreement shall be recorded in the Office of the Cache County Recorder against the Property and is intended to and shall be deemed to run with the land, and shall be binding on and shall benefit all successors in the ownership of any portion of the Property.



**6. Duration.**

The term of this Agreement is from the date executed by the parties below but not to exceed two (2) years from the date of this Agreement. The Term may be extended by mutual agreement of the Parties.

**7. Termination.**

- a. Notwithstanding anything in this Agreement to the contrary, it is agreed by the parties hereto that in the event the Lifts for the Property have not been issued a building permit within two (2) years from the date of this Agreement (the "Term"), or upon a default of this Agreement that is not cured, this Agreement shall terminate.
- b. Upon termination of this Agreement for the reasons set forth herein, the obligations of the County and the defaulting party to each other hereunder shall terminate, but none of the licenses, building permits, or certificates of occupancy granted prior to expiration of the Term or termination of this Agreement shall be rescinded or limited in any manner.

**8. Amendment.** This Agreement may be amended only in writing, signed by the Parties hereto.

**9. Severability.** If any term or provision of this Agreement or the application thereof shall to any extent be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to circumstances other than those with respect to which it is invalid or unenforceable, will not be affected thereby and will be enforced to the extent permitted by law. To the extent permitted by applicable law, the Parties hereby waive any provision of law which would render any of the terms of this Agreement unenforceable.

**10.** This Agreement will be valid and enforceable only upon authorization of the Cache County Council pursuant to 17-27A-528(2).

CACHE COUNTY

\_\_\_\_\_  
David Zook  
Cache County Executive

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Cache County Clerk/Auditor

Summit Mountain Holding Group, L.L.C., a  
Utah limited liability company

By: Powder Parent LLC

By \_\_\_\_\_  
Brooke Hontz  
Chief Development Officer

\_\_\_\_\_  
Date

**Exhibit A**

Property Tax Parcels

**Lightning Ridge:**

16-007-0004

16-007-0006

**Raintree:**

16-017-0007

16-017-0011

16-017-0013

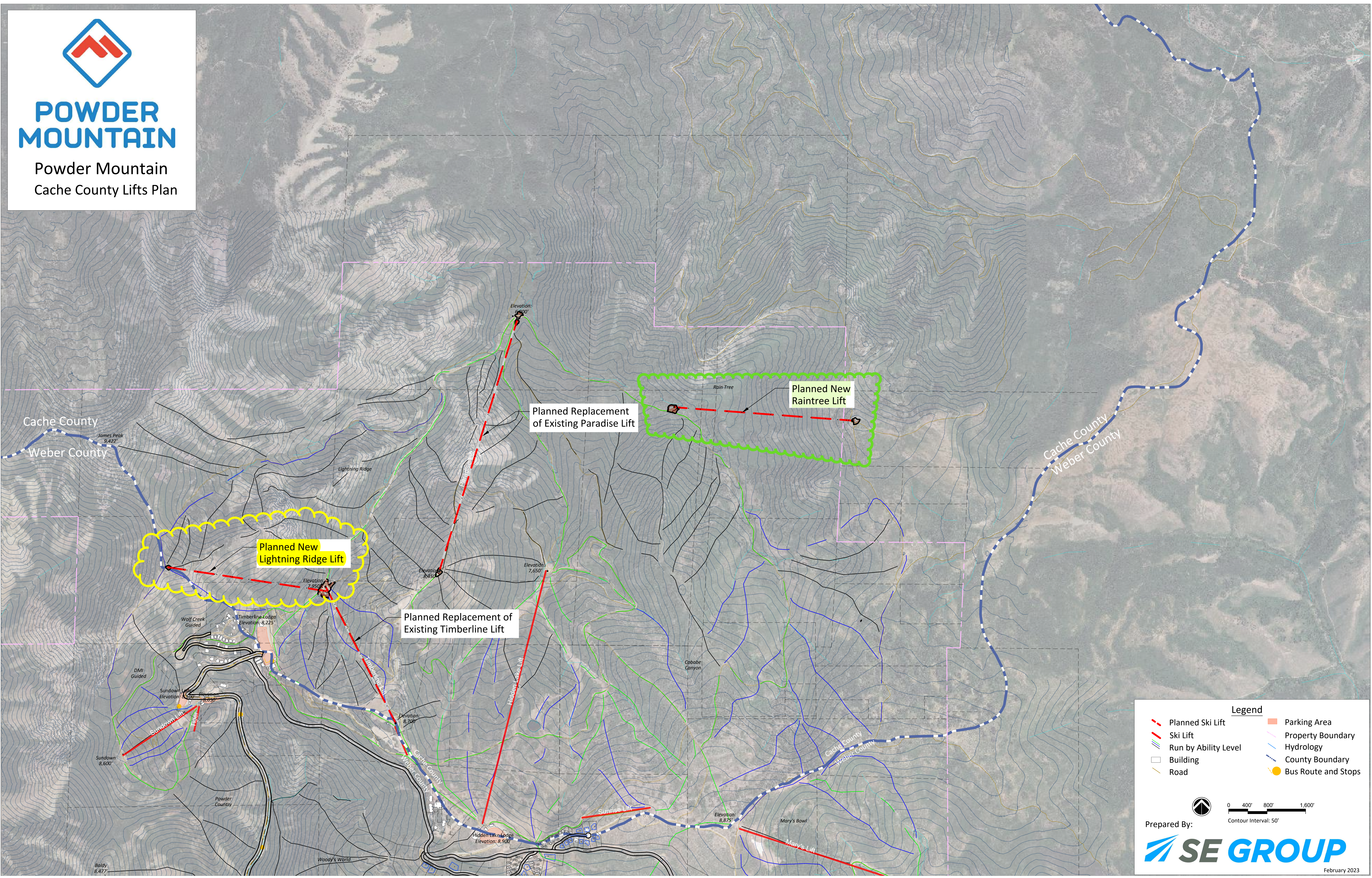
16-016-0004

DRAFT











**Exhibit B**  
**Site Plan**


DRAFT





**Legend**

	Planned Ski Lift		Parking Area
	Ski Lift		Property Boundary
	Run by Ability Level		Hydrology
	Building		County Boundary
	Road		Bus Route and Stops



Prepared By: **SE GROUP**

0 400' 800' 1,600'

Contour Interval: 50'

February 2023