

**CACHE COUNTY COUNCIL**  
SANDI GOODLANDER, *CHAIR*  
KATHRYN A. BEUS, *VICE CHAIR*  
DAVID L. ERICKSON  
KEEGAN GARRITY  
NOLAN P. GUNNELL  
MARK R. HURD  
BARBARA Y. TIDWELL



**CACHE COUNTY COUNCIL**

199 NORTH MAIN STREET  
LOGAN, UT 84321  
435-755-1840  
[www.cachecounty.gov](http://www.cachecounty.gov)

---

## **Cache County Council Regular Meeting**

**REVISED**

Media Packet

August 26, 2025

**CACHE COUNTY COUNCIL**  
SANDI GOODLANDER, *CHAIR*  
KATHRYN A. BEUS, *VICE CHAIR*  
DAVID L. ERICKSON  
KEEGAN GARRITY  
NOLAN P. GUNNELL  
MARK R. HURD  
BARBARA Y. TIDWELL



199 NORTH MAIN STREET  
LOGAN, UT 84321  
435-755-1840  
[www.cachecounty.gov](http://www.cachecounty.gov)

## **CACHE COUNTY COUNCIL**

---

**PUBLIC NOTICE** is hereby given that the County Council of Cache County, Utah will hold a **REGULAR COUNCIL MEETING** at **5:00 p.m.** in the Cache County Historic Courthouse Council Chambers, 199 North Main Street, Logan, Utah 84321, on **Tuesday, August 26, 2025.**

Council meetings are live streamed on the Cache County YouTube channel at:  
<https://www.youtube.com/@cachecounty1996>

---

## **CACHE COUNTY COUNCIL AGENDA**

**REVISED**

### **COUNCIL MEETING – 5:00 p.m.**

- 1. Call To Order**
- 2. Opening** – Council Member Kathryn Beus
- 3. Review and Approval of Agenda**
- 4. Review and Approval of Minutes** (August 12, 2025 & August 19, 2025 meetings)
- 5. Report of the County Executive**
  - a. Appointments
- 6. Items of Special Interest**
  - a. **Proclamation Recognizing September 15-21, 2025 as National Diaper Need Awareness Week**  
- David Zook, Cache County Executive
  - b. **County Economic Opportunity (CEO) Board Recommendations FY26**  
- Shawn Milne, Bear River Association of Governments Director of Economic Development
  - c. **American West Heritage Center Tractor Barn RAPZ Proposal**
  - d. **County Assessor's Tax Role Corrections & Property Tax Abatement**  
- Brett Robinson, Cache County Assessor
  - e. **Request for Medicaid Capitation for Substance Abuse Treatment**  
- Jordan Mathis, Bear River Mental Health Executive Director

f. **Presentation of Tentative Budget by the Cache County Executive**

- David Zook, Cache County Executive
- Matt Funk, Cache County Auditor

g. **Property Tax Noticing Rate**

**7. Public Hearings**

a. **Schedule Public Hearing for September 16<sup>th</sup> at 5:15 PM:**

- Ordinance 2025-26 – Lower Foods – South Road Extension Rezone

**8. Initial Proposals for Consideration of Action**

a. **Ordinance 2025-26 – Special Events Amendments to Cache County Code**

**9. Other Business**

- a. Utah Public Lands Council
- b. Upcoming Election of Interim County Executive

c. **Wellsville City Founders Days Parade**

**September 1st, 2025 @ ~9:30 a.m.**

d. **UAC Annual Convention**

**September 8th-10th, 2025 @ Davis Conf. Center**

**10. Council Member Reports**

**11. Adjourn**

- Next Scheduled Regular Council Meeting: September 16, 2025 at 5:00 p.m.

  
Sandi Goodlander, Council Chair

## CACHE COUNTY COUNCIL SPECIAL MEETING

**August 19 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 Sandi Goodlander, Vice-Chair Kathryn Beus, Councilmember David Erickson, Councilmember Barbara Tidwell, Councilmember Keegan Garrity, Councilmember Nolan Gunnell, Councilmember Mark Hurd.

**MEMBERS EXCUSED:**

**STAFF PRESENT:**

**OTHER ATTENDANCE:**

### Council Meeting

1. **Call to Order 5:00p.m. – :05 Opening Remarks and Pledge of Allegiance – 0:14** Chair Goodlander opened meeting with prayer and condolences to the families of the slain officers from neighboring Box Elder County.
  2. **Special Meeting Matters**
    - a. **Presentation of Tentative Budget and Associated Recommended Tax Rate by County Executive**
      - i. **David Zook, Cache County Executive**
      - ii. **Matt Funk, Cache county Auditor**
- [3:14](#) HR Director Amy Adams explained 2024 and 2026 wage differences and projections for market adjustments. [11:31](#) Councilmember Nolan Gunnell asked what the dots below minimum represented. Amy responded those were the lowest market points that needed an adjustment. Councilmember Keegan Garrity inquired what the value for each dot was. Amy answered each dot represented a job title and average pay. Councilmember David Erickson asked what the competitive goal for HR would be. [12:49](#) Amy answered the policy and procedures manual stated to be at the midpoint or above, and then transitioned to COLA discussion. [13:31](#) Councilmember Nolan Gunnell clarified what was included in the area prices. Amy answered the data she had was directly from the Bureau of Labor Statistics. Amy explained how Cache County compared to other counties living adjustments. [15:51](#) Councilmember David Erickson asked how many employees and departments are in the other counties. Amy answered the counties are similar in type of jobs compared to cities with different structures and then listed their wage COLA and merit increases. [18:40](#) Amy read the elected officials salaries for comparable counties. She said the compensation committee recommended increase to the market average. Amy read through the salaries of council and urged their consideration to increase wages for fellow councilmembers and future successors. [26:30](#) Councilmember Keegan Garrity asked when the last increase happened. Amy answered 2023 and summarized the costs for each increase. [29:38](#) Vice Chair Kathryn Beus pointed out a possible mathematical error in the wage figures. Chair Goodlander mentioned other counties received benefits. Amy responded per federal and URS law if part time elected officials receive the benefits part time employees would also and it would be costly. [30:55](#) Councilmember Keegan Garrity wondered if the average was different. Amy responded the salaries were listed individually. Chair Goodlander added the population would be valuable to see included. Amy answered the counties highlighted are third class and similar to Cache. Council thanked Amy for her work. [33:10](#) Britteny Kingston handed packets to council. [34:03](#) Auditor Matt Funk went through the budget process and called out what was presented as level 2. [37:10](#) Councilmember Nolan Gunnell asked Fire Chief Brady George how much more capital would be needed. Chief George said it came down to what the analysis received provided. Councilmember Nolan Gunnell commented his fears of fire district, fire, and school taxes. [38:03](#) Matt listed the items on the budget: Assessor needed a vehicle, senior center nutrition budget, meals on wheels. Chair Goodlander interjected there should have been a donation that paid for the three vehicles. Matt answered he was unsure. [39:48](#) Brittany Kingston commented the vehicles were in addition to those already donated. Chair Goodlander clarified what the \$69 million was for. Matt answered a list of expenditures. [41:45](#) Councilmember Keegan Garrity inquired to hear from the Executives office what their recommendations would be. Chair Goodlander commented Council would hear that from the Executive next week. Councilmember Nolan Gunnell asked if policy existed for replacements on

equipment. Matt answered no. Councilmember Nolan Gunnell commented a policy would be needed. Councilmember David Erickson added there should not be competition between other employers. Matt listed a grater that had met over 5,000 hours and was expensive for repair. Councilmember Nolan Gunnell stated at that point the department would need to inform the Executive's office. [45:48](#) Chair Goodlander said she and others had met with Bart Nelson and discussed the need for equipment. Councilmember Keegan Garrity said the chain of command should be followed. [47:32](#) Matt continued with list of expenditures for building and grounds. Chair Goodlander asked about the cost for a new shed. Councilmember David Erickson said the compliance requirements add to the cost. Council discussed the Executive would review the expenditures next. Councilmember Barbara Tidwell expressed her gratitude to Matt for presenting the expenditures to council. [49:34](#) Matt described the detailed cots for public safety and explained in order to balance the \$69 million and \$7.9 million shortfall an option would be to increase property tax of 36%. Discussion among council. Matt added if taxes were raised to cover 3.9% shortfall expect to end 2026 with 18.8% property tax increase. [57:58](#) Councilmember Nolan Gunnell asked if the cost for past flooding paid for from the fund balance to recover is known. Matt answered the trend had been downward. Vice Chair Kathryn Beus asked what the fund was before the AARPA bump happened. [58:39](#) Chair Goodlander asked if there was a recommendation for where the percentage of total budget needed to be. Matt answered the statutory minimum was being checked. Discussion among council and Matt. Matt suggested the possibility of economic downturn and provided conservative approach. Vice Chair Kathryn Beus clarified the breakout of collected budget. Brittany and Matt clarified the amount splits. Councilmember Nolan Gunnell pointed out the taxpayers concern with the economy. He added his hope for the Executive's office help to reduce the budget. Councilmember Keegan Garrity summarized the options were 36% increase, half and half increase, or with cuts. Matt reminded council 47% of the costs are in law enforcement. [1:03:14](#) Chair Goodlander asked what the projected growth for the county would be next year. Matt responded \$540,000. Brittany spoke to a previously asked question with the answer the fund balance before AARPA was unassigned \$8,314,799 and after AARPA increased to \$16,012,910. Vice Chair asked what the budget for 2019 was. Councilmember Keegan Garrity added to see the historical budgets and tax increases over the years. Further discussion between council of known reasons into where property taxes are not being paid, and costly requirements for other expenditures. [1:07:31](#) Brittany read the budget in 2019 was \$29,840,500 with 8 million in reserves, and in 2020 the budget was \$31,830,700. Chair Goodlander commented the budget had doubled since 2021. Councilmember Nolan Gunnell inquired when the assessor would be able to reallocate the commercial and residential weight of tax. Chair Goodlander and Matt responded several appeals were expected. [1:09:10](#) Chair Goodlander asked Amy if the Surveyor position was accounted for in the 2026 budget. Amy answered yes. Council discussed. Brittany mentioned in 2019 and 2020 the roads and weed department were not in the general fund and instead in the municipal services. Vice Chair Kathryn Beus asked why. Brittany answered state code. Council discussed fund balances. [1:11:06](#) Matt included the general fund balance 21 million was unrestricted and the restricted fund balance was closer to 25 million. Councilmember David Erickson asked if the revenues for the jail were included and added the cities should pay competitive costs. Vice Chair Kathryn Beus asked what next step was. Matt said by next week a decision would need to be made on a truth in taxation. Executive Assistant Dirk Anderson commented to set the max rate, but could be lower. Vice Chair voiced what was published in the last notice stayed in the public's mind. [1:14:28](#) Councilmember David Erickson added his favor to look at statutorily unnecessary costs and brought up the non-departmental fund. [1:16:45](#) Councilmember Barbara Tidwell thanked Matt for his work. Council echoed their thanks. Councilmember Keegan Garrity asked for a third option from the Executive's office. Council agreed.

**Action:** [1:18:48](#) Motion made by Nolan Gunnell to adjourn; seconded by Councilmember Keegan Garrity.

**Motion passes.**

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

**Nay:** 0

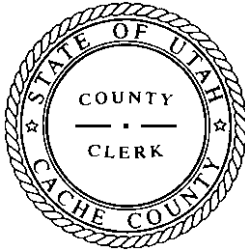
**Adjourn:** 7:30 PM [1:18:53](#)

---

**APPROVAL: Sandi Goodlander, Chair**  
**Cache County Council**

---

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



## CACHE COUNTY COUNCIL

**August 12, 2025 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 Sandi Goodlander, Vice-Chair Kathryn Beus, Councilmember David Erickson, Councilmember Barbara Tidwell, Councilmember Keegan Garrity, Councilmember Nolan Gunnell, Councilmember Mark Hurd

**MEMBERS EXCUSED:**

**STAFF PRESENT:**

**OTHER ATTENDANCE:**

### Council Meeting

1. **Call to Order 5:00p.m. – [0:30](#)**
2. **Opening Remarks and Pledge of Allegiance – [0:44](#)** David Erickson gave opening in prayer.
3. **Review and Approval of Agenda [2:47](#)**  
**Action:** Motion made by Councilmember Nolan Gunnell to approve the agenda; seconded by Councilmember David Erickson.  
**Motion passes.**  
**Aye: 7** David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd  
**Nay: 0**
4. **Review and Approval of amended minutes (July 22,2025 meeting) [2:58](#)** Chair Goodlander asked for motion. [3:14](#) Policy Analyst Andrew Erickson commented revisions had been made.  
**Action:** Motion made by Councilmember Mark Hurd to approve the amended minutes; seconded by Councilmember David Erickson  
**Motion passes.**  
**Aye: 7** David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd  
**Nay: 0**
5. **Report of the County Executive**
  - A. **Appointment/Discussion [3:47](#)** Executive Assistant Dirk Anderson announced proposed appointments.  
  
**Action:** Motion made by Vice Chair Kathryn Beus to approve Morris Poole to Planning and Zoning; seconded by Councilmember Nolan Gunnell.  
**Motion passes.**  
**Aye: 5** Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd  
**Nay: 2** David Erickson, Barbara Tidwell  
**Discussion:** Councilmember David Erickson said he didn't agree with a resident of Logan City being placed into a decision making position for the unincorporated parts of Cache County. Councilmember Keegan Garrity clarified if the requirement is still filled and asked David if he just wanted more. Dirk responded the land owned by Mr. Poolis is located in Newton and North Logan.  
  
[7:41](#) Dirk Anderson announced proposed appointments.  
**Action:** Motion made by Councilmember Keegan Garrity to approve Jared Embler to Cache Open Space Advisory Committee; seconded by Vice Chair Kathryn Beus.

**Motion passes.**

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

**Nay:** 0

[9:11](#) Dirk proposed the next appointment for 2025 Cache County America 250 Committee.

**Action:** Motion made by Councilmember Barbara Tidwell to approve Ross Peterson to America 250 Committee; seconded by Councilmember David Erickson.

**Motion passes.**

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

**Nay:** 0

## 6. Items of Special Interest

- A. RAPZ and Restaurant Tax Program Award Extension Requests – Logan City Parks and Recreation – Alma Burgess, Cache County Financial Administration Grant Writer/Manager [10:30](#) Alma briefly read through the 5 applications. [14:02](#) Vice Chair Kathryn Beus asked if item 3 was completed. Alma deferred to Russ Akina from Logan City. Councilmember Barbara Tidwell asked how many times are extensions are allowed. Vice Chair answered Counsel would decide how it would be administered. Chair Goodlander suggested an evenly administered policy. Alma said 2.5 years is the common time frame to receive the award. Vice Chair asked if unused funds stay in the RAPZ funds for future allocations. Alma answered yes. [16:41](#) Russ Akina Director of Parks and Recreation for Logan City explained a project for a culvert near Smithfield. He explained getting enough data to gather bids was the reason for the delay. [21:06](#) Councilmember Barbara Tidwell asked if the cost will be the same four years later now. Russ answered no however Logan City would fund the differences. Councilmember Nolan Gunnell asked if these were out of extension since they expired Dec 2024. Russ commented that would be on him for the deadline. Alma said he would take responsibility for it as well. [23:18](#) David Erickson asked if the area was Cache Highline Canal. He asked if the high pressure line next to it was causing the issue. Russ answered the canal line is inside a pipe in a separate ditch next to the storm water. Councilmember Keegan Garrity what the total cost would be. Russ answered just over \$300,000. [24:40](#) Russ began explanation for the next application at 1800 S and Logan River Trail. Chair Goodlander asked when the \$6,000 was spent and the timeframe to finish. Russ answered end of November. [27:46](#) Chair Goodlander asked about item 3. Russ answered details for plans of 200 S Maple View Park labeled 752. [31:42](#) Russ described item 4 Logan River Bridge at Trapper Park and the challenges faced. [36:04](#) Chair Goodlander confirmed \$12,000 was still remaining and then voiced her approval for the two projects near completion but stated her original hesitation. Councilmember Keegan Garrity asked how long the re-application process would take. Vice Chair Kathryn Beus answered applications are received every April and approved by Council in May. Chair Goodlander summarized the two applications awarded in 2022 have not been extended. [36:57](#) Councilmember David Erickson asked if applications 1 and 2 would be finished this year. Russ answered yes. Councilmember David Erickson motioned. [37:15](#) Councilmember Barbara Tidwell seconded and added the extension process for RAPZ funds should be reviewed. Vice Chair Kathryn Beus echoed the need for detailed plans. Chair Sandi Goodlander mentioned before the application it would be helpful to have the design.

**Action:** Motion made by Councilmember David Erickson to approve Extension until December 31, 2025 for applications 1 & 2; seconded by Councilmember Barbara Tidwell.

**Motion passes.**

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

**Nay:** 0

[38:52](#) Chair Goodlander summarized applications 3 & 4.

**Action:** Motion made by Councilmember Mark Hurd to approve Extension until December 31, 2025 for applications 3 & 4; seconded by Councilmember David Erickson.

**Motion passes.**

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



**Nay: 0**

**B. Consideration of Donating Surplus Fire Apparatuses –**

- i. **1996 Pierce Freightliner F70** – Proposed for Donation to the Central Box Elder County Fire Protection District [40:11](#)
  - ii. **1991 Pierce Engine** - Proposed for Donation to the Randolph Fire District in Rich County
- Chief Brady George explained engines and request.

**Action:** Motion made by Councilmember Barbara Tidwell to approve Donations of Fire Apparatuses; seconded by Councilmember Keegan Garrity.

**Motion passes.**

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

**Nay: 0**

**7. Tax Relief**

[43:57](#) Dianna Schaeffer asked for tax filing extension to November 30, 2025.

**Action:** Motion made by Vice Chair Kathryn Beus to approve extension; seconded by Councilmember David Erickson.

**Motion passes.**

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

**Nay: 0**

[47:31](#) Dianna described applications for tax exemptions.

**Action:** Motion made by Councilmember Keegan Garrity to support recommendation for denial of application ending 0046; seconded by Councilmember Barbara Tidwell.

**Motion passes.**

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

**Nay: 0**

[48:44](#)

**Action:** Motion made by Councilmember David Erickson to approve application ending 0015 as recommended at 38% abatement; seconded by Councilmember Barbara Tidwell.

**Motion passes.**

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

**Nay: 0**

[49:47](#)

**Action:** Motion made by Councilmember David Erickson to approve application ending 0012 at recommended 52% abatement; seconded by Councilmember Barbara Tidwell.

**Motion passes.**

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

**Nay: 0**

**8. Initial Proposals for Consideration of Action**

**A. Resolution 2025-29 – Providing Consent to Allow Millville City to Annex a Portion of Unincorporated County Land, Thereby Creating an Unincorporated Island within the County.**

**Discussion:** [50:44](#) Angie Zetterquist Interim Director of Development Services provided description of annexation. She added Millville City had not formally accepted, but the application was initially approved. Councilmember Barbara Tidwell asked if there would be a future issue that both property parties were not invited in the decision for annexation. Angie answered annexations cannot be forced on property owners so they would have had to accept it.

Chair Goodlander asked what issues could result from an Unincorporated island. Angie answered taxes and emergency services are different. She said the main concern is the maintenance of the road from the municipality. Councilmember David Erickson responded Millville would be in charge of road maintenance.

**Action:** Motion made by Vice Chair Kathryn Beus to suspend rules and approve Resolution 2025-29; seconded by Councilmember David Erickson.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd  
**Nay:** 0

**B. Resolution 2025-32 – Termination of the District 1 Mental Health Authority Interlocal Agreements and to Dissolve the District 1 Mental Health Authority.**

**Discussion:** [55:02](#) Attorney Taylor Sorenson explained the Unified Local Health Authority included substance abuse, public health, and mental health together and said this now superseded the Mental Health Authority. Councilmember Keegan Garrity asked if all 3 legislative bodies in each county would need to agree. Taylor answered yes.

**Action:** Motion made by Vice Chair Kathryn Beus to suspend rules and approve Resolution 2025-32; seconded by Councilmember Barbara Tidwell.

**Motion passes.**

**Aye:** 7 David Erickson, Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd  
**Nay:** 0

**9. Pending Action**

**A. Ordinance 2025-23 Proclamations Policy**

**Discussion:** [57:15](#) Policy Analyst Andrew Erickson brought answers to question from past meeting. The Ordinance and Policy Committee found no refinements. [59:15](#) Vice Chair Kathryn Beus clarified the definition of how the proclamation would work. Discussion between council.

**Action:** Motion made by Councilmember David Erickson to approve Ordinance 2025-23; seconded by Councilmember Barbara Tidwell.

**Motion passes.**

**Aye:** 5 David Erickson, Barbara Tidwell, Nolan Gunnell, Sandi Goodlander, Mark Hurd

**Nay:** 2 Kathryn Beus, Keegan Garrity

**B. Resolution 2025-31 – Providence City Property Lease Agreement for County Library Usage**

**Discussion:** [1:01:40](#) Andrew described the application included one change such as the County not to provide data service, and noted the version Providence City passed would need to be the same as the County. Councilmember David Erickson confirmed this lasted three years. Councilmember Mark Hurd commented council discussions can still happen in that time. Councilmember Keegan Garrity added he spoke to the Providence Manager and the \$17,000 contribution was to provide a free and equitable library system. [1:06:36](#) Vice Chair Kathryn Beus argued other cities that have paid significantly higher and do not have a library inside their towns. Councilmember Mark Hurd said the lease vs the contribution and participation are two separate things. [1:08:24](#) Dirk Anderson added it was discovered there was no agreement. [1:08:59](#) Councilmember David Erickson vocalized his objection and said he would rather the money be given to all the libraries.

**Action:** Motion made by Vice Chair Kathryn Bues to approve Resolution 2025-31; seconded by Councilmember Mark Hurd.

**Motion passes.**

**Aye:** 6 Barbara Tidwell, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 1 David Erickson

## 10. Other Business

- A. *Providence City Sauerkraut Days Parade* [1:09:54](#)
- B. *River Heights City Apple Days Parade* [1:10:29](#)
- C. *Wellsville City Founders Days Parade* [1:11:01](#)
- D. *UAC Annual Convention* [1:12:06](#)

## 11. Councilmember Reports

**David Erickson** – [1:17:49](#) David expressed his thanks to the fair organizers and participants. [1:18:38](#) Nolan recognized the USU extension group and 4-h groups.

**Sandi Goodlander** – [1:23:43](#) Sandi reported on a meeting with Dirk, Mark, and Dave with the Executive and said she would get the details to Council.

**Keegan Garrity** – [1:13:28](#) Keegan reported on his positive experience at the rodeo and the strong attendance by the citizens. He added thanks to the elections team. [1:14:51](#) Barbara Tidwell added thanks to the USU extension and 4-h for their program at the fair.

**Barbara Tidwell** – [1:12:43](#) Barbara reported on what was planned for America 250 and Governments Committee meeting.

**Kathryn Beus** – [1:17:15](#) Kathryn reported recommendation from Compensation Committee would be brought to council next meeting.

**Nolan Gunnell** – [1:15:14](#) Nolan put in request to meet with state water engineer and BRHD to discuss septic tanks and water. He also reported on discussion at Roads Committee that issues with surveys would need to be addressed. He added the committee's decision would be brought to council.

**Mark Hurd** – [1:19:16](#) Mark reported on the Heroes Tribute Event as part of the America 250. He mentioned the power outage caused a short delay in voting.

## 12. Executive Session [1:24:41](#)

**Utah Code 52-4-205(1)(a) - Discussion of the character, professional competence, or physical or mental health of an individual.**

**Action:** Motion made by Councilmember David Erickson to enter Executive Session; seconded by Councilmember Nolan Gunnell.

**Motion passes.**

**Aye: 7** Barbara Tidwell, Kathryn Beus, David Erickson, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd  
**Nay: 0**

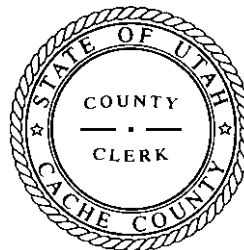
**Adjourn: 7:30 PM** [1:25:00](#)

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

---

**APPROVAL: Sandi Goodlander, Chair**  
**Cache County Council**

---



## **A PROCLAMATION RECOGNIZING NATIONAL DIAPER NEED AWARENESS WEEK**

**Whereas**, diaper need, the condition of not being able to afford a sufficient supply of clean diapers to keep babies and toddlers clean, dry, and healthy, can adversely affect the health and well-being of children and their families; and

**Whereas**, national surveys and research studies report that nearly one in two families struggles with diaper need, and 48 percent of families delay changing a diaper to extend the available supply; and

**Whereas**, a daily or weekly supply of diapers is generally an eligibility requirement for babies and toddlers to participate in childcare programs and quality early-education programs that enable children to thrive and parents to work; and

**Whereas**, many parents struggling with diaper need report missing an average of five days of work each month due to an insufficient supply of diapers; and

**Whereas**, without enough diapers, babies and toddlers risk infections and health problems that may require medical attention resulting in medical costs, and parents may be prevented from accessing child care needed to go to work or school, thereby destabilizing the family's economic prospects and well-being; and

**Whereas**, the people of Cache County recognize that diaper need is a public health issue, and addressing diaper need can lead to economic opportunity for the state's families and communities and improved health for children, thus ensuring all children and families have access to the basic necessities required to thrive and reach their full potential; and

**Whereas**, Cache County is proud to be home to trusted community-based organizations including Little Lambs Diaper Bank that recognize the importance of diapers in ensuring health and providing economic stability for families and thus distribute diapers to families through various channels; and

**Whereas**, through their important work of addressing diaper need, diaper banks play a critical role in supporting families, improving infant health and well-being, and advancing our local and state economic growth;

**Now, Therefore,** Cache County does hereby recognize and proclaim the week of September 15th through September 21st, 2025 as

***NATIONAL DIAPER NEED AWARENESS WEEK***

in Cache County, and thanks the Little Lambs Diaper Bank, their staff, volunteers, and donors, for their courageous service during the crisis, and encourage the citizens of Cache County to donate generously to diaper banks, diaper drives, and support those organizations that collect and distribute diapers to families struggling with diaper need, so that all of Cache County children and families can thrive and reach their full potential.

Signed:

---

**Sandi Goodlander**  
*Cache County Council Chair*

---

**David N. Zook**  
*Cache County Executive*

**Hold a Public Hearing****Ordinance 2025-26 – Lower Foods – South Road Extension Rezone**

**Agenda request submitted by:** Angie Zetterquist, Interim Director of Development Services – Forwarded from the County Planning Commission

**Assisting Department:** Development Services

**Requested Council meeting date:** September 16th, 2025

**Agenda Item Language:** Hold a public hearing for Ordinance 2025-26 Lower Foods – South Road Extension Rezone – A request to rezone 7.8 acres, located at 700 S. Highway 91, Richmond, from the Agricultural (A10) Zone to the Industrial (I) Zone.

**Action:** Planning Commission – Recommendation of Approval (6-yea; 0-nay)

**Background:** A request to rezone 7.8 acres, located at 700 S. Highway 91, Richmond, from the Agricultural (A10) Zone to the Industrial (I) Zone.

**Fiscal Impact:** N/A

**Public Hearing Required:** Rezone requests require a public hearing before the County Planning Commission (PC). This hearing was held on August 7<sup>th</sup>, 2025 and their recommendation to approve the rezone was made on August 7<sup>th</sup>, 2025.

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. See attached for additional information.

**County Staff Presenter:** Angie Zetterquist, Interim Director of Development Services

**Presentation Time:** 10 minutes.

**County Staff Point of Contact:** Conner Smith, Assistant Planner

**Legal Review:** N/A

1  
2  
3  
4  
5  
6  
7  
8  
9  
0  
1  
2  
3  
4  
5  
6  
7  
8  
9  
0  
1  
2  
3  
4  
5  
6  
7  
8  
9  
0  
1  
2  
3  
4  
5  
6  
7  
8

## Amending the Cache County Zoning Map by rezoning 7.8 acres from the Agricultural (A10) Zone to the Industrial (I) Zone

Set a public hearing on August 26<sup>th</sup>, 2025, to be held on September 16<sup>th</sup>, 2025.  
If approved, the rezone will take effect 15 days from the date of approval.

Approval (6-yea; 0-nay).  
Public hearing held on August 7<sup>th</sup>, 2025

Conclusion: Based on the findings of fact noted [in the staff report], the Lower Foods – South Road Extension rezone is hereby recommended for approval to the County Council as follows:

1. The subject property is reasonably consistent with the purpose of the Industrial (I) Zone:
  - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the economic well-being of the citizens and to broaden the tax base.”
  - b. “This zone must be appropriately served by suitable public roads, have access to the necessary water and utilities, and have adequate provision of public services.”
2. The rezone is partially consistent with the Cache County General Plan:
  - a. This parcel is located in the “Urban Expansion” Overlay:
    - i. “Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area.”
3. Richmond City provided a public comment stating they had no issues with the rezone.
4. Lower Foods’ plant is located directly to the north of this property.

# Angie Zetterquist

# Conner Smith

39    **General Description**

40    This ordinance amends the County Zoning Map by rezoning 7.8 acres from the Agricultural  
41    (A10) Zone to the Industrial (I) Zone.

42

43    **Additional review materials included as part of Exhibit A**

44    Staff Report to Planning Commission – revised



## Staff Report: Lower Foods – South Road Extension Rezone

7 August 2025

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:** Jake Leatham

**Parcel ID#:** 08-002-0008

**Staff Recommendation:** None

**Type of Action:** Legislative

**Land Use Authority:** Cache County Council

### Location

*Reviewed by Conner Smith*

#### Project Address:

700 S. Highway 91,  
Richmond, UT

**Acres:** 7.8

#### Surrounding Uses:

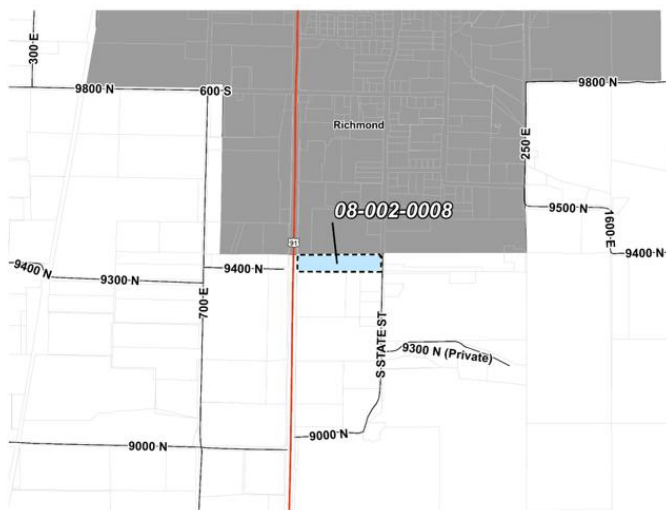
North – Richmond/Lower Foods  
South – Residential/Agricultural  
East – Residential/Agricultural  
West – Agricultural/Highway 91

#### Current Zoning:

Agricultural (A10)

#### Proposed Zoning:

Industrial (I)



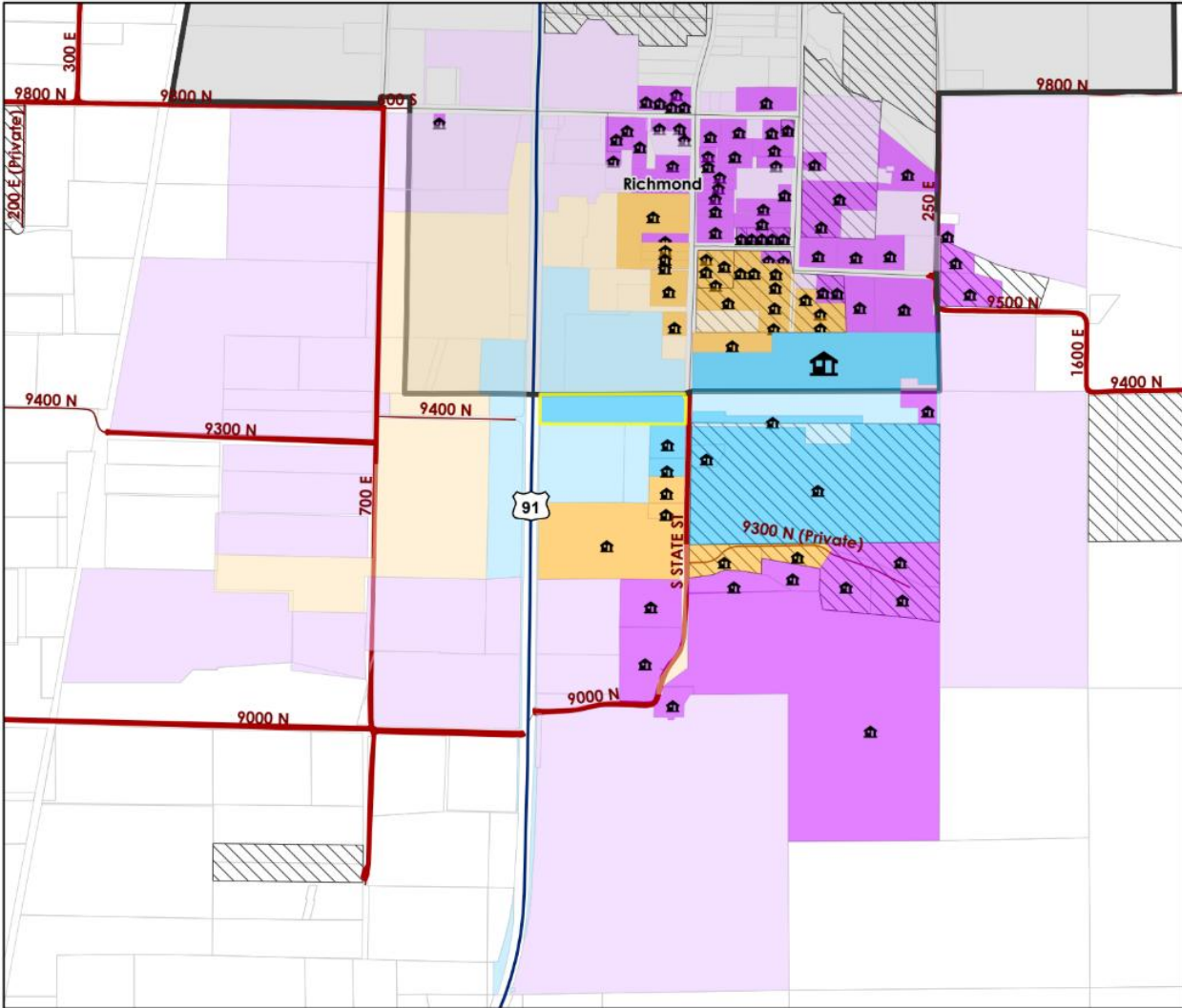
### Findings of Fact

#### A. Request description

1. A request to rezone 7.8 acres from the Agricultural (A10) Zone to the Industrial (I) Zone.
2. This rezone may allow the parcel to establish uses permitted in the Industrial (I) Zone.
3. A rezone request is general in nature and is not tied to any proposed use. Any impacts related to permitted and conditional uses allowed within the Industrial (I) Zone will be addressed as part of each respective approval process required prior to site development activities.
4. Staff has identified general information as pertains to the subject property to assist the Planning Commission and County Council in arriving at a decision. This information is reflected in the attached map (Attachment A) and in the following text:
  - a. Land Use Context:

## Revised Pg. 6 and 7 - Planning Commission Recommendation

- i. Parcel status: The property does not match the configuration it had on August 8, 2006 as it has gone through boundary line adjustments. Therefore, it is still a legal parcel.
- ii. Average Lot Size: (See Attachment A)



Average Parcel Size	
Adjacent Parcels	With a Home: 11.3 Acres (5 Parcels)
	With a Home in Richmond City: 5.6 Acres (5 Parcels)
	Without a Home: 6.6 Acres (7 Parcels)
	Without a Home in Richmond City: 22.5 Acres (1 Parcels)
1/4 Mile Buffer	With a Home: 8.4 Acres (10 Parcels)
	With a Home in Richmond City: 2.3 Acres (22 Parcels)
	Without a Home: 8.5 Acres (12 Parcels)
	Without a Home in Richmond City: 4.9 Acres (17 Parcels)
1/2 Mile Buffer	With a Home: 8.9 Acres (23 Parcels)
	With a Home in Richmond City: 1.5 Acres (74 Parcels)
	Without a Home: 16.6 Acres (39 Parcels)
	Without a Home in Richmond City: 3.1 Acres (49 Parcels)

**Revised Pg. 6 and 7 - Planning Commission Recommendation**

**iii. Schedule of Zoning Uses:** The Industrial (I) Zone allows for a variety of uses with the approval of a zoning clearance and/or conditional use permit. These uses include:

1. Caretaker's Residence
2. General Manufacturing
3. Commercial Kennel/Animal Shelter
4. Storage and Warehousing
5. Self Service Storage Facility
6. Transport Services
7. General Vehicle Repair
8. Mobile Food Truck
9. Sexually Oriented Business
10. Telecommunications Facility, Major

**iv. Adjacent Uses:**

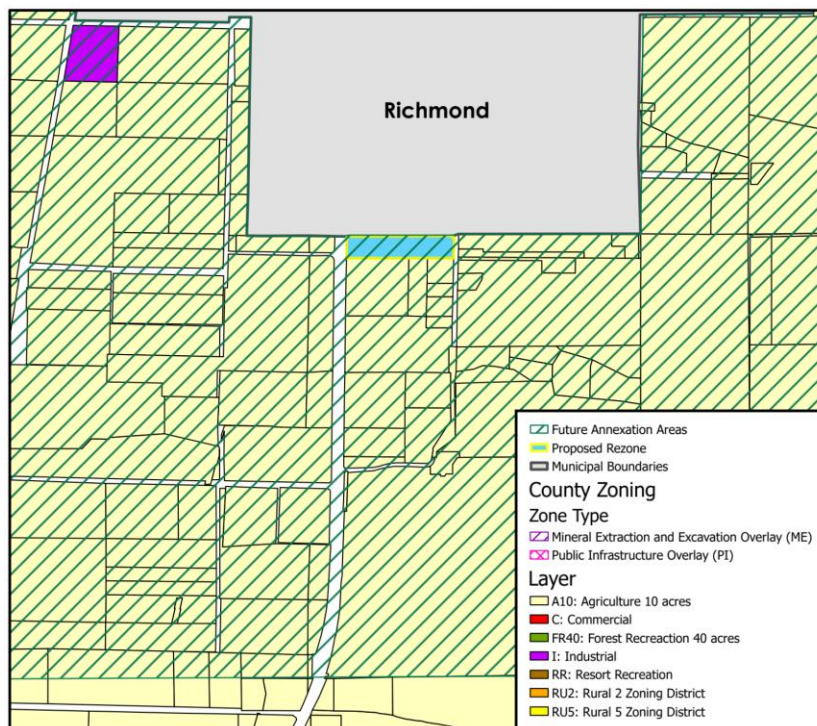
1. The properties to the east and south are primarily a mix of agricultural and residential, the properties to the west are primarily agricultural, and both Richmond City and the Lower Food's plant is directly to the north.

**v. The nearest property in the County that is in the Industrial (I) Zone is located 3/5ths (0.63) of a mile to the northwest of the subject property.**

1. The Yonker Rezone, located 0.63 miles to the northwest of the subject property, was a request to rezone 9.13 acres from the Agricultural (A10) Zone to the Industrial (I) Zone and was approved by County Council as Ordinance 2016-015.

**vi. Annexation Areas:**

1. The subject property is located in the Richmond City future annexation area.



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

5. As per §17.02.060, Establishment of Land Use Authority, the County Council is authorized to act as the Land Use Authority for this application.
6. The current County Land Use Ordinance does not specify appropriate locations for the Industrial (I) Zone but does contain general guidelines for its implementation. County Land Use Ordinance §17.08.030(F) identifies the purpose of the Industrial (I) Zone and includes the following:
  - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the electronic wellbeing of the citizens and to broaden the tax base.”
  - b. “This zone must be appropriately served by suitable public roads, have access to the necessary water and utilities, and have adequate provision of public services.”
7. Chapter 4: Future Land Use Plan of the Cache County General Plan states:
  - a. “The use of land is one of the most important and fundamental values for landowners, residents, civic leaders, and elected officials. This determines, in large measure, the future of Cache County. The Future Land Use Map represents the County’s collective vision of our desired future. It conveys the patterns and priorities of economic development and community character, the locations of neighborhoods and industries, and the preservation of natural, agricultural, and rural landscapes.”
  - b. “The Future Land Use Plan is advisory and does not change the existing zoning of any property or the ability of landowners to continue existing legal uses consistent with the existing zoning or nonconforming uses. It serves as a starting point for conversations about regional initiatives and development proposals by illustrating how sometimes separate and uncoordinated activities can help or harm our desired future. The timing of future development will depend on a number of factors including choices made by individual landowners, aspirations of the community, and future availability of facilities and services.”
8. The future land use map (Attachment B) adopted as part of the Cache County General Plan identifies the area where the subject property is located as “Agriculture and Ranching.” *Cache County General Plan, Chapter 4, Page 26*. This section states:
  - a. Location: Private agriculture landscapes in the Cache Valley outside of municipalities.
  - b. Example Areas: Most of the valley.
  - c. Purpose and Character: Agricultural and rangeland uses on private lands under conservation easements (no public access) are expected to continue in the Valley. Separation from dense residential developments is advantageous. The agricultural landscape provides separation between adjacent municipalities and protects suitable soils.
  - d. Preferred Land Uses: Agriculture, ranching, rural residential uses at densities of less than one unit per 10 acres, Conservation Easements (CEs) and conserved public lands, Agritourism.
  - e. Secondary Land Uses: Industrial and Commercial uses directly supportive of agriculture (Processing, Packaging, Distribution), clustered subdivision developments, outdoor recreation, farm worker housing.
  - f. Discouraged Uses: Residential developments at densities of greater than one unit per 10 acres if not in a clustered subdivision development, commercial office, commercial retail, flex office/industrial, heavy industrial.

9. The future land use map (Attachment B) adopted as part of the Cache County General Plan identifies the area where the subject property is located as “Urban Expansion Overlay.” *Cache County General Plan, Chapter 4, Page 29*. This section states:
- a. Location: Adjacent to city/town limits within municipal annexation policy areas, where future development could be accommodated with urban-level services. As communities may provide additional information, these reference areas may be updated on the Future Land Use Map without an adopted amendment to reflect the probable expansion of services within a 10 to 20 year timeframe.
  - b. Example Areas: Unincorporated enclaves between or within cities.
  - c. Purpose and Character: To provide for unified municipal growth that aligns with the municipal land use plan in an approved annexation policy area with an approved County Intergovernmental Agreement. If developed, these areas would need to be annexed into the neighboring community which would facilitate service provision. The following criteria must be met for these areas
    - i. Accommodate 20-year growth projections
    - ii. Plan for urban-level densities, intensities
    - iii. Meet urban design standards
    - iv. Connect with water and sewer providers, and urban streets
    - v. Urban services provided by the County are minimized
  - d. Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area.
  - e. Secondary Land Uses: Civic (meeting spaces), residential support uses (e.g. parks, medical, schools, fire and police stations).
  - f. Discouraged Uses: Uses that are not consistent with the municipal general plan or existing county zoning.
10. Consideration of impacts related to uses allowed within the Industrial (I) Zone will be addressed as part of each respective approval process required prior to site development activities.

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

11. §12.02.010 adopts the Manual of Roadway Design and Construction Standards (Road Manual) for roadway improvement requirements.
12. §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.
13. Table §17.10.040 Site Development Standards – Minimum lot frontage required in the Industrial (I) Zone is 150’.
14. §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
15. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
16. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).
17. Roadway Functional Classification:
- a. Minor Collector (C): Minor collector roads provide service to smaller communities and link important traffic generators with the rural hinterland. These routes should be spaced at intervals consistent with population density in order to accumulate traffic from local



roads and bring traffic from all developed areas within a reasonable distance of collector roads.

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

- a. The property has access to Highway 91 and State Street.

19. Highway 91:

- a. West of the subject parcel, Highway 91 is a Utah Department of Transportation (UDOT) road classified as Principal Arterial.
- b. Provides access to agricultural fields and residential homes but is primarily the main connection between Smithfield and Richmond.
- c. This section of Highway 91 is classified as an Access Category 4 which has an access spacing of 500 feet and a minimum street spacing of 660 feet.
- d. Access to any proposed development must be approved by UDOT.

20. State Street:

- a. East of the subject parcel, State Street is a County road classified as a Minor Collector (MC).
- b. Provides access to agricultural fields and residential homes and is a main route for buses to North Cache Junior High.
- c. Is currently twenty-two feet wide and has a planned width of thirty feet.

**D. Service Provisions:**

21. §16.04.080 [C] Fire Control – The County Fire District had no comments in regards to this application.

22. §16.04.080 [F] Solid Waste Disposal – Applicant must work with Waste Management for solid waste disposal.

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

23. Public notice was posted online to the Utah Public Notice Website on 23 July 2025.

24. Notices were posted in three public places on 25 July 2025.

25. Notices were mailed to all property owners within 300 feet on 25 July 2025.

26. The meeting agenda was posted to the County website on 25 July 2025.

27. At this time, one written public comment regarding this proposal has been received by the Development Services Office.

- a. Richmond City provided a public comment stating that they have no concerns about the rezone request.

## **Conclusion**

---

The Lower Foods – South Road Extension rezone, a request to rezone 7.8 acres from the Agricultural (A10) Zone to the Industrial (I) Zone has been reviewed in conformance with Title 17 of the Cache County Land Use Ordinance and the County Manual of Roadway Design and Construction Standards. Staff has not made a recommendation based on the findings of fact identified above and 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.

## **Planning Commission Conclusion**

---

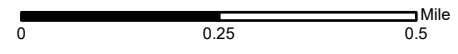
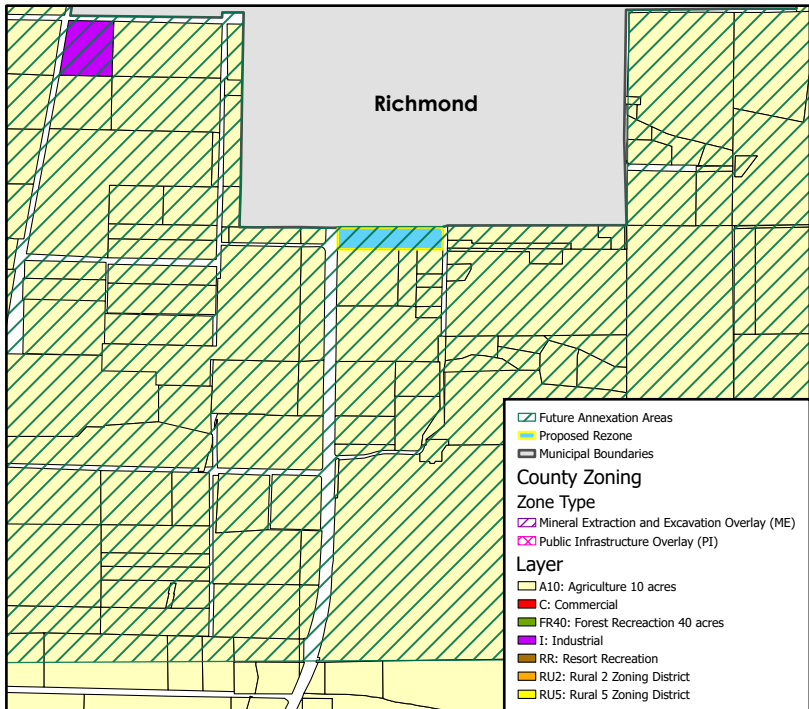
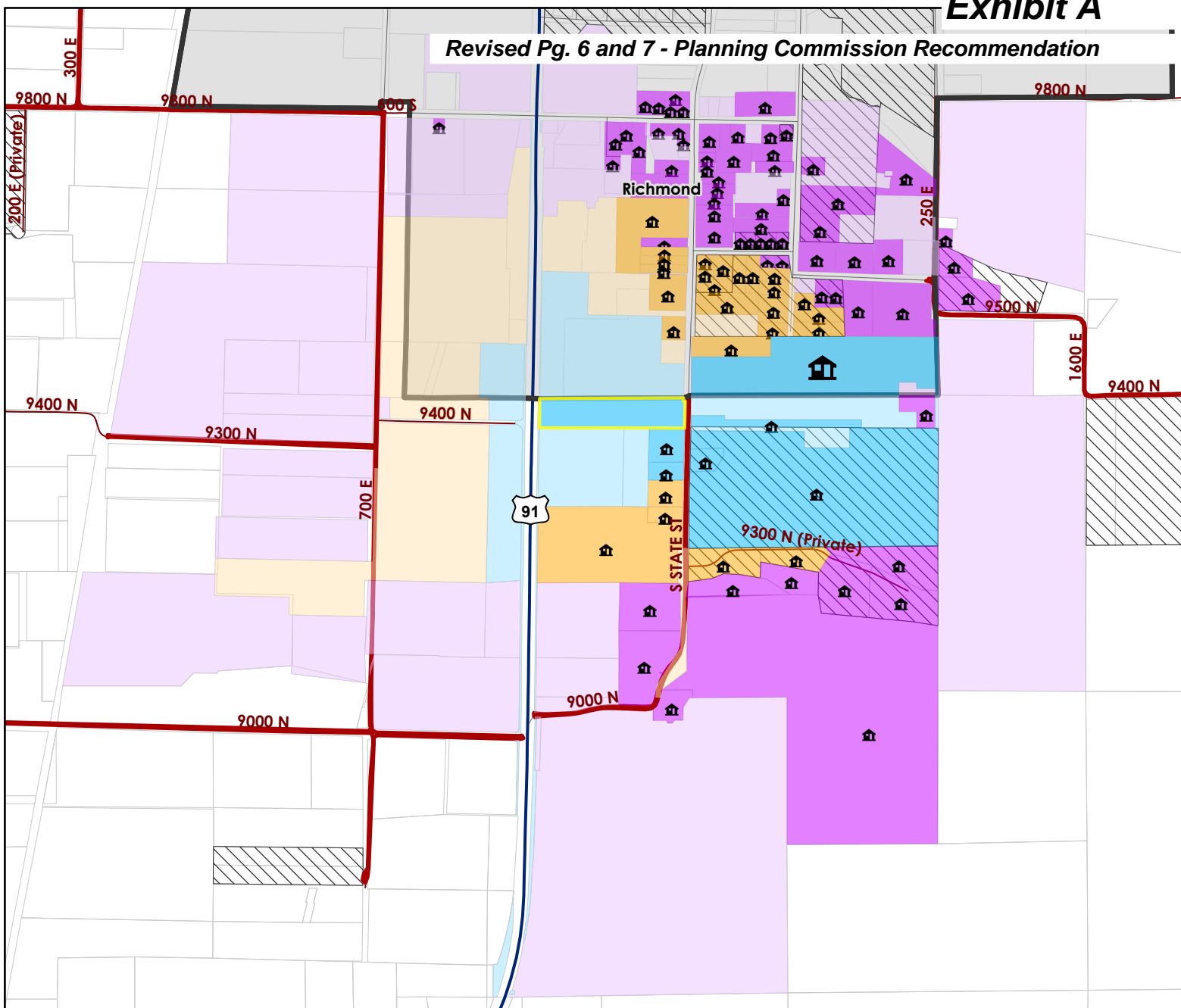
Based on the findings of fact noted herein, the Lower Foods – South Road Extension rezone is hereby recommended for approval to the County Council as follows:

1. The subject property is reasonably consistent with the purpose of the Industrial (I) Zone:
  - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or

- b. “This zone must be appropriately served by suitable public roads, have access to the necessary water and utilities, and have adequate provision of public services.”
2. The rezone is partially consistent with the Cache County General Plan:
  - a. This parcel is located in the “Urban Expansion” Overlay:
    - i. “Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area.”
3. Richmond City provided a public comment stating they had no issues with the rezone.
4. Lower Foods’ plant is located directly to the north of this property.

# **ATTACHMENT A**





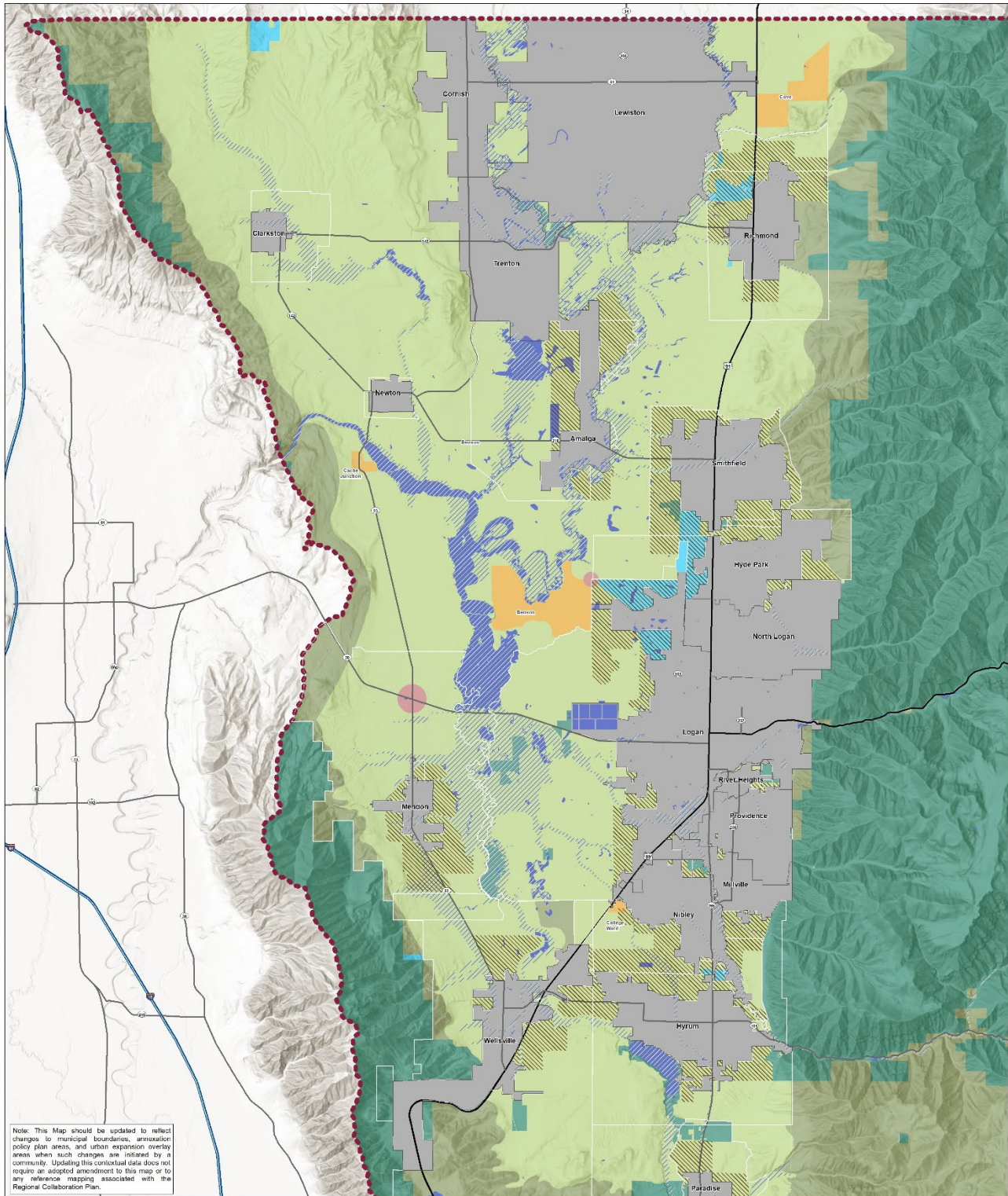
### Legend

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

Average Parcel Size	
Adjacent Parcels	With a Home: 11.3 Acres (5 Parcels)
	With a Home in Richmond City: 5.6 Acres (5 Parcels)
	Without a Home: 6.6 Acres (7 Parcels)
1/4 Mile Buffer	Without a Home in Richmond City: 22.5 Acres (1 Parcels)
	With a Home: 8.4 Acres (10 Parcels)
	With a Home in Richmond City: 2.3 Acres (22 Parcels)
1/2 Mile Buffer	Without a Home: 8.5 Acres (12 Parcels)
	Without a Home in Richmond City: 4.9 Acres (17 Parcels)
	With a Home: 8.9 Acres (23 Parcels)
	With a Home in Richmond City: 1.5 Acres (74 Parcels)
	Without a Home: 16.6 Acres (39 Parcels)
	Without a Home in Richmond City: 3.1 Acres (49 Parcels)



# **ATTACHMENT B**



Water Bodies	Urban Expansion Overlay	Agriculture and Ranching
100 Year Floodplain	Retail Commercial	Mountain Rural and Conservation
Municipalities	Rural Community	Forest and Natural Resource
Annexation Policy Plan Areas	Industrial and Mineral Extraction	

**Cache County Future Land Use Map**

Disclaimer: This map is illustrative and for advisory purposes only. This is not a regulatory or zoning document, and locations are generalized to illustrate concepts.

Date: February 28, 2023

0 0.5 1 2 3 4 Miles



# OPTIONS

**Lower Foods – South Road Extension Rezone****Option 1 – Recommend Denial****Planning Commission Conclusion**

---

Based on the findings of fact noted herein, the Lower Foods – South Road Extension rezone is hereby recommended for denial to the County Council as follows:

1. Although this parcel is not included in the Richmond City General Plan, parcels directly to the north of it are planned to be Agriculture (A-10) or Residential Medium Density (RMD).
  - a. Richmond City Code §12-903-1 states that the purpose of the Agriculture (A-10) Zone is “to preserve appropriate areas of Richmond, Utah, for permanent agricultural use.
  - b. Richmond City Code §12-905-1 states that the purpose of the Residential Medium Density (RMD) Zone is “to provide appropriate locations where medium and low density residential neighborhoods may be established, maintained, and protected.
2. The nearest area, in the County, that is in the Industrial (I) Zone is located 3/5<sup>ths</sup> (0.63) of a mile away.
3. The rezone is partially not consistent with the Cache County General Plan:
  - a. This parcel is located in the “Agriculture and Ranching” area which places an emphasis on agriculture related activities. The Industrial (I) Zone has fewer agricultural related use types than the Agricultural (A10) Zone.

**Option 2 – Recommend Approval****Planning Commission Conclusion**

---

Based on the findings of fact noted herein, the Lower Foods – South Road Extension rezone is hereby recommended for approval to the County Council as follows:

1. The subject property is reasonably consistent with the purpose of the Industrial (I) Zone:
  - a. “To provide locations where manufacturing, processing, warehousing, and fabrication of goods and material can be carried on with minimum conflict or deleterious effect upon the surrounding properties. The purpose of this zone is also to promote the economic well-being of the citizens and to broaden the tax base.”
  - b. “This zone must be appropriately served by suitable public roads, have access to the necessary water and utilities, and have adequate provision of public services.”
2. The rezone is partially consistent with the Cache County General Plan:
  - a. This parcel is located in the “Urban Expansion” Overlay.
    - i. “Preferred Land Uses: Annexations within these areas should strive to accomplish the densities, intensities, and street patterns contained where urban-level infrastructure is available. Affordable housing options are also appropriate in this area.”
3. Richmond City provided a public comment stating they had no issues with the rezone.
4. Lower Foods’ plant is located directly to the north of this property.

# **PUBLIC COMMENTS**



**From:** Justin Lewis <[jlewis@richmondutah.gov](mailto:jlewis@richmondutah.gov)>  
**Date:** July 1, 2025 at 10:03:11 AM MDT  
**To:** Tucker Thatcher <[tucker@lranch.com](mailto:tucker@lranch.com)>  
**Cc:** HollyJo Karren <[hkarren@richmondutah.gov](mailto:hkarren@richmondutah.gov)>  
**Subject:** Parcel# 08-002-0008

To Whom It May Concern:

Richmond City has not been contacted regarding annexing Parcel Number 08-002-0008 into the Richmond City limits and would not consider annexation of the parcel without an application being submitted by the property owner. The City does not have any concern regarding the request by Lower Properties LLC to rezone the parcel from agricultural. Let me know if you have any questions or concerns.

Sincerely,

Justin Lewis  
City Recorder



Conner Smith &lt;conner.smith@cachecounty.gov&gt;

---

**RE: Webform submission from: Contact**

---

**Justin Lewis** <jlewis@richmondutah.gov>  
To: HollyJo Karren <hkarren@richmondutah.gov>  
Cc: Conner Smith <conner.smith@cachecounty.gov>

Mon, Jul 28, 2025 at 11:40 AM

Conner:

Good late morning,

Richmond City does not have any concern regarding this rezone request. Mr. Lower reached out to us and made us aware of this request. We appreciate you reaching out to us as well. Let us know if you have further questions.

I have been asked in the past regarding potential annexation of parcels like this which border the city. This parcel has not been requested for annexation and the city would not annex the parcel without an application being submitted by the property owner. An application has not been submitted in this regard.

Sincerely,

Justin Lewis  
City Recorder

On Jul 28, 2025, at 7:24 PM, HollyJo Karren <[hkarren@richmondutah.gov](mailto:hkarren@richmondutah.gov)> wrote:

**Conner,**

**I am going to refer this recommendation to our Recorder, Justin Lewis. He is out of the office, but will be returning soon. He will be the best one to give an opinion here. He is cc'd on this email.**

**Regards,**

<image001.jpg>

[Quoted text hidden]



**image001.jpg**  
15K





**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 26**

**AN ORDINANCE AMENDING THE CACHE COUNTY SPECIAL EVENTS CODE  
UNDER CACHE COUNTY CODE 8.40.020 & 8.40.040**

- (A) WHEREAS, the current special events code definitions leave room for ambiguity on points of persons in attendance at a special event; and
- (B) WHEREAS, one hundred or more people over the course or duration of a special event will have an effect upon county property; and
- (C) WHEREAS, many special event planners plan for events much further in advance than six months, and
- (D) WHEREAS, allowing for more time would give both the organizers and the county ample opportunities to prepare for special events; and
- (E) WHEREAS, the County Council may adopt resolutions necessary and appropriate to establish official policy and to facilitate the discharge of any powers and responsibilities of Cache County pursuant to Cache County Code 2.12.120; and
- (F) WHEREAS, the County Council may pass all ordinances and rules and make all regulations, not repugnant to law, necessary for carrying into effect or discharging its powers and duties pursuant to Utah Code § 17-53-223(1);

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

**SECTION 1**

Cache County Code, Chapter 8.40.010 is amended to read as follows, with a redline copy attached as “EXHIBIT 1”:

**CHAPTER 8.40: SPECIAL EVENTS**  
**8.40.020: DEFINITIONS**

ASSEMBLY: A company of persons gathered together at any location for any purpose.

...

SPECIAL EVENT:

- A. Any assembly, athletic event, or entertainment event:
  - 1. Whether held for profit, non-profit, or charitable purposes;
  - 2. Where the anticipated assembly of persons, including spectators and participants, is one hundred (100) or more over the course of the special event;



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 26**

3. That impacts the county by involving the use of, or having impact on, county owned, leased, or controlled property, or requiring county licensing or services beyond the scope of normal business or outside the permitted use of the property.
- B. A special event includes activities and events that meet the definition of agritourism as defined in title 17 of this code and occur twenty one (21) days or less per calendar year.

...

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

- A. Application Submittal: Each applicant for a special event permit must submit event application and fee to the Cache County Development Services Department for review. The application form must reflex the requirements of this code. See Consolidated Fee Schedule for amount of fee.
  1. Applications must be submitted at least forty five (45) calendar days in advance of the special event.
  2. Applications submitted fewer than forty five (45) calendar days in advance of the special event will not be accepted, unless the following criteria are all met:
    - i. The special event applicant is a first-time applicant;
    - ii. The director or designee determines there is still adequate time to review the application; and
    - iii. Double application fees are paid to defray the increased costs of expediting the application.

**SECTION 2**

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



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 26**

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH  
THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2025.

	In Favor	Against	Abstained	Absent
Kathryn Beus				
David Erickson				
Keegan Garrity				
Sandi Goodlander				
Nolan Gunnell				
Mark Hurd				
Barbara Tidwell				
Total				

**CACHE COUNTY:**

**ATTEST:**

By: \_\_\_\_\_  
Sandi Goodlander, Chair

By: \_\_\_\_\_  
Bryson Behm, County Clerk



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 26**

**ACTION OF THE COUNTY EXECUTIVE:**

☐ Approved  
☐ Disapproved (written statement of objection attached)

By: \_\_\_\_\_  
David Zook, County Executive                      Date



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 26**

**EXHIBIT 1**

**REDLINE VERSION OF CHANGES TO CHAPTER 3.76**

**CHAPTER 8.40: SPECIAL EVENTS**

**8.40.020: DEFINITIONS**

ASSEMBLY: A company of persons gathered together at any location ~~at any single time~~ for any purpose.

...

**SPECIAL EVENT:**

- C. Any assembly, athletic event, or entertainment event:
  - 1. Whether held for profit, non-profit, or charitable purposes;
  - 2. Where the anticipated assembly of persons, including spectators and participants, is one hundred (100) or more ~~over the course of the special event~~;
  - 3. That impacts the county by involving the use of, or having impact on, county owned, leased, or controlled property, or requiring county licensing or services beyond the scope of normal business or outside the permitted use of the property.
- D. A special event includes activities and events that meet the definition of agritourism as defined in title 17 of this code and occur twenty one (21) days or less per calendar year.

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

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

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

~~2.~~1. Applications must be submitted at least forty five (45) calendar days in advance of the special event.

~~3.~~2. Applications submitted fewer than forty five (45) calendar days in advance of the special event will not be accepted, unless the following criteria are all met:

- i. The special event applicant is a first-time applicant;
- ii. The director or designee determines there is still adequate time to review the application; and



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 26**

- iii. Double application fees are paid to defray the increased costs of expediting the application.



## Utah Public Lands Council

### Summer Newsletter | 2025

#### A Message from the Council

As we move through the summer of 2025, the Utah Public Lands Council extends sincere thanks to the counties, elected officials, and partner associations who stand with us in protecting Utah's public lands. This season, our work comes amid the challenges of a rough drought and an active wildfire season—reminders of the importance of strong local management, coordinated response, and proactive planning.

These lands represent more than open space—they embody our heritage, our livelihoods, and the future of our communities. Success in protecting and managing these lands depends on active coordination between local leadership—both elected and volunteer—and the engaged participation of our members. With your partnership, we continue to make progress in shaping sound policy, defending local interests, and preserving the multiple-use values that benefit all Utahns.

Your dedication fuels our success, and we are proud to work alongside such a strong coalition. Now is the time for even greater involvement—whether it's helping our lands and communities recover from drought and wildfire impacts, or working together to influence policies that lead to better management of Utah's public lands. Your voice and action make a real difference.

#### Highlights from Recent Efforts

- Strengthening county engagement in BLM and Forest Service planning processes by working closely with county government, agriculture advocacy groups, UDAF, and producers to ensure local priorities and perspectives are heard and incorporated.
- Supporting litigation to protect access and traditional land uses, while also educating and advocating for the continuation of those uses to ensure they remain a vital part of Utah's heritage and economy.
- Meeting our partners at Utah Cattlemen's Association, Utah Farm Bureau and Utah Association of Counties to address and understand the issues they face on public lands, SITLA lands, and state lands.

- Advocating for resource management strategies that prioritize local stewardship by promoting policies that balance economic opportunity, resource conservation, and recreational access, while protecting grazing rights, preserving water resources, and ensuring long-term sustainability for both public and state lands.
- Coordinating with the Utah Farm Bureau, UDAF, UDNR, and UDWR to explore and expand grazing opportunities on state ground and Wildlife Management Areas (WMAs), particularly to assist grazers impacted by wildfire. This work focuses on increasing access to alternative forage areas, supporting recovery for affected producers, and ensuring that grazing remains a viable and sustainable use of these lands.
- The entire UPLC board met with Utah Commissioner of Agriculture Kelly Pehrson and Deputies Troy Forrest and Amber Brown to discuss the public land priorities of both the Utah Public Lands Council and UDAF, strengthening cooperation and identifying shared goals for managing and advocating for Utah's public lands.
- Representing Utah in the National Public Lands Council legislative process, where board members are not only engaging with federal agencies and congressional leaders to better serve public lands grazers but also cooperating with other state Public Lands Councils to share strategies, strengthen collective advocacy, and address issues impacting public lands nationwide.
- Partnering with counties to explore new markets for Utah livestock products. Commissioner Tammy Pearson, Wade Eliason, both UPLC board members, and UPLC President Scott Stubbs are working to connect Utah lamb producers to a certified Halal supply chain for export to the Middle East, with help from Commissioner Amelia Powers-Gardner. With the support of Congresswomen Maloy and Congressman Owens, industry partners, and block chain supply experts, Beaver County will serve as the pilot for a digital "birth certificate" tracking system to certify lambs from origin through processing and delivery. This innovative approach aims to create a sustainable market, ensure product authenticity, and expand opportunities for Utah's sheep industry.

## Looking Ahead

As we continue through the year, we face critical priorities shaped by ongoing drought conditions and heightened wildfire risk. Our focus will be on:

- Advocating for county priorities at both state and federal levels.
- Working with agencies to improve fire preparedness, mitigation strategies, and post-fire recovery on public lands, along with continued efforts to protect public lands grazing and agriculture.
- Promoting land and water use planning efforts that address long-term drought resilience.
- Strengthening coordination between local leadership—both elected and volunteer—and ensuring our members play an active role in shaping decisions that affect public lands.
- Advancing innovative market opportunities for Utah producers, such as the block chain-certified Halal lamb pilot project in Beaver County led by Commissioner Tammy Pearson, Wade Eliason, and UPLC President Scott Stubbs, which will help verify product authenticity, expand export markets, and create a sustainable future for Utah's sheep industry.

Now is the time to step up and engage while the political climate is in our favor. We must focus on long-standing solutions to public lands issues—solutions that address the ongoing drought, reduce wildfire risk, and correct the mismanagement that has plagued our lands in the past. By working together with urgency and vision, we can create policies and practices that protect and strengthen Utah's public lands for future generations.

We are a membership-based organization run exclusively by producers, and our success depends



on consistent engagement, open communication, and the commitment of everyone involved. Equally important is the cooperation and support we receive from county governments and our many affiliate organizations, whose partnership is essential to advancing our shared goals and strengthening the voice of Utah's public land users.

Join Today at:

<https://my.cheddarup.com/c/membership-35291?cart=f7ba10e4-5309-4d61-89a4-1ae74e2b8293%21%2173552587>



or scan:

### Stay Connected

If your county has news, concerns, or updates you'd like included in future newsletters, or if you'd like to bring an issue before the Council, please reach out.

✉ Email: [utahsplc@gmail.com](mailto:utahsplc@gmail.com)

Affiliates and Partners:

- 🌐 National Public Lands Council: [www.publiclandscouncil.org](http://www.publiclandscouncil.org)
- 🌐 Utah Public Lands Coordinating Office: <https://www.publiclands.utah.gov/>
- 🌐 Utah Department of Agriculture and Food: [www.ag.utah.gov](http://www.ag.utah.gov)

<https://www.utahcattlemen.org/>

<https://www.utahfarmbureau.org/>

### Utah Public Lands Council Board

Scott Stubbs – President – (435) 590-1800 – [scottstubbs66@gmail.com](mailto:scottstubbs66@gmail.com)

Ritchie Anderson – Vice President – (435) 790-4833 – [rlanderson@uttanet.com](mailto:rlanderson@uttanet.com)

Trevor Barnson – Secretary – (435) 616-2078 – [trevorbarnson@gmail.com](mailto:trevorbarnson@gmail.com)

Colby Pace – Board Member – (435) 640-1536 – [colby.pace1234@gmail.com](mailto:colby.pace1234@gmail.com)

Tammy Pearson – Board Member – (435) 691-2409 – [tpearson@beaver.utah.gov](mailto:tpearson@beaver.utah.gov)

Wade Eliason – Board Member – (435) 469-0322 – [wadeeliason5@gmail.com](mailto:wadeeliason5@gmail.com)

Brian Bitner – Board Member – (435) 580-0232 – [briankbitner@gmail.com](mailto:briankbitner@gmail.com)

Jordan Willis – Board Member – (307) 270-7333 – [jandjwillis@allwest.net](mailto:jandjwillis@allwest.net)



Utah Public Lands Council board met with State Senators and Representatives, DNR, PLPCO, DWR and UDAF to discuss proposed legislation to protect livestock grazing allotments in Utah



Utah Public Lands Council President Scott Stubbs and Secretary Trevor Barnson, with PLC Board member-Commissioner Tammy Pearson discussing Public Land grazing issues with the Utah Association of Counties Public Lands Committee at the UAC spring management conference