

## 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  
1857

199 NORTH MAIN STREET  
LOGAN, UT 84321  
435-755-1840  
www.cachecounty.gov

**REVISED**

**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, **Tuesday, March 25, 2025.**

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

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

## AGENDA

### COUNCIL MEETING

5:00 p.m.

1. **CALL TO ORDER**
2. **OPENING** – Barbara Tidwell
3. **REVIEW AND APPROVAL OF AGENDA**
4. **REVIEW AND APPROVAL OF MINUTES** (March 11, 2025 meeting)
5. **REPORT OF COUNTY EXECUTIVE**
  - a. **Appointments:**
  - b. **Other Items:**
  - c. Bear River Health Department Health Board Appointment
6. **ITEMS OF SPECIAL INTEREST**
  - a. Renewal of Designation of CacheARTS as the Local Arts Agency  
- Wendi Hassan, Executive Director of Cache Valley Center for the Arts
  - b. VOCA/VAWA Grants  
- Sara Owen, Victim Coordinator of the Cache County Attorney's Office  
- Andrew Crane, Deputy Attorney of the Cache County Attorney's Office
  - c. Cache County Fire Board Plat Map Presentation and Approval  
- Bryson Behm, Cache County Clerk

### 5:30 p.m. 7. **PUBLIC HEARINGS**

- (Estimated) a. Set Public Hearing for April 8, 2025 – **Ordinance 2025-11 – Tanner and Nicole Godfrey Rezone**  
A request to rezone 10.49 acres located at 1695 W. 2200 S., College Ward, from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Janeen Allen at 755-1850 at least three working days prior to the meeting

b. Set Public Hearing for April 8, 2025 – **Ordinance 2025-12 – *Rezone CS Rezone***

A request to apply the Public Infrastructure (PI) Overlay onto 40.00 acres, located at ~5900 W. 3000 N., Mendon, that are in the Agricultural (A10) Zone.

8. **PENDING ACTION**

a. **Ordinance 2025-09 – *Willets RU5 Rezone***

- A request to rezone 18.71 acres located at approximately 4200 S. Highway 23, Wellsville, from the Agricultural (A10) Zone to the Rural 5 (RU5) Zone.

b. **Resolution 2025-07 – *Opening the 2025 Budget***

- Proposed amending of the current (2025) budget

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

a. **Ordinance 2025-07 – *Designating the County Clerk as the Chief Administrative Officer for Privacy and Record Management Purposes***

b. **Resolution 2025-09 – *Adopting the Cache County FY 2026 Budget Calendar***

c. **Resolution 2025-10 – *Amending the Cache County Personnel Policy and Procedure Manual Sections VII. L., VIII. B., & IX B4.L***

d. **Resolution 2025-11 – *Amending the Cache County Personnel Policy and Procedure Manual Section VII***

e. **Resolution 2025-12 – *Amending the Cache County Personnel Policy and Procedure Manual Section I.I***

10. **OTHER BUSINESS**

a. Discussion on Formation of a Study Committee as prescribed in UCA § 17-52a-3

b. **UAC Board of Directors Meeting**

*April 30, 2025 – St. George*

c. **UAC Management Conference**

*April 30 – May 2, 2025 – St. George*

11. **COUNCIL MEMBER REPORTS**

12. **EXECUTIVE SESSION – Utah Code 52-4-205(1)(d) – Discussion of the purchase, exchange, or lease of real property, including any form of a water right or water shares, or to discuss a proposed development agreement, project proposal, or financing proposal related to the development of land owned by the state.**

13. **ADJOURN**

  
Sandi Goodlander, Chair

## CACHE COUNTY COUNCIL

**March 11, 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 Mark Hurd.

**MEMBERS EXCUSED:** Councilmember Nolan Gunnell

**STAFF PRESENT:** Matt Funk, Brittany Kingston, Rod Hammer, Dianna Schaeffer, Nathan Argyle, Alma Burgess

**OTHER ATTENDANCE:** John Fully, Larry Copeland, Michelle Jensen, Blake Wright, Teresa Liechty, Reed Bryce Darley, Lacie Liechty, R. B. Evan Bankhead

### Council Meeting

1. **Call to Order 5:00p.m. – [0:11](#)**
2. **Opening Remarks and Pledge of Allegiance – [0:23](#)** Keegan Garrity gave opening remarks and read a story on Women's History.
3. **Review and Approval of amended Agenda [3:34](#)** Vice Chair Kathryn Beus requested to change the Interlocal agreement discussion from 10a to 6b and strike 9f Resolution To Adopt County Fiscal Year 2026 Budget Calendar from the agenda.  
**Action:** Motion made by Councilmember Vice Chair Kathryn Beus to approve the amended agenda; seconded by Councilmember Keegan Garrity.  
**Motion passes.**  
**Aye: 6** David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd  
**Nay: 0**  
**Absent:** Nolan Gunnell
4. **Review and Approval of Minutes (February 25, 2025) [4:41](#)**  
**Action:** Motion made by Councilmember Mark Hurd to approve the minutes with amendment to 10A to change the wording from .... an 'elected official' to an 'unelected official' ; seconded by Councilmember David Erickson.  
**Motion passes.**  
**Aye: 6** David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd  
**Nay: 0**  
**Absent:** Nolan Gunnell
5. **Report of the County Executive [6:04](#)** Dirk Anderson proposed Jeff Ricks as an appointment to Cache Mosquito Abatement trustees. Councilmember David Erickson asked if he had been in this appointment before. Dirk answered this is a reappointment.  
**Action:** Motion made by Councilmember David Erickson to approve the reappointment; seconded by Vice Chair Kathryn Beus.  
**Motion passes.**  
**Aye: 6** David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd  
**Nay: 0**  
**Absent:** Nolan Gunnell
6. **Items of Special Interest**
  - A. RAPZ Tax Reallocation: River Heights Pavilion- Michelle Jensen, River Heights City Treasurer

[7:08](#) Michelle Jensen asked for the approved funds to be relocated to a different location. Vice Chair Kathryn Beus clarified which park this would be and if the funds would go towards the demolition. Michelle answered its demolished already. [9:15](#) Chair Goodlander asked what the original award was and if the project could be completed with that amount. Michelle answered \$120,000 and the funds would cover it. [9:33](#) Councilmember David Erickson confirmed this is the same project, just a different location. Michelle answered pretty much the exact same thing. Vice Chair Kathryn Beus asked if some of the funds will be reimbursed for what has been spent. Michelle said yes and explained the planned next steps. [10:22](#) Vice Chair Kathryn Beus asked Alma if this is an unusual request. [10:34](#) Alma said this is usually done as an extension. He added this is a rare request but wanted to put in front of Council for approval. [11:13](#) David Erickson asked for more details. Michelle said the old pavilion was a safety hazard and had to be taken down. She added the city replaced it and they would like the funds they had gotten approved for a different park to be used for this one.

**Action:** Motion made by Councilmember David Erickson to approve; seconded by Councilmember Keegan Garrity.

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

- B. Interlocal Agreement Discussion** [13:01](#) Chair Goodlander gave brief overview of background for the interlocal agreement and proposed a change in the agreement that as part of the elected officials on board of health, the person appointed for Cache County would always be the Chair. [16:23](#) Councilmember Keegan Garrity asked for a quick recap. Chair Goodlander responded the agreement said the council is the appointing authority. Councilmember Keegan Garrity asked how many members are on the board. Chair Goodlander answered one elected official and three at large from Cache County, nine total with Box Elder and Rich Counties. Further discussion. [18:01](#) Councilmember David Erickson said he was satisfied with the agreement already. Councilmember Keegan Garrity vocalized his support of the change. Vice Chair Kathryn Beus said she wanted to digest it more. [19:12](#) Attorney Taylor Sorenson said he would provide any other information. He added the agreements are legal and in accordance of code. [20:30](#) Jordan Mathis – Director of BRHD brought attention that the other counties would need to review any changes.

[21:18](#)

**Action:** Motion made by Vice Chair Kathryn Beus to go into Board of Equalization; seconded by Councilmember David Erickson

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

## **7. Board of Equalization**

- a. Exclusive Use (Religious, Educational, Charitable) Exemptions- Dianna Schaeffer, Cache County Tax Administration Supervisor**

[21:37](#) Dianna introduced the 42 tax relief applications. Chair Goodlander asked Dianna if they can be approved in batches. Dianna agreed.

**Action:** Motion made by David Erickson to approve the applications under education; seconded by Councilmember Mark Hurd

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell



[23:12](#) Dianna described the religious applications and brought up one that had part of their church rented out. Chair Goodlander asked what the laws were around that. [23:41](#) Dianna answered the percentage of space they rent out is not exempted. Chair Goodlander asked why one is highlighted in red. Dianna answered a color code.

**Action:** [24:32](#) Motion made by Vice Chair Kathryn Beus to approve the applications under religion; seconded by Councilmember Mark Hurd

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

[24:55](#) Dianna described the charitable exemptions.

**Action:** [25:24](#) Motion made by David Erickson to approve the charitable applications; seconded by Keegan Garrity

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

**Action:** [26:03](#) Motion made by Mark Hurd to exit Board of Equalization; seconded by David Erickson

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

## 8. Public Hearings

### a. Ordinance 2025-08 – Funk- Richmond Gravel Pit Property Rezone

**A request to rezone 286.91 acres located at approximately 8300 N. Highway 91 near Richmond, from the Agricultural (A10) Zone to the Industrial (I) Zone with the Mineral Extraction and Excavation (ME) Overlay.**

[26:18](#) Development Services Interim Director Angie Zeterquist described application and said it was recommended for denial. Chair Goodlander opened for questions. [29:12](#) Citizen Larry Copeland said his property is fed by a well and the equipment will alter the water flow. [30:30](#) Citizen Gary Dent spoke against the rezone and said industrial does not fit the surrounding area.

### b. Ordinance 2025-09 – Willets RU5 Rezone

**A request to rezone 18.71 acres located at approximately 4200 S. Highway 23 Wellsville from the Agricultural (A10) Zone to the Rural 5 (RU5) Zone.**

[31:34](#) Angie described application and recommended for denial. [33:59](#) Property Owner Jed Willets presented what he had planned for the property. [38:32](#) Councilmember Keegan Garrity asked about an email from a neighbor that referenced an easement. Jed explained where the easement was and the history behind how it got there. He said this easement is separate from his. Chair Goodlander asked how many acres these lots would be. Jed answered 1-1.5 acres. [42:04](#) Citizen Reed Bryce Darley said the 10 acre zoning was made to keep the area rural. He said if an application doesn't meet the 10 acres it should be denied. If otherwise the zoning requirements need to be looked at. [44:28](#) Tyler Willet said Wellsville City needs to look at their requirements because theirs is 5 acres. He read a quote from Governor Cox regarding growth in communities and welcoming it. [46:16](#) Phil Bankhead represented Darley Springs and spoke strongly against the rezone. He said there is not enough water to keep capable of irrigating the 400 acres and the applicant is only trying to make money. He added the area is not annexed into Wellsville city and won't be for a very long time. [49:34](#) Lacie Leichty gave her comments against the rezone. She spoke to the danger of traffic and adding more with this rezone would increase risk. [54:36](#) Mariah Davis who is part of the Darley Trust emotionally spoke to the conservation of the land here. [55:36](#) Teresa Liechty read an objection letter from Mark Lyons that expressed his frustration in the length of time this has taken. [59:28](#) Kevin Bankhead voiced his concern with water and said the new rezone will take the water that doesn't belong to them. He added there is no reason to zone this R5 unless development

comes closer. [1:01:12](#) Jim Leichty said he spoke with Scott Wells with Wellsville City. He said the future plans for the property is 5 acres per building permit with 5 acres of open space per each permit and a through street would be required as well. [1:02:12](#) Owner Jed Willett spoke again in response to the objections and gave answers to the speculations providing council with a map from Wellsville City. [1:03:42](#) Citizen asked if UDOT knew about the 21 foot farmer access when he applied. Chair Goodlander said UDOT would have been informed of this.

**Action:** Motion made by Vice Chair Kathryn Beus to close public hearing; seconded by Mark Hurd

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

**c. Ordinance 2025-10 – Gally Subdivision Rezone**

**A request to rezone 30.62 acres located at 3055 S. Highway 23 Wellsville, from, the agricultural (A10) Zone to the Rural 5 (RU5) Zone.** [1:04:15](#) Angie described the application and said it had partial approval. Chair Goodlander asked if this is planned to be annexed into Mendon city. Angie answered yes. [1:08:20](#) Gary Wilson an agent for the developer spoke to the application and plans for the project and said they had fulfilled their requirements.

**Action:** Motion made by Mark Hurd to close public hearing; seconded by David Erickson

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

**d. Resolution 2025-07- Opening the 2025 Budget**

**Proposed amending of the current (2025) budget.** [1:10:10](#) Brittany Kingston described the additional request for funds, purchase orders, and ARPA funds back to the general fund.

**Action:** Motion made by Mark Hurd to close public hearing; seconded by Vice Chair Kathryn Beus

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

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

**a. Ordinance 2025-08 – Funk- Richmond Gravel Pit Property Rezone**

**A request to rezone 286.91 acres located at approximately 8300 N. Highway 91 near Richmond, from the Agricultural (A10) Zone to the Industrial (I) Zone with the Mineral Extraction and Excavation (ME) Overlay.** [1:13:40](#) Chair Goodlander opened for questions. [1:14:22](#) David Erickson said he knew the area very well. He said if water is disrupted there may be a lot of homes without, and added it's a huge wildlife area.

**Action:** Motion made by David Erickson to suspend rules and support the denial; seconded by Keegan Garrity

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

**b. Ordinance 2025-09 – Willets RU5 Rezone**

**A request to rezone 18.71 acres located at approximately 4200 S. Highway 23 Wellsville from the Agricultural (A10) Zone to the Rural 5 ((RU5) Zone.** [1:16:08](#) Chair Goodlander opened for questions. [1:16:22](#) Councilmember David Erickson asked if this is a flag lot. Angie answered there is no frontage road and one would be required. She said the issue is it would be a private road which is close to another private road. [1:18:34](#) Vice Chair Kathryn Beus asked what the distance between the two roads is. Angie answered the Wellsville rising is off the county road and showed with her hands

where the roads would be. [1:18:54](#) Chair Goodlander asked for clarification on the RU5 requirement. Angie answered what the density calculations allow. [1:20:01](#) Councilmember Keegan Garrity asked if there were instances that the application would be sent back to planning and zoning. Angie referred to attorney Taylor Sorenson. Keegan repeated his question to Taylor and asked if new information planning and zoning didn't have access to originally would be reviewed a second time. [1:21:00](#) Taylor said typically the decision is made off the information received and a new application or amendment would be needed to look at it again. [1:21:48](#) Councilmember David Erickson asked if it had ever been separated off the frontage as part of an ag remainder. Angie answered there have been boundary adjustments over the years and it may still be green belt as part of the subdivision but it is a legal parcel and not part of an ag remainder from the other parcels. [1:22:44](#) Chair Goodlander opened for motion. No motion. Chair Goodlander said this would wait until next meeting. [1:23:12](#) Councilmember Keegan Garrity thanked those who came to speak.

**Action:** No Motion

**Motion Dies**

**Aye:** 0

**Nay:** 0

**Absent:** Nolan Gunnell

**c. Ordinance 2025-10 – Gally Subdivision Rezone**

**A request to rezone 30.62 acres located at 3055 S. Highway 23 Wellsville, from, the agricultural (A10) Zone to the Rural 5 (RU5) Zone.** [1:23:29](#) Chair Goodlander opened for questions. [1:23:41](#) Vice Chair Kathryn Beus asked if there is now one access point on the highway with the recent purchase of the property. The Proponent answered yes. [1:24:25](#) Angie explained the major private road standard would be needed which this road meets.

**Action:** Motion made by Councilmember David Erickson to suspend rules and support the approval ; seconded by Vice Chair Kathryn Beus

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

**d. Resolution 2025-07- Opening the 2025 Budget**

**Proposed amending of the current (2025) budget.** [1:25:48](#) Chair Goodlander asked Brittany to go over the section slowly. [1:26:53](#) Brittany started to explain the PO rollovers. [1:27:04](#) Chair Goodlander commented to the audience please exit for any outside discussions. [1:27:30](#) Brittany continued there were questions on rapz projects that had exceeded the two years to spend the money and some of that money ended up being returned to rapz and restaurant funds. She added the others were moved to additional requests as amendments. Discussion between Chair Goodlander and Brittany about finances and budget plans. [1:35:24](#) Councilmember Keegan Garrity asked what the color codes meant. Brittany answered blue separates the amendment and yellow separates from appropriations. [1:35:57](#) Chair Goodlander suggested this be continued. [1:36:28](#) Vice Chair Kathryn Beus asked if the net change from the 2025 budget is \$377,000. Discussion between Council and Brittany. [1:37:09](#) Brittany continued the Sheriffs budget was mistakenly put to a negative amount that needed to be remedied. Vice Chair Kathryn Beus asked how much the fund balance of 2024 was. Chair Sandi Goodlander said that is a tricky question. Brittany answered her preliminary numbers from her transfers is around 21 or 22 million. Vice Chair Kathryn Beus clarified 1.5 million wasn't spent because they will roll over into 2025. Brittany and Chair Goodlander said yes. Chair Goodlander thanked Brittany and finance for their work. [1:39:46](#) Councilmember Keegan Garrity asked if there were any urgent components that could be passed along. Chair Goodlander began to ask if a portion could be passed. Brittany explained the new requests. Chair Goodlander said to wait on this. [1:41:14](#) Mark Hurd asked if overtime is ok for the Sheriff to wait. Brittany answered two weeks should be fine.

**e. Resolution 2025-08 - Authorizing Nibley City Annexation Creating Unincorporated Island**

**Consideration of providing consent to Nibley City to approve the Neilsen, Albretsen, and Ropelato Annexation -**

**Parcels 03-049-0010, 03-049-0011, and 03-049-0013.** [1:41:45](#) Angie explained the application as originally approved by

Nibley City that needed to be reviewed since it would leave an unincorporated island. [1:44:36](#) Vice Chair Kathryn Beus asked what happens if it is protested. Angie answered it would maybe go to the boundary commission. [1:44:47](#)

Discussion among council and Angie.

**Action:** Motion made by Vice Chair Kathryn Beus to suspend rules and approve Resolution 2025-07; seconded by Councilmember David Erickson

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

## 10. Other Business

**A. Legislative Session Summary and Review** [1:54:04](#) Vice Chair Kathryn Beus opened to discuss the outcomes of some bills passed by Legislature. [1:54:56](#) County Clerk Bryson Behm explained the changes to the voting procedures in 2029. [1:56:33](#) Vice Chair Kathryn Beus asked if there would be additional funding needed. Bryson answered in the future there may be a postcard to be sent to voters asking to opt in by mail. Chair and Vice Chair thanked Bryson. [1:57:00](#) Vice Chair Kathryn Beus said HB162 for sales tax limited to use for transportation failed in committee. She asked how HB236 went. [1:57:50](#) Chair Goodlander said it failed. [1:57:56](#) Andrew added it sat in rules committee and died. [1:58:02](#) Vice Chair Kathryn Beus asked Andrew to talk about the room transient tax. Andrew said UAC was taking a lot of that effort. He explained it amends how the transient room tax can be administered and will give more money to the County for accommodation services. Kathryn clarified before it was limited to tourism. Andrew answered yes. [1:58:54](#) Chair Goodlander explained how the funds are allocated and set aside. [1:59:29](#) Vice Chair Kathryn Beus asked how the Beehive Development Agency Sb337 ended. Andrew answered it was kicked out of regular session to be discussed later. [1:59:58](#) Chair Goodlander explained it is a state agency that can govern projects and would get all tax increment funding. She added there are already several agencies throughout the state with that authority. [2:00:52](#) Mark Hurd said in addition they didn't have to get local jurisdiction. Chair Goodlander and Vice Chair Kathryn Beus discussed other details and said it would be back next year. [2:01:31](#) Vice Chair Kathryn Beus said the next was a property tax amendment that passed which affects the elderly population. [2:02:02](#) Andrew answered the circuit breaker program would end with those in the program grandfathered in. Chair Goodlander said there was a plan to lobby the governor's office to veto that bill. Vice Chair added it is a type of reverse mortgage and not the role of the county. [2:03:56](#) Councilmember Keegan Garrity asked if all legislators voted in favor. [2:04:29](#) Vice Chair Kathryn Beus asked Taylor if he had any updates to share. [2:04:47](#) Taylor said there are a lot of bills targeting prosecutors and different protections for defense attorneys. He said more details for tracking time on cases is new. [2:05:29](#) Councilmember Mark Hurd HB542 carried some water for SB337 and asked where that ended. Chair and Vice Chair both answered they were unsure. [2:05:49](#) Andrew? Answered it passed at last minute. [2:06:14](#) David Erickson asked attorney Taylor Sorenson if a bill he couldn't recall the name for that was requiring turnaround time on gathering information for a case and computers to be returned had any updates. Taylor answered this is for when machines are scanned for child sex abuse cases and he would check on it. [2:07:12](#) David Erickson said he hoped it failed since there is no way to afford the amount of people in 72 hours to cover all that information.

**B. (Originally 10C) Discussion on Formation of a Study Committee as a prescribed in UCA § 17-52a-3** [1:46:48](#) Chair Goodlander opened for discussion. [1:47:35](#) Vice Chair Kathryn Beus asked legislature still held that if the committee fails it would go back to a 3 member commission. Chair Goodlander answered she had spoken with Senator Wilson regarding that concern. [1:48:20](#) Councilmember Keegan Garrity said the majority of constituents he had spoken with have not requested a change in government or an urge driving it. [1:48:59](#) Vice Chair Kathryn Beus answered the urgency is to align with the election cycle. Chair Goodlander added the change would not be in effect until the end of 2029. Councilmember Keegan Garrity commented this form of government was voted on in 1984 and effect 1986. [1:49:43](#) Barbara Tidwell said she wondered what the cost would be to the County. Chair Goodlander answered she was unsure there would be a cost as it was discussed as volunteer. Barbara followed up if with costs vs if anything would be done

once the reports are received. [1:50:38](#) Chair Goodlander said it would be taken to the voters and would be discussed. She asked David Erickson for comment [1:51:10](#) No comment from David Erickson. [1:51:15](#) Councilmember Mark Hurd shared concerns with Barbara. He added he hasn't heard any word of requested change. Chair Goodlander summarized the decision needs to be made or let the issue rest. [1:52:37](#) Attorney Taylor Sorenson read the description. Councilmember Keegan Garrity commented the citizenry can also make this happen and it would be interesting to see if there is organic interest. Chair Goodlander added any study committee would have public input.

## 11. Councilmember Reports

**David Erickson** – None

**Sandi Goodlander** – [2:15:27](#) Chair Goodlander reported she had been to several meeting recently and urged council to continue being involved. She added her fascination with the aircraft. She closed with asking council to be aware of what could be in the future. [2:17:11](#) Shawn? From the audience said the airport authority would be the agency to go through.

**Keegan Garrity** – [2:10:20](#) Keegan said he was also at the airport and the electric airplane would be an air taxi. He added at the open space board meeting there was interest in a campaign to bring awareness for residents who live in corridors money is available and they could apply. He said a question arose if someone wanted to fund it then would the council have to appropriate it. Chair Goodlander answered there had been discussion before on discomfort of tax dollars being spent on targeted homeowners. She agreed with a PSA and said it would defer to Taylor if that would be ok.

**Barbara Tidwell** – [2:12:13](#) Barbara said she subbed at planning and zoning and said they do not get paid enough. She told council it was quite adversarial aimed at planning and zoning and eye opening for her. She appreciated their openness to her being there and her opinions. She reported meeting with Amy Adams and said there is no plan to replace the fleet coordinator and ended with safety precautions.

**Kathryn Beus** – None

**Nolan Gunnell** – Absent

**Mark Hurd** – [2:07:33](#) Mark reported he chose to attend the training Bartt provided on audio/video capabilities in the chambers room and appreciated what is available. He added there was an event at the airport with a presentation of an electric airplane that was to support preparation strategies for the Olympics in 2034. He ended with the current snow pack is 107%.

**Action:** Motion made by Vice Chair Kathryn Beus close meeting; seconded by Councilmember Mark Hurd

**Motion passes.**

**Aye:** 6 David Erickson, Barbara Tidwell, Kathryn Beus, Sandi Goodlander, Keegan Garrity, Mark Hurd

**Nay:** 0

**Absent:** Nolan Gunnell

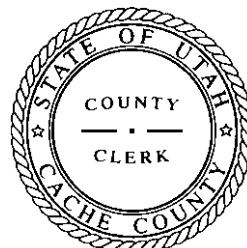
**Adjourn:** 7:30 PM [2:17:46](#)

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

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



## Overview

The Utah Division of Arts & Museums offers operational support funding to designated Local Arts Agencies to ensure the cultural, civic, educational, and economic benefits of the arts are accessible to communities throughout the state. The title “agency” may refer to a council, board, committee, or other organization.

## Local Arts Agency Definition

A Local Arts Agency (LAA) is the primary organization in a defined geographical area that supports and advances the arts for its community by engaging residents, identifying and addressing community needs, reflecting community demographics, contributing to the quality of life, building community identity, and supporting artists and arts organizations. A Local Arts Agency is differentiated from other community arts organizations by its responsibility for fostering the arts throughout the community and by offering various types of arts services and/or activities that are often multidisciplinary in nature. A Local Arts Agency can be an agency of local government, a nonprofit organization, or a hybrid of the two.

## Qualifications

To be recognized as an official Local Arts Agency, the organization must be designated by the municipal/county government for the defined community they serve. The organization, whether a 501(c)(3) or under the umbrella of the governing body for the community, must also offer their community ***at least four*** of the following services: (please check all that apply)

Provide access to diverse art forms that facilitate public participation

Offer programs and services that include and support the cultural diversity and traditional arts of the community

Engage in community development through the arts

Conduct cultural and community assessment and planning that encourages input from community members

Stewardship of a community's art collection(s)

Engage in programs that promote arts advocacy efforts at the local, state, or national level

Provide and/or support arts education (K-12, adult education, creative aging, etc.)

Manage a public art program

Produce or present arts programs such as festivals, public art projects, community theatre, concerts, workshops, etc.

Grant or provide financial support to cultural organizations or artists in the community

Economic development efforts that support the creative economy through arts industries

Manage one or more cultural facilities in the community

Contribute to creative placemaking activities

Undertake public relations or marketing services for LAA arts programs and for other arts and cultural activities in the community

## Agreement

Local Arts Agency Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Website: \_\_\_\_\_

**I verify our organization meets the Utah Division of Arts & Museums qualifications to be considered the official Local Arts Agency for our community.**

\_\_\_\_\_  
Local Arts Agency Representative Name

\_\_\_\_\_  
Signature

**I verify the organization listed above is the official Designated Local Arts Agency for the Municipality/county of:**

\_\_\_\_\_  
Municipality/County

\_\_\_\_\_  
Municipality/County Representative Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Municipality/County Representative Signature

\_\_\_\_\_  
Date

***\*This Designation Agreement expires two (2) years from the date it is signed.***

Return completed form to Tracy Hansford via email at [thansford@utah.gov](mailto:thansford@utah.gov) or mail at Utah Arts & Museums, 3760 South Highland Drive, Millcreek, UT 84106.

# Cache County Attorney's Office & Cache County Victim Services

VOCA/VAWA







# Cache County Victim Services

- **Mission:** Our mission is to provide compassionate and comprehensive support to victims of crime, abuse, or trauma. We are committed to defending the rights of victims and empowering individuals by offering a safe and inclusive environment where they can access resources, advocacy, and counseling to help them navigate the healing process. Our goal is to ensure that all victims receive the care and support they need in order to move forward with their lives in a positive and empowered way.
- **Goal:** Ensure that no victim is required to navigate the complexities of trauma, legal proceedings, and life-altering decisions alone.



# Overview

- Victim Services Division is funded by County funds, State grant and VOCA funding
  - 2023-25 we were awarded \$200,000 VOCA & \$75,000 from State grant.
  - 2025-27 we have requested \$200,000 VOCA & \$75,000 from State grant.
- 5 victim coordinators covering District, Justice and Juvenile Court
- 1 executive assistant
- We support victims of crime from 911-post sentencing



## Mobile Services

- 2 victim coordinators on call 365 days - 24hrs
- Respond on scene to help victims of crime
- Crisis intervention, safety planning, emergency shelter, community resources
- CART
- Family Assistance Center



# Criminal Justice

- We help victims of crime navigate the complexities of the criminal justice system
- Information about the criminal justice process
- Victims rights
- Victim Impact Statements
- Restitution
- Utah Office of Victims of Crime- Reparations
- Referral to Community Resources
- Crisis Intervention/Safety Planning
- Court Proceedings



# Statistics

- Reported quarterly
- Primary and Secondary Victims
- Victimization Experienced: ex. Adult Sexual Assault, Aggravated Assault, Arson, Burglary, Child Abuse, Stalking, ect.
- Age of Victim
- Gender of Victim
- Race/Ethnicity of Victim
- Victim Services Provided: Ex. Information about criminal justice process, referral to other victim services programs, crisis intervention, ect.



## Updates

- Revamped the forms we send to victims
- Needs assessment
- Surveys to measure effectiveness of our program
- Refreshing community partner relationships



# Cache County Attorney's Office

The mission of the Cache County Attorney's Office is to protect the citizens of Cache County by vigorously prosecuting the guilty, seeking justice for the innocent, and upholding and defending the constitutions of the United States and the State of Utah. The Cache County Attorney's Office is the chief law enforcement agency in Cache County and we work with our local, state, and federal partners to investigate and prosecute crime that occurs within Cache County. Our prosecutors ensure fair, impartial, and equal administration of justice, advocating for appropriate punishment and correction of dangerous and violent offenders, while protecting the rights and dignity of victims and their families.



# VAWA Overview

Personnel covered by VAWA grant:

- 3 SVU prosecutors
  - 1 for each district court judge
  - Focus on victims of felony and misdemeanor crimes involving domestic violence, dating violence, sexual assault, stalking, and protective order violations
- 2 Special Investigators
  - Assist prosecutors and do any necessary case follow-up





# VAWA Grant

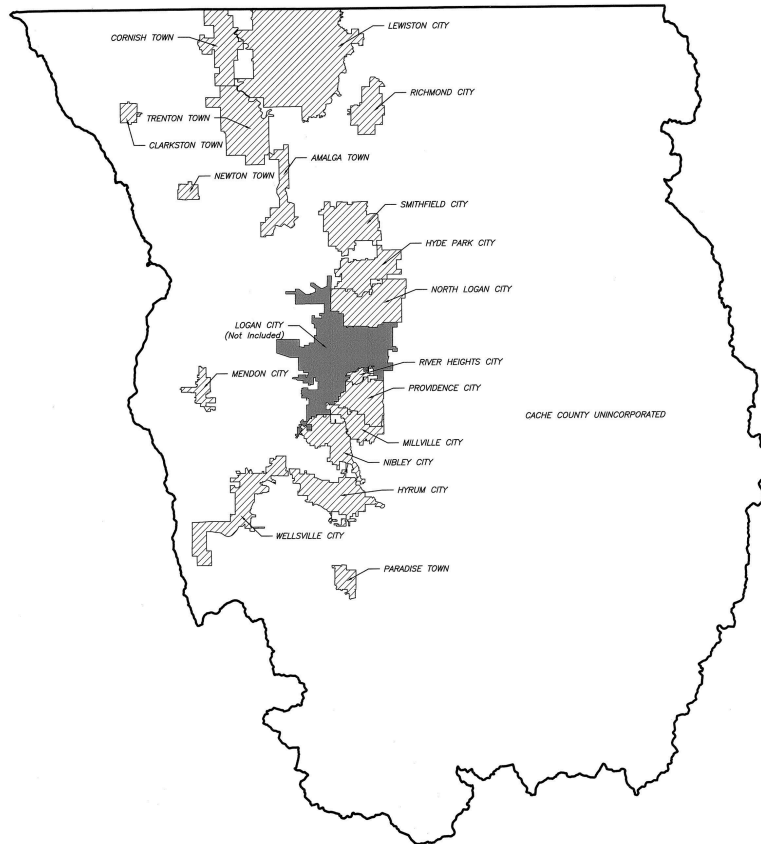
- 2023-2025 Award Year
  - \$403,043 total
  - Quarterly reports to UOVC
  - Annual report - Goes to U.S. Department of Justice
  - Submit quarterly billing
  - Attorneys track their hours spent on VAWA cases (DV / SA)
  - Investigators also track hours and their DV / SA / Stalking investigative activities
  - UOVC does desk reviews of documents/records
  - UOVC site visits as well
  - Abide by grant conditions



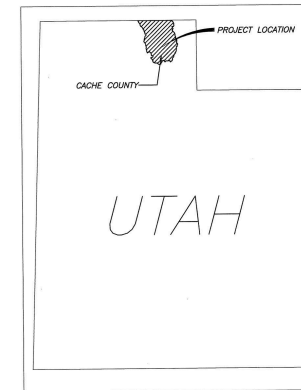
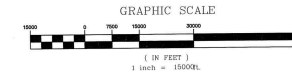
# VAWA Grant

- 2025-2027 Award Year
  - Submitted for same amount (\$403,043 total) (not guaranteed)
  - Same conditions apply
    - Collaboration with other entities (CAPSA, The Family Place, SAAVI)
  - Application submitted on March 7
  - UOVC will review from March 17 - May 30
  - Preliminary award notifications June 2 - 4
  - Revisions June 2 - 25
  - Finalized end of June
  - July 1 new program begins (if awarded)

A FINAL LOCAL ENTITY PLAT FOR:  
**CACHE COUNTY FIRE DISTRICT**  
 CACHE COUNTY, UTAH



February 13, 2025



Vicinity Map  
 State of Utah

**LEGEND:**



**ANNEXATION PLAT**

**SURVEYOR'S CERTIFICATE**

I, JEFF C. NIELSEN, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, AND THAT I HOLD CERTIFICATE NO. 5152861 AS PRESCRIBED UNDER THE LAWS OF THE STATE OF UTAH. I FURTHER CERTIFY THAT THIS IS A TRUE AND ACCURATE MAP OF THE TRACT OF LAND TO BE ANNEXED TO THE CACHE COUNTY FIRE DISTRICT, CACHE COUNTY, UTAH.

**Boundary Description**

ALL OF CACHE COUNTY UNINCORPORATED AREAS AND THE MUNICIPAL BOUNDARIES OF PARADISE TOWN, WELLSVILLE CITY, HYRUM CITY, NIBLEY CITY, MILLVILLE CITY, MENDON CITY, NORTH LOGAN CITY, RIVER HEIGHTS CITY, PROVIDENCE CITY, HYDE PARK CITY, SMITHFIELD CITY, AMALGA TOWN, NEWTON TOWN, CLARKSTON TOWN, RICHMOND CITY, LEWISTON CITY, CORNISH TOWN AND TRENTON TOWN. EXCLUDING THE CORPORATE LIMITS OF LOGAN CITY.



**Cache County**  
 1857

24-034.dwg

Preparation Date: 2/13/25

**ACCEPTANCE BY LEGISLATIVE BODY**

THIS IS TO CERTIFY THAT WE, THE CACHE COUNTY COUNCIL, HAVE RECEIVED A PETITION SIGNED BY THE MAJORITY OF THE OWNERS OF THE TRACT SHOWN HEREON REQUESTING THAT SAID TRACT BE ANNEXED TO THE CACHE COUNTY FIRE DISTRICT, AND THAT A COPY OF THE ORDINANCE HAS BEEN PREPARED FOR FILING HEREWITH ALL IN ACCORDANCE WITH THE UTAH CODE, ANNOTATED (1953) 10-3-1 AS REVISED, AND THAT WE HAVE EXAMINED AND DO HEREBY APPROVE AND ACCEPT THE ANNEXATION OF THE TRACT AS SHOWN AS PART OF SAID INTER-LOCAL ENTITY.

APPROVED: \_\_\_\_\_  
 CHAIRPERSON

WITNESS MY HAND AND OFFICIAL SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

**DEPUTY COUNTY SURVEYOR'S CERTIFICATE OF APPROVAL**

THIS PLAT HAS BEEN REVIEWED BY THE COUNTY SURVEYORS OFFICE AND IS HEREBY APPROVED AS A FINAL LOCAL ENTITY PLAT PURSUANT TO UTAH CODE ANNOTATED 17-23-20 AMENDED.

3/20/2025  
 DATE

DEPUTY COUNTY SURVEYOR  
 DEPUTY CACHE COUNTY SURVEYOR

**COUNTY RECORDER'S NO.**

STATE OF UTAH, COUNTY OF \_\_\_\_\_, RECORDED AND FILED

AT THE REQUEST OF: \_\_\_\_\_

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ FEE: \_\_\_\_\_

ABSTRACTED: \_\_\_\_\_

INDEX FILED IN: FILE OF PLATS \_\_\_\_\_ COUNTY RECORDER



## Hold a Public Hearing

### Ordinance 2025-11 – Tanner and Nicole Godfrey Home 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:** April 8<sup>th</sup>, 2025

**Agenda Item Language:** Hold a public hearing for Ordinance 2025-11 Tanner and Nicole Godfrey Home Rezone – A request to rezone 10.49 acres located at 1695 W. 2200 S., College Ward, from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone.

**Action:** Planning Commission – Recommendation of Approval (5-yea; 0-nay; 1-abstain)

**Background:** A request to rezone 10.49 acres located at 1695 W. 2200 S., College Ward, from the Agricultural (A10) Zone to the Rural 2 (RU2) 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 March 6<sup>th</sup>, 2025, and their recommendation to approve the rezone was made on March 6<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

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## Amending the Cache County Zoning Map by rezoning 10.49 acres from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone

Set a public hearing on March 25<sup>th</sup>, 2025 to be held on April 8<sup>th</sup>, 2025.  
If approved, the rezone will take effect 15 days from the date of approval.

Approval (5-yea; 0-nay; 1-abstain).

Public hearing held on March 6<sup>th</sup>, 2025

Conclusion: Based on the findings of fact noted [in the staff report], the Tanner and Nicole Godfrey Home rezone is hereby recommended for approval to the County Council as follows:

1. The subject property is consistent with the purpose of the Rural 2 (RU2) Zone:
  - a. “To allow for residential development in a moderately dense pattern that can allow for rural subdivisions, and to allow for clustering plans larger than a single parcel. This type of development should be located and designed to not unreasonably impede adjacent agricultural uses, nor to unreasonably conflict with the development standards of adjacent municipalities.”
  - b. “To implement the policies of Cache countywide comprehensive plan, including those regarding improved roadways, density based residential standards, clustering, moderate income housing and municipality standards.”
  - c. “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. This rezone is consistent with the Logan City 2022 Annexation Policy Plan:
  - a. The subject parcel falls within “Area C” of the Logan City 2022 Annexation Policy Plan. This area is targeted for future residential and commercial growth. Per the public comment provided by the Senior Planner for Logan City, Russ Holley, this parcel will be NR-4 or NR-6 and would likely have a density of 4-6 homes per acre.
3. This rezone is partially consistent with the Cache County General Plan:
  - a. The subject parcel falls within the “Urban Expansion Overlay”. This overlay promotes unified municipal growth that matched the municipal land use plan. In this case, the subject property falls within the Logan City annexation area and the proposed rezone aligns with the Logan City future land use plan for this area.

- 38 4. A subdivision, located inside of Logan City limits, that has a density of one home per  
39 0.20 acres is located 400 feet to the east of the subject parcel.

40  
41 **Staff Report review by Interim Director**

42 Angie Zetterquist

43  
44 **Staff Report by County Planner**

45 Conner Smith

46  
47 **General Description**

48 Amending the Cache County Zoning Map by rezoning 10.49 acres from the Agricultural (A10)  
49 Zone to the Rural 2 (RU2) Zone.

50  
51 **Additional review materials included as part of Exhibit A**

52 Staff Report to Planning Commission – revised

**Staff Report: Tanner and Nicole Godfrey Home Rezone**

6 March 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:** Tanner Godfrey

**Parcel ID#:** 03-009-0007

**Staff Recommendation:** None

**Type of Action:** Legislative

**Land Use Authority:** Cache County Council

**Location**

*Reviewed by Conner Smith*

**Project Address:**

1695 W. 2200 S.,  
College Ward

**Acres:** 10.49

**Surrounding Uses:**

North – Agricultural

South – Residential/Agricultural

East – Residential/Logan City

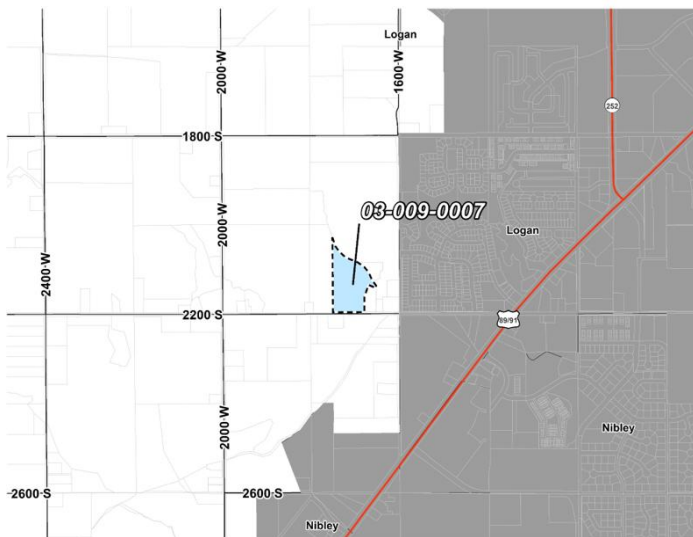
West – Residential/Agricultural

**Current Zoning:**

Agricultural (A10)

**Proposed Zoning:**

Rural 2 (RU2)

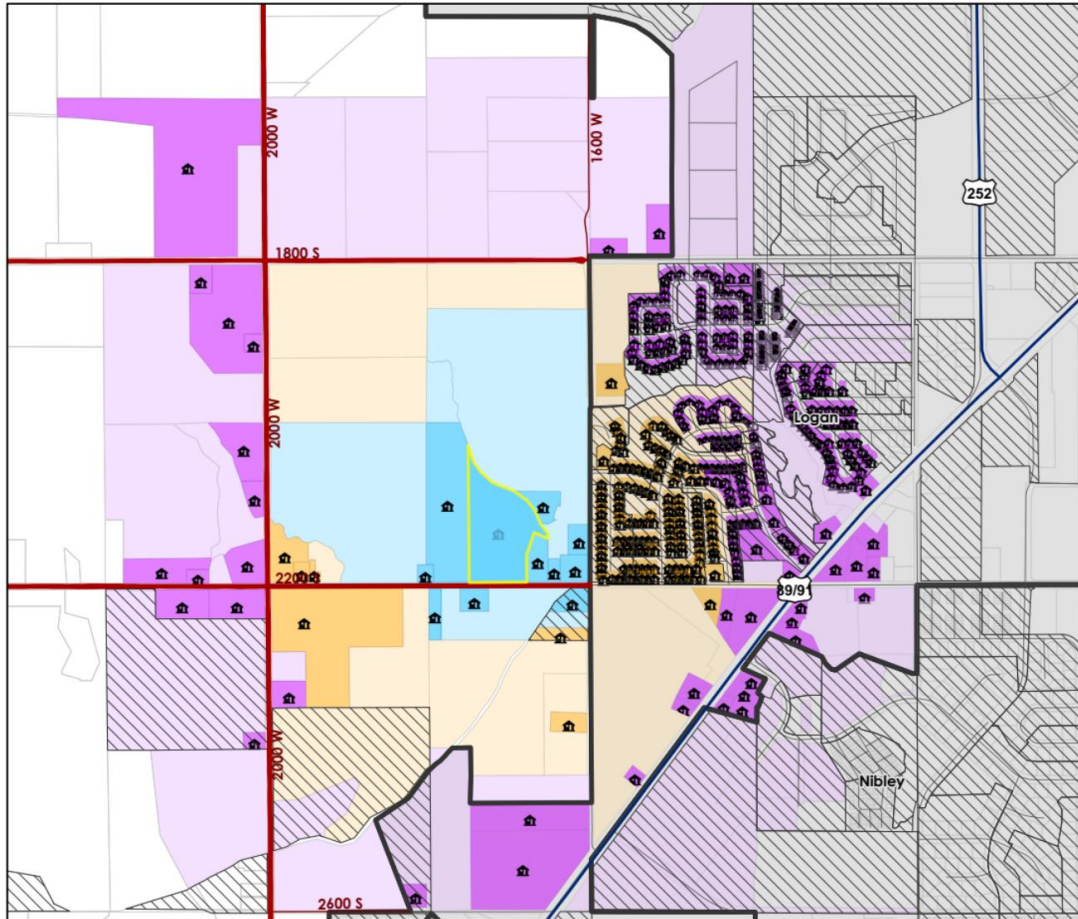


**Findings of Fact**

**A. Request description**

1. A request to rezone 10.49 acres from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone.
2. This rezone may allow the parcel to establish uses permitted in the Rural 2 (RU2) Zone. Approval of this zone will grant this parcel a maximum potential of five lots.
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 Rural 2 (RU2) 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:
    - i. Parcel status: The properties match the configuration they had on August 8, 2006 and are legal.
    - ii. Average Lot Size: (See Attachment A)

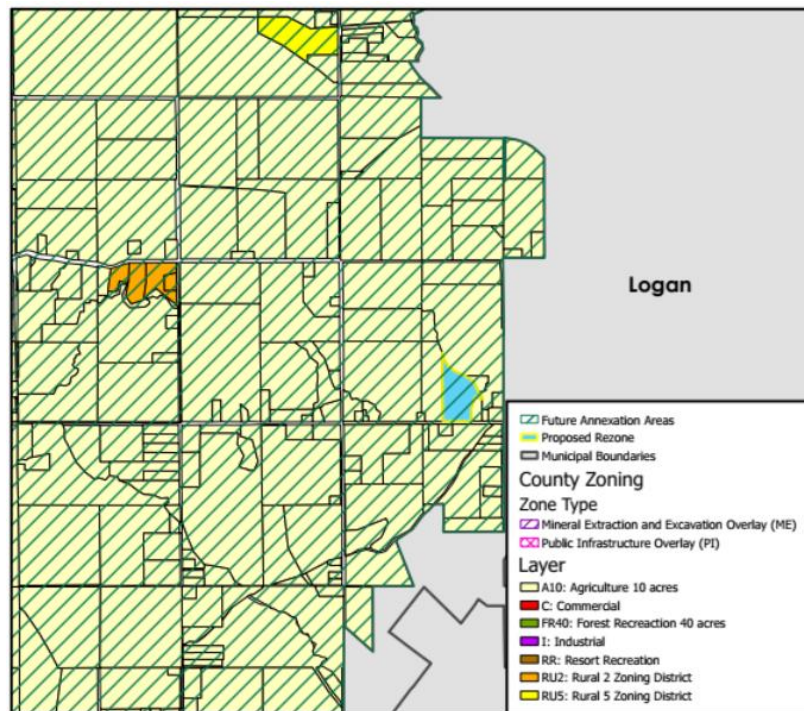


Average Parcel Size	
Adjacent Parcels	With a Home: 2.7 Acres (11 Parcels)
	Without a Home: 16.9 Acres (5 Parcels)
1/4 Mile Buffer	With a Home: 3 Acres (17 Parcels)
	With a Home in Logan: 0.1 Acres (152 Parcels)
	Without a Home: 12.3 Acres (16 Parcels)
1/2 Mile Buffer	Without a Home in Logan City: 2.5 Acres (24 Parcels)
	With a Home: 3.4 Acres (32 Parcels)
	With a Home in Logan City: 0.2 Acres (438 Parcels)
	Without a Home: 11.7 Acres (38 Parcels)
	Without a Home in Logan City: 2.6 Acres (82 Parcels)

- i. Schedule of Zoning Uses: The Rural 2 (RU2) Zone allows for a variety of uses with the approval of a zoning clearance and/or conditional use permit. These uses include:



- Single Family Dwelling
  - Foster Home
  - Accessory Apartment
  - Accessory/Agricultural Structures
  - Home Based Business
  - Seasonal Cabin
  - Residential Living Facilities
  - Home Based Kennel
  - Bed and Breakfast Inn
  - Public Uses
  - Religious Meeting House
  - Utility Facility, Distribution
  - Utility Facility, Service
  - Agricultural Production
  - Farm Stand
  - Boarding Facility
  - Site Grading
- ii.** Adjacent Uses: The properties to the south and west are primarily a mix of residential and agricultural, properties to the north are primarily agricultural, and properties to the east are primarily residential. The nearest parcel, in the county, that is in the Rural 2 (RU2) Zone, is located 0.85 mile to the west of the subject property. The Logan City municipal boundary is located 400 feet (0.05 miles) to the east of the subject property.
- The Daug's Minor Subdivision rezone, located 0.85 miles to the west of the subject property, was a request to rezone 12.82 acres from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone, and was approved by County Council on June 11<sup>th</sup>, 2013 as Ordinance 2013-10.
  - The Meadowbrook Subdivision Phase 5, located 400 feet (0.05 miles) to the east of the subject property inside of Logan City limits, is an existing subdivision with a density of one house per 0.20 acres.
- iii.** Annexation Areas: The subject property is located the Logan 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 Rural 2 (RU2) Zone but does contain general guidelines for its implementation. County Land Use Ordinance §17.08.030 [E] identifies the purpose of the Rural 2 (RU2) Zone and includes the following:
  - a. “To allow for residential development in a moderately dense pattern that can allow for rural subdivisions, and to allow for clustering plans larger than a single parcel. This type of development should be located and designed to not unreasonably impede adjacent agricultural uses, nor to unreasonably conflict with the development standards of adjacent municipalities.”
  - b. “To implement the policies of Cache countywide comprehensive plan, including those regarding improved roadways, density based residential standards, clustering, moderate income housing and municipality standards.”
  - c. “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).



<b>Roadway Element</b>	<b>Existing Width (ft)</b>	<b>Future Width (ft)</b>	<b>Comments or Findings</b>
Travel Lanes	22	22	<b>OK</b>
Right-of-Way	50	66	<b>Substandard</b>
Paved Shoulder	1	2	<b>Substandard</b>
Gravel Shoulder	2	4	<b>Substandard</b>
Clear Zone (4:1)	5-10	10	<b>Substandard</b>
Material	Paved	Paved	<b>OK</b>
Structural			<b>Visually OK</b>

**Access Management – 3000 North**

	<b>Min. Spacing Standard (Feet)</b>		
<b>Classification</b>	<b>Public/Private Roads</b>	<b>Commercial</b>	<b>Residential/Farm Access</b>
Minor Collector	350	200	200

**D. Service Provisions:**

**20.** §16.04.080 [C] Fire Control – The County Fire District had no comments in regards to this application.

**21.** §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**

**22.** Public notice was posted online to the Utah Public Notice Website on 21 February 2025.

**23.** Notices were posted in three public places on 21 February 2025.

**24.** Notices were mailed to all property owners within 300 feet on 21 February 2025.

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

**Conclusion**

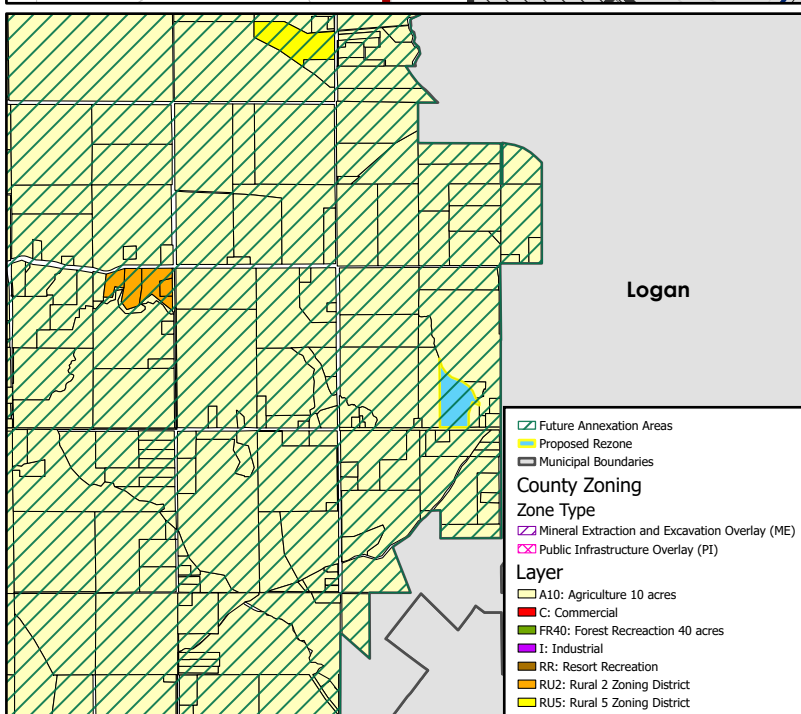
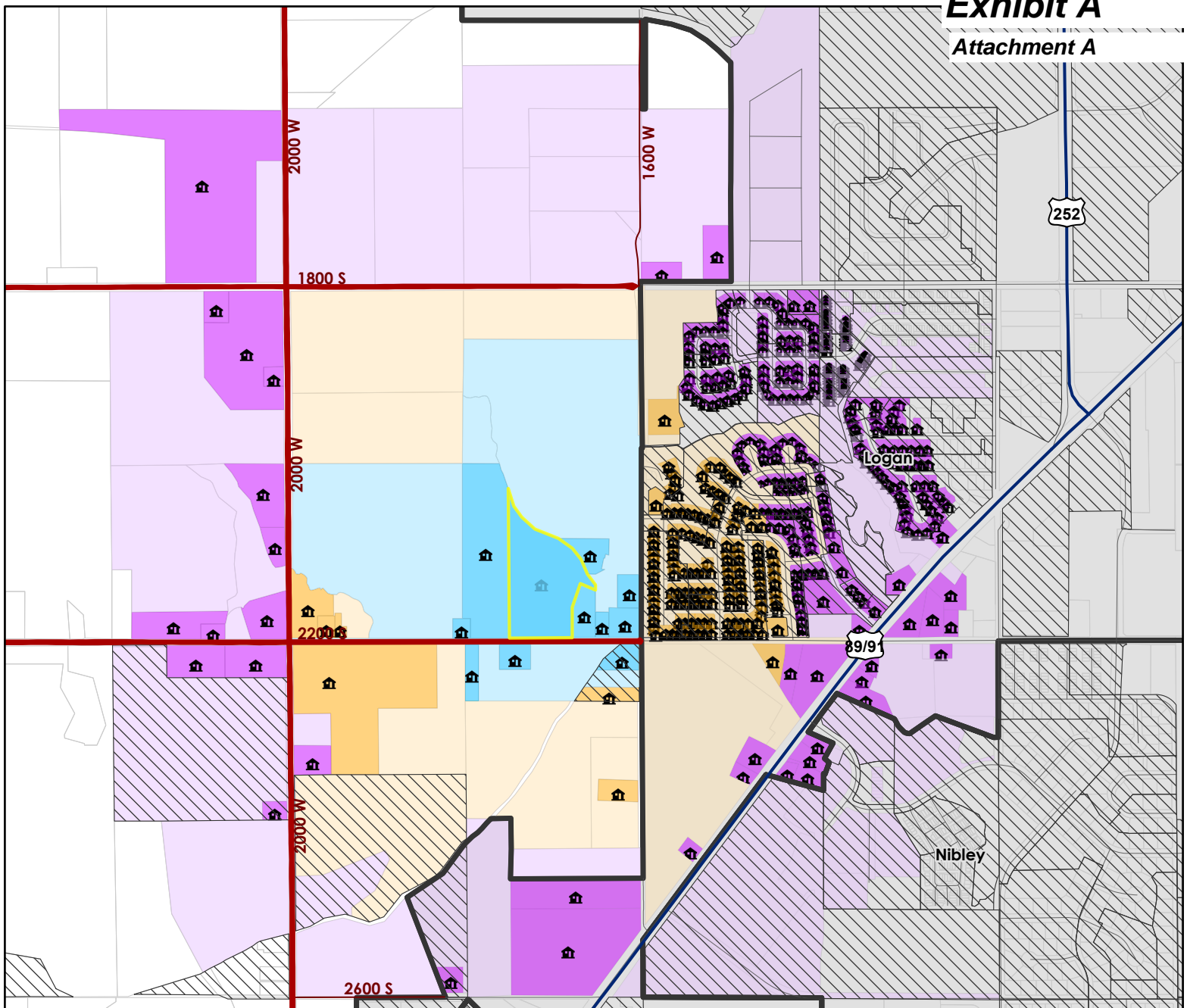
The Tanner and Nicole Godfrey Home rezone, a request to rezone 10.49 acres from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone has been reviewed in conformance with Title 17 of the Cache County Land Use Ordinance and the County Manual of Roadway Design and Construction Standards. Staff has not 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 Tanner and Nicole Godfrey Home rezone is hereby recommended for approval to the County Council as follows:

- 1.** The subject property is consistent with the purpose of the Rural 2 (RU2) Zone:
  - a.** “To allow for residential development in a moderately dense pattern that can allow for rural subdivisions, and to allow for clustering plans larger than a single parcel. This type of development should be located and designed to not unreasonably impede adjacent agricultural uses, nor to unreasonably conflict with the development standards of adjacent municipalities.”
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- c. “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. This rezone is consistent with the Logan City 2022 Annexation Policy Plan:
  - a. The subject parcel falls within “Area C” of the Logan City 2022 Annexation Policy Plan. This area is targeted for future residential and commercial growth. Per the public comment provided by the Senior Planner for Logan City, Russ Holley, this parcel will be NR-4 or NR-6 and would likely have a density of 4-6 homes per acre.
- 3. This rezone is partially consistent with the Cache County General Plan:
  - a. The subject parcel falls within the “Urban Expansion Overlay”. This overlay promotes unified municipal growth that matched the municipal land use plan. In this case, the subject property falls within the Logan City annexation area and the proposed rezone aligns with the Logan City future land use plan for this area.
- 4. A subdivision, located inside of Logan City limits, that has a density of one home per 0.20 acres is located 400 feet to the east of the subject parcel.



### Legend

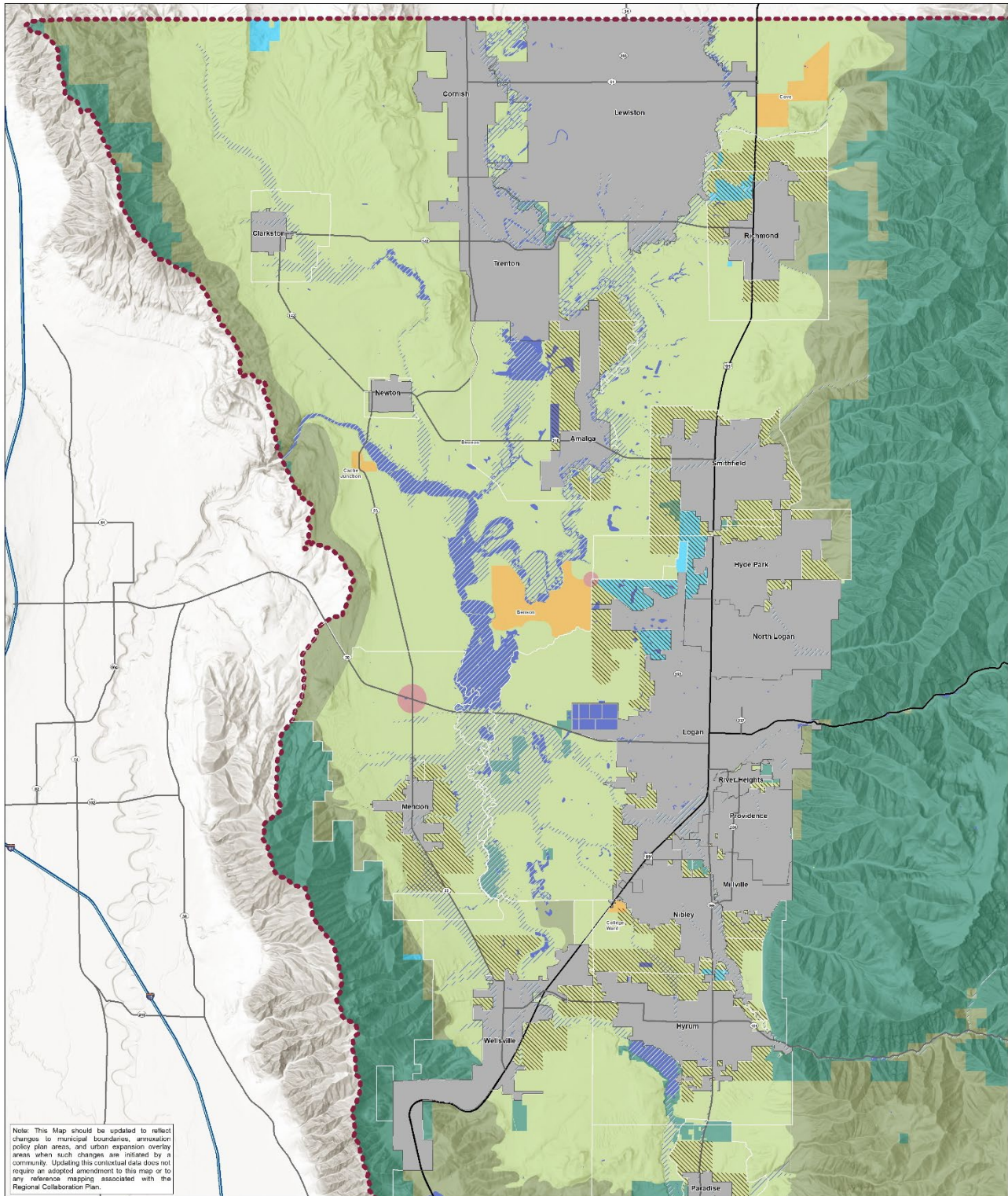
- Proposed Rezone
- Municipal Boundaries
- Subdivisions
- Parcels
- Winter Maintenance
- County Roads
- Highways

Average Parcel Size	
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	Without a Home in Logan City: 2.6 Acres (82 Parcels)



2/10/2025





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







Conner Smith <conner.smith@cachecounty.gov>

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## Notice - RU2 Rezone

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**Russ Holley** <russ.holley@loganutah.gov>

Tue, Feb 25, 2025 at 11:22 AM

To: Conner Smith <conner.smith@cachecounty.gov>

Conner,

Thanks for the notice. This property is both in the City's Current Version of the Future Land Use Plan and the 2022 Annexation Policy Plan. This area is not currently contiguous to Logan City and so it is hard to estimate when an annexation would occur but the current plans show that the likely zoning of the area would be single family detached between 4-6 homes per acre if annexed into the Logan City jurisdiction. Logan City utilities needed to adequately service this type of single family development currently existing west of the subject property near the intersection of 2200 S 1600 W. Thanks and if you have any further questions please let me know.

[Quoted text hidden]



Conner Smith <conner.smith@cachecounty.gov>

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## Tanner and Nicole Godfrey Home Rezone Staff Report

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**Tanner Godfrey** <tanner.c.godfrey@gmail.com>

Mon, Mar 3, 2025 at 9:46 PM

To: Conner Smith <conner.smith@cachecounty.gov>

Hey Conner,

Could you please post the following for Public Comment associated with our rezone request?

Thanks Conner!

The purpose of this rezone request is to allow for the future construction of an additional home and workshop on this parcel. Although RU5 zoning would be more appropriate for this type of project density, it is not allowed due the amount of acreage taken up by sensitive land (3.15 acres of wetlands and water bodies), leaving insufficient acreage. Even with the RU2 zoning, due to the remaining acreage (~6.45 acres) and existing home, only a maximum of 2 additional homes could be added under RU2 zoning. It is our intent to continue with agricultural use of this parcel.

[Quoted text hidden]



## Hold a Public Hearing Ordinance 2025-12 – Rezone CS 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:** April 8<sup>th</sup>, 2025

**Agenda Item Language:** Hold a public hearing for Ordinance 2025-12 Rezone CS Rezone – A request to apply the Public Infrastructure (PI) Overlay onto 40.00 acres, located at ~5900 W. 3000 N., Mendon, that are in the Agricultural (A10) Zone.

**Action:** Planning Commission – Recommendation of Denial (5-yea; 1-nay)

**Background:** A request to apply the Public Infrastructure (PI) Overlay onto 40.00 acres, located at ~5900 W. 3000 N., Mendon, that are in the Agricultural (A10) 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 March 6<sup>th</sup>, 2025, and their recommendation to deny the rezone was made on March 6<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

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## Amending the Cache County zoning Map by applying the Public Infrastructure (PI) Overlay to 40.00 acres in the Agricultural (A10) Zone

Set a public hearing on March 25<sup>th</sup>, 2025 to be held on April 8<sup>th</sup>, 2025.  
If approved, the rezone will take effect 15 days from the date of approval.

Denial (5-yea; 1-nay).

Public hearing held on March 6<sup>th</sup>, 2025

Conclusion: Based on the findings of fact noted [in the staff report], the Rezone CS Rezone is hereby recommended for denial to the County Council as follows:

1. The nearest area, in the county, that has the Public Infrastructure (PI) Overlay is located eight miles away.
2. The rezone is potentially not consistent with the Cache County General Plan:
  - a. This parcel falls within the “Agriculture and Ranching” zone which places an emphasis on agriculture and ranching related activities. A large scale public infrastructure project is potentially not consistent with that desired use.

# Angie Zetterquist

# Conner Smith

A request to apply the Public Infrastructure (PI) Overlay onto 40.00 acres, located at ~5900 W. 3000 N., Mendon, that are in the Agricultural (A10) Zone.

## Staff Report to Planning Commission – revised

## Staff Report: Rezone CS Rezone

6 March 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:** Keaton Haviland

**Parcel ID#:** 12-008-0006

**Staff Recommendation:** None

**Type of Action:** Legislative

**Land Use Authority:** Cache County Council

## Location

*Reviewed by Conner Smith*

**Project Address:**

~5900 W. 3000 N.,  
Mendon

**Acres:** 40.00

**Current Zoning:**  
Agricultural (A10)

**Proposed Zoning:**  
Public Infrastructure  
(PI) Overlay

**Surrounding Uses:**

North – Agricultural

South – Agricultural

East – Agricultural

West – Recreational/Agricultural

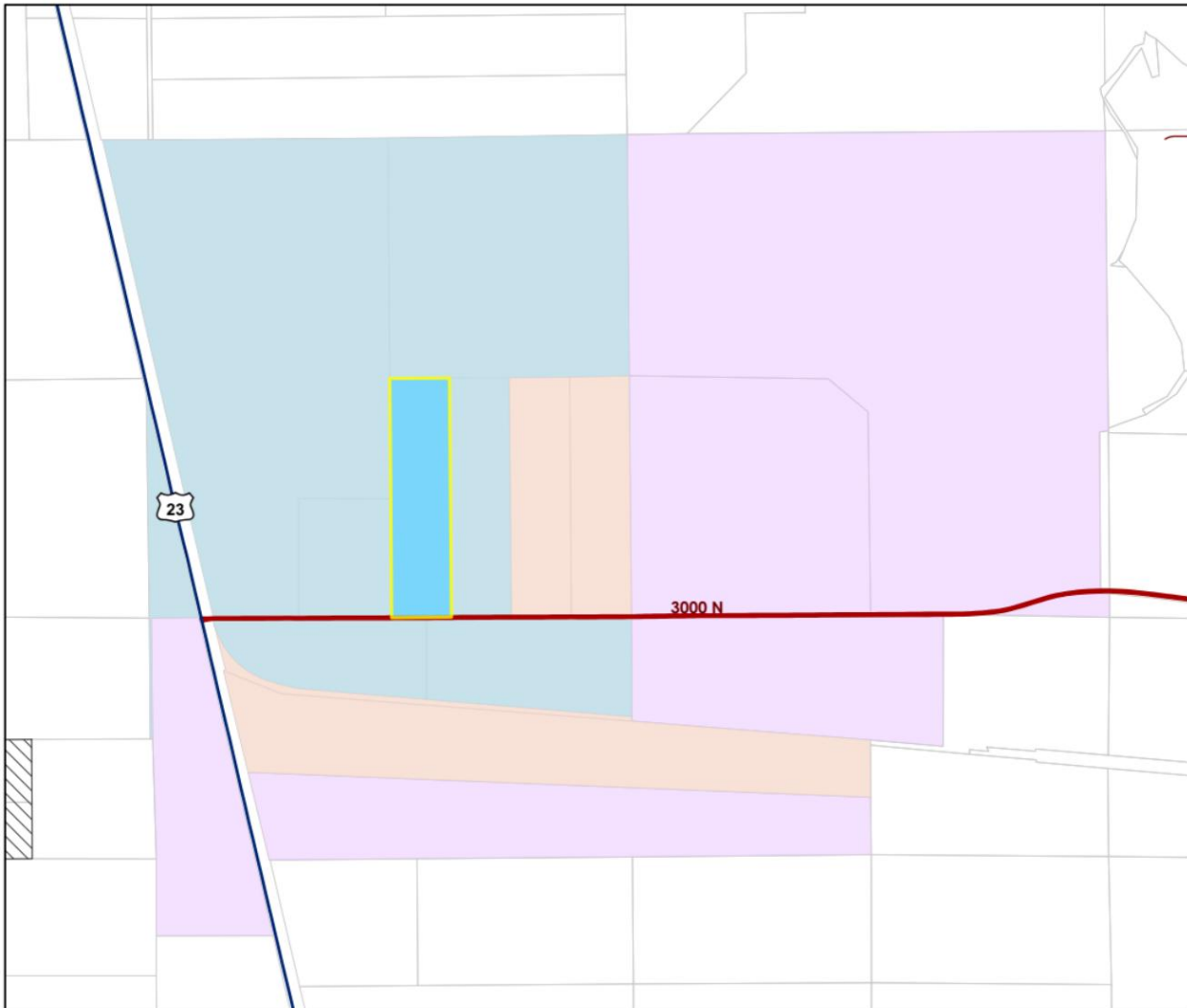


## Findings of Fact

### A. Request description

1. A request to apply the Public Infrastructure (PI) Overlay onto 40.00 acres in the Agricultural (A10) Zone.
2. This rezone may allow the parcel to establish uses permitted by the Public Infrastructure (PI) Overlay. 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 Public Infrastructure (PI) Overlay will be addressed as part of each respective approval process required prior to site development activities.

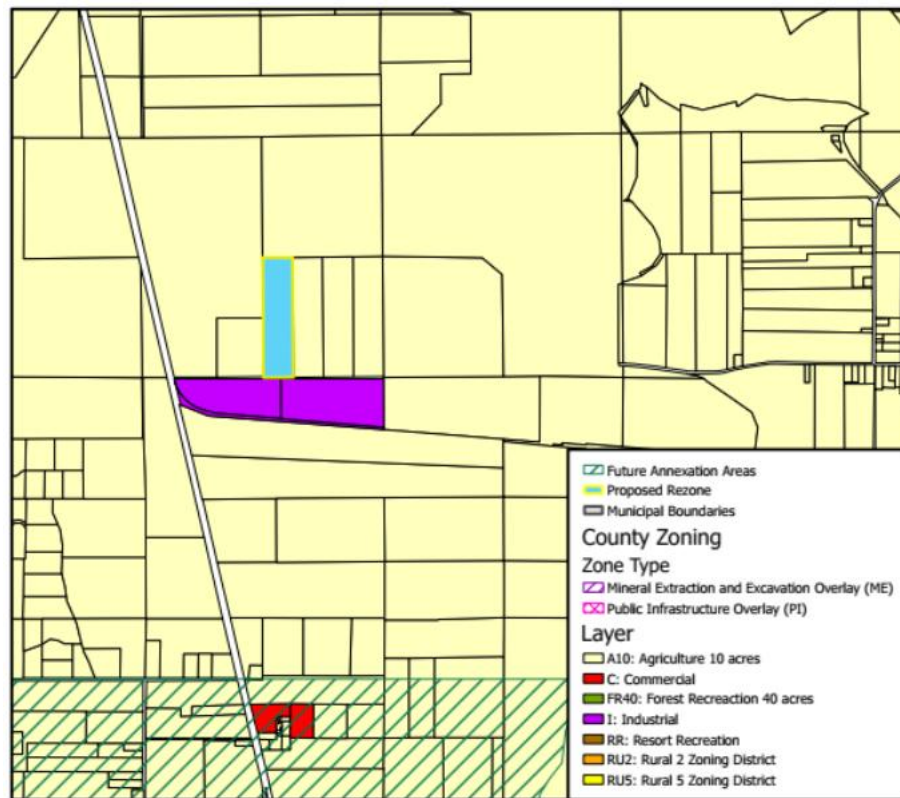
3. Staff has identified general information as pertains to the subject property to assist the Planning Commission and County Council in arriving at a decision. This information is reflected in the attached map (Attachment A) and in the following text.
- a. Land Use Context:
    - i. Parcel status: The properties match the configuration they had on August 8, 2006 and are legal.
    - ii. Average Lot Size: (See Attachment A)



Average Parcel Size	
Adjacent Parcels	Without a Home: 93.1 Acres (7 Parcels)
1/4 Mile Buffer	Without a Home: 78.3 Acres (11 Parcels)
1/2 Mile Buffer	Without a Home: 82.3 Acres (16 Parcels)

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

- i. **Schedule of Zoning Uses:** The Public Infrastructure (PI) Overlay allows for a variety of uses with the approval of a zoning clearance and/or conditional use permit that are not permitted in the Agricultural (A10) Zone:
  - Utility Facility, Transmission
  - Telecommunication Facility, Major
  - Telecommunication Facility, Minor
  - Public Airport
  - Solid Waste Facilities
- ii. **Adjacent Uses:** The properties to north, east, and south of the subject parcel are primarily used for agricultural purposes while the property to the west is used for a mix of recreational and agricultural purposes. The nearest parcel, in the county, that has the Public Infrastructure (PI) Overlay is located 8 miles to the south-east of the subject parcel.
  - The Cache Junction Industrial Park rezone, located directly to the south of the subject property, was a request to rezone 96.35 acres from the Agricultural (A10) Zone to the Industrial (I) Zone, and was approved by County Council on November 27<sup>th</sup>, 2007 as Ordinance 2007-12. However, the property has never been developed.
- iii. **Annexation Areas:** The subject properties are not located in any future annexation area.

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

4. As per §17.02.060, Establishment of Land Use Authority, the County Council is authorized to act as the Land Use Authority for this application.

5. The current County Land Use Ordinance does not specify appropriate locations for the Public Infrastructure (PI) Overlay but does contain general guidelines for its implementation. County Land Use Ordinance §17.08.030 [E] identifies the purpose of the Public Infrastructure (PI) Overlay and includes the following:
  - a. “To provide for the siting and operation of public infrastructure in an environmentally sound and economically competitive manner.”
  - b. “To inform current and potential residents of the county of the possible location of future public infrastructure locations.”
  - c. “to ensure that any public infrastructure be designed, constructed, and operated in a safe and efficient manner, and in compliance with all federal, state, and local laws and regulations for the protection of the general health, welfare, and safety of the citizens of the county.”
6. 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.”
7. 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.



8. Consideration of impacts related to uses allowed with the Public Infrastructure (PI) Overlay 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**

9. §12.02.010 adopts the Manual of Roadway Design and Construction Standards (Road Manual) for roadway improvement requirements.
10. §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.
11. Table §17.10.040 Site Development Standards – Minimum lot frontage required in the Agricultural (A10) Zone is 90’.
12. §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
13. §16.04.040 [A] Roads – All roads must be designed and constructed in accordance with Title 12 of the County Code.
14. §12.02.010 Roadway Standards – Requirements for roadway improvement are provided in the current Manual of Roadway Design and Construction Standards (Road Manual).
15. Roadway Functional Classification:
  - a. Major Collector (MC): Major collector roads serve larger towns and other traffic generators of equivalent inter-county importance, such as schools, shipping points, and county parks, which are not directly served by minor arterial roads.
16. A basic review of the access to the subject property identifies the following:
  - a. Primary access to the subject property is along 3000 North (Black Rock Road)
17. 3000 North – County Road:
  - a. South of the subject parcel, 3000 North is a County road classified as a Major Collector.
  - b. The road provides access to agricultural fields and serves as a through access from Benson to SR-23.
  - c. Is maintained by the County year round and, because it does not have a posted speed limit, has a speed limit of 55MPH.
  - d. Has an existing width of 24 feet, a 66-foot right-of-way, 1-foot-wide paved shoulder, 2-foot-wide gravel shoulder, a clear zone of 24 feet, and is paved.
  - e. Is considered substandard as to right-of-way, paved shoulder, gravel shoulder, and clear zone.
  - f. Currently has a public/private road spacing of 350 feet and has a commercial, residential, and farm access spacing of 200 feet.

<b>Roadway Element</b>	<b>Existing Width (ft)</b>	<b>Future Width (ft)</b>	<b>Comments or Findings</b>
Travel Lanes	24	24	<b>OK</b>
Right-of-Way	66	80	<b>Substandard</b>
Paved Shoulder	1	4	<b>Substandard</b>
Gravel Shoulder	2	4	<b>Substandard</b>
Clear Zone (4:1)	24	24	<b>Substandard</b>
Material	Paved	Paved	<b>OK</b>
Structural			<b>Visually OK</b>

**Access Management**

Classification	Min. Spacing Standard (Feet)		
	Public/Private Roads	Commercial	Residential/Farm Access
Major Collector	300	200	200

Driveways for all uses except single family homes shall not be closer than eight (8) feet to an adjacent interior property line. Single family homes may be granted with two (2) feet of the property line

**D. Service Provisions:**

18. §16.04.080 [C] Fire Control – The County Fire District had no comments in regards to this application.
19. §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**

20. Public notice was posted online to the Utah Public Notice Website on 21 February 2025.
21. Notices were posted in three public places on 21 February 2025.
22. Notices were mailed to all property owners within 300 feet on 21 February 2025.
23. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

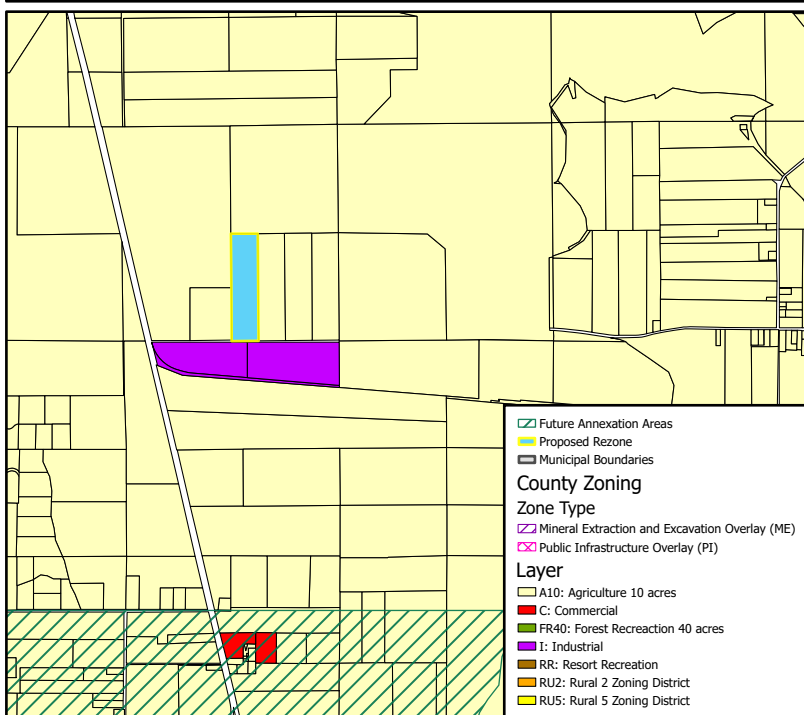
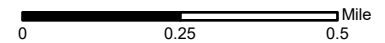
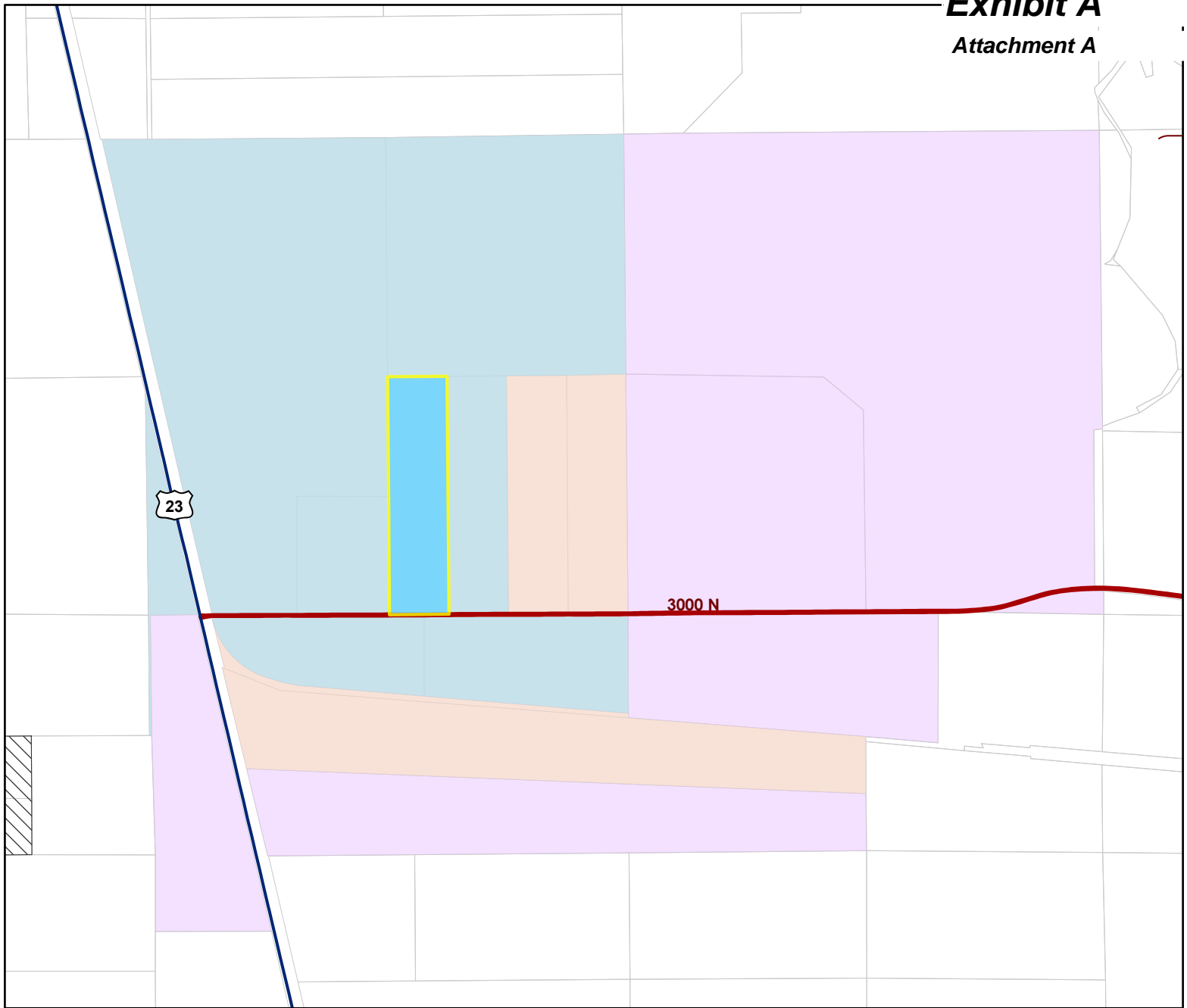
**Conclusion**

The Rezone CS rezone, a request to apply the Public Infrastructure (PI) Overlay onto 40.00 acres in the Agricultural (A10) 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 Rezone CS rezone is hereby recommended for denial to the County Council as follows:

1. The nearest area, in the county, that has the Public Infrastructure (PI) Overlay is located eight miles away.
2. The rezone is potentially not consistent with the Cache County General Plan:
  - a. This parcel falls within the “Agriculture and Ranching” zone which places an emphasis on agriculture and ranching related activities. A large scale public infrastructure project is potentially not consistent with that desired use.



- Future Annexation Areas**
- Proposed Rezone
  - Municipal Boundaries
- County Zoning**
- Zone Type**
- Mineral Extraction and Excavation Overlay (ME)
  - Public Infrastructure Overlay (PI)
- Layer**
- A10: Agriculture 10 acres
  - C: Commercial
  - FR40: Forest Recreation 40 acres
  - I: Industrial
  - RR: Resort Recreation
  - RU2: Rural 2 Zoning District
  - RU5: Rural 5 Zoning District

### Legend

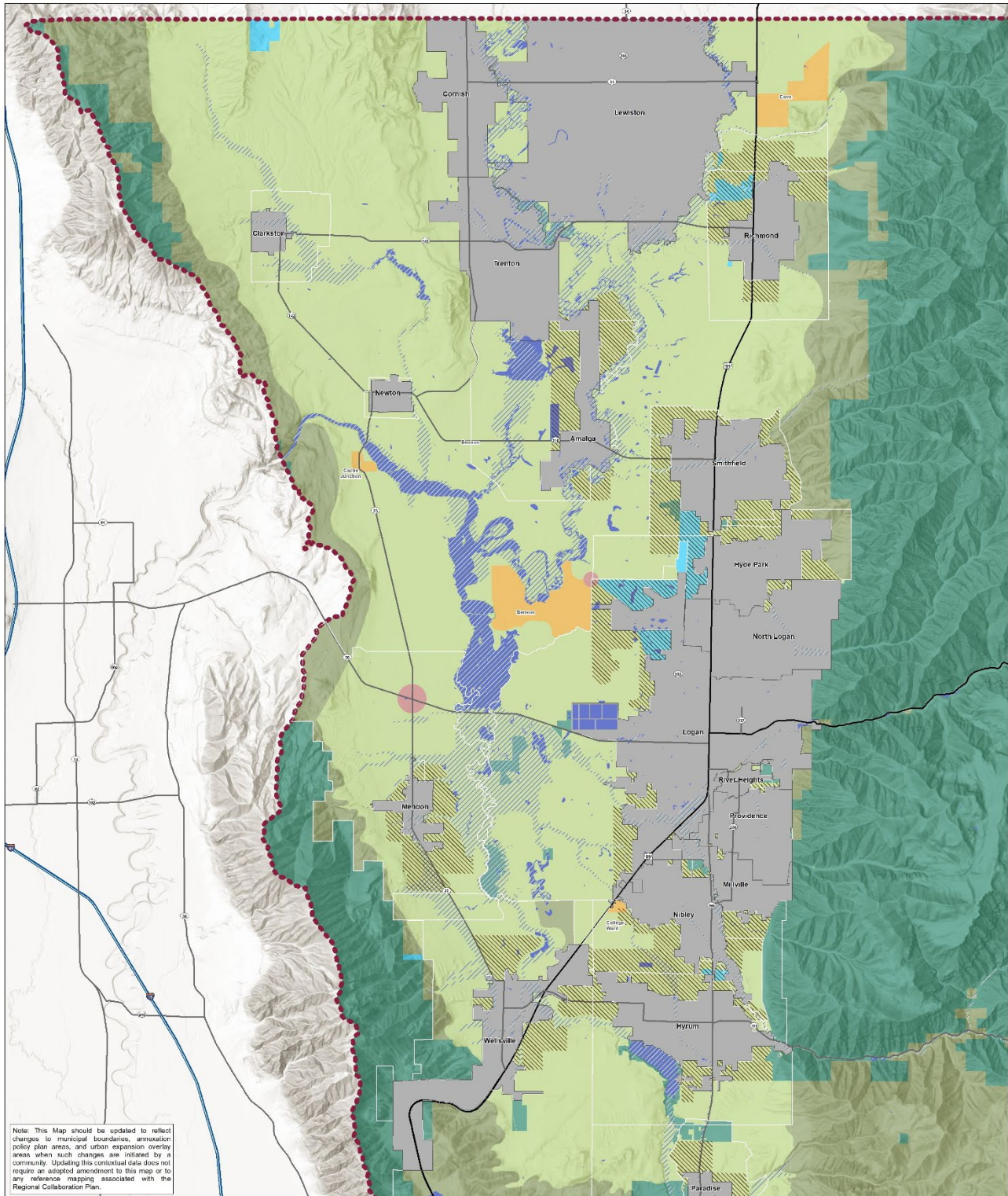
- Proposed Rezone
- Municipal Boundaries
- Subdivisions
- Parcels
- Winter Maintenance
- County Roads
- Highways

### Average Parcel Size

<b>Adjacent Parcels</b>	Without a Home: 93.1 Acres (7 Parcels)
<b>1/4 Mile Buffer</b>	Without a Home: 78.3 Acres (11 Parcels)
<b>1/2 Mile Buffer</b>	Without a Home: 82.3 Acres (16 Parcels)



2/10/2025



Note: This Map should be updated to reflect changes to municipal boundaries, annexation policy plan areas, and urban expansion overlay areas when such changes are initiated by a community. Updating this contextual data does not require an adopted amendment to this map or to any reference mapping associated with the Regional Collaboration Plan.

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

# Ordinance No. 2025-10

## Cache County, Utah

### Willets RU5 Rezone

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An ordinance amending the County Zoning Map by rezoning 18.71 acres from the Agricultural (A10) Zone to the Rural 5 (RU5) Zone

**Whereas**, the “County Land Use Development and Management Act,” Utah Code Ann. §17-27a-101 et seq., as amended (the “Act”), provides that each county may enact a land use ordinance and a zoning map establishing regulations for land use and development; and

**Whereas**, pursuant to the Act, the County’s Planning Commission (the “Planning Commission”) shall prepare and recommend to the county’s legislative body, following a public hearing, a proposed land use ordinance and a zoning map, or amendments thereto, that represent the Planning Commission’s recommendations for zoning the area within the county; and

**Whereas**, the Planning Commission caused notice of a public hearing for the rezone to be posted at least ten (10) days before the date of the public hearing; and

**Whereas**, on February 6<sup>th</sup>, 2025, the Planning Commission held a public hearing, accepted all comments, and recommended denial 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 zoning map for the county; and

**Whereas**, on March 11<sup>th</sup>, 2025, the County Council held a public hearing, to consider any comments regarding the proposed rezone. The County Council accepted all comments; and

**Whereas**, the Cache County Council has determined that it is both necessary and appropriate for the County to amend and implement this ordinance.

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

**1. Statutory Authority**

The statutory authority for enacting 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. Adoption of amended Zoning Map**

The County Council hereby amends the County’s Zoning Map to reflect the rezone of the property affected by this ordinance and hereby adopts the amended Zoning Map with the amendment identified as Exhibit B, of which a detailed digital or paper copy is available in the Development Services Department.

**3. Conclusions**

### **3. Conclusions**

- A.** The subject property is reasonably consistent with the purpose of the Rural 5 (RU5) Zone:
  - i.** “To allow for residential estate development in a low density pattern that can allow for rural subdivisions and smaller scale agricultural uses. This type of development should be located and designed to not unreasonably impede adjacent agricultural uses, nor to unreasonably conflict with the development standards of adjacent municipalities.”
  - ii.** “To implement the policies of Cache countywide comprehensive plan, including those regarding agricultural promotion, prime farmlands, improved roadways, density based residential standards, clustering, moderate income housing and municipality standards.”
  - iii.** “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.”
- B.** The rezone is partially consistent with the Cache County General Plan:
  - i.** This parcel is located in the “Urban Expansion Overlay”.
  - ii.** The Cache County General Plan shows this parcel in the “Agriculture and Ranching” Zone. Should any potential subdivisions be clustered, densities of residential developments that are greater than one unit per ten acres are encouraged.
- C.** The rezone is consistent with the Wellsville City General Plan:
  - i.** The Wellsville City General Plan identifies this area as Farmland Residential Cluster – 5ac.
  - ii.** Residential – Farmland is defined within the Wellsville City General Plan as:
    - i.** “This area is identified on the Land Use Plan to remain, primarily, as an agriculture production area. This area has historically been the primary farming land of the community and the City should preserve the qualities of this area by minimizing the taking of this land for residential, commercial, or industrial uses. While residential uses are somewhat compatible with agricultural uses, residential development in this area should be minimized and large areas should be required to stay in agricultural use.”

### **4. Prior ordinances, resolutions, policies, and actions superseded**

This ordinance amends and supersedes the Zoning Map of Cache County, and all prior ordinances, resolutions, policies, and actions of the Cache County Council 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. Exhibits**

- A.** Exhibit A: Rezone summary and information
- B.** Exhibit B: Zoning Map of Cache County showing affected portion.

### **6. Effective date**

This ordinance takes effect on \_\_\_\_\_, 2025. 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.

**7. Council Vote and Final Action**

Date: ____ / ____ / ____	<u>Council Votes</u>			
<u>Council members</u>	In Favor	Against	Abstain	Absent
Kathryn Beus				
Dave Erickson				
Sandi Goodlander				
Nolan Gunnell				
Mark Hurd				
Barbara Tidwell				
Keegan Garrity				
<b>Total:</b>				
<b>Final action:</b>	_____ <b>Adopt</b> _____ <b>Reject</b>			

Cache County Council:

Attest:

\_\_\_\_\_  
Sandi Goodlander, Chair\_\_\_\_\_  
Bryson Behm, County Clerk



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## **Action of the County Executive**

Regarding Ordinance 2025-09, Willets RU5 rezone

\_\_\_\_\_ Approve

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

---

David Zook, Executive  
Cache County

Date



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## County Council action

## Planning Commission action

## Staff Report review by Interim Director

## Staff Report by County Planner

## General Description

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

Staff Report to Planning Commission – revised

## Staff Report: Willets RU5 Rezone

6 February 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:** Jed Willets

**Parcel ID#:** 11-069-0007

**Staff Recommendation:** None

**Type of Action:** Legislative

**Land Use Authority:** Cache County Council

## Location

*Reviewed by Conner Smith*

### Project Address:

4200 S. Highway 23  
 Wellsville

**Acres:** 18.71

### Surrounding Uses:

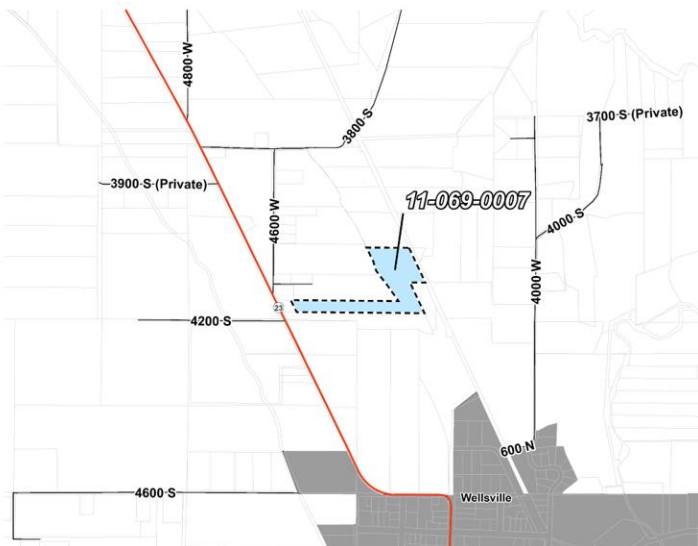
North – Agricultural/Residential  
 South – Agricultural  
 East – Agricultural  
 West – Agricultural/Residential

### Current Zoning:

Agricultural (A10)

### Proposed Zoning:

Rural 5 (RU5)

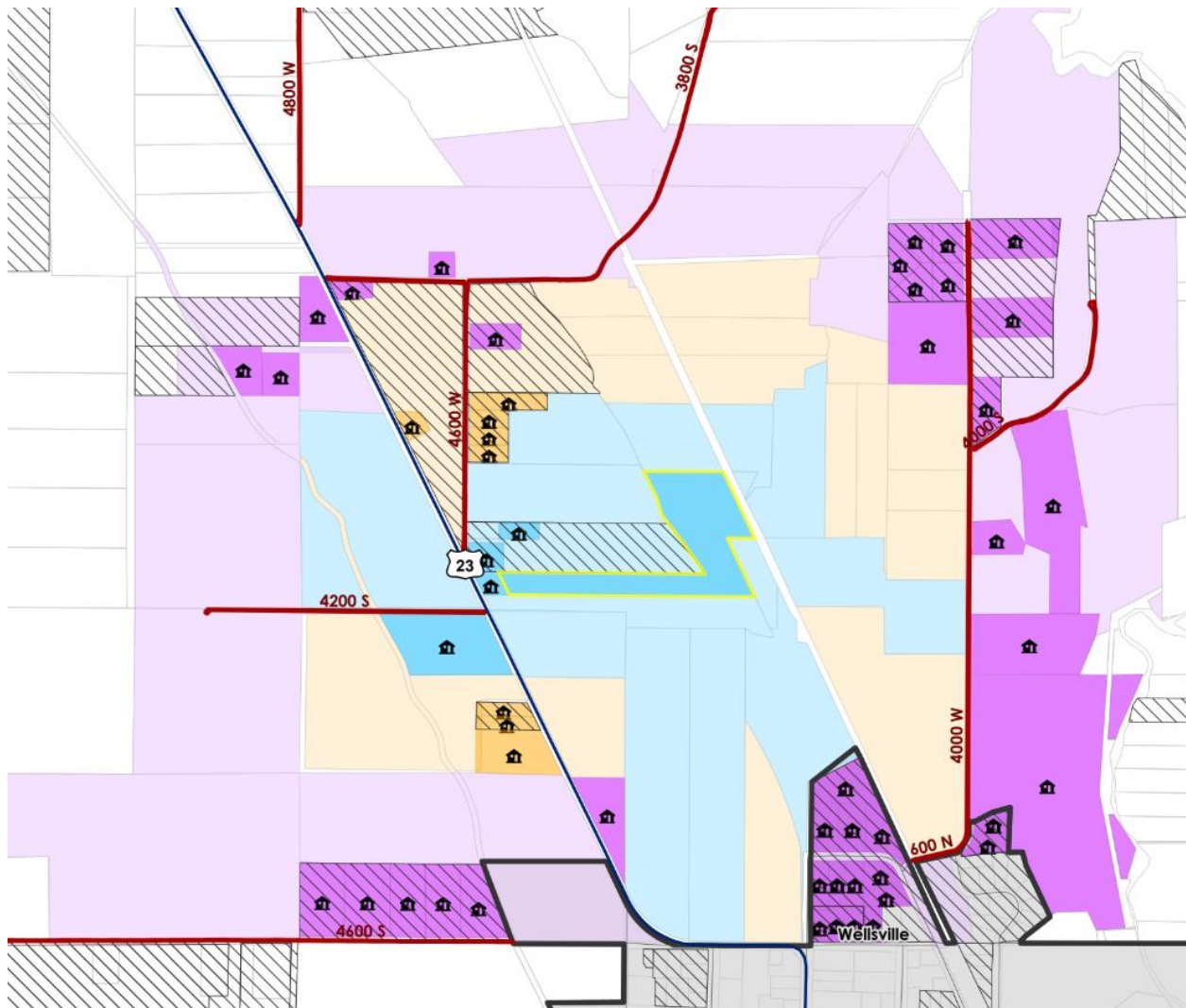


## Findings of Fact

### A. Request description

1. A request to rezone 18.71 acres from the Agricultural (A10) Zone to the Rural 5 (RU5) Zone.
2. History:
  - a. In August of 2024, this parcel went through the rezone application process to go from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone. On 1 August 2024, the Planning Commission unanimously recommended denial to the County Council and on 27 August 2024 the County Council unanimously voted for denial.
3. Should the rezone request be approved, the maximum number of potential lots will be three.

4. This rezone may allow the parcel to establish uses permitted in the Rural 5 (RU5) Zone. 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 Rural 5 (RU5) Zone will be addressed as part of each respective approval process required prior to site development activities.
5. 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:
    - i. Parcel status: The property does not match the configuration it had on August 8, 2006 as boundary line adjustments and the splitting of a non-contiguous portion of the parcel was done. However, the property is still legal.
    - ii. Average Lot Size: (See Attachment A)

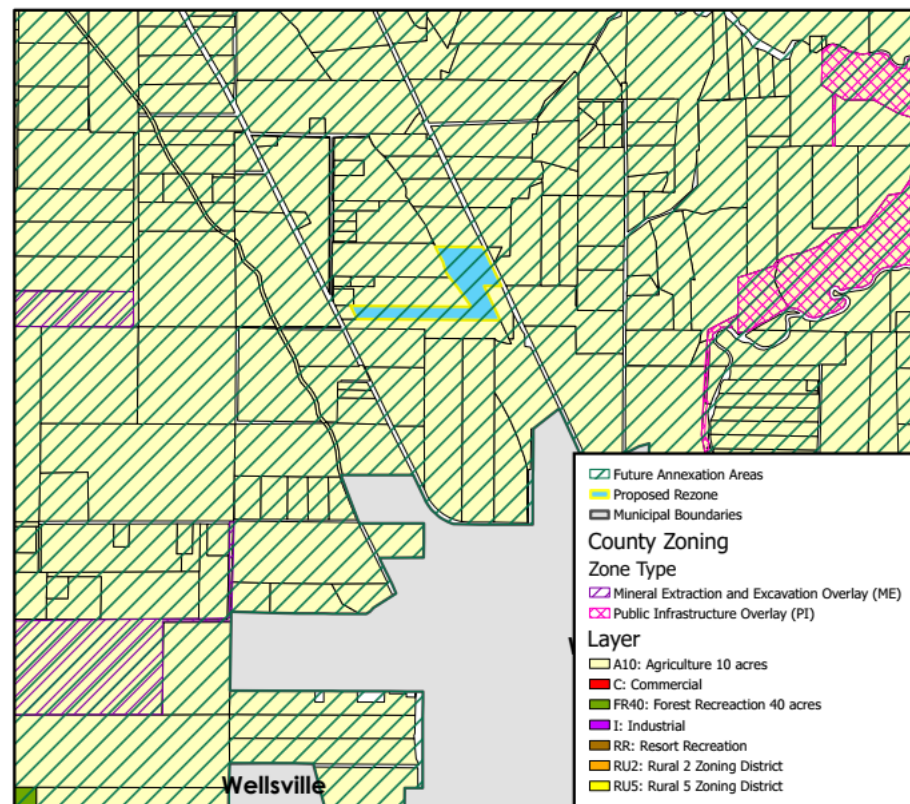


**Revised Pg. 7 - Planning Commission Recommendation**

Average Parcel Size	
<b>Adjacent Parcels</b>	With a Home: 3.2 Acres (4 Parcels)
	Without a Home: 12.9 Acres (19 Parcels)
<b>1/4 Mile Buffer</b>	With a Home: 2.2 Acres (12 Parcels)
	Without a Home: 11.7 Acres (40 Parcels)
<b>1/2 Mile Buffer</b>	With a Home: 4.5 Acres (37 Parcels)
	With a Home in Wellsville City: 1.4 Acres (15 Parcels)
	Without a Home: 13.4 Acres (71 Parcels)
	Without a Home in Wellsville City: 4.4 Acres (5 Parcels)

- i. Schedule of Zoning Uses: The Rural 5 (RU5) Zone is more restrictive than the Agricultural (A10) Zone. The following uses are ones that are permitted, with the use of a zoning clearance or CUP, in the Rural 5 (RU5) Zone:
  - Single Family Dwelling
  - Accessory Apartment
  - Accessory/Agricultural Structures
  - Home Based Business
  - Seasonal Cabin
  - Residential Living Facilities
  - Home Based Kennel
  - Bed and Breakfast Inn
  - Religious Meeting House
  - Utility Facility, Distribution
  - Farm Stand
  - Board Facility
  - Site Grading
- ii. Adjacent Uses: The properties adjacent to the subject parcel to the east and south are primarily used for agricultural purposes while the properties to the north and west are used for agricultural and residential purposes. The nearest parcel, in the county, in the Rural 5 (RU5) Zone is located a mile to the northwest of the subject parcel.
- iii. Annexation Areas: The subject property is located within the Wellsville City future annexation area.





- The Wellsville General Plan Map, an appendix to the Wellsville City General Plan, marks this location as “Farmland Residential Cluster – 5ac”.

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

6. 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.
7. The current County Land Use Ordinance does not specify appropriate locations for the Rural 5 (RU5) Zone but does contain general guidelines for its implementation. County Land Use Ordinance §17.08.030 [E] identifies the purpose of the Rural 5 (RU5) Zone and includes the following:
  - a. “To allow for residential development in a moderately dense pattern that can allow for rural subdivisions, and to allow for clustering plans larger than a single parcel. This type of development should be located and designed to not unreasonably impede adjacent agricultural uses, nor to unreasonably conflict with the development standards of adjacent municipalities.”
  - b. “To implement the policies of Cache countywide comprehensive plan, including those regarding improved roadways, density based residential standards, clustering, moderate income housing and municipality standards.”
  - c. “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.”
8. 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.”
  - 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 “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.
  - 10.** 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.

11. Consideration of impacts related to uses allowed within the Rural 5 (RU5) 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**

12. §12.02.010 adopts the Manual of Roadway Design and Construction Standards (Road Manual) for roadway improvement requirements.

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 Rural 5 (RU5) 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. The Road Manual specifies the following:

- a. §2.1 Roadway Functional Classification – Minor Arterial (A): Minor arterial roads link cities, larger towns, and other large traffic generators and are capable of facilitating travel over long distances. These routes have relatively high travel speeds and minimal interferences to the through movement of traffic.

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

- a. An analysis of the nearest road, SR-23, is below.

20. SR-23 – Utah Department of Transportation (UDOT) Road:

- a. West of the subject parcel, SR-23 is an UDOT road classified as a Minor Arterial.
- b. The road services multiple dwellings and agricultural uses but is primarily the connection between Mendon and Wellsville with access to SR-30 and Highway 89/91.
- c. Is maintained by UDOT.
- d. This section of SR-23 is classified per UDOT as an Access Category 4, which has a minimum driveway spacing of 500 feet and a minimum street spacing of 660 feet.
- e. Frontage for buildable lots in the County requires a minimum of 90 feet on a public or private road. Based on an initial review of the existing County road grid and existing driveways along SR-23, it does not appear access that meets the requirements of the County Road Manual is possible in combination with UDOT requirements. It is possible that the property could be accessed by 4100 S., an existing private road to the North, but the road would have to be extended through another property owner's parcel.

**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 24 January 2024.

24. Notices were posted in three public places on 24 January 2024.

25. Notices were mailed to all property owners within 300 feet on 24 January 2024.

26. At this time, no written public comment regarding this proposal has been received by the Development Services Office.

## **Conclusion**

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The Willets RU5 rezone, a request to rezone 18.71 acres from the Agricultural (A10) Zone to the Rural 5 (RU5) 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 indentified 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.

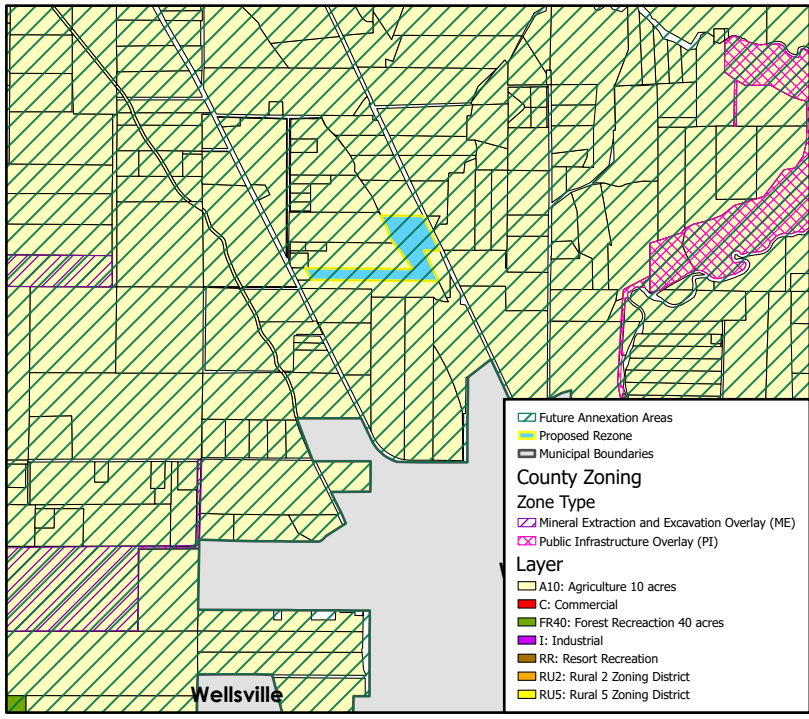
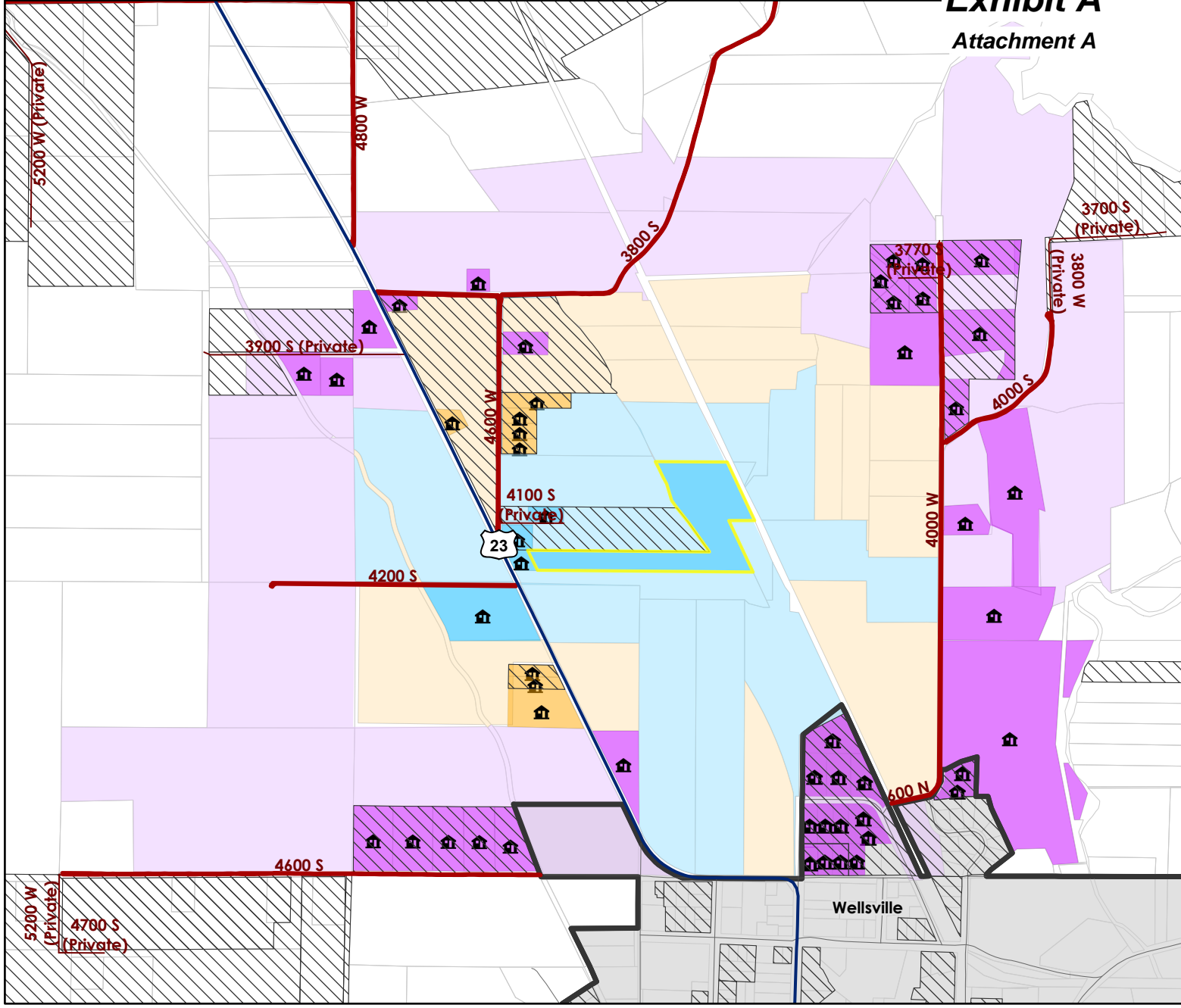
## **Planning Commission Conclusion**

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Based on the findings of fact noted herein, the Willets RU5 rezone is hereby recommended for denial to the County Council as follows:

1. It is unclear if the provided UDOT permit supports the construction of more than two homes.
2. The nearest area, in the County, that is in the Rural 5 (RU5) Zone is located one 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 Rural 5 (RU5) Zone has fewer agricultural related use types than the Agricultural (A10) Zone.
4. The parcel currently has no road frontage.



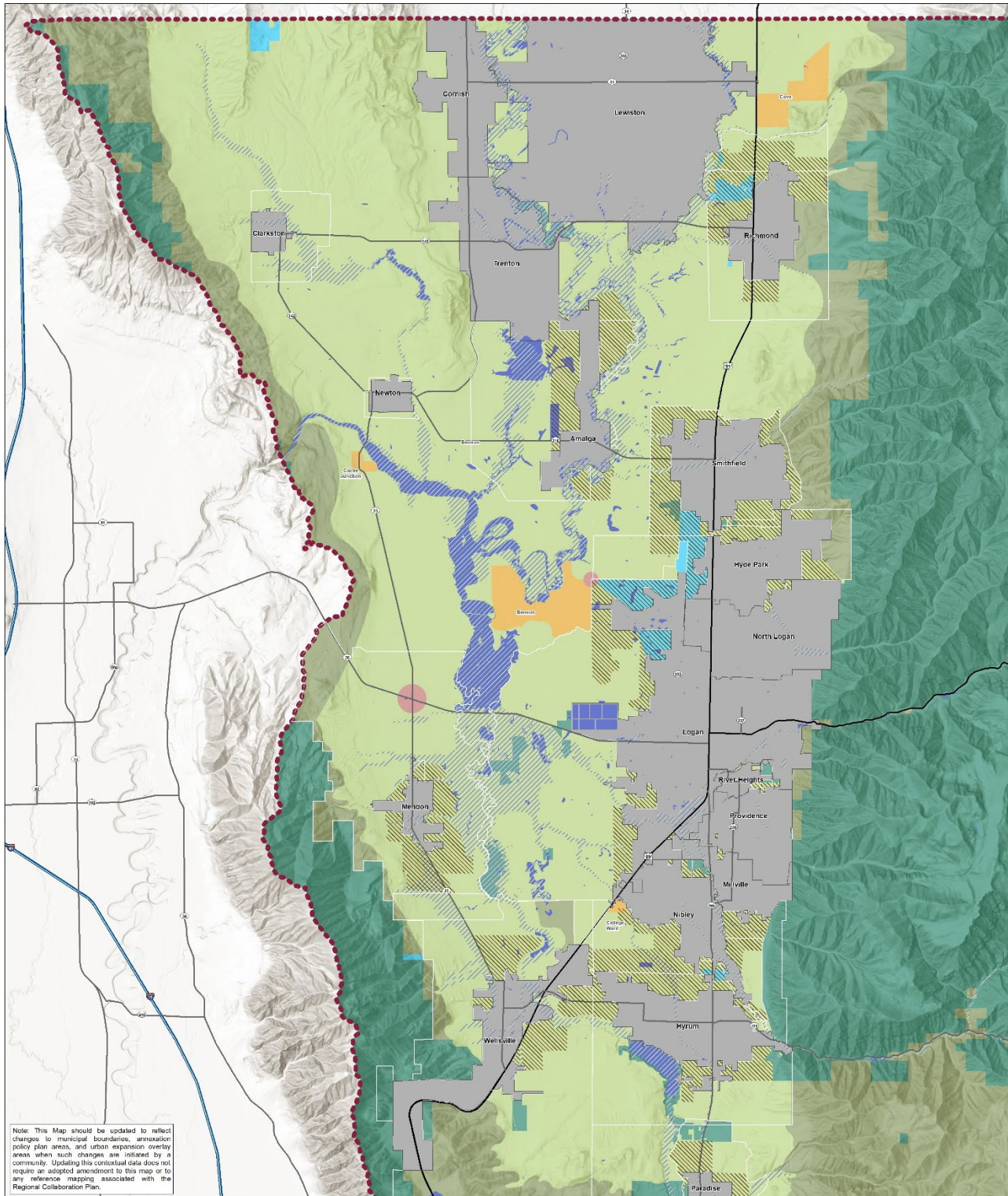


### Legend

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

Average Parcel Size	
Adjacent Parcels	With a Home: 3.2 Acres (4 Parcels)
	Without a Home: 12.9 Acres (19 Parcels)
1/4 Mile Buffer	With a Home: 2.2 Acres (12 Parcels)
	Without a Home: 11.7 Acres (40 Parcels)
1/2 Mile Buffer	With a Home: 4.5 Acres (37 Parcels)
	With a Home in Wellsville City: 1.4 Acres (15 Parcels)
	Without a Home: 13.4 Acres (71 Parcels)
	Without a Home in Wellsville City: 4.4 Acres (5 Parcels)





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





Dear [City Council/Committee Members],

I am writing to express my strong opposition to the proposed rezoning request for the Willets RU5 project. As a member of this community and someone who has had direct experience with the safety concerns along Highway 23, I urge you to carefully consider the potential consequences this project could have on the safety of the children who rely on the special needs bus service in the area.

The special needs buses serve children ranging in age from 3 to 19, and they stop multiple times a day—at 6:00 am, 8:00 am (twice), 11:00 am, 2:00 pm, and 3:00 pm—at stops located within 100 feet to the north and 300 feet to the south of the proposed rezoning. The speed limit on Highway 23 is currently 55 mph, and it already carries a significant amount of traffic. I have personally ridden the special needs bus for the past 11 years, and I have witnessed firsthand how dangerous it can be, with drivers frequently passing buses with their red lights on or coming dangerously close to hitting children. This is already a major concern, and adding more traffic to this area by approving the rezoning would only exacerbate the risks.

The increased traffic and the proximity of the proposed development to bus stops will create an unsafe environment for children getting on and off the bus. The concern for the safety of these children should be the primary consideration, as we have a duty to protect their well-being. Passing this rezoning would create a more hazardous situation on Highway 23, and the ripple effect of increased traffic could lead to more accidents and potential fatalities.

I am also concerned about who would be held liable in the event of an accident. Would it be Mr. Jed Willets, the developer, or the council members who approve this rezoning? We need to carefully consider the long-term impacts of this decision and prioritize the safety of our community's children above all else.

Mr. Willets was fully aware of the zoning restrictions when he purchased the property, and this is not the first attempt to rezone it. It is important to note that the northern subdivisions of this property, which consist of only three homes, do not connect directly to Highway 23 and experience less traffic. Expanding the development will only continue to increase traffic, which is already a pressing concern. I also would like to add, that this property doesn't have enough frontage to hold the traffic that will be traveling in and out of it. That poses as a concern as well.

I strongly urge you to reject the rezoning request to ensure the safety of our children, the integrity of our community, and the preservation of safe transportation for all. Please think about the well-being of the children who use this bus service every day. This should be our top priority.

Thank you for your attention to this critical matter.

Sincerely,

Lacie Liechty

Dear Planning Commission Board,

We have concerns about the Willets RU-5 rezone. We attended the previous meeting for this piece of property. Our concerns are still the same with most of them being a safety concern of more traffic in this area. The speed limit on Highway 23 at this point is 55 MPH, with most people realistically going 60-70 MPH. We live off 4600 W. and know that to exit this highway you must be going rather quickly. The exit for this purposed subdivision is an extreme safety concern with multiple cattle semi-trailers and farm equipment that pass this section of highway almost daily. Below are the main concerns we have.

1. With this rezone we have safety concerns about all new traffic that will be exiting/entering Highway 23, that already has a busy intersection just to the North (4600 W.) that has a subdivision and a blue barn Airbnb close to the highway that can congest that intersection and make it dangerous.
2. In the previous rezone attempt of this property, we stated that this piece of property is not for a subdivision. If Mr. Willets gets this rezone, he has the possibility to add three houses. If he obtains the ability to do three houses there with be nothing to stop the landowners to the South (Mr. and Mrs. Larsen) from rezoning to RU-5 and putting two homes on their property which would bring five homes coming onto the highway. The last rezone rejected a five-home proposal.
3. We are concerned that allowing that many homes will put more stress on the springs to the east that water 100's of acres of farmland due to each home having to drill new wells.
4. With Cache County putting an emphasis on open space we have concerns that if you allow parcels that are zoned A10 to be rezoned to either RU-5/RU-2 Cache County will have a problem of when to allow or not allow properties to be rezoned. People should know that when they purchase a piece of property if it zoned A10 then they need 10 acres for one home. Mr. Willets knew this property was A10 when he purchased it, we have no problem with one home the property.

Sincerely,

Derrick and Bessie Hendry



Conner Smith <conner.smith@cachecounty.gov>

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## Wellsville City - Willets RU5 Rezone

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**Scott Wells** <swells@wellsvillecity.com>

Thu, Feb 6, 2025 at 10:38 AM

To: conner.smith@cachecounty.gov, Tom Bailey <tbailey@wellsvillecity.com>

Dear Cache County Planning Commission,

Thank you for the notification regarding the Willets RU5 Rezone request.

Wellsville has no issues because the RU5 is in line with the Wellsville Master Plan and we believe that at some time this parcel will be annexed into Wellsville City.

However, as they move forward we would ask that the developer be required to establish a roadway that is compatible with a grid system and that will allow a future road which will continue through this property and stub east from this development.

Additionally Wellsville City does not allow cul de sacs so we would request that no cul de sacs be allowed in this development or any other development that will potentially be annexed into Wellsville City in the future.

Another concern is the access off of Highway 23. Wellsville City feels this access should be designed and developed so it can accommodate the future growth that will be using the access; not only for this development, but for additional growth to the east. This will need to be part of the discussion with UDOT through the permitting process. Unless UDOT is involved, developers will most likely do the bare minimum. We need to make sure this is not the case for accesses off of Highway 23. These are all future roadways for potential growth going to the east.

Thanks,  
Scott Wells  
City Manager/Recorder  
Wellsville City Corp.  
75 East Main  
PO Box 6  
Wellsville City, Ut 84339  
(435)245-3686

**Sean Betts**

49 E 3700 S  
Nibley, UT 84321  
480-689-2854

2/6/25

Development Services Department  
179 North Main Street  
Suite 305  
Logan UT 84321

**Subject: Easement Concern Regarding Rezoning**

Dear Cache County Development Services Department,

I was unable to attend this evening's meeting as I had planned.

I have an issue with this project and am currently awaiting clarification from my attorney. I have an easement through the property in question, which is now being considered for rezoning. Previously, I had an agreement with the prior owner that the easement could be relocated only if we mutually agreed. The concession was specific to the previous owner it was not transferable and it did not run with the land.

However, Willets moved my easement and recorded it without my permission. The new location hinders my access, and this change was recorded without my consent.

If this property is rezoned without addressing this issue, it could potentially involve additional parties in litigation. I request that my easements be restored to their rightful location before any rezoning decisions are made.

Please confirm receipt of this letter and advise me on the appropriate steps to formally address this matter.

Sincerely,

**Sean Betts**

A handwritten signature in black ink, appearing to be 'SB' followed by a long, sweeping horizontal stroke.



**The following legal description reflects the noted property above to be rezoned to the Rural 5 (RU5) Zone:**

**11-069-0007**

BEGINNING AT A POINT LOCATED NORTH 89° 27' 35" WEST, A DISTANCE OF 1082.98 FEET ALONG THE SOUTH LINE SECTION 27 AND NORTH 26° 09' 11" WEST, A DISTANCE OF 142.53 FEET AND SOUTH 89° 30' 42" EAST, A DISTANCE OF 209.00 FEET, AND NORTH 26° 09' 11" WEST, A DISTANCE OF 4.00 FEET; FROM THE SOUTH QUARTER CORNER OF SECTION 27; THENCE, NORTH 26° 09' 11" WEST, A DISTANCE OF 205.87 FEET; TO THE SOUTH LINE OF THE WELLSVILLE RISING SUBDIVISION; THENCE FOLLOWING THE SOUTH AND EAST LINES OF SAID WELLSVILLE RISING SUBDIVISION THE FOLLOWING FOUR (4) COURSES: (1) SOUTH 89° 27' 56" EAST, A DISTANCE OF 1667.47 FEET; (2) NORTH 30° 18' 56" WEST, A DISTANCE OF 8.03 FEET; (3) NORTH 35° 34' 56" WEST, A DISTANCE OF 321.20 FEET; (4) NORTH 38° 19' 56" WEST, A DISTANCE OF 172.40 FEET; THENCE, NORTH 36° 42' 04" WEST, A DISTANCE OF 82.96 FEET; THENCE, NORTH 16° 43' 04" WEST, A DISTANCE OF 160.69 FEET; THENCE, NORTH 29° 04' 15" WEST, A DISTANCE OF 65.10 FEET; THENCE, NORTH 25° 03' 41" WEST, A DISTANCE OF 99.73 FEET; THENCE, NORTH 27° 53' 14" WEST, A DISTANCE OF 63.18 FEET; THENCE, SOUTH 89° 42' 07" EAST, A DISTANCE OF 659.67 FEET (EAST 665.4 FEET, BY RECORD) TO THE WEST LINE OF THE OREGON SHORT LINE RAILROAD; THENCE ALONG SAID WEST LINE SOUTH 25° 09' 52" EAST, A DISTANCE OF 593.44 FEET (SOUTH 25°30' EAST 597 FEET, BY RECORD); THENCE, NORTH 89° 42' 07" WEST, A DISTANCE OF 237.00 FEET (NORTH 89°31' WEST 237 FEET, BY RECORD); THENCE, SOUTH 25° 09' 52" EAST (SOUTH 25°15' EAST, BY RECORD), A DISTANCE OF 523.29 FEET; THENCE NORTH 89° 30' 45" WEST A DISTANCE OF 1977.14 FEET TO THE POINT OF BEGINNING. CONT 18.71 AC (CCR)



**CACHE COUNTY**  
**RESOLUTION NO. 2025 - 07**

**A RESOLUTION MAKING AMENDMENTS TO THE 2025 BUDGET**

- (A) 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); and
- (B) WHEREAS, 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 2025 are reasonable and necessary; and
- (C) WHEREAS, said budget has been reviewed by the County Executive with all affected department heads; and
- (D) WHEREAS, a duly called hearing has been held and all interested parties have been given an opportunity to be heard; and
- (E) WHEREAS, the County Council has given due consideration to matters discussed at the public hearing and to any revised estimates of revenues; and
- (F) WHEREAS, it is in the best interest of the County that the following adjustments to the Cache County budget be made.

NOW, THEREFORE, BE IT RESOLVED by the County Council of Cache County, Utah, that:

**SECTION 1.**

The adjustments and amendments detailed in the attached document labeled Exhibit A are hereby made to the 2025 budget for Cache County.

**SECTION 2.**

Other than as specifically set forth above, all other matters set forth in the 2025 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.





**CACHE COUNTY**  
**RESOLUTION NO. 2025 - 07**

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, Council Chair

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



**CACHE COUNTY**  
**RESOLUTION NO. 2025 - 07**

# **EXHIBIT A**

**“Budget Amendment – 3.11.2025”**

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## 2025 Budget Amendment Account Detail

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Account	Title	Amount	Source or Department	Fund
Additional Requests			Use of GF Fund Balance	\$377,025
			Use of Other Fund Balance	\$6,127,951
Finance Wesley Bingham				
1.	Request additional funding to create additional office space and furnishings in finance.			
100-38-90000	APPROPRIATED FUND BALANCE	-23,300	Use of Fund Balance	General
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	23,300	Transfers to Other Funds	General
400-38-10100	TRANSFER IN - GENERAL FUND	-23,300	Transfers from Other Funds	Capital Projects
400-4132-720	BUILDINGS	19,500	Administration Facilities	Capital Projects
400-4132-740	CAPITALIZED EQUIPMENT	3,800	Administration Facilities	Capital Projects
Recorder Tennille Johnson				
2.	Recorder - Reallocation of interns, additional electrical power to run outlets in vault			
100-4144-251	NON CAPITALIZED EQUIPMENT	1,500	Recorder	General
100-38-90000	APPROPRIATED FUND BALANCE	-1,500	Use of Fund Balance	General
Economic Development Executive				
3.	Received an Economic Development Grant from Economic Development Corp of Utah (EDC) for Professional Development not previously budgeted for.			
100-33-44300	STATE GRANT - RURAL COUNTY	-1,000	Intergovernmental	General
100-4193-490	SPECIAL GRANT PROJECTS	1,000	Economic Development	General
Sheriff: Criminal Chad Jensen				
4.	Sheriff - Inadvertently duplicated Sheriff's request to reduce overtime budget in Criminal Division, resulting in a -\$35,000 budget. Request to correct budget amount to \$195,000 for 2025.			
100-4210-115	OVERTIME	230,000	Sheriff: Criminal	General
100-38-90000	APPROPRIATED FUND BALANCE	-230,000	Use of Fund Balance	General
Sheriff: Administration Chad Jensen				
5.	Utah Department of Public Safety Grant Award for Lexipol Software License for 2025.			
100-33-43000	MISC STATE GRANTS	-19,200	Intergovernmental	General
100-4215-311	SOFTWARE PACKAGES	19,200	Sheriff: Administration	General
6.	Request funds to increase janitorial contract with Queen Bee Cleaning to add the entire 3rd floor to their cleaning services.			
100-38-90000	APPROPRIATED FUND BALANCE	-13,500	Use of Fund Balance	General
100-4215-310	PROFESSIONAL & TECHNICAL	13,500	Sheriff: Administration	General
Sheriff: Animal Impound Chad Jensen				
7.	Department Request - Sheriff: Request to move Seasonal Employee budget to Part Time Employee budget line, because they don't use seasonal employees and should have been all Part Time hours.			
100-4254-125	SEASONAL EMPLOYEES	-22,500	Animal Impound	General
100-4254-120	PART TIME EMPLOYEES	22,500	Animal Impound	General

\*Yellow highlighted numbers are signifying changes since appropriations



Cache  
County  
- 1857 -

## 2025 Budget Amendment Account Detail

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Account	Title	Amount	Source or Department	Fund
<b>Fire</b> <span style="float: right;">Rod Hammer</span>				
8.	Request to move PTE budget for Richmond Fire station employees to Professional and Technical Fees, due to Smithfield City providing staff for Richmond station and will contract to pay Smithfield for the additional coverage.			
100-4265-120	PART TIME EMPLOYEES	-125,000	Fire	General
100-4265-130	EMPLOYEE BENEFITS	-15,000	Fire	General
100-4265-310	PROFESSIONAL & TECHNICAL	140,000	Fire	General
<b>Public Works</b> <span style="float: right;">Matt Phillips</span>				
9.	Public Works - Road and Vegetation need pager pay for employees to comply with federal payroll Laws.			
100-4415-142	PAGER PAY	32,700	Roads	General
100-4415-130	EMPLOYEE BENEFITS	2,500	Roads	General
100-4450-142	PAGER PAY	6,200	Vegetation Management	General
100-4450-130	EMPLOYEE BENEFITS	500	Vegetation Management	General
100-38-90000	APPROPRIATED FUND BALANCE	-41,900	Use of Fund Balance	General
10.	PW Engineering - 2024 CCCOG Grant awarded to purchase right-of-way for 800W. 93% CCCOG and 7% County Match			
268-4420-760	NEW ROAD CONSTRUCTION	-362,700	Road Projects	CCCOG
268-4810-400	TRANSFER OUT - CAPITAL PROJECT	90,675	Transfers to Other Funds	CCCOG
268-4810-420	TRANSFER OUT - MSF	272,025	Transfers to Other Funds	CCCOG
400-38-10268	TRANSFER IN - CCCOG	-90,675	Transfers from Other Funds	Capital Projects
400-38-10100	TRANSFER IN - GENERAL FUND	-6,825	Transfers from Other Funds	Capital Projects
400-4415-751	INFRASTRUCTURE	97,500	Road Facilities	Capital Projects
420-38-10200	TRANSFER IN - MUNICIPAL SERV	-20,475	Transfers from Other Funds	MS Capital Projects Fund
420-38-10268	TRANSFER IN - CCCOG FUND	-272,025	Transfers from Other Funds	MS Capital Projects Fund
420-4415-751	INFRASTRUCTURE	292,500	Road Facilities	MS Capital Projects Fund
100-38-90000	APPROPRIATED FUND BALANCE	-6,825	Use of Fund Balance	General
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	6,825	Transfers to Other Funds	General
200-38-92000	APPROP FUND BALANCE - MSF	-20,475	Use of Fund Balance	Municipal Services
200-4810-400	TRANSFER OUT - CAPITAL PROJECT	20,475	Transfers to Other Funds	Municipal Services
<b>Senior Center</b> <span style="float: right;">Giselle Madrid</span>				
11.	Senior Center: Utah Arts & Museums Arts Board grant (Creative Aging Grant)			
100-33-41000	STATE GRANTS - SENIOR CENTER	-2,700	Intergovernmental	General
100-4971-680	CENTER - ACTIVITIES EXPENSE	2,700	Senior Center	General
12.	Senior Center: Request to use unspent 2024 Donation from The Broadbent Family Foundation to purchase (2) vehicles			
795-38-90000	APPROPRIATED FUND BALANCE	-10,000	Use of Fund Balance	CCCF
795-4810-400	TRANSFER OUT - CAPITAL PROJECT	10,000	Transfers to Other Funds	CCCF
400-38-10795	TRANSFER IN - CCCF	-10,000	Transfers from Other Funds	Capital Projects
400-4971-740	CAPITALIZED EQUIPMENT	10,000	Senior Center Facilities	Capital Projects

\*Yellow highlighted numbers are signifying changes since appropriations



Cache  
County  
- 1857 -

## 2025 Budget Amendment Account Detail

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Account	Title	Amount	Source or Department	Fund
Senior Center - Request to use unspent 2024 charitable donation D A  Davidson Wealth Management to purchase (2) vehicles				
795-38-90000	APPROPRIATED FUND BALANCE	-5,189	Use of Fund Balance	CCCF
795-4810-400	TRANSFER OUT - CAPITAL PROJECT	5,189	Transfers to Other Funds	CCCF
400-38-10795	TRANSFER IN - CCCF	-5,189	Transfers from Other Funds	Capital Projects
400-4971-740	CAPITALIZED EQUIPMENT	5,189	Senior Center Facilities	Capital Projects
Senior Center - Request to use unspent 2024 charitable donation D A  Davidson Wealth Management to purchase (2) vehicles				
100-38-90000	APPROPRIATED FUND BALANCE	-60,000	Use of Fund Balance	General
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	60,000	Transfers to Other Funds	General
400-38-10100	TRANSFER IN - GENERAL FUND	-60,000	Transfers from Other Funds	Capital Projects
400-4971-740	CAPITALIZED EQUIPMENT	60,000	Senior Center Facilities	Capital Projects
13. Senior Center: Move funds to correct account for Senior Center van				
400-4970-740	CAPITALIZED EQUIPMENT	-80,000	Senior Center Facilities	Capital Projects
400-4971-740	CAPITALIZED EQUIPMENT	80,000	Senior Center Facilities	Capital Projects
14. Senior Center - CIB Grant - Feasibility study for new Senior Center.				
100-33-41000	STATE GRANTS - SENIOR CENTER	-25,000	Intergovernmental	General
100-4971-310	PROFESSIONAL & TECHNICAL	25,000	Senior Center	General
Treasurer Craig McAllister				
15. Treasurer - Request to separate out tax notice expenses and tax notice postage to improve transparency in costs associated with tax notices.				
150-4143-240	OFFICE SUPPLIES	-47,800	Treasurer	Tax Administration
150-4143-241	TAX NOTICES EXPENSES	21,000	Treasurer	Tax Administration
150-4143-242	TAX NOTICE POSTAGE	27,000	Treasurer	Tax Administration
150-38-90000	APPROPRIATED FUND BALANCE	-200	Use of Fund Balance	Tax Administration
Restaurant Council				
16. Additional 2024 Restaurant award: Music Theater West emergency funding for summer 2025				
260-4782-930	TOURISM PROMOTION	40,000	Tourism Promotion	Restaurant Tax
260-38-90000	APPROPRIATED FUND BALANCE	-40,000	Use of Fund Balance	Restaurant Tax
17. Additional 2024 Restaurant award: Cache Theater Company - emergency funding for summer 2025				
260-4782-930	TOURISM PROMOTION	40,000	Tourism Promotion	Restaurant Tax
260-38-90000	APPROPRIATED FUND BALANCE	-40,000	Use of Fund Balance	Restaurant Tax
Airport Bob Low				
18. Request to roll forward open grant projects to be completed in 2025 - FAA Masterplan grant: FAA \$16,668, State \$862, county match \$862				
477-33-15000	FED GRANT - SCASDP	-16,668	Intergovernmental	Airport Capital Projects
477-33-44402	STATE GRANT	-862	Intergovernmental	Airport Capital Projects
477-38-10277	TRANSFER IN - AIRPORT	-862	Transfers from Other Funds	Airport Capital Projects
477-4460-730	IMPROVEMENTS	18,392	Airport	Airport Capital Projects
277-4800-477	TRANSFER OUT - AIRPORT CAPITAL	862	Transfers to Other Funds	Airport
277-38-90000	APPROPRIATED FUND BALANCE	-862	Use of Fund Balance	Airport

\*Yellow highlighted numbers are signifying changes since appropriations



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Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Account	Title	Amount	Source or Department	Fund
<b>19.</b>	Request to roll forward open grant projects to be completed in 2025 - FAA Directional Signs grant: FAA \$4,787, State \$225, County Match \$225			
477-33-15000	FED GRANT - SCASDP	-4,787	Intergovernmental	Airport Capital Projects
477-33-44402	STATE GRANT	-225	Intergovernmental	Airport Capital Projects
477-38-10277	TRANSFER IN - AIRPORT	-225	Transfers from Other Funds	Airport Capital Projects
477-4460-730	IMPROVEMENTS	5,237	Airport	Airport Capital Projects
277-4800-477	TRANSFER OUT - AIRPORT CAPITAL	225	Transfers to Other Funds	Airport
277-38-90000	APPROPRIATED FUND BALANCE	-225	Use of Fund Balance	Airport
<b>CJC</b>				
<b>20.</b>	Donation received in December 2024 - It will be used for building maintenance			
795-38-90000	APPROPRIATED FUND BALANCE	-1,000	Use of Fund Balance	CCCF
795-4810-290	TRANSFER OUT - CJC FUND	1,000	Transfers to Other Funds	CCCF
290-38-10795	TRANSFER IN - CCCF FUND	-1,000	Transfers from Other Funds	Children's Justice Center
290-4149-260	BUILDING & GROUNDS	1,000	Children's Services	Children's Justice Center
<b>Open Space</b> <span style="float: right;"><b>David Zook</b></span>				
<b>21.</b>	Open Space - Funds needed for land purchase of \$9M plus estimated closing costs. \$1M will be reimbursed by Wellsville and \$3M will be reimbursed by the State of Utah. Will need to transfer \$3M from the General Fund until the reimbursements come from Wellsville and the State of Utah.			
480-38-90000	APPROPRIATED FUND BALANCE	-6,010,000	Use of Fund Balance	Open Spaces
480-4152-710	LAND ACQUISITION	9,010,000	Open Space	Open Spaces
480-33-43000	MISC LOCAL GRANT	-1,000,000	Intergovernmental	Open Spaces
480-33-44000	MISC STATE GRANT	-2,000,000	Intergovernmental	Open Spaces
480-38-10100	TRANSFER IN - GENERAL FUND	-3,000,000	Transfers from Other Funds	Open Spaces
480-4810-100	TRANSFER OUT - GENERAL FUND	3,000,000	Transfers to Other Funds	Open Spaces
100-4810-480	TRANSFER OUT - OPEN SPACE BOND	3,000,000	Transfers to Other Funds	General
100-38-10480	TRANSFER IN - OPEN SPACE FUND	-3,000,000	Transfers from Other Funds	General
<b>ARPA Capital Projects Fund</b>				
<b>22.</b>	Request to roll forward non-ARPA portion of Sheriff control system project to the Capital Projects Fund to record total project in same account. Includes PO 29872 and PO 29850.			
400-4215-740	CAPITALIZED EQUIPMENT	88,600	Administration Facilities	Capital Projects
400-38-10100	TRANSFER IN - GENERAL FUND	-88,600	Transfers from Other Funds	Capital Projects
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	88,600	Transfers to Other Funds	General
100-38-90000	APPROPRIATED FUND BALANCE	-88,600	Use of Fund Balance	General
<b>Unexpended 2024 PO's requesting to carry forward into 2025 Budget</b>			Use of GF Fund Balance	\$1,370,131
			Use of Other Fund Balance	\$20,122,400
<b>Public Defender</b> <span style="float: right;"><b>Michael McGinnis</b></span>				
<b>23.</b>	PO 30304 Staples - Office furniture ordered in 2024, but not received until 2025.			
100-4126-251	NON CAPITALIZED EQUIPMENT	3,800	Public Defender	General
100-38-90000	APPROPRIATED FUND BALANCE	-3,800	Use of Fund Balance	General
<b>IT</b> <span style="float: right;"><b>Bartt Nelson</b></span>				
<b>24.</b>	PO 30257 - Logan City Light and Power - conduit and fiber			
100-4136-250	EQUIPMENT SUPPLIES & MAINT	7,000	IT	General
100-4136-251	NON CAPITALIZED EQUIPMENT	500	IT	General
100-38-90000	APPROPRIATED FUND BALANCE	-7,500	Use of Fund Balance	General

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Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Account	Title	Amount	Source or Department	Fund
<b>Sheriff</b> <span style="float: right;">Chad Jensen</span>				
25.	PO 29830 CVE Technologies Group - replace servers for Search and Rescue			
100-4216-251	NON CAPITALIZED EQUIPMENT	4,500	Emergency Management	General
100-38-90000	APPROPRIATED FUND BALANCE	-4,500	Use of Fund Balance	General
26.	PO 29910 Peterson Equipment Company - replacement pair of snow tracks for Search and Rescue from 2023.			
400-4216-740	CAPITALIZED EQUIPMENT	28,000	Administration Facilities	Capital Projects
400-36-51000	SALE OF CAPITAL ASSETS	-15,000	Miscellaneous Revenue	Capital Projects
400-38-10100	TRANSFER IN - GENERAL FUND	-13,000	Transfers from Other Funds	Capital Projects
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	13,000	Transfers to Other Funds	General
100-38-90000	APPROPRIATED FUND BALANCE	-13,000	Use of Fund Balance	General
27.	PO 30190 Evans Inc - Replace commercial dryer in jail			
400-4230-740	CAPITALIZED EQUIPMENT	9,700	Administration Facilities	Capital Projects
400-38-10100	TRANSFER IN - GENERAL FUND	-9,700	Transfers from Other Funds	Capital Projects
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	9,700	Transfers to Other Funds	General
100-38-90000	APPROPRIATED FUND BALANCE	-9,700	Use of Fund Balance	General
28.	PO 30223 CVE Technologies - Milestone XProtect software license and support - Sheriff IT			
100-4236-311	SOFTWARE PACKAGES	22,400	Sheriff: Administration	General
100-38-90000	APPROPRIATED FUND BALANCE	-22,400	Use of Fund Balance	General
29.	PO 30286 MWI Animal Health - Veterinary supplies: microscopes, portable handheld units, pulse oximetry, and small animal isoflurane vaporizer - Animal Impound			
100-4254-251	NON CAPITALIZED EQUIPMENT	15,225	Animal Impound	General
100-38-90000	APPROPRIATED FUND BALANCE	-15,225	Use of Fund Balance	General
<b>Fire</b> <span style="float: right;">Rod Hammer</span>				
30.	PO 30277 Zions Bank Public Finance - Fire District Feasibility Study			
100-4265-310	PROFESSIONAL & TECHNICAL	22,000	Fire	General
100-38-90000	APPROPRIATED FUND BALANCE	-22,000	Use of Fund Balance	General
31.	PO 30204 Siddons-Martin Emergency Group - fire engine			
400-4265-740	CAPITALIZED EQUIPMENT	479,100	Fire	Capital Projects
400-38-10100	TRANSFER IN - GENERAL FUND	-479,100	Transfers from Other Funds	Capital Projects
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	479,100	Transfers to Other Funds	General
100-38-90000	APPROPRIATED FUND BALANCE	-479,100	Use of Fund Balance	General
32.	PO 30302 Vehicle Lighting Solution - Light package for Chevy Traverse			
400-4265-740	CAPITALIZED EQUIPMENT	6,300	Fire	Capital Projects
400-38-10100	TRANSFER IN - GENERAL FUND	-6,300	Transfers from Other Funds	Capital Projects
100-38-90000	APPROPRIATED FUND BALANCE	-6,300	Use of Fund Balance	General
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	6,300	Transfers to Other Funds	General
<b>Roads</b> <span style="float: right;">Matt Phillips</span>				
33.	PO 30120 Forsgren Associates - Bridge maintenance program support			
100-4415-310	PROFESSIONAL & TECHNICAL	10,500	Roads	General
100-38-90000	APPROPRIATED FUND BALANCE	-10,500	Use of Fund Balance	General

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Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Account	Title	Amount	Source or Department	Fund
<b>34.</b> PO 29968 Reading Truck dump bed, Force America Hydraulics, plow				
400-4415-740	CAPITALIZED EQUIPMENT	206,677	Road Facilities	Capital Projects
400-38-10100	TRANSFER IN - GENERAL FUND	-206,677	Transfers from Other Funds	Capital Projects
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	206,677	Transfers to Other Funds	General
100-38-90000	APPROPRIATED FUND BALANCE	-206,677	Use of Fund Balance	General
<b>35.</b> PO 30123 Semi Service Inc - dump bed, spreader & snow equipment				
400-4415-740	CAPITALIZED EQUIPMENT	169,978	Road Facilities	Capital Projects
400-38-10100	TRANSFER IN - GENERAL FUND	-169,978	Transfers from Other Funds	Capital Projects
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	169,978	Transfers to Other Funds	General
100-38-90000	APPROPRIATED FUND BALANCE	-169,978	Use of Fund Balance	General
Fairgrounds				Bart Esplin
<b>36.</b> PO 29636 2023 East parking arena lighting rollover balance - RAPZ funding \$7,238, county match \$13,000				
400-4511-730	IMPROVEMENTS	20,238	Fairgrounds Facilities	Capital Projects
400-38-10100	TRANSFER IN - GENERAL FUND	-20,238	Transfers from Other Funds	Capital Projects
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	20,238	Transfers to Other Funds	General
100-38-90000	APPROPRIATED FUND BALANCE	-20,238	Use of Fund Balance	General
<b>37.</b> PO 29635 2023 Replace portable bleachers rollover balance - RAPZ funding \$16,430, county match \$12,000				
400-4511-740	CAPITALIZED EQUIPMENT	28,430	Fairgrounds Facilities	Capital Projects
400-38-10100	TRANSFER IN - GENERAL FUND	-28,430	Transfers from Other Funds	Capital Projects
100-4810-400	TRANSFER OUT - CAPITAL PROJECT	28,430	Transfers to Other Funds	General
100-38-90000	APPROPRIATED FUND BALANCE	-28,430	Use of Fund Balance	General
<b>38.</b> 2024 Restaurant Award - Event Center backup generator - awarded \$190,000, county match \$60,000				
400-4511-740	CAPITALIZED EQUIPMENT	250,000	Fairgrounds Facilities	Capital Projects
400-38-10260	TRANSFER IN - RESTAURANT TAX	-250,000	Transfers from Other Funds	Capital Projects
260-4810-400	TRANSFER OUT - CAPITAL PROJECT	250,000	Transfers to Other Funds	Restaurant Tax
260-38-90000	APPROPRIATED FUND BALANCE	-250,000	Use of Fund Balance	Restaurant Tax
<b>39.</b> 2024 Restaurant Award - function room accordion doors - awarded \$10,000, county match \$5,000				
400-4511-730	IMPROVEMENTS	15,000	Fairgrounds Facilities	Capital Projects
400-38-10260	TRANSFER IN - RESTAURANT TAX	-15,000	Transfers from Other Funds	Capital Projects
260-4810-400	TRANSFER OUT - CAPITAL PROJECT	15,000	Transfers to Other Funds	Restaurant Tax
260-38-90000	APPROPRIATED FUND BALANCE	-15,000	Use of Fund Balance	Restaurant Tax
Fair & Rodeo				Bart Esplin
<b>40.</b> PO 30278 ACE Banner - sponsor signs				
100-4621-221	ADVERTISING	12,960	Rodeo	General
100-38-90000	APPROPRIATED FUND BALANCE	-12,960	Use of Fund Balance	General
Trails Management				Angie Zetterquist
<b>41.</b> PO 30109 - Deep Canyon Trailhead - 2022 Restaurant Award				
100-4780-480	TRAIL DEVELOPMENT	39,230	Trails Management	General
100-38-90000	APPROPRIATED FUND BALANCE	-39,230	Use of Fund Balance	General

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	Account	Title	Amount	Source or Department	Fund
42.	PO 30110 - 800W Regional Trail Phase 2 - 2022 RAPZ Award				
	100-4780-480	TRAIL DEVELOPMENT	210,000	Trails Management	General
	100-38-90000	APPROPRIATED FUND BALANCE	-210,000	Use of Fund Balance	General
43.	PO 30112 - Deep Canyon Trailhead traffic impact study - 2023 Restaurant Award				
	100-4780-480	TRAIL DEVELOPMENT	14,500	Trails Management	General
	100-38-90000	APPROPRIATED FUND BALANCE	-14,500	Use of Fund Balance	General
44.	PO 30114 - Logan City Parks & Rec - 1400 N Middle Canal Crossing - 2021 Restaurant Award				
	100-4780-480	TRAIL DEVELOPMENT	14,193	Trails Management	General
	100-38-90000	APPROPRIATED FUND BALANCE	-14,193	Use of Fund Balance	General
45.	PO 29643 - Smithfield Bonneville Shoreline Trail feasibility study - 2023 RAPZ Award				
	100-4780-480	TRAIL DEVELOPMENT	9,900	Trails Management	General
	100-38-90000	APPROPRIATED FUND BALANCE	-9,900	Use of Fund Balance	General
46.	2024 RAPZ & Restaurant Award - Hyrum/Wellsville/Mendon Canal Trail feasibility study				
	100-4780-480	TRAIL DEVELOPMENT	50,000	Trails Management	General
	100-38-90000	APPROPRIATED FUND BALANCE	-50,000	Use of Fund Balance	General
Assessor			Brett Robinson		
47.	PO 29959 - Geo Land Solutions INC Develop and automated valuation Model				
	150-4146-311	SOFTWARE PACKAGES	10,000	Assessor	Tax Administration
	150-38-90000	APPROPRIATED FUND BALANCE	-10,000	Use of Fund Balance	Tax Administration
Engineering			Matt Phillips		
48.	PO 29860 700 E Row survey and roadway design				
	200-4475-310	PROFESSIONAL & TECHNICAL	47,333	Engineering	Municipal Services
	200-38-92000	APPROP FUND BALANCE - MSF	-47,333	Use of Fund Balance	Municipal Services
49.	PO 30283 Staker Parson Companies - 11000 N roadway construction				
	420-4475-750	INFRASTRUCTURE	977,608	Engineering	MS Capital Projects Fund
	420-38-10200	TRANSFER IN - MUNICIPAL SERV	-977,608	Transfers from Other Funds	MS Capital Projects Fund
	200-4810-420	TRANSFER OUT - MSF CAPITAL	977,608	Transfers to Other Funds	Municipal Services
	200-38-92000	APPROP FUND BALANCE - MSF	-977,608	Use of Fund Balance	Municipal Services
50.	PO 30295 JUB Engineers - 11000 N roadway construction				
	200-4475-482	SPECIAL PROJECTS	83,458	Engineering	Municipal Services
	200-38-92000	APPROP FUND BALANCE - MSF	-83,458	Use of Fund Balance	Municipal Services
Visitor's Bureau			Julie Terrill		
51.	PO 30274 Deseret News rack cards and delivery				
	230-4780-241	POSTAGE	604	Cache Valley Visitor's Bureau	Visitor's Bureau
	230-4780-480	BROCHURES, MAPS & PRINTING	2,759	Cache Valley Visitor's Bureau	Visitor's Bureau
	230-38-90000	APPROPRIATED FUND BALANCE	-3,363	Use of Fund Balance	Visitor's Bureau

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Hearing Date: 03.11.2025; Vote Date: 03.25.2025

	Account	Title	Amount	Source or Department	Fund
52.	PO 29752 Stokes Nature Center interpretive signs				
	230-4780-920	CONTRIBUTIONS TO OTHER UNITS	9,600	Cache Valley Visitor's Bureau	Visitor's Bureau
	230-38-90000	APPROPRIATED FUND BALANCE	-9,600	Use of Fund Balance	Visitor's Bureau
Restaurant				Council	
53.	Prior Years Restaurant Tax Awards to external entities of the county.				
	260-4782-930	TOURISM PROMOTION	204,000	Tourism Promotion	Restaurant Tax
	260-4784-920	CULTURAL FACILITIES	200,000	Facility Awards	Restaurant Tax
	260-4784-925	RECREATION FACILITIES	1,349,600	Facility Awards	Restaurant Tax
	260-38-90000	APPROPRIATED FUND BALANCE	-1,753,600	Use of Fund Balance	Restaurant Tax
RAPZ				Council	
54.	Prior Years RAPZ Tax Awards to external entities of the county				
	265-4786-925	RECREATION FACILITIES	1,732,437	Facility Awards	RAPZ Tax
	265-4786-926	RECREATION - POPULATION AWARDS	269,469	Facility Awards	RAPZ Tax
	265-4788-920	CULTURAL ORGANIZATIONS	188,588	Program Awards	RAPZ Tax
	265-38-90000	APPROPRIATED FUND BALANCE	-2,190,494	Use of Fund Balance	RAPZ Tax
Road Projects				Council	
55.	Prior Years CCCOG's Awards to external entities of the county				
	268-4420-760	NEW ROAD CONSTRUCTION	14,726,019	Road Projects	CCCOG
	268-38-90000	APPROPRIATED FUND BALANCE	-14,726,019	Use of Fund Balance	CCCOG
Airport				Bob Low	
56.	PO 30297 ADB Safegate Americas LLC - PAPI digital aiming device kit				
	277-4460-250	EQUIPMENT SUPPLIES & MAINT	2,676	Airport	Airport
	277-38-90000	APPROPRIATED FUND BALANCE	-2,676	Use of Fund Balance	Airport
57.	PO 29826 Cache Valley Electric - 500 Amp Service & EV Charging Station - CVE estimate increased after seeing what type of charging station was purchased with grant funds. We are looking for ways to fund the installation of the charging station.				
	477-4460-740	CAPITALIZED EQUIPMENT	43,249	Airport	Airport Capital Projects
	477-38-10277	TRANSFER IN - AIRPORT	-43,249	Transfers from Other Funds	Airport Capital Projects
	277-4800-477	TRANSFER OUT - AIRPORT CAPITAL	43,249	Transfers to Other Funds	Airport
	277-38-90000	APPROPRIATED FUND BALANCE	-43,249	Use of Fund Balance	Airport
58.	PO 30301 FOD Control Corporation - FOD sweeper being built and will receive in 2025.				
	477-4460-740	CAPITALIZED EQUIPMENT	10,000	Airport	Airport Capital Projects
	477-38-10277	TRANSFER IN - AIRPORT	-10,000	Transfers from Other Funds	Airport Capital Projects
	277-4800-477	TRANSFER OUT - AIRPORT CAPITAL	10,000	Transfers to Other Funds	Airport
	277-38-90000	APPROPRIATED FUND BALANCE	-10,000	Use of Fund Balance	Airport
ARPA Grant Projects				Use of GF Fund Balance	-\$38,691
				Use of Other Fund Balance	-\$6,611,600
59.	Remove ARPA funding for installation of a waterline, because this project was completed in 2024.				
	485-4415-730	IMPROVEMENTS	-38,600	Road Facilities	ARPA Capital Projects Fund
	485-38-90000	APPROPRIATED FUND BALANCE	38,600	Use of Fund Balance	ARPA Capital Projects Fund

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## 2025 Budget Amendment Account Detail

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Account	Title	Amount	Source or Department	Fund
<b>60.</b>	Remove ARPA funding for Senior Center Wi-Fi, because we were not able to secure a contract to complete this project beyond December 31, 2024 and funds were transferred to the ARPA culvert projects.			
485-4971-740	CAPITALIZED EQUIPMENT	-10,600	Senior Center Facilities	ARPA Capital Projects Fund
485-38-90000	APPROPRIATED FUND BALANCE	10,600	Use of Fund Balance	ARPA Capital Projects Fund
<b>61.</b>	Request to transfer ARPA culvert project to Capital Projects Fund, and request to roll forward non-ARPA funded portion of project to Capital Projects fund to record total project in same account. Includes PO 30188 and 30282			
485-4415-750	INFRASTRUCTURE	-5,736,000	Road Facilities	ARPA Capital Projects Fund
485-4810-400	TRANSFER OUT - CAPITAL PROJECTS FUND	4,830,500	Transfers to Other Funds	ARPA Capital Projects Fund
485-38-90000	APPROPRIATED FUND BALANCE	905,500	Use of Fund Balance	ARPA Capital Projects Fund
400-38-10485	TRANSFER IN - ARPA FUND	-4,830,500	Transfers from Other Funds	Capital Projects
400-4415-750	INFRASTRUCTURE - ARPA	5,240,500	Road Facilities	Capital Projects
400-38-90000	APPROPRIATED FUND BALANCE	-410,000	Use of Fund Balance	Capital Projects
<b>62.</b>	Reduce ARPA Deep Canyon project to reflect open amount to spend by December 31, 2026.			
485-4780-730	IMPROVEMENTS	-44,800	Trails Management	ARPA Capital Projects Fund
485-38-90000	APPROPRIATED FUND BALANCE	44,800	Use of Fund Balance	ARPA Capital Projects Fund
<b>63.</b>	Add ARPA Awards for 2025 for non-profit and component unit ARPA awards.			
485-33-15700	FED GRANT - CORONAVIRUS RELIEF	-411,100	Intergovernmental	ARPA Capital Projects Fund
485-4965-620	MISCELLANEOUS SERVICES	411,100	County Pandemic Relief	ARPA Capital Projects Fund
<b>64.</b>	Request to transfer Sheriff ARPA project from ARPA Fund to Capital Projects Fund. Includes PO 29872 and PO 29850.			
485-4215-740	CAPITALIZED EQUIPMENT	-110,400	Sheriff	ARPA Capital Projects Fund
485-4810-400	TRANSFER OUT - CAPITAL PROJECTS FUND	110,400	Transfers to Other Funds	ARPA Capital Projects Fund
400-38-10485	TRANSFER IN - ARPA FUND	-110,400	Transfers from Other Funds	Capital Projects
400-4215-740	CAPITALIZED EQUIPMENT	110,400	Administration Facilities	Capital Projects
<b>65.</b>	ARPA Project for Trails Cityworks software was originally budgeted in Municipal Services Fund, reverse entries so ARPA expenses are in ARPA fund.			
100-4810-200	TRANSFER OUT - MUNICIPAL SERV	-65,000	Transfers to Other Funds	General
100-33-15700	FED GRANT - CORONAVIRUS RELIEF	65,000	Intergovernmental	General
200-4175-311	SOFTWARE PACKAGES	-65,000	Development Services Admi	Municipal Services
200-38-10100	TRANSFER IN - GENERAL FUND	65,000	Transfers from Other Funds	Municipal Services
<b>66.</b>	Originally budgeted for a transfer for additional building & grounds security upgrades, but already transferred funds in 2024 budget, reverse transfer for 2025 because it is not needed.			
100-38-90000	APPROPRIATED FUND BALANCE	127,291	Use of Fund Balance	General
100-4810-485	TRANSFER OUT - ARPA FUND	-127,291	Transfers to Other Funds	General
485-38-10100	TRANSFER IN - GENERAL FUND	127,291	Transfers from Other Funds	ARPA Capital Projects Fund
485-38-90000	APPROPRIATED FUND BALANCE	-127,291	Use of Fund Balance	ARPA Capital Projects Fund
<b>67.</b>	ARPA fund was balanced using fund balance, but needed to budget for revenue recognition for 2025. Reduce use of fund balance and increase anticipated revenues to be earned in 2025.			
485-38-90000	APPROPRIATED FUND BALANCE	6,149,391	Use of Fund Balance	ARPA Capital Projects Fund
485-33-15700	FED GRANT - CORONAVIRUS RELIEF	-6,149,391	Intergovernmental	ARPA Capital Projects Fund

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Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Account	Title	Amount	Source or Department	Fund
<b>68.</b>	Reduce Fairgrounds ARPA Refinish Event Center floor to reflect open amount to be spent before December 31, 2026, includes PO 30186			
485-4511-730	IMPROVEMENTS	-50,000	Fairgrounds	ARPA Capital Projects Fund
485-33-15700	FED GRANT - CORONAVIRUS RELIEF	50,000	Intergovernmental	ARPA Capital Projects Fund
<b>69.</b>	Add ARPA project for 2025: MySenior Center software			
485-4971-311	SOFTWARE PACKAGES	5,000	Senior Center Facilities	ARPA Capital Projects Fund
485-33-15700	FED GRANT - CORONAVIRUS RELIEF	-5,000	Intergovernmental	ARPA Capital Projects Fund
<b>70.</b>	Add ARPA project for 2025: 3 Year contract for grant management software			
485-4132-311	SOFTWARE PACKAGES	56,700	Finance	ARPA Capital Projects Fund
485-33-15700	FED GRANT - CORONAVIRUS RELIEF	-56,700	Intergovernmental	ARPA Capital Projects Fund
<b>71.</b>	Add ARPA project for 2025: Preserve and digitize additional records, includes PO 29683 and 30173 to Kofile.			
485-4144-310	PROFESSIONAL & TECHNICAL	29,000	Recorder	ARPA Capital Projects Fund
485-33-15700	FED GRANT - CORONAVIRUS RELIEF	-29,000	Intergovernmental	ARPA Capital Projects Fund
<b>72.</b>	Add ARPA project for 2025: Public Defender resources - Assessments			
485-4126-310	PROFESSIONAL & TECHNICAL	20,000	Public Defender	ARPA Capital Projects Fund
485-33-15700	FED GRANT - CORONAVIRUS RELIEF	-20,000	Intergovernmental	ARPA Capital Projects Fund
<b>73.</b>	Add ARPA project for 2025: Online application submission and management: Cityworks, includes PO #29349			
485-4175-311	SOFTWARE PACKAGES	114,500	Development Services Admi	ARPA Capital Projects Fund
485-33-15700	FED GRANT - CORONAVIRUS RELIEF	-114,500	Intergovernmental	ARPA Capital Projects Fund
<b>74.</b>	Add ARPA project for 2025: First Responder Mental Health Program			
485-4134-310	PROFESSIONAL & TECHNICAL	105,500	Human Resources	ARPA Capital Projects Fund
485-33-15700	FED GRANT - CORONAVIRUS RELIEF	-105,500	Intergovernmental	ARPA Capital Projects Fund
<b>75.</b>	Add ARPA project for 2025: Web-based scheduling and venue management software, includes PO 30210			
485-4511-311	SOFTWARE PACKAGES	31,800	Fairgrounds	ARPA Capital Projects Fund
485-33-15700	FED GRANT - CORONAVIRUS RELIEF	-31,800	Intergovernmental	ARPA Capital Projects Fund
<b>76.</b>	Add ARPA project for 2025: HVAC at the ballot center, includes PO 30288			
485-4170-740	CAPITALIZED EQUIPMENT	17,200	Elections	ARPA Capital Projects Fund
485-33-15700	FED GRANT - CORONAVIRUS RELIEF	-17,200	Intergovernmental	ARPA Capital Projects Fund
<b>Tax Administration Update</b>			Use of GF Fund Balance	-\$2,300
			Use of Other Fund Balance	\$2,300
<b>77.</b>	Allocation of new budget amounts attributable to the Tax Administration fund.			
100-4136-999	TAX ADMIN - IT 30%	-2,300	IT	General
100-38-90000	APPROPRIATED FUND BALANCE	2,300	Use of Fund Balance	General
150-38-90000	APPROPRIATED FUND BALANCE	-2,300	Use of Fund Balance	Tax Administration
150-4099-936	TAX ADMIN - IT 30%	2,300	Tax Administration Allocatio	Tax Administration

\*Yellow highlighted numbers are signifying changes since appropriations



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>General</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	21,326,836	-	21,326,836
Sales Taxes	19,787,072	-	19,787,072
	41,113,908	-	41,113,908
<b>Other Revenues</b>			
Intergovernmental	5,896,100	-17,100	5,879,000
Charges for Services	11,558,628	-	11,558,628
Licenses and Permits	60,000	-	60,000
Fines and Forfeitures	157,000	-	157,000
Interest and Investment Income	2,400,000	-	2,400,000
Rental Income	5,400	-	5,400
Public Contributions	192,500	-	192,500
Miscellaneous Revenue	443,700	-	443,700
	20,713,328	-17,100	20,696,228
<b>Other Financing Sources</b>			
Lease Proceeds	-	-	-
Sale of Assets	69,000	-	69,000
Transfers from Other Funds	670,000	3,000,000	3,670,000
	739,000	3,000,000	3,739,000
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	377,025	377,025
Related to Unexpended PO's	-	1,370,131	1,370,131
Related to ARPA Projects	-	-38,691	-38,691
Related to Tax Admin Allocation	-	-2,300	-2,300
Use of Fund Balance for 2025	1,588,839	-	1,588,839
	1,588,839	1,706,165	3,295,004
<b>Total Revenues</b>	<b>64,155,075</b>	<b>4,689,065</b>	<b>68,844,140</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>EXPENDITURES</b>			
<b>General Government</b>			
Council	378,874	-	378,874
Executive	541,706	-	541,706
Finance	994,431	-	994,431
Human Resources	837,718	-	837,718
GIS	205,502	-	205,502
IT	1,343,931	5,200	1,349,131
Clerk	419,463	-	419,463
Auditor	63,282	-	63,282
Elections	885,760	-	885,760
Recorder	937,301	1,500	938,801
Attorney	3,592,814	-	3,592,814
Public Defender	1,719,054	3,800	1,722,854
Victim Advocate	777,995	-	777,995
Buildings and Grounds	390,556	-	390,556
Economic Development	307,000	1,000	308,000
USU Extension Services	-	-	-
Mental Health Services	707,000	-	707,000
Miscellaneous and General	297,400	-	297,400
County Pandemic Relief	-	-	-
Contributions to Other Units	619,600	-	619,600
	15,019,387	11,500	15,030,887
<b>Public Safety</b>			
Sheriff	586,597	-	586,597
Sheriff: Administration	3,325,116	55,100	3,380,216
Sheriff: Criminal	3,733,550	230,000	3,963,550
Sheriff: Patrol	4,798,147	-	4,798,147
Sheriff: Support Services	3,201,630	-	3,201,630
Sheriff: Corrections	11,582,751	-	11,582,751
Emergency Management	298,143	4,500	302,643
Animal Control	488,420	-	488,420
Animal Impound	574,056	15,225	589,281
Ambulance	-	-	-
Fire	3,624,520	22,000	3,646,520
	32,212,930	326,825	32,539,755
<b>Public Works</b>			
Public Works Admin	181,367	-	181,367
Roads	5,788,013	45,700	5,833,713
Vegetation Management	916,281	6,700	922,981
Engineering	210,452	-	210,452
	7,096,113	52,400	7,148,513
<b>Culture and Recreation</b>			



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
Fairgrounds	1,414,064	-	1,414,064
Library Services	231,832	-	231,832
Fair	284,078	-	284,078
Rodeo	418,250	12,960	431,210
State Fair	-	-	-
Trails Management	298,902	337,823	636,725
	2,647,126	350,783	2,997,909
<b>Health and Welfare</b>			
Nutrition	881,511	-	881,511
Senior Center	470,383	27,700	498,083
Access	341,455	-	341,455
	1,693,349	27,700	1,721,049
<b>Other Financing Uses</b>			
Compensation Reserve	-	-	-
Transfers to Other Funds	5,486,170	3,919,857	9,406,027
Addition to Fund Balance	-	-	-
	5,486,170	3,919,857	9,406,027
<b>Total Expenditures</b>	<b>64,155,075</b>	<b>4,689,065</b>	<b>68,844,140</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

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	28,000	-	28,000
Charges for Services	156,000	-	156,000
Licenses and Permits	1,537,000	-	1,537,000
Interest and Investment Income	-	-	-
Public Contributions	-	-	-
Miscellaneous Revenue	110,000	-	110,000
	1,831,000	-	1,831,000
<b>Other Financing Sources</b>			
Sale of Assets	-	-	-
Transfers from Other Funds	65,000	-65,000	-
	65,000	-65,000	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	20,475	20,475
Related to Unexpended PO's	-	1,108,399	1,108,399
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	1,000,298	-	1,000,298
	1,000,298	1,063,874	2,129,172
<b>Total Revenues</b>	<b>9,703,298</b>	<b>1,063,874</b>	<b>10,767,172</b>





# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>EXPENDITURES</b>			
<b>General Government</b>			
Garbage Collections	-	-	-
Development Services Administration	490,302	-65,000	425,302
Zoning Administration	486,902	-	486,902
Building Inspection	809,549	-	809,549
Sanitation and Waste Collection	-	-	-
Miscellaneous Expense	1,500	-	1,500
	1,788,253	-65,000	1,723,253
<b>Public Safety</b>			
Sheriff: Animal Control	12,000	-	12,000
Fire-EMS	400,200	-	400,200
	412,200	-	412,200
<b>Public Works</b>			
Public Works Admin	547,075	-	547,075
Roads	-	-	-
Vegetation Management	-	-	-
Engineering	582,520	130,791	713,311
Contributions to Other Governments	5,000,000	-	5,000,000
	6,129,595	130,791	6,260,386
<b>Culture and Recreation</b>			
Trails Management	-	-	-
Eccles Ice Center Support	22,000	-	22,000
	22,000	-	22,000
<b>Other Financing Uses</b>			
Compensation Reserve	-	-	-
Transfers to Other Funds	1,351,250	998,083	2,349,333
Addition to Fund Balance	-	-	-
	1,351,250	998,083	2,349,333
<b>Total Expenditures</b>	<b>9,703,298</b>	<b>1,063,874</b>	<b>10,767,172</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>Health</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	1,222,343	-	1,222,343
	1,222,343	-	1,222,343
<b>Other Revenues</b>			
Charges for Services	330,000	-	330,000
	330,000	-	330,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
	-	-	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	118,934	-	118,934
	118,934	-	118,934
<b>Total Revenues</b>	<b>1,671,277</b>	<b>-</b>	<b>1,671,277</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Contributions to Other Units	20,000	-	20,000
	20,000	-	20,000
<b>Health and Welfare</b>			
Bear River Health Department	1,346,277	-	1,346,277
Air Pollution Control	305,000	-	305,000
	1,651,277	-	1,651,277
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>1,671,277</b>	<b>-</b>	<b>1,671,277</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>Mental Health</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	4,372,000	-	4,372,000
	4,372,000	-	4,372,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	380,000	-	380,000
	380,000	-	380,000
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	-	-	-
	-	-	-
<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	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>4,752,000</b>	<b>-</b>	<b>4,752,000</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

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	177,979	1,000	178,979
	177,979	1,000	178,979
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	-	-	-
	-	-	-
<b>Total Revenues</b>	<b>415,779</b>	<b>1,000</b>	<b>416,779</b>
<b>EXPENDITURES</b>			
<b>Public Safety</b>			
Children's Services	415,779	1,000	416,779
	415,779	1,000	416,779
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Compensation Reserve	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>415,779</b>	<b>1,000</b>	<b>416,779</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

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	-	-	-
Charges for Services	42,000	-	42,000
Public Contributions	-	-	-
Miscellaneous Revenue	-	-	-
	42,000	-	42,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
	-	-	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	12,963	12,963
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	78,329	-	78,329
	78,329	12,963	91,292
<b>Total Revenues</b>	<b>1,481,329</b>	<b>12,963</b>	<b>1,494,292</b>
<b>EXPENDITURES</b>			
<b>Culture and Recreation</b>			
Cache Valley Visitor's Bureau	1,171,004	12,963	1,183,967
	1,171,004	12,963	1,183,967
<b>Other Financing Uses</b>			
Transfers to Other Funds	268,300	-	268,300
Compensation Reserve	-	-	-
Addition to Fund Balance	42,025	-	42,025
	310,325	-	310,325
<b>Total Expenditures</b>	<b>1,481,329</b>	<b>12,963</b>	<b>1,494,292</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>Tax Administration</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	4,094,571	-	4,094,571
	4,094,571	-	4,094,571
<b>Other Revenues</b>			
Charges for Services	603,300	-	603,300
Miscellaneous Revenue	40,000	-	40,000
	643,300	-	643,300
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
	-	-	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	200	200
Related to Unexpended PO's	-	10,000	10,000
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	2,300	2,300
Use of Fund Balance for 2025	1,335,580	-	1,335,580
	1,335,580	12,500	1,348,080
<b>Total Revenues</b>	<b>6,073,451</b>	<b>12,500</b>	<b>6,085,951</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Tax Administration Allocations	2,233,800	2,300	2,236,100
IT	524,502	-	524,502
Assessor	2,423,458	10,000	2,433,458
Treasurer	520,691	200	520,891
Miscellaneous Expense	86,000	-	86,000
Contributions to Other Units	250,000	-	250,000
	6,038,451	12,500	6,050,951
<b>Other Financing Uses</b>			
Compensation Reserve	-	-	-
Transfers to Other Funds	35,000	-	35,000
Addition to Fund Balance	-	-	-
	35,000	-	35,000
<b>Total Expenditures</b>	<b>6,073,451</b>	<b>12,500</b>	<b>6,085,951</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>Capital Projects</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Miscellaneous Revenue	18,000	15,000	33,000
	18,000	15,000	33,000
<b>Other Financing Sources</b>			
Bond Proceeds	-	-	-
Transfers from Other Funds	3,365,350	6,423,912	9,789,262
	3,365,350	6,423,912	9,789,262
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	410,000	410,000
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	-18,000	-	-18,000
	-18,000	410,000	392,000
<b>Total Revenues</b>	<b>3,365,350</b>	<b>6,848,912</b>	<b>10,214,262</b>
<b>EXPENDITURES</b>			
<b>Streets and Public Improvements</b>			
Administration Facilities	666,000	260,000	926,000
Road Facilities	1,253,750	5,714,655	6,968,405
Vegetation Management	63,000	-	63,000
Engineering	708,100	-	708,100
	2,690,850	5,974,655	8,665,505
<b>Public Safety</b>			
Fire	327,000	485,400	812,400
	327,000	485,400	812,400
<b>Health and Welfare</b>			
Senior Center Facilities	105,000	75,189	180,189
Other Facilities	-	-	-
	105,000	75,189	180,189
<b>Culture and Recreation</b>			
Fairgrounds Facilities	242,500	313,668	556,168
	242,500	313,668	556,168
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>3,365,350</b>	<b>6,848,912</b>	<b>10,214,262</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>MS Capital Projects Fund</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	25,000	-	25,000
Miscellaneous Revenue	-	-	-
	25,000	-	25,000
<b>Other Financing Sources</b>			
Bond Proceeds	-	-	-
Transfers from Other Funds	1,351,250	1,270,108	2,621,358
	1,351,250	1,270,108	2,621,358
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	-	-	-
	-	-	-
<b>Total Revenues</b>	<b>1,376,250</b>	<b>1,270,108</b>	<b>2,646,358</b>
<b>EXPENDITURES</b>			
<b>Streets and Public Improvements</b>			
Administration Facilities	-	-	-
Road Facilities	1,176,250	292,500	1,468,750
Building Inspection	150,000	-	150,000
Engineering	50,000	977,608	1,027,608
	1,376,250	1,270,108	2,646,358
<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>1,376,250</b>	<b>1,270,108</b>	<b>2,646,358</b>





# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>Open Spaces</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	-	-	-
	-	-	-
<b>Other Revenues</b>			
Intergovernmental	-	3,000,000	3,000,000
Miscellaneous Revenue	-	-	-
	-	3,000,000	3,000,000
<b>Other Financing Sources</b>			
Bond Proceeds	-	-	-
Transfers from Other Funds	-	3,000,000	3,000,000
	-	3,000,000	3,000,000
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	6,010,000	6,010,000
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	-	-	-
	-	9,010,000	9,010,000
<b>Total Revenues</b>	-	<b>12,010,000</b>	<b>12,010,000</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Open Space	-	9,010,000	9,010,000
	-	9,010,000	9,010,000
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	3,000,000	3,000,000
Addition to Fund Balance	-	-	-
	-	3,000,000	3,000,000
<b>Total Expenditures</b>	-	<b>12,010,000</b>	<b>12,010,000</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>ARPA Capital Projects Fund</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	-	6,890,191	6,890,191
Miscellaneous Revenue	-	-	-
	-	6,890,191	6,890,191
<b>Other Financing Sources</b>			
Bond Proceeds	-	-	-
Transfers from Other Funds	127,291	-127,291	-
	127,291	-127,291	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	-7,021,600	-7,021,600
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	7,021,600	-	7,021,600
	7,021,600	-7,021,600	-
<b>Total Revenues</b>	<b>7,148,891</b>	<b>-258,700</b>	<b>6,890,191</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>EXPENDITURES</b>			
<b>General Government</b>			
Public Defender	-	20,000	20,000
Finance	-	56,700	56,700
Human Resources	-	105,500	105,500
IT	-	-	-
Treasurer	-	-	-
Recorder	-	29,000	29,000
Attorney	-	-	-
Victim Advocate	-	-	-
Building & Grounds	127,291	-	127,291
Elections	-	17,200	17,200
County Pandemic Relief	-	411,100	411,100
	127,291	639,500	766,791
<b>Streets and Public Improvements</b>			
Administration Facilities	-	-	-
Road Facilities	5,774,600	-5,774,600	-
Public Works Admin	-	-	-
	5,774,600	-5,774,600	-
<b>Public Safety</b>			
Fire	385,000	-	385,000
Sheriff	110,400	-110,400	-
	495,400	-110,400	385,000
<b>Health and Welfare</b>			
Senior Center Facilities	10,600	-5,600	5,000
Other Facilities	-	-	-
	10,600	-5,600	5,000
<b>Culture and Recreation</b>			
Fairgrounds	100,000	-18,200	81,800
Development Services Admin	-	114,500	114,500
Trails Management	521,000	-44,800	476,200
	621,000	51,500	672,500
<b>Other Financing Uses</b>			
Transfers to Other Funds	120,000	4,940,900	5,060,900
Addition to Fund Balance	-	-	-
	120,000	4,940,900	5,060,900
<b>Total Expenditures</b>	<b>7,148,891</b>	<b>-258,700</b>	<b>6,890,191</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>Debt Service</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Miscellaneous Revenue	50,000	-	50,000
	50,000	-	50,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	2,474,450	-	2,474,450
	2,474,450	-	2,474,450
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	-	-	-
	-	-	-
<b>Total Revenues</b>	<b>2,524,450</b>	<b>-</b>	<b>2,524,450</b>
<b>EXPENDITURES</b>			
<b>Debt Payments</b>			
Bonds	1,504,850	-	1,504,850
Sheriff Vehicle Lease	940,100	-	940,100
Fire Vehicle Lease	79,500	-	79,500
Road Equipment Lease	-	-	-
IT Equipment Lease	-	-	-
	2,524,450	-	2,524,450
<b>Other Financing Uses</b>			
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>2,524,450</b>	<b>-</b>	<b>2,524,450</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>CDRA</b>			
<b>REVENUES</b>			
<b>Taxes</b>			
Property Taxes	35,000	-	35,000
	35,000	-	35,000
<b>Other Revenues</b>			
Intergovernmental	265,100	-	265,100
	265,100	-	265,100
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
	-	-	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	-	-	-
	-	-	-
<b>Total Revenues</b>	<b>300,100</b>	<b>-</b>	<b>300,100</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Cache County Redevelopment Agency	287,600	-	287,600
	287,600	-	287,600
<b>Other Financing Uses</b>			
Transfers to Other Funds	12,500	-	12,500
Addition to Fund Balance	-	-	-
	12,500	-	12,500
<b>Total Expenditures</b>	<b>300,100</b>	<b>-</b>	<b>300,100</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

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	-	-	-
	-	-	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	80,000	80,000
Related to Unexpended PO's	-	2,018,600	2,018,600
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	40,500	-	40,500
	40,500	2,098,600	2,139,100
<b>Total Revenues</b>	<b>2,593,500</b>	<b>2,098,600</b>	<b>4,692,100</b>
<b>EXPENDITURES</b>			
<b>Culture and Recreation</b>			
Tourism Promotion	382,900	284,000	666,900
Facility Awards	2,170,100	1,549,600	3,719,700
	2,553,000	1,833,600	4,386,600
<b>Other Financing Uses</b>			
Transfers to Other Funds	40,500	265,000	305,500
Addition to Fund Balance	-	-	-
	40,500	265,000	305,500
<b>Total Expenditures</b>	<b>2,593,500</b>	<b>2,098,600</b>	<b>4,692,100</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

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	-	-	-
	-	-	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	2,190,494	2,190,494
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	252,000	-	252,000
	252,000	2,190,494	2,442,494
<b>Total Revenues</b>	<b>3,257,000</b>	<b>2,190,494</b>	<b>5,447,494</b>
<b>EXPENDITURES</b>			
<b>Culture and Recreation</b>			
Program Awards	1,389,900	188,588	1,578,488
Facility Awards	1,570,000	2,001,906	3,571,906
	2,959,900	2,190,494	5,150,394
<b>Other Financing Uses</b>			
Transfers to Other Funds	297,100	-	297,100
Addition to Fund Balance	-	-	-
	297,100	-	297,100
<b>Total Expenditures</b>	<b>3,257,000</b>	<b>2,190,494</b>	<b>5,447,494</b>





# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

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	-	-	-
	-	-	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	14,726,019	14,726,019
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	-	-	-
	-	14,726,019	14,726,019
<b>Total Revenues</b>	<b>7,593,000</b>	<b>14,726,019</b>	<b>22,319,019</b>
<b>EXPENDITURES</b>			
<b>Streets and Public Improvements</b>			
Road Projects	6,613,500	14,363,319	20,976,819
	6,613,500	14,363,319	20,976,819
<b>Other Financing Uses</b>			
Transfers to Other Funds	1,970,500	362,700	2,333,200
Addition to Fund Balance	-	-	-
	1,970,500	362,700	2,333,200
<b>Total Expenditures</b>	<b>8,584,000</b>	<b>14,726,019</b>	<b>23,310,019</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>Airport</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	200,000	-	200,000
Interest and Investment Income	30,000	-	30,000
Miscellaneous Revenue	155,900	-	155,900
	385,900	-	385,900
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
	-	-	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	1,087	1,087
Related to Unexpended PO's	-	55,925	55,925
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	629,022	-	629,022
	629,022	57,012	686,034
<b>Total Revenues</b>	<b>1,014,922</b>	<b>57,012</b>	<b>1,071,934</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Airport	655,522	2,676	658,198
	655,522	2,676	658,198
<b>Other Financing Uses</b>			
Compensation Reserve	-	-	-
Transfers to Other Funds	359,400	54,336	413,736
Addition to Fund Balance	-	-	-
	359,400	54,336	413,736
<b>Total Expenditures</b>	<b>1,014,922</b>	<b>57,012</b>	<b>1,071,934</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Budget	Amendment	New Budget
<b>Airport Capital Projects</b>			
<b>REVENUES</b>			
<b>Other Revenues</b>			
Intergovernmental	2,065,200	22,542	2,087,742
Interest and Investment Income	-	-	-
Miscellaneous Revenue	-	-	-
	2,065,200	22,542	2,087,742
<b>Other Financing Sources</b>			
Transfers from Other Funds	359,400	54,336	413,736
	359,400	54,336	413,736
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	-	-	-
	-	-	-
<b>Total Revenues</b>	<b>2,424,600</b>	<b>76,878</b>	<b>2,501,478</b>
<b>EXPENDITURES</b>			
<b>General Government</b>			
Airport	2,424,600	76,878	2,501,478
	2,424,600	76,878	2,501,478
<b>Other Financing Uses</b>			
Compensation Reserve	-	-	-
Transfers to Other Funds	-	-	-
Addition to Fund Balance	-	-	-
	-	-	-
<b>Total Expenditures</b>	<b>2,424,600</b>	<b>76,878</b>	<b>2,501,478</b>



# Budget Amendment by Department

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

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	-	-	-
	-	-	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	-	-
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	-	-	-
	-	-	-
<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: 03.11.2025; Vote Date: 03.25.2025

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	42,500	-	42,500
	43,000	-	43,000
<b>Other Financing Sources</b>			
Transfers from Other Funds	-	-	-
	-	-	-
<b>Use of Fund Balance</b>			
Additional Requests for 2025	-	16,189	16,189
Related to Unexpended PO's	-	-	-
Related to ARPA Projects	-	-	-
Related to Tax Admin Allocation	-	-	-
Use of Fund Balance for 2025	600	-0	600
	600	16,189	16,789
<b>Total Revenues</b>	<b>43,600</b>	<b>16,189</b>	<b>59,789</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	42,500	16,189	58,689
Addition to Fund Balance	-	-	-
	42,500	16,189	58,689
<b>Total Expenditures</b>	<b>43,600</b>	<b>16,189</b>	<b>59,789</b>



# Budget Amendment by Fund

Hearing Date: 03.11.2025; Vote Date: 03.25.2025

Fund	Current Budget	Amendment					New Budget
		Revenues	Expenditures	Transfers In	Transfers Out	Fund Balance	
General	64,155,075	17,100	769,208	-3,000,000	3,919,857	-1,706,165	68,844,140
Municipal Services	9,703,298	-65,000	65,791	65,000	998,083	-1,063,874	10,767,172
Health	1,671,277	-	-	-	-	-	1,671,277
Mental Health	4,752,000	-	-	-	-	-	4,752,000
Children's Justice Center	415,779	-	1,000	-1,000	-	-	416,779
Visitor's Bureau	1,481,329	-	12,963	-	-	-12,963	1,494,292
Tax Administration	6,073,451	-	12,500	-	-	-12,500	6,085,951
Capital Projects	3,365,350	-15,000	6,848,912	-6,423,912	-	-410,000	10,214,262
MS Capital Projects Fund	1,376,250	-	1,270,108	-1,270,108	-	-	2,646,358
Open Spaces	-	-	9,010,000	-3,000,000	3,000,000	-9,010,000	12,010,000
ARPA Capital Projects Fund	7,148,891	-6,890,191	-5,199,600	127,291	4,940,900	7,021,600	6,890,191
Debt Service	2,524,450	-	-	-	-	-	2,524,450
CDRA	300,100	-	-	-	-	-	300,100
Restaurant Tax	2,593,500	-	1,833,600	-	265,000	-2,098,600	4,692,100
RAPZ Tax	3,257,000	-	2,190,494	-	-	-2,190,494	5,447,494
CCCOG	7,593,000	-	14,363,319	-	362,700	-14,726,019	22,319,019
Airport	1,014,922	-	2,676	-	54,336	-57,012	1,071,934
Airport Capital Projects	2,424,600	-22,542	76,878	-54,336	-	-	2,501,478
Roads Special Service District	121,000	-	-	-	-	-	121,000
CC Community Foundation	43,600	-	-	-	16,189	-16,189	59,789
<b>Total County Budget</b>	<b>120,014,872</b>	<b>-6,975,633</b>	<b>31,257,849</b>	<b>-13,557,065</b>	<b>13,557,065</b>	<b>-24,282,216</b>	<b>164,829,786</b>



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 07**

**AN ORDINANCE AMENDING CHAPTER 2.64.0 OF THE CACHE COUNTY CODE  
REGARDING PUBLIC RECORDS AND ACCESS MANAGEMENT**

- (A) WHEREAS, Utah Code §63A-12-103 (specifically, under recently passed House Bill 444 which becomes effective on or before May 7, 2025, if said bill becomes law) requires the County to “designate a chief administrative officer” regarding the management of government records;
- (B) WHEREAS, under Utah Code §63A-12-103, the Chief Administrative Officer shall be responsible to establish a program for managing the County’s records, appoint records officers, train employees who receive or process records requests, make and maintain documents of the County, and so forth;
- (C) WHEREAS, the Cache County Clerk’s current responsibilities most closely align with the responsibilities of the Chief Administrative Officer over records access and management;
- (D) WHEREAS, Utah Code §17-20-1.7(12) requires the clerk to keep all county records required by law to keep at the clerk’s office,
- (E) WHEREAS, Utah Code §17-20-4(6), states, “[the] county clerk shall [...] keep other records and perform other duties as may be prescribed by law[;]”
- (F) WHEREAS, in relation to an appeal under the Government Records Access and Management Act (GRAMA), Utah Code §63G-2-401 states, “[a] requestor or interested party may appeal an access denial or the denial of a fee waiver [...] to the *chief administrative officer* of the [County] [... ;]”
- (G) WHEREAS, Cache County Code 2.20.040, states, “[t]he office of the county clerk shall have all the functions, responsibilities and powers provided by law[;]”
- (H) WHEREAS, there is a need to amend several sections of the County Code to designate and account for the designation of the County Clerk as the Chief Administrative Officer over records access and management;
- (I) 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: Chapter 2.64 of Cache County Code shall be amended to read:





**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 07**

**2.20.040: COUNTY CLERK**

- A. There shall be an office of County Clerk headed by an elected County Clerk. The office of County Clerk shall have all the functions, responsibilities and powers provided by law.
- B. The County Clerk, or the County Clerk's designee shall serve as clerk to the county council.
- C. The County Clerk, or the County Clerk's designee, shall ensure that for any meeting in the County which must comply with the requirements of the Utah Open and Public Meetings Act, minutes for that meeting are published on the Cache County website and the State of Utah's public notice website within thirty (30) days of the meeting occurring.
- D. The County Clerk is designated as the Chief Administrative Officer identified in Utah Code §§63-12-103 and 63G-2-401, and shall serve in this role only to fulfill those responsibilities identified in state law provisions that relate to records access and management. The Clerk's title of Chief Administrative Officer does not give to that position any other administrative responsibilities that are established under state code as an executive function, duty, or responsibility.

**2.64.010: AUTHORITY AND PURPOSE**

Under authority of Utah Code Annotated § 63G-2-701, this chapter specifies how records in the custody of Cache County may be accessed, and where and to whom requests for access to records shall be directed. All other regulations related to access to and the management of public records shall be as set forth in Utah Code Annotate Title 63G, Chapter 2.

**2.64.020: DEFINITIONS**

Terms used in this chapter are the same as those that are defined in Utah Code Annotated Section 63G-2-103, as amended.

**2.64.030: REQUEST FOR ACCESS**

1. A request for access to records must be made in writing and include the information required by Utah Code Annotated Section 63G-2-204 as follows:
  1. The requestor's:
    1. Name;
    2. Mailing address;
    3. Email address, if the person has an email address and is willing to accept communications by email relating to the person's records request;
    4. Daytime telephone number; and



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 07**

5. A description of the record requested that identifies the record with reasonable specificity.
2. Requests must be submitted by first class mail, hand delivery, or electronically to the Records Officer as follows:
  1. For records maintained by Cache County (excluding Cache County Sheriff Records): Office of the County Clerk, 179 North Main Street, Logan UT, 84321. Electronically submitted requests must be submitted through a portal on the County Clerk's website.
  2. For Cache County Sheriff records: Cache County Sheriffs Office, Attn: Records Officer, 1225 West Valley View, Suite 200, Logan UT, 84321. Electronically submitted requests must be sent to [grama@cashesheriff.org](mailto:grama@cashesheriff.org).
3. Requests submitted in a manner other than set forth herein will not be accepted.

**2.64.040: APPEAL**

1. An appeal of a decision of a Records Officer, shall be in writing, comply with the information required by Utah Code Annotated 63G-2-401(2), and be submitted by first class mail, hand delivery, or electronically to the County Clerk, 179 North Main Street, Logan UT, 84321 or [grama@cachecounty.org](mailto:grama@cachecounty.org).

Appeals submitted in a manner other than set forth herein will not be accepted.

**SECTION 2**

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



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 07**

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

**ACTION OF THE COUNTY EXECUTIVE:**

\_\_\_\_ Approved  
\_\_\_\_ Disapproved (written statement of objection attached)

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

\_\_\_\_\_  
Date



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 07**

**EXHIBIT 1**

The redline version of Cache County Code, Sections 2.20.040 and 2.64.010 - 2.64.040, below, shows the proposed changes:

**2.20.040: COUNTY CLERK**

- A. There shall be an office of County Clerk headed by an elected County Clerk. The office of County Clerk shall have all the functions, responsibilities and powers provided by law.
- B. The County Clerk, or the County Clerk's designee shall serve as clerk to the county council.
- C. The County Clerk, or the County Clerk's designee, shall ensure that for any meeting in the County which must comply with the requirements of the Utah Open and Public Meetings Act, minutes for that meeting are published on the Cache County website and the State of Utah's public notice website within thirty (30) days of the meeting occurring.

D. The County Clerk is designated as the Chief Administrative Officer identified in Utah Code §§63-12-103 and 63G-2-401, and shall serve in this role only to fulfill those responsibilities identified in state law provisions that relate to records access and management. The Clerk's title of Chief Administrative Officer does not give to that position any other administrative responsibilities that are established under state code as an executive function, duty, or responsibility.

**2.64.010: AUTHORITY AND PURPOSE**

Under authority of Utah Code Annotated § 63G-2-701, this chapter specifies how records in the custody of Cache County may be accessed, and where and to whom requests for access to records shall be directed. All other regulations related to access to and the management of public records, ~~including but not limited to, standards for the classification and designation of records; the standards for the management and retention of records; response time for access requests; and time limits for appeals~~ shall be as set forth in Utah Code Annotate Title 63G, Chapter 2.

**2.64.020: DEFINITIONS**

Terms used in this chapter are the same as those that are defined in Utah Code Annotated Section 63G-2-103, as amended.

**2.64.030: REQUEST FOR ACCESS**



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 07**

4. A request for access to records must be made in writing and include the information required by Utah Code Annotated Section 63G-2-204 as follows:
  1. The requestor's:
    1. Name;
    2. Mailing address;
    3. Email address, if the person has an email address and is willing to accept communications by email relating to the person's records request;
    4. Daytime telephone number; and
    5. A description of the record requested that identifies the record with reasonable specificity.
5. Requests must be submitted by first class mail, hand delivery, or electronically to the Records Officer as follows:
  1. For records maintained by Cache County (excluding Cache County Sheriff Records): Office of the County Clerk, 179 North Main ~~Street~~, Logan UT, 84321. Electronically submitted requests must be submitted through a portal on the County Clerk's website.
  2. For Cache County Sheriff records: Cache County Sheriffs Office, Attn: Records Officer, 1225 West Valley View, Suite 200, Logan UT, 84321. Electronically submitted requests must be sent to [grama@cashesheriff.org](mailto:grama@cashesheriff.org).
6. Requests submitted in a manner other than set forth herein will not be accepted.

**2.64.040: APPEAL**

2. An appeal of a decision of a Records Officer, shall be in writing, comply with the information required by Utah Code Annotated 63G-2-401(2), and be submitted by first class mail, hand delivery, or electronically to the County Clerk, 179 North Main Street ~~Office of the Cache County Executive, 199 North Main Street~~, Logan UT, 84321 or [grama@cachecounty.org](mailto:grama@cachecounty.org).

Appeals submitted in a manner other than set forth herein will not be accepted.



**CACHE COUNTY  
RESOLUTION NO. 2025 - 09**

**A RESOLUTION ADOPTING THE CACHE COUNTY FY 2026 BUDGET CALENDAR**

- (A) 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); and
- (B) WHEREAS, Utah Code § 17-36-10 mandates the annual review, consideration, and adoption of a tentative budget before finalizing the budget for the following year, requiring a structured timeline; and
- (C) WHEREAS, the adoption of a formal budget calendar is crucial for ensuring compliance with state statutes, facilitating an organized and coordinated budgeting process, and promoting fiscal responsibility and transparency within Cache County; and
- (D) WHEREAS, the proposed 2026 Budget Calendar, as presented by the Finance Department, outlines critical dates for key stages, including public hearings and resolution adoptions, and provides a clear roadmap for all county stakeholders, ensuring a consistent and efficient approach to budget development; and
- (E) WHEREAS, the Cache County Council has historically adhered to a structured timeline to meet budget requirements, and the adoption of the 2026 Budget Calendar is a continuation of this commitment to organized and efficient governance.

NOW, THEREFORE, BE IT RESOLVED that the Cache County Council approves and adopts the Cache County FY 2026 Budget Calendar in the accompanying Staff Report, attached as Exhibit A, as the authoritative timeline and calendar for the 2026 Cache County Budget formation process.

NOW, BE IT FURTHER RESOLVED that upon passage and signage, this resolution approving the calendar shall be forwarded by the Finance Director to each of the Elected Officials, Department Heads, and Competent Entities/Units of Cache County.

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, Council Chair

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

# **EXHIBIT A**

## **“County Council Staff Report”**

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# County Council Staff Report



**MEETING DATE:** 03/11/2025  
**SUBJECT:** Adoption of the 2026  
Budget Calendar  
**RESPONSIBLE:** Wesley Bingham  
**DEPARTMENT:** Finance  
**STRATEGIC RELEVANCE:** Necessary Administrative  
Action

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## SUMMARY

Annually, the County Council is asked to adopt a budget calendar to communicate important dates in developing the next year's budget. The adoption ensures compliance by all county staff with state statutes and facilitates an organized and transparent budgeting process. The due dates are vital to having a clear and accurate budget.

## RECOMMENDATION

It is recommended that the Cache County Council adopt the proposed 2026 budget calendar, as outlined below, to ensure compliance with state statutes and facilitate an organized and transparent budgeting process. It is anticipated that all county staff will follow the calendar as outlined.

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## BACKGROUND

Utah state law mandates that Cache County “review, consider, and adopt a tentative budget” each year before finalizing the budget for the following year. Historically, the County Council has adhered to a structured timeline to meet these requirements, including public hearings and resolution adoptions to formalize the budget.

## DISCUSSION

No additional discussion considered.

## FISCAL IMPACT

No fiscal impact to adopt the calendar.

## CONCLUSION

Adopting the 2026 budget calendar is a critical step in ensuring fiscal responsibility and transparency within Cache County. The calendar provides a clear roadmap for the budgeting process, aligning with statutory requirements and promoting public trust.

## ALTERNATIVES

The Council can suggest alternative options to meet the statutory requirements.

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## POTENTIAL MOTIONS

### Staff Recommended Option – Approval

I move to **approve** resolution 2025-\_\_ as presented, with the findings and conditions as presented in the conclusion above.

### Alternative 2 – Continuance

I move to **continue** 2025-\_\_ to another meeting on March 25th, 2025 with direction to the applicant and/or Staff on information and / or changes needed to render a decision, as follows:

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### Alternative 3 – DENIAL

I move to **deny** 2025-\_\_ with the following findings.

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## ACCOUNTABILITY

**Department:** Finance

**Staff Member:** Wesley Bingham, Finance Director

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## EXHIBITS

1. Exhibit 1: 2026 Budget Calendar



# Cache County

## Cache County FY 2026 Budget Calendar

Date	Description
March 4th, 2025	-Work commences on capital projects and 5-year budget forecasts -Auditor works with departments to update Financial Policies for Fiscal Year (March-June)
<b>March 11th, 2025</b>	<b>-Council adopts Budget Calendar for FY 2026</b> -Council determines strategic direction for FY 2026 and details budget priorities by providing goals for staff
March 15th, 2025	-Budget format changes identified and budget forms updated
March 20th, 2025	-County Staff operationalizes Councils' top and high budget priorities with department head oversight -Budget instructions distributed to department directors & staff -Finance Director conducts budget training with county staff that work on budget including reviewing budget forms and processes
March 21st -June 15th, 2025	-Departments work on next year's operating, manpower requests and capital budgets
May 13th, 2025	-County Council Presentation and Review of Fire District Study
<b>June 15th, 2025</b> <b>UC §17-36-10(2)</b>	<b>-Departments provide Statements of FY 2025 Estimated Revenues &amp; Expenditures by June 15th @ Midnight</b>
<b>June 15th, 2025</b> <b>Midnight</b>	<b>-All budget requests are due by Midnight and no additional changes can be made. Please Plan Accordingly</b>
<b>June 18th-30th, 2025</b>	<b>-County Executive and Finance Director conduct budget reviews with County Staff including FY 2025 estimated revenues &amp; expenditures along with manpower, operating &amp; capital requests</b>
July 22nd, 2025	-Finance Director presents executive and council with detailed FY 2026 revenue projections for major funds (General, Tax Administration & Municipal Services)  -Finance Director provides initial copy of working budget report displaying budget requests from department heads -Finance provides council with read access to all budget submittals by departments
<b>August 12th, 2025</b>	<b>-County Executive, Deputy Executive &amp; Finance Director Present Tentative Budget 2026 (1st Workshop)</b>
<b>August 26th, 2025</b>	<b>-County Executive, Deputy Executive &amp; Finance Director Present Tentative Budget 2026 Cont... (2nd Workshop)</b>  -Intent for tax increase should be considered and determined by county leaders as soon as possible, perhaps as early as the end of the August 26th County Council meeting



# Cache County

## Cache County FY 2026 Budget Calendar Continued...

Date	Description
September 9th, 2025 <a href="#">UC §17-36-10</a>	-Executive formally submits 2026 Executive Budget & Council Tentatively adopts it, Statutory deadline is November 1st
	-First date to hold a public hearing on the adoption of the budget
September 1st-30th 2025	- <b>Department Heads present budget information previously requested in County Council meeting if requested</b> -Intent for tax increase should be considered and determined by county leaders as soon as possible, perhaps by end of August 26th County Council meeting
September-December 2025	-County Council to provide direction to staff on 2025 budget including additional changes to budget if needed
September 23rd, 2025 <a href="#">UC §17-36-11</a>	-Mailings for property tax notices are to be mailed on or before October 10th. The Budget must be publicly available for inspection 10 days before the public -Council to provide direction to Finance Director on or before September 23rd County Council meeting to consider tax increase or no increase
September 30th, 2025 <a href="#">UC §17-36-10(2)</a>	"-Statutory deadline to submit Estimated Revenues & Expenditures to County Executive & County Council"
October 21st, 2025	-Statutory deadline for public Truth in Taxation statement of intent to increase property taxes for 2026 on Council agenda as a separate discussion item; per statute, statement must be made at a public meeting 14 or more days before the general election
October 29th, 2025	-Statutory deadline to mail parcel specific Truth in Taxation notices if a tax increase for 2026 is included in the proposed budget; per statute, mailing must be done 7 or more days before the general election
November 4th, 2025 <a href="#">UC §17-36-10(8)</a> <a href="#">UC §17-36-12&amp;13</a> <a href="#">UC §17-36-15</a>	-Truth in Taxation public hearing in County Council meeting if a tax increase is anticipated in the budget -Public Hearing for the adoption of the 2025 Final Budget with any potential changes to the budget proposed by council if not done previously
November 18th, 2025 <a href="#">UC §17-36-15(1)</a>	-Council adopts Final Budget for 2025 if not done previously (statutory deadline is Dec 31)
December 31st, 2025 <a href="#">UC §17-36-10(2)</a>	"-Statutory deadline for adoption of final budget by County Council."



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 10**

**A RESOLUTION TO AMEND THE CACHE COUNTY PERSONNEL POLICY AND  
PROCEDURE MANUAL SECTIONS VII. L., VIII. B., & IX B4.1..**

- (A) 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); and
- (B) WHEREAS, Utah Retirement Systems (URS) conducted a compliance audit and found that Cache County's Firefighters' base hour reporting is currently out of compliance; and
- (C) WHEREAS, URS is requiring the County to update contribution reporting processes to consistently report the declared base hours for employees in the Firefighters' Retirement system when reporting retirement-eligible compensation to URS; and
- (D) WHEREAS, to come into compliance with this requirement, the Cache County Personnel Policy & Procedure Manual will need to be updated; and
- (E) WHEREAS, the Cache County Council Ordinance and Policy Review Committee approved this resolution by a vote of 3 to 0 at its March 14, 2025 meeting.

NOW THEREFORE, be it resolved by the County Council of Cache County, Utah, that the Cache County Personnel Policy & Procedure Manual be changed as follows:

**SECTION 1**

Cache County Policy and Procedure Manual Sections VII. L., VIII. B., and IX. B.4.1., are amended to read as follows with a redline copy attached as "EXHIBIT 1":

**Section VII – Personnel Management**

**L. Compensatory Time**

The FLSA authorizes the County to provide compensatory time off, instead of overtime compensation at a rate not less than one and one-half hours for each hour of employment for which overtime compensation is required. If an employee accumulates more compensatory time than the limits provided for in the FLSA or by this policy, then overtime compensation shall be paid at the hourly rate earned by the employee at the time of payment, multiplied by the number of compensatory time hours accrued. The employee shall be permitted to use compensatory time within a reasonable period after making the request if the use of the compensatory time does not unduly disrupt the operation of the County.

1. Compensatory time off must be authorized by an employee's Department Head in advance.



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 10**

2. Compensatory time earned and used shall be reported by the employee and approved by the department head for each pay period on the employee's timesheet.
3. Compensatory Time is to be used first before Personal Leave Time (PLT) or any other leave time and it must be used before the end of the calendar year.
4. An employee, covered under the overtime provisions of the FLSA, who leaves the County's employment for any reason will be compensated for any compensatory time accrued as of the date of termination.
5. An employee may carry no more than 40 hours of compensatory time. If an employee does not reduce accumulated compensatory time voluntarily, their supervisor may require the employee to use compensatory time at specified times.
6. Compensatory time may not be used to receive compensation above an employee's regular workweek or work period as defined below:
  - Public employees: a full-time employee may not use compensatory time to exceed 40 hours in a work week.
  - Law Enforcement Public Safety employees: a full-time employee may not use compensatory time to exceed 80 hours in a bi-weekly shift.
  - Firefighter Public Safety employees: a full-time employee may not use compensatory time to exceed 106 hours in a 14-day work period.

**SECTION VIII – RULES AND REGULATIONS**

**B. Work Week and Work Periods**

The work week will comply with the Fair Labor Standard Act (FLSA). The work week starts on Sunday at 12:01 a.m. and ends on Saturday at midnight. Work Periods are defined for Public Safety Law

Enforcement and Firefighters as follows:

- Public Safety Law Enforcement: 14-day work period
- Firefighters: 14-day work period

**SECTION IX -- EMPLOYEE BENEFITS**

**B. Leaves of Absence...**

**4. Personal Leave Time...**

1. Employees must submit personal leave time hours used on their time sheet. Personal leave time accruals and balances are tracked and recorded by the Finance Department.

- i. Holiday and Special leave time are not considered personal leave time.
- ii. Personal leave time may not be used to receive compensation above an employee's regular work schedule. For example:



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 10**

- Public employees: may not use personal leave time to exceed 40 hours in a work week.
- Law Enforcement Public Safety employees: may not use personal leave time to exceed 80 hours in a 14-day work period
- Firefighters: may not use personal leave time to exceed 106 hours in a 14-day work period.
- Part-time merit employees must adjust these limits according to the number of hours normally worked in their schedule.

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 - 10**

**EXHIBIT 1**

**REDLINE VERSION OF CHANGES TO SECTIONS VII. L., VIII. B., & IX. B.4.1.**

**Section VII – Personnel Management**

**L. Compensatory Time**

The FLSA authorizes the County to provide compensatory time off, instead of overtime compensation at a rate not less than one and one-half hours for each hour of employment for which overtime compensation is required. If an employee accumulates more compensatory time than the limits provided for in the FLSA or by this policy, then overtime compensation shall be paid at the hourly rate earned by the employee at the time of payment, multiplied by the number of compensatory time hours accrued. The employee shall be permitted to use compensatory time within a reasonable period after making the request if the use of the compensatory time does not unduly disrupt the operation of the County.

1. Compensatory time off must be authorized by an employee's Department Head in advance.
2. Compensatory time earned and used shall be reported by the employee and approved by the department head for each pay period on the employee's timesheet.
3. Compensatory Time is to be used first before Personal Leave Time (PLT) or any other leave time and it must be used before the end of the calendar year.
4. An employee, covered under the overtime provisions of the FLSA, who leaves the County's employment for any reason will be compensated for any compensatory time accrued as of the date of termination.
5. An employee may carry no more than 40 hours of compensatory time. If an employee does not reduce accumulated compensatory time voluntarily, their supervisor may require the employee to use compensatory time at specified times.
6. Compensatory time may not be used to receive compensation above an employee's regular workweek or work period as defined below:
  - Public employees: a full-time employee may not use compensatory time to exceed 40 hours in a work week.
  - Law Enforcement Public Safety employees: a full-time employee may not use compensatory time to exceed 80 hours in a bi-weekly shift.
  - Firefighter Public Safety employees: a full-time employee may not use compensatory time to exceed ~~24~~106 hours in a ~~28~~14-day work period.

**SECTION VIII – RULES AND REGULATIONS**

**B. Work Week and Work Periods**



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 10**

The work week will comply with the Fair Labor Standard Act (FLSA). The work week starts on Sunday at 12:01 a.m. and ends on Saturday at midnight. Work Periods are defined for Public Safety Law

Enforcement and Firefighters as follows:

- Public Safety Law Enforcement: 14-day work period
- Firefighters: ~~28~~14-day work period

**SECTION IX – EMPLOYEE BENEFITS**

**B. Leaves of Absence...**

**4. Personal Leave Time...**

1. Employees must submit personal leave time hours used on their time sheet. Personal leave time accruals and balances are tracked and recorded by the Finance Department.

- iii. Holiday and Special leave time are not considered personal leave time.
- iv. Personal leave time may not be used to receive compensation above an employee's regular work schedule. For example:
  - Public employees: may not use personal leave time to exceed 40 hours in a work week.
  - Law Enforcement Public Safety employees: may not use personal leave time to exceed 80 hours in a 14-day work period
  - Firefighters: may not use personal leave time to exceed ~~242~~106 hours in a ~~28~~14-day work period.
  - Part-time merit employees must adjust these limits according to the number of hours normally worked in their schedule.



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 11**

**A RESOLUTION TO AMEND THE CACHE COUNTY PERSONNEL POLICY AND  
PROCEDURE MANUAL SECTION VII**

- (A) 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); and
- (B) WHEREAS, this update is needed to ensure that reclassified employees meet the required licensure, certification, education, experience, and skills for the reclassified position; and
- (C) WHEREAS, a clarification of cost of living adjustment, merit, and market increases for employees is needed under policy; and
- (D) WHEREAS, certain references to “Human Resources” in these sections needed to be updated to Personnel Management as established in code; and
- (E) WHEREAS, the Cache County Council Ordinance and Policy Review Committee approved this resolution by a vote of 3 to 0 at its March 14, 2025 meeting.

NOW THEREFORE, be it resolved by the County Council of Cache County, Utah, that the Cache County Personnel Policy & Procedure Manual be changed as follows:

**SECTION 1**

Cache County Policy and Procedure Manual Section VII, is amended to read as follows with a redline copy attached as “EXHIBIT 1”:

**Section VII -- Personnel Management**

**A. Compensation Plan**

Cache County has a compensation plan that aligns with fair market wages & salaries and is performance-based. Cache County Corporation annually reviews with a minimum of eight other counties and five cities in the State of Utah that are approximately the same population size regarding wage and salary information, benefit plans, and general personnel policies and practices to establish a fair market value for positions within the participating counties and cities.

1. Cache County Corporation will endeavor to offer fair market wages & salaries to employees at a level of parity equal to the market’s mid-point (average rate of pay), based on their level of performance, and their length of service within their job classification. Any exceptions must be based on sound market justification and approved by the Director of Personnel Management and the County Executive.

**B. Job Descriptions**



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 11**

Each position shall have a written job description drafted by the Department Head and the Office of Personnel Management. The description shall include the job title, department, responsibilities, tasks performed under each responsibility, and the knowledge or education, skills, and abilities required to fulfill the job.

The job description shall state all job-related minimum requirements, which all successful candidates should meet to be eligible for appointment or promotion.

**C. Reclassification**

When the responsibilities of a position have increased substantially as to the kind and/or level of work, the Department Head may request a reclassification. The reclassification of a position must be justified based on a substantial change in duties and responsibilities, meeting the required licensure and certification, education and experience, and skills of the higher classification level. The request must be submitted in writing to the Director of Personnel Management, accompanied by the job description.

1. Position reclassification is subject to budgetary limitations and must be approved by the Director of Personnel Management and the Elected Official.
2. Upon reclassification, if a pay increase is granted, the employee would not be subject to the 6-month orientation period and is eligible for the next annual increase.

**D. Compensation Administration**

The Director of Personnel Management shall administer an equitable and adequate compensation plan. Benefits are administered with wage/salary plans as part of the total compensation plan.

1. The Director of Personnel Management and the Compensation Committee shall make a combined recommendation to the County Executive which shall include:
  - a. A cost of living adjustment based on the current economic conditions.
  - b. A recommended wage/salary adjustment for merit and market increases and
  - c. A recommended benefits program
2. The County Executive shall consider these recommendations as department budgets are developed for the next calendar year and consider the recommendations in the tentative budget.
3. The County Council shall adopt wage/salary and benefit plans after considering the recommendations of the Compensation Committee, the Director of Personnel Management, and the County Executive, based on the financial and economic conditions of the County.

**E. Merit and Market Increases**

A merit increase is an increase in pay for an employee who has given sustained acceptable service over the past year. A merit increase is based on an employee's performance during the past year.

1. All merit increases are subject to the approval of funds for such increases by the County Council and budgetary limitations. The merit increase applies to all employees except for the Sheriff's Office.



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 11**

2. A merit increase is recommended after the performance appraisal is submitted to Personnel Management. Merit increases will be effective in January, with the performance appraisal process occurring prior to that time. Merit increases become effective at the beginning of the pay period after the approval process is completed. The Department Head, the Director of Personnel Management and the County Executive must approve the merit increase before it is forwarded to the Finance Department.
3. Should an employee be at the top of the pay range for their position, they will receive a one-time cash payment of 1% of their annual pay rate instead of a merit increase. This one-time payment will not change the base pay rate of the employee and is subject to the approval of funds for such increases by the County Council and budgetary limitations.

A market increase is considered when the wage/salary of the position is lower than what the job market would pay for comparable duties, required education/training, and years of applicable experience.



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 11**

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 - 11**

**EXHIBIT 1**

REDLINE VERSION OF CHANGES TO SECTION VII.

**Section VII -- Personnel Management**

**A. Compensation Plan**

Cache County has a compensation plan that aligns with fair market wages & salaries and is performance-based. Cache County Corporation annually reviews with a minimum of eight other counties and five cities in the State of Utah that are approximately the same population size regarding wage and salary information, benefit plans, and general personnel policies and practices ~~to establish for the purpose of establishing~~ a fair market value for positions within the participating counties and cities.

2. Cache County Corporation will endeavor to offer fair market wages & salaries to employees at a level of parity equal to the market's mid-point (average rate of pay), based on their level of performance, and their length of service within their job classification. Any exceptions must be based on sound market justification and approved by the Director of ~~Personnel Management~~~~Human Resources~~ and the County Executive.

**B. Job Descriptions**

Each position shall have a written job description drafted by the Department Head and the Office of ~~Personnel Management~~~~Human Resources~~. The description shall include the job title, department, responsibilities, tasks performed under each responsibility, and the knowledge or education, skills, and abilities required to fulfill the job.

The job description shall state all job-related minimum requirements, which all successful candidates should meet to be eligible for appointment or promotion.

**C. Reclassification**

When the responsibilities of a position have increased substantially as to the kind and/or level of work, the Department Head may request a reclassification. The reclassification of a position must be justified based on a substantial change in duties and ~~new~~ responsibilities, ~~meeting the required licensure and certification, education and experience, and skills of the higher classification level.~~ The request must be submitted in writing to the Director of ~~Personnel Management~~~~Human Resources~~ accompanied by ~~the an updated~~ job description.

3. ~~Position reclassification~~~~The reclassification of a position~~ is subject to budgetary limitations and must be approved by the Director of ~~Personnel Management~~~~Human Resources~~ and the ~~Elected Official~~~~County Executive~~.
4. Upon reclassification, if a ~~pay increase~~~~an increase in pay~~ is granted, the employee would not be subject to the 6-month orientation period and ~~is would be~~ eligible for the next annual increase.

**D. ~~Compensation~~~~Wage/Salary~~ Administration**



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 11**

The Director of ~~Personnel Management~~~~Human Resources~~ shall ~~administer~~~~be responsible for administering~~ an equitable and adequate compensation plan. Benefits are administered with wage/salary plans as part of the total compensation plan.

4. The Director of ~~Personnel Management~~~~Human Resources~~ and the ~~Cache County~~ Compensation Committee shall make a combined recommendation to the County Executive which shall include:
  - a. A cost of living adjustment based on the current economic conditions.
  - b. A recommended wage/salary adjustment for merit and market increases and
  - c. ~~b.~~ A recommended benefits program
5. The County Executive shall consider these recommendations as department budgets are developed for the next calendar year ~~and consider the recommendations in the tentative budget.~~
6. The County Council shall adopt wage/salary and benefit plans after considering the recommendations of ~~the Compensation~~~~the Cache County Compensation~~ Committee, the Director of ~~Personnel Management~~~~Human Resources~~, and the County Executive, based on the financial and economic conditions of the County.

**E. Merit ~~and Market~~ Increases**

A merit increase is an increase in pay for an employee who has given sustained acceptable service over the past year. A merit increase is ~~to be~~ based on an employee's performance during the past year. ~~A market increase, is along with their wage/salary position in relation to what the job market would pay for comparable duties, required education/training, and years of applicable experience. This merit increase policy applies to all employees with the exception of the Sheriff's Office.~~

4. All merit increases are subject to the approval of funds for such increases by the County Council and budgetary limitations. ~~The merit increase applies to all employees except for the Sheriff's Office.~~
5. ~~A merit increase is recommended after T~~ the performance appraisal ~~form~~ is submitted to ~~Personnel Management~~~~Human Resources~~ ~~with a recommendation from the Department Head concerning a merit increase.~~ Merit increases will be effective in January, with the performance appraisal process occurring prior to that time. Merit increases become effective at the beginning of the pay period after the approval process is completed. The Department Head, the Director of ~~Personnel Management~~~~Human Resources~~ and the County Executive must approve the merit increase before it is forwarded to the Finance Department.
6. Should an employee be at the top of the pay range for their position, they will receive a one-time cash payment of 1% of their annual pay rate ~~instead in place~~ of a merit increase. This one-time payment will not change the base pay rate of the employee and is subject to the approval of funds for such increases by the County Council and budgetary limitations.

~~A market increase is considered when the wage/salary of the position is lower than what the job market would pay for comparable duties, required education/training, and years of applicable experience.~~





**CACHE COUNTY  
ORDINANCE NO. 2025 - 12**

**A RESOLUTION TO AMEND THE CACHE COUNTY PERSONNEL POLICY AND  
PROCEDURE MANUAL SECTION I.I.**

- (A) 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); and
- (B) WHEREAS, this update is needed to allow the Director of Personnel Management to make necessary non-substantive changes to the Personnel Policy and Procedure Manual; and
- (C) WHEREAS, non-substantive changes to the manual without the approval of the County Council would not violate county code; and
- (D) WHEREAS, the Cache County Council Ordinance and Policy Review Committee approved this resolution by a vote of 3 to 0 at its March 14, 2025 meeting.

NOW THEREFORE, be it resolved by the County Council of Cache County, Utah, that the Cache County Personnel Policy & Procedure Manual be changed as follows:

**SECTION 1**

Cache County Policy and Procedure Manual Section I.I., is amended to read as follows with a redline copy attached as "EXHIBIT 1":

**I. Disclaimer and Right to Change or Discontinue:**

As set forth above, the Cache County Personnel Policies and Procedures are general guidelines to provide and maintain a consistent system of equity and fairness in all personnel actions.

Because from time to time the County may be required to change and/or discontinue certain policies and/or procedures with or without notice to employees, the County does not intend the policies and procedures to be contractual obligations of any kind. Furthermore, the Director of Personnel Management is authorized to make non-substantive changes to this policy, including corrections to grammar, formatting, spacing, and numbering, without having to present such minor changes to the County Council for approval.



**CACHE COUNTY**  
**ORDINANCE NO. 2025 - 12**

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 - 12**

**EXHIBIT 1**

**REDLINE VERSION OF CHANGES TO SECTION I.I.**

**I. Disclaimer and Right to Change or Discontinue:**

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