

APPROVED

**CACHE COUNTY
COUNCIL MEETING
MINUTES
JUNE 28, 2016**

**COUNTY COUNCIL MEETING
June 28, 2016**

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CACHE COUNTY COUNCIL MEETING
June 28, 2016

The Cache County Council convened in a regular session on June 28, 2016 at 5:00 p.m. in the Cache County Council Chamber at 199 North Main, Logan, Utah.

ATTENDANCE:

Chairman: G. Gregory Merrill
Vice Chairman: David Erickson
Council Members: Val Potter, Kathy Robison, Jon White, Cory Yeates
& Gordon Zilles
County Executive: Craig "W" Buttars
County Clerk/Auditor: Jill N. Zollinger
County Attorney: Lee Edwards

The following individuals were also in attendance: Janeen Allen, Jace Ballard, Gary Hansen, Wendi Hassan, Afton Hebdon, Sharon L. Hoth, Assessor Kathleen Howell, Director Cameron Jensen, Trevyn Jensen, Mike Kidman, Denise Lindsay, Vic Little, Treasurer Craig McAllister, Director Bartt Nelson, Dave Nielsen, Phillip Noble, Jason Sleight, Gina Worthen, **Media:** Clayton Gefre (Herald Journal), Jennie Christensen (KVNU).

ACTION: Motion by Council member Potter to adjourn from the Executive Session. Zilles seconded the motion. The vote was unanimous, 7-0.

OPENING REMARKS AND PLEDGE OF ALLEGIANCE

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

REVIEW AND APPROVAL OF AGENDA

ACTION: Motion by Council member Potter to approve the agenda as amended. Yeates seconded the motion. The vote was unanimous, 7-0.

REVIEW AND APPROVAL OF MINUTES

ACTION: Motion by Council member Yeates to approve the minutes of the June 14, 2016 Council Meeting as written. Potter seconded the motion. The vote was unanimous, 7-0.

MINUTES FOLLOW-UP:

1. Chairman Merrill asked Executive Buttars if any suggestions have been received for funding of the proposed Cache County Events Center. Executive Buttars said he prefers to wait for an actual cost estimate before deciding on the source of the funding.
2. Chairman Merrill reminded Council members to forward budget items they want addressed at the July 26, 2016 Budget Workshop.

REPORT OF THE COUNTY EXECUTIVE: CRAIG "W" BUTTARS

APPOINTMENTS: There were no appointments.

WARRANTS: Warrants for the periods 06-11-2016 to 06-17-2016 and 06-18-2016 to 06-24-2016 were given to the Clerk for filing.

OTHER ITEMS:

- ❑ **Water Conservancy District** – Executive Buttars state that all communities have passed the resolution concerning placing the creation of a water conservancy district on the ballot. The last public hearing will be on July 13, 2016 and the protest period will follow for sixty days after. The next meeting of the Working Group will be Thursday, June 30, 2016, at 3:00 p.m. The Group has recruited people to participate in parades, etc. and is being careful not to involve any taxpayer money or violate the state code in promotion of the district.

ITEMS OF SPECIAL INTEREST

- **2015 External Audit Report – Jones Simkins** – Mike Kidman briefly reviewed the report and indicated he has met with the County Audit Committee and reviewed the numbers in detail. The audit went well and there were no concerns with the financial statements. *(The complete audit report is on file in the office of the Cache County Clerk/Auditor.)*

(Attachment 1)

ACTION: Motion by Council member Yeates to accept the 2015 External Audit Report. Potter seconded the motion. The vote was unanimous, 7-0.

PUBLIC HEARINGS, APPEALS AND BOARD OF EQUALIZATION MATTERS

PUBLIC HEARING: June 28, 2016 – 5:30 p.m.- Ballard Agriculture Protection Area – Request for Agriculture Protection Areas in six separate areas including multiple properties and totaling 1,884.91 acres located in the Agricultural (A10) Zone at approximately 8600 North 800 West, 5800 North (Sam Fellow Road) 4800 West, 5100 North 4200 West (Sam Fellow Road), 3200 West 4600 North, 3200 West 4100 North, and 2600 North 2400 West. Chis Harrild showed a map of the six separate areas involved. Staff's conclusion is that the proposed agriculture protection areas meet the requirements for approval with the condition that the Ballard Agriculture Protection Areas must not include any portion of the 66 foot wide Cache County rights-of-way, reflecting 33 feet of each side from the existing center line, for any county roads as identified in Exhibit B.

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

ACTION: Motion by Council member Zilles to close the Public Hearing-June 28, 2016-5:30 p.m.-Agriculture Protection Area. White seconded the motion. The vote was unanimous, 7-0.

INITIAL PROPOSAL FOR CONSIDERATION OF ACTION

- **Resolution No. 2016-15-Ballard Agriculture Protection Area – Request for Agriculture Protection Areas in six separate areas including multiple properties and totaling 1,884.91 acres located in the Agricultural (A10) Zone at approximately 8600**

North 800 West, 5800 North (Sam Fellow Road) 4800 West, 5100 North 4200 West (Sam Fellow Road), 3200 West 4600 North, 3200 West 4100 North, and 2600 North 2400 West.

(Attachment 2)

ACTION: Motion by Council member Yeates to waive the rules and approve Resolution No. 2016-15-Ballard Agriculture Protection Area-Request for Agriculture Protection Areas in six separate areas, etc. Erickson seconded the motion. The vote was unanimous, 7-0.

PUBLIC HEARINGS, APPEALS AND BOARD OF EQUALIZATION MATTERS

PUBLIC HEARING: June 28, 2016 – 5:40 p.m.- Morley Rezone – Request to rezone 9.09 acres from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone located at 686 East 10850 South, Avon – Chris Harrild explained that the average parcel size in the surrounding area is 20 acres and the average parcel size with a home is 9.3 acres. The Planning Commission recommends approval, but staff sees a problem with the road (10940 South) which has a 17-foot wide bridge that would need to be widened the road needs improvements.

Chairman Merrill opened the public hearing and invited public comment. There was none.

ACTION: Motion by Council member Yeates to close the Public Hearing-Morley Rezone-June 28, 2016-5:40 p.m. White seconded the motion. The vote was unanimous, 7-0.

ACTION: Motion by Council member White to deny the Morley Rezone request. Robison seconded the motion. The motion passed, 6 aye – Erickson, Potter, Robison, White, Yeates & Zilles and 1 nay – Merrill.

PUBLIC HEARING: June 28, 2016 – 5:50 p.m.- Hansen Rezone – Request to rezone 8.76 acres from the Agricultural (A10) Zone to the Rural 2 (RU2) Zone located at approximately 6500 North 400 West, north of Smithfield – Harrild noted this property is located close to Smithfield and the average size of parcels with dwellings is 5.6 acres. The biggest issue is access to the property as the road needs work to bring it up to standard.

Chairman opened the public hearing and invited public comment.

Gary Hansen, property owner, said the reason for the rezone request is to settle a family estate as hoped for by his father. They are planning to divide the parcel into four lots. The road ends close to the city boundaries and is the same width all the way through. The county presently maintains the road.

There was no other public comment.

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

Council members expressed concern that the cost to the property owner to improve the road to county standards would be very expensive – probably more than the property is worth.

Director Runhaar reminded the Council this is a rezone request, not a subdivision request. Look at it as a rezone.

ACTION: Motion by Council member Zilles to deny the Hansen Rezone request. Potter seconded the motion. The motion passed, 5 aye – Merrill, Potter, White, Yeates & Zilles and 1 nay – Robison, and 1 abstention – Erickson.

Council member White remarked he had changed his mind and asked for a motion to reconsider the issue.

Motion by Council member Yeates to reconsider the Hansen Rezone request. Erickson seconded the motion. There were 4 aye – Erickson, Merrill, White & Yeates. Chairman Merrill ruled there were not sufficient ayes to reconsider the Hansen Rezone request.

Director Runhaar reminded the Council that their vote tonight is simply giving him the direction the Council is leaning. The actual ordinance/resolution will come before the Council at the next meeting for their decision.

UNIT OR COMMITTEE REPORTS

- * **Cache County Assessor's Office – Kathleen Howell** reviewed the operations of the Assessor's Office including:
 - o Truth in taxation notices
 - o Re-value of homes built between 1990 and 2005
 - o Sales ratio - .9987% - best in state
 - o Motor vehicle – emissions
 - o Assessor's employees' salaries – need for increase
 - o Centrally assessed properties

PUBLIC HEARINGS, APPEALS AND BOARD OF EQUALIZATION MATTERS

PUBLIC HEARING: June 28, 2016 – 6:00 p.m.- Open 2016 Budget – Finance Director Cameron Jensen reviewed the budget adjustments.

Chairman Merrill opened the public hearing and invited public comment. There was none.

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

INITIAL PROPOSAL FOR CONSIDERATION OF ACTION

- **Resolution No. 2016-16-Amendments to 2016 Budget .**

(Attachment 3)

ACTION: Motion by Vice Chair Erickson to waive the rules and approve Resolution No. 2016-16-Amendments to 2016 Budget. Yeates seconded the motion. The vote was unanimous, 7-0.

PUBLIC HEARINGS, APPEALS AND BOARD OF EQUALIZATION MATTERS

PUBLIC HEARING SET: August 9, 2016 – 5:30 p.m.- Ordinance No. 2016-10-Title 15.32-Stormwater; Resolution No. 2016-18-Stormwater Management Program; Resolution No. 2016-19-Updates to Manual of Roadway Design and Construction Standards

ACTION: Motion by Council member White to set a Public Hearing - August 9, 2016 – 5:30 p.m.- Ordinance No. 2016-10-Title 15.32-Stormwater; Resolution No. 2016-18-Stormwater Management Program; Resolution No. 2016-19-Updates to Manual of Roadway Design and Construction Standards. Yeates seconded the motion. The vote was unanimous, 7-0.

INITIAL PROPOSAL FOR CONSIDERATION OF ACTION

- **Ordinance No. 2016-08-Amendments to Title 2 and Title 5 – Amending and superseding portions of Title 2 and Title 5.08 and 5.20 of the Cache County Ordinance regarding Department Structure, Historic Preservation and Township Planning Commissions – Director Runhaar remarked this is a general clean-up of titles and functions.**

(Attachment 4)

ACTION: Motion by Council member Potter to waive the rules and approve Ordinance No. 2016-08-Amendments to Title 2 and Title 5. Yeates seconded the motion. The vote was unanimous, 7-0.

Ordinance No. 2016-08: The motion passed 7-0.

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

- **Ordinance No. 2016-09 – Kerr Basin Rezone – Request to rezone 11.25 acres to add Mineral Extraction and Excavation (ME) Overlay Zone to the existing Forest Recreation (FR40) Zone located approximately 5700 South 5400 West, west of Wellsville City.**

(Attachment 5)

ACTION: Motion by Council member White to waive the rules and approve Ordinance No. 2016-09 – Kerr Basin Rezone. Zilles seconded the motion. The vote was unanimous, 7-0.

Ordinance No. 2016-09: The motion passed 7-0.

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

- **Resolution No. 2016-17 – Amending the Cache County Corporation Personnel Policy and Procedure Manual Section VII(O); Section IX(G)(3); and Section X – Grievances and Appeals** – Attorney Lee Edwards stated the Ordinance Review Committee reviewed the amendments and approved them. Amendments cover driving of county-owned vehicles; removal of health insurance benefit not offered and the grievance policy as it relates to employees under the State Merit System.

(Attachment 6)

ACTION: Motion by Vice Chair Erickson to waive the rules and approve Resolution No. 2016-17-Amending the Cache County Corporation Personnel Policy and Procedure Manual Section VIII(O); Section IX(G)(3); and Section X-Grievances and Appeals. Yeates seconded the motion. The vote was unanimous, 7-0.

- **Correction to Service Area No. 1 Resolution No. 2016-01-Change to Service Area No. 1 Resolution No. 2016-02** – The wrong number was inadvertently assigned to the resolution. This corrects the mistake.

(Attachment 7)

ACTION: Motion by Council member Yeates to approve the correction to Service Area No. 1 – Resolution No. 2016-01 to Service Area No. 1 – Resolution No. 2016-02. Robison seconded the motion. The vote was unanimous, 7-0.

- **Property Tax Relief Request** – 0004 (*Details are on file in the office of the Cache County Clerk/Auditor*)

ACTION: Motion by Council Potter to approve the Property Tax Relief Request – 0004. Zilles seconded the motion. The vote was unanimous, 7-0.

OTHER BUSINESS

- ✓ **County Employees’ Day of Service – to be rescheduled**
- ✓ **Lewiston 4th of July Parade – Monday, July 4, 2016-9:00 a.m.** – Buttars, Erickson, Merrill and Yeates will attend.
- ✓ **Hyrum 4th of July Parade – Monday, July 4, 2016-12:00 p.m.** – Robison, White, Yeates and Zilles will attend.

✓ **County Summer Party – Thursday, July 14, 2016-6:00 p.m.**

COUNCIL MEMBER REPORTS

Gordon Zilles asked about a date for the Council Summer Social. The Social was scheduled for August 15, 2016-Gordon Zilles' home at 6:00 p.m.

Zilles said he had a good discussion on the water district at the Paradise public hearing.

David Erickson asked what is happening with the room tax percentage and raising department fees. Chairman Merrill said July 1, 2016 is the deadline for department fee changes/adjustments. The Clerk/Auditor's office has already submitted theirs.

Erickson asked for Council members' shirt sizes so he can obtain Water Conservancy District shirts for them.

Kathy Robison stated she has a better appreciation for the internal auditor since attending the Audit Committee meeting.

Cory Yeates attended a CDBG Board meeting in Heber and when the issue of purchasing trucks with CDBG funds was brought up, they called the Denver office and were told it is a legitimate use of CDBG funds.

Jon White asked where the county is on a large events ordinance. Runhaar and Buttars replied they will gather information this year and probably have the proposed ordinance for next year.

White said he has heard insurance is going up 30% so the Council needs to stay on top of it for the budget.

ADJOURNMENT

The Council meeting adjourned at 8:00 p.m.

ATTEST: Jill N. Zollinger
County Clerk

APPROVAL: G. Gregory Merrill
Chairman



June 27, 2016

Jones Simkins LLC
1011 West 400 North, Suite 100
PO Box 747
Logan, Utah 84323-0747

This representation letter is provided in connection with your audit of the financial statements of Cache County (the County), which comprise the respective financial position of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information as of December 31, 2015, and the respective changes in financial position for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of June 27, 2016, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated April 11, 2016, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the

primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.

- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements or in the schedule of findings and questioned costs.
- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole for each opinion unit. A list of the uncorrected misstatements is attached to this representation letter.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Guarantees, whether written or oral, under which the County is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

- 11) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the County from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of County Council or summaries of actions of recent meetings for which minutes have not yet been prepared.

- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of federal awards.
- 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the County and involves:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the County's financial statements communicated by employees, former employees, regulators, or others.
- 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 18) We have disclosed to you the identity of the County's related parties and all the related party relationships and transactions of which we are aware.

Government—specific

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have taken timely and appropriate steps to remedy fraud, noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that you have reported to us.
- 21) We have a process to track the status of audit findings and recommendations
- 22) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 23) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
- 24) The County has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 25) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.

- 26) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- 27) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- 28) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- 29) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 30) The County has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 31) The County has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 32) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 33) The financial statements properly classify all funds and activities, in accordance with GASB Statement No. 34.
- 34) All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 35) Components of net position (net investment in capital assets; restricted; and unrestricted), and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 36) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 37) Provisions for uncollectible receivables have been properly identified and recorded.
- 38) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.

- 39) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 40) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 41) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 42) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
- 43) We have appropriately disclosed the County's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 44) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 45) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 46) With respect to Required Supplementary Information (RSI):
 - a) We acknowledge our responsibility for presenting the RSI in accordance with accounting principles generally accepted in the United States of America, and we believe the RSI, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the RSI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
 - b) If the RSI is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.
- 47) With respect to federal award programs:
 - a) We are responsible for understanding and complying with and have complied with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform

Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), including requirements relating to preparation of the schedule of expenditures of federal awards.

- b) We acknowledge our responsibility for presenting the schedule of expenditures of federal awards (SEFA) and related notes in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period and we have disclosed to you any significant assumptions and interpretations underlying the measurement or presentation of the SEFA.
- c) If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditor's report thereon.
- d) We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance compliance audit, and have included in the SEFA, expenditures made during the audit period for all awards provided by federal agencies in the form of federal awards, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.
- e) We are responsible for understanding and complying with, and have complied with, the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of our federal programs and have identified and disclosed to you the requirements of laws, regulations, and the provisions of contracts and grant agreements that are considered to have a direct and material effect on each major program.
- f) We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that we are managing our federal awards in compliance with laws, regulations, and the provisions of contracts and grant agreements that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended.
- g) We have made available to you all contracts and grant agreements (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities.
- h) We have received no requests from a federal agency to audit one or more specific programs as a major program.
- i) We have complied with the direct and material compliance requirements, including when applicable, those set forth in the OMB Compliance Supplement, relating to federal awards and confirm that there were no amounts questioned and no known noncompliance with the direct and material compliance requirements of federal awards.

- j) We have disclosed any communications from grantors and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- k) We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- l) Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB Circular A-87, Cost Principles for State, Local, and Tribal Governments, and OMB's Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- m) We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.
- n) We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- o) We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.
- p) There are no such known instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditors' report.
- q) No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or material weaknesses in internal control over compliance, subsequent to the date as of which compliance was audited.
- r) Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- s) The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- t) We have charged costs to federal awards in accordance with applicable cost principles.
- u) We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance and we

have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.

- v) We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by Uniform Guidance.
 - w) We are responsible for preparing and implementing a corrective action plan for each audit finding.
- 48) Special districts included in the County's financial statements (Cache County Special Service District #1, Cache County Fire Protection District, and Cache County Roads Special Service District) have complied with applicable laws regarding publishing of tentative budgets, final budgets and audit reports, as well as provision of contact information to the local telephone directory.
- 49) With regard to special districts included in the County's financial statements, no member of a governing board of a special district is also an employee of the special district at the same time.
- 50) Management has complied with the Nepotism Act of section 52-3 of the Utah Code.
- 51) Management, the governing board and employees have complied with standards of conduct as found in section 67-16 of the Utah Code.
- 52) We have evaluated and classified any subsequent events as recognized or nonrecognized through the date of this letter. No events, including instances of noncompliance, have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements or in the schedule of findings and questioned costs.

Signature: 
Craig Buttars – County Executive

Signature: 
Cameron Jensen – County Finance Director

Cache County

Listing of Uncorrected Misstatements

12/31/2015

Account	Description	Debit	Credit
PJE to account for taxes collected in February 2016 that were recorded as deferred revenue at the fund level rather than being recognized as revenue.			
100-2332000	DEF REV - DELINQ TAX RCVBL	61,306	
150-2332000	DEF REV - DELINQ TAX RCVBL	16,160	
210-2332000	DEF REV - DELINQ TAX RCVBL	4,906	
100-31-20000	PRIOR YEARS TAX		61,306
150-31-21000	PRIOR YR TAXES -ASSESS & COLL		16,160
210-31-20000	PRIOR YEARS TAX		4,906
Total		82,372	82,372
PJE to account for the actual effect of capitalizing 2014 additions in 2015			
900-30-00300	HIGHWAYS AND STREETS	739,043	
900-2980000	BEGINNING OF YEAR		676,076
900-6000-300	HIGHWAYS AND STREETS		62,967
Total		739,043	739,043



Certified Public Accountants

www.jones-simkins.com

Logan Office:

1011 West 400 North, Suite 100
Logan, UT 84321
Phone: (435) 752-1510 • (877) 752-1510
Fax: (435) 752-4878

Salt Lake City Office:

560 South 300 East, Suite 250
Salt Lake City, UT 84111
Phone: (801) 561-6026
Fax: (801) 561-2023

June 27, 2016

To the Cache County Council
Cache County
Logan, Utah

We have audited the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Cache County, Utah (the County) for the year ended December 31, 2015. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 11, 2016. Professional standards also require that we communicate to you the following information related to our audit.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the County are described in Note 1 to the financial statements. As described in Note 2 to the financial statements, in 2015 the County changed accounting policies related to Accounting and Financial Reporting for Pensions by adopting Statement of Governmental Accounting Standards (GASB Statement) No. 68, *Accounting and Financial Reporting for Pensions – an Amendment of GASB Statement No. 27* and GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date*. Accordingly, the effect of the accounting change as of the beginning of the year is reported in the financial statements. We noted no transactions entered into by the County during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates

affecting the financial statements were the estimated useful lives of capital assets and the estimates related to the County's proportionate share of the net pension liability.

Management's estimate of the useful lives of capital assets is based on expected future use of the assets and prior experience with similar assets. Management's estimate related to the County's proportionate share of the net pension liability is based on the results of an actuarial study. We evaluated the key factors and assumptions used to develop these estimates in determining that each is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were related to capital assets, long-term liabilities, and retirement plans, which are located in Note 5, Note 6, and Note 7, respectively, to the financial statements. The disclosures of the changes in capital assets, the changes in long-term liabilities, and retirement plans were formulated to include all changes to each respective category during the year.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 27, 2016.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the County’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the County’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI) listed in the table of contents which supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information listed in the table of contents which accompanies the financial statements but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Internal Control

In planning and performing our audit of the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the County as of and for the year ended December 31, 2015, in accordance with auditing standards generally accepted in the United States of America, we considered the County’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the County’s internal control. Accordingly, we do not express an opinion on the effectiveness of the County’s internal control.

Comments, if any, related to internal control were reported in the Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards.

Restriction on Use

This communication is intended solely for the use of management of the County, the County Council, and certain other regulatory bodies, and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

A handwritten signature in cursive script that reads "Jones Simkins LLC".

JONES SIMKINS LLC
Logan, Utah

<i>Cache County</i>			
<i>Listing of Uncorrected Misstatements</i>			
<i>12/31/2015</i>			
Account	Description	Debit	Credit
To account for taxes collected in February 2016 that were recorded as deferred inflows of resources at the fund level rather than being recognized as revenue.			
100-2332000	DEF REV - DELINQ TAX RCVBL	\$ 61,306	
150-2332000	DEF REV - DELINQ TAX RCVBL	16,160	
210-2332000	DEF REV - DELINQ TAX RCVBL	4,906	
100-31-20000	PRIOR YEARS TAX		61,306
150-31-21000	PRIOR YR TAXES -ASSESS & COLL		16,160
210-31-20000	PRIOR YEARS TAX		4,906
Total		\$ 82,372	82,372
To record actual effect of capitalizing assets purchased in 2014 in the current fiscal year.			
900-30-00300	HIGHWAYS AND STREETS	\$ 739,043	
900-6000-300	HIGHWAYS AND STREETS		62,967
900-2980000	BEGINNING OF YEAR		676,076
Total		\$ 739,043	739,043

RESOLUTION NO. 2016-15

CACHE COUNTY, UTAH

BALLARD AGRICULTURE PROTECTION AREAS

THE MODIFICATION AND APPROVAL OF SIX AGRICULTURE PROTECTION AREAS

WHEREAS, County Code §2.70 and Utah Code Annotated (UCA) §17-41-305 establish the requirements for petitions and the consideration of petitions for agriculture protection areas by the County Legislative Body (the "Council"), and:

WHEREAS, the Council caused that notice of the petition for the proposed Ballard Agriculture Protection Areas was provided, and:

WHEREAS, pursuant to the said code sections, the County's Planning Commission (the "Commission") and Agriculture Protection Advisory Board (the "Board") shall provide to the Council, a recommendation to approve, modify and approve, or reject the proposed agriculture protection area, and:

WHEREAS, the Board has reviewed the request as per the state and county requirements and has provided a recommendation to approve the proposed Ballard Agriculture Protection Areas, and:

WHEREAS, the Commission has reviewed the request as per the state and county requirements and has provided a recommendation to modify and approve the proposed Ballard Agriculture Protection Areas, and:

WHEREAS, on June 28, 2016, at 5:30 P.M. the Council held a public hearing for the proposed Ballard Agriculture Protection Areas which meeting was preceded by all required legal notice, and at which time all interested parties were given the opportunity to provide written or oral comment concerning the proposed rezone, and:

WHEREAS, after careful consideration of the recommendations of the Board, the Commission, and comments at the public hearing and other public meetings where the proposed Ballard Agriculture Protection Areas were discussed:

NOW, THEREFORE, BE IT RESOLVED that the Council hereby modifies and approves the proposed Ballard Agriculture Protection Areas based on the included Findings of Fact, Conclusion, and Conditions (Exhibit A) with the following resolution:

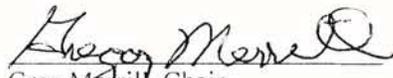
2016-15 Ballard Agriculture Protection Areas

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

APPROVED AND ADOPTED this 28th day of June, 2016.

	In Favor	Against	Abstained	Absent
Potter	X			
Erickson	X			
White	X			
Merrill	X			
Robison	X			
Yeates	X			
Zilles	X			
Total	7			

CACHE COUNTY COUNCIL


Greg Merrill, Chair
Cache County Council



ATTEST:


Julie Zollinger
Cache County Clerk

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



STAFF REPORT: BALLARD AGRICULTURE PROTECTION AREAS

28 June 2016

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: Jace K. Ballard, Todd N. Ballard

Parcel ID#: Multiple - See attached

Staff Determination: Approval

Type of Action: Legislative

Land Use Authority: Cache County Council

PROJECT LOCATION

Reviewed by: Chris Harrild, Senior Planner

Multiple - See attached

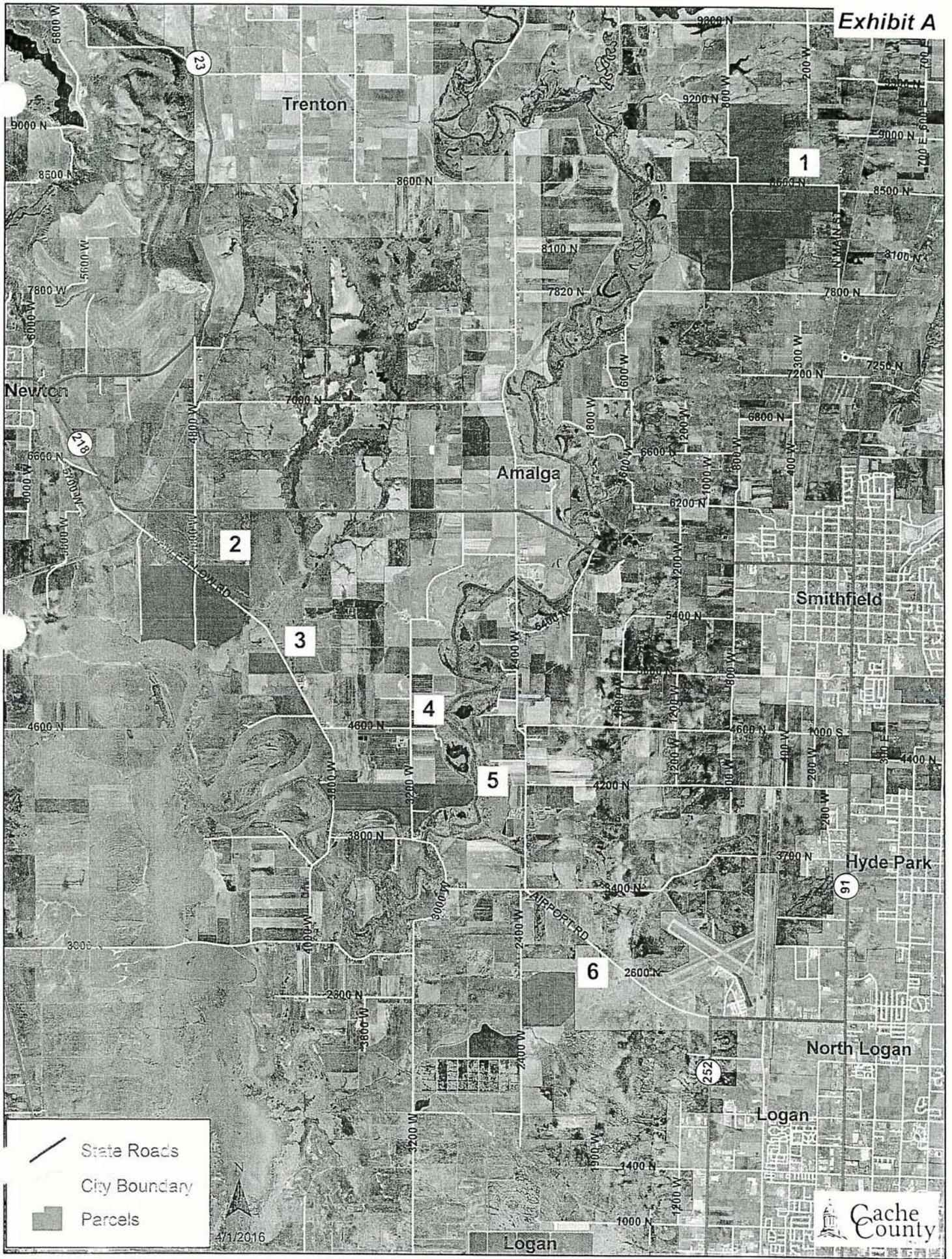
PROJECT PURPOSE

The Cache County Executive has forwarded an application to the Planning Commission for a review and recommendation to the County Council regarding the request for an agriculture protection area. This request includes 6 distinct Agriculture Protection Areas. These areas are described and addressed individually in the attached pages.

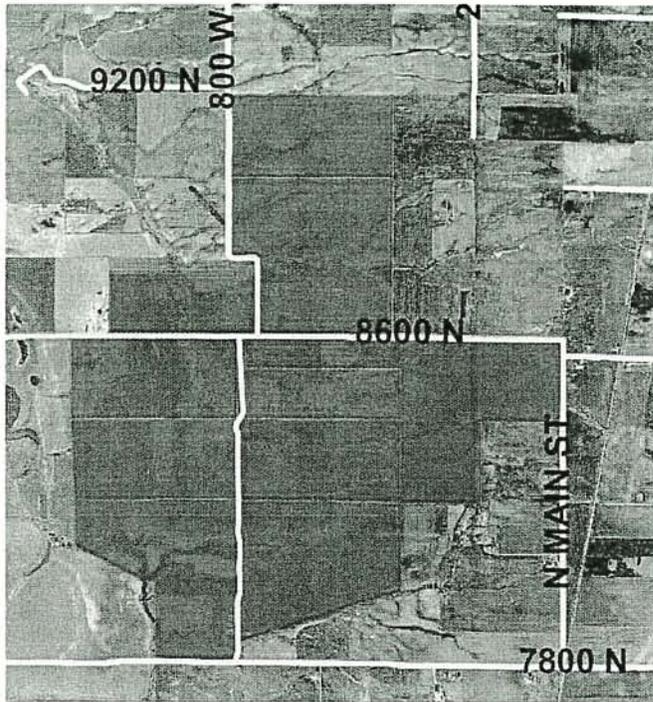
CONCLUSION AND CONDITIONS

The proposed Ballard Agriculture Protection Areas have been reviewed in conformance with, and meet the requirements and criteria of, §17-41-305 of State Code and §2.70 of the County Code and is approved. This conclusion is based on the included findings of fact and on the following condition:

1. The Ballard Agriculture Protection Areas must not include any portion of the 66 foot wide Cache County rights-of-way, reflecting 33 feet of each side from the existing center line, for any county roads as identified in Exhibit B.



Area 1: Ballard Agriculture Protection Area - 875.8 Acres



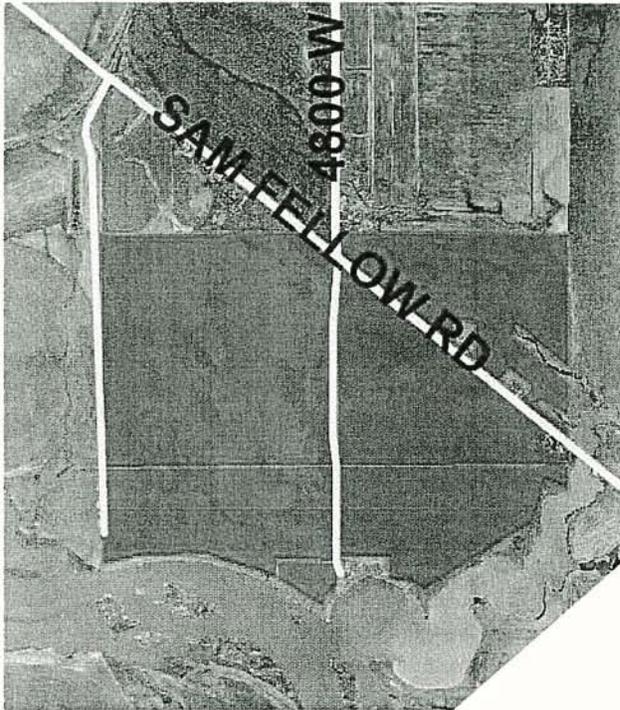
Existing Zone:
Agricultural (A10)

Parcels (11):
08-010-0013
08-010-0014
08-011-0017
08-014-0004
08-014-0005
08-014-0011
08-015-0002
08-015-0003
08-015-0004
08-015-0005
08-015-0007

Findings of Fact:

1. County roads 800 West, 8600 North, N. Main Street, and 7800 North bisect and/or border the proposed Ballard Agriculture Protection Area 1. Certain portions of 800 West and 8600 North are private roads and also bisect and/or border the proposed Ballard Agriculture Protection Area 1.
2. As per State Code §17-41-305 and County Code §2.70, the following criteria have been reviewed and addressed:
 - a. *Is the area proposed greater than 5 acres in size?* Yes.
 - b. *Is the land currently being used for agriculture production?* Yes.
 - c. *Is the land zoned for agricultural use?* Yes.
 - d. *Is the land viable for agriculture production?* Yes.
 - e. *What is the extent and nature of the existing or proposed farm improvements?* Crop and livestock production.
 - f. *What are the anticipated trends in the agricultural and technological conditions?* This is a sizeable piece of agriculture, has functioned as such in the past, and will likely continue to function in that manner into the future.
3. Notice to surrounding property owners has been provided as per State and County Code. At this time, no public comment regarding this proposal has been received by the Development Services Office.

Area 2: Ballard Agriculture Protection Area – 431.19 Acres



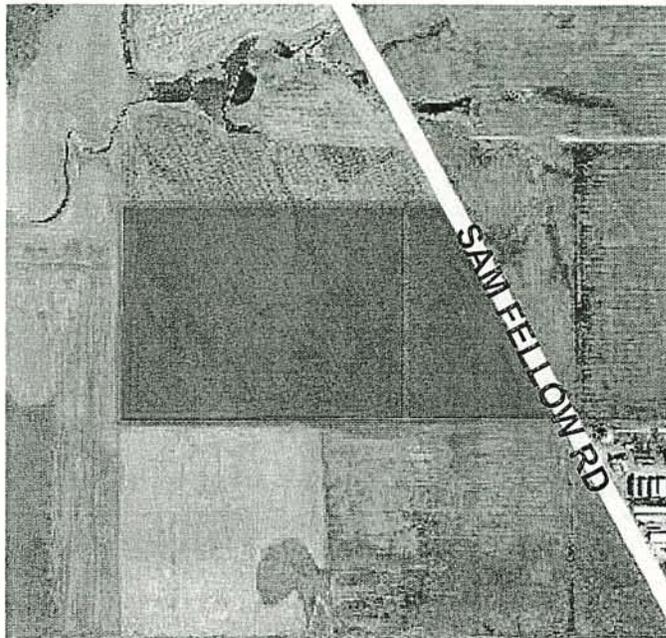
Existing Zone:
Agricultural (A10)

Parcels (5):
13-043-0002
13-044-0009
13-052-0001
13-052-0007
13-053-0001

Findings of Fact:

4. County road Sam Fellow Road and the private road 4800 West bisect the proposed Ballard Agriculture Protection Area 2. Area 2 also includes all lots of the Legacy View 2 Subdivision and Lot 1 of the Legacy View 1 Subdivision.
5. As per State Code §17-41-305 and County Code §2.70, the following criteria have been reviewed and addressed:
 - a. *Is the area proposed greater than 5 acres in size?* Yes.
 - b. *Is the land currently being used for agriculture production?* Yes.
 - c. *Is the land zoned for agricultural use?* Yes.
 - d. *Is the land viable for agriculture production?* Yes.
 - e. *What is the extent and nature of the existing or proposed farm improvements?* Crop and livestock production.
 - f. *What are the anticipated trends in the agricultural and technological conditions?* This is a sizeable piece of agriculture, has functioned as such in the past, and will likely continue to function in that manner into the future.
6. Notice to surrounding property owners has been provided as per State and County Code. At this time, no public comment regarding this proposal has been received by the Development Services Office.

Area 3: Ballard Agriculture Protection Area – 42.2 Acres



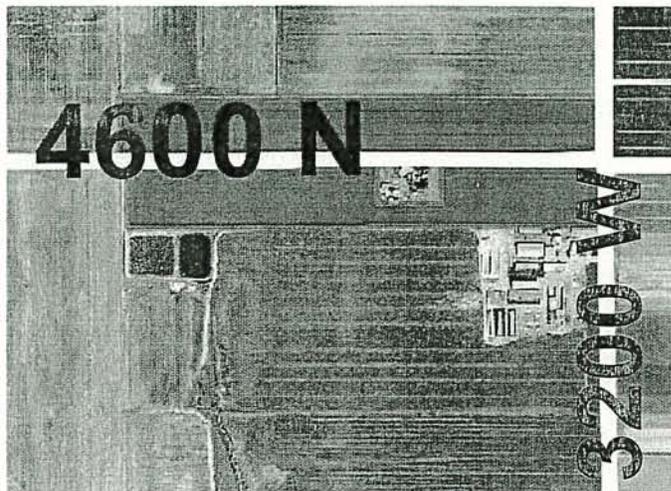
Existing Zone:
Agricultural (A10)

Parcels (2):
13-053-0004
13-053-0005

Findings of Fact:

7. County road Sam Fellow Road borders the proposed Ballard Agriculture Protection Area 3.
8. As per Code §17-41-305 and County Code §2.70, the following criteria have been reviewed and addressed:
 - a. *Is the area proposed greater than 5 acres in size?* Yes.
 - b. *Is the land currently being used for agriculture production?* Yes.
 - c. *Is the land zoned for agricultural use?* Yes.
 - d. *Is the land viable for agriculture production?* Yes.
 - e. *What is the extent and nature of the existing or proposed farm improvements?* Crop and livestock production.
 - f. *What are the anticipated trends in the agricultural and technological conditions?* This is a sizeable piece of agriculture, has functioned as such in the past, and will likely continue to function in that manner into the future.
9. Notice to surrounding property owners has been provided as per State and County Code. At this time, no public comment regarding this proposal has been received by the Development Services Office.

Area 4: Ballard Agriculture Protection Area – 36.64 Acres



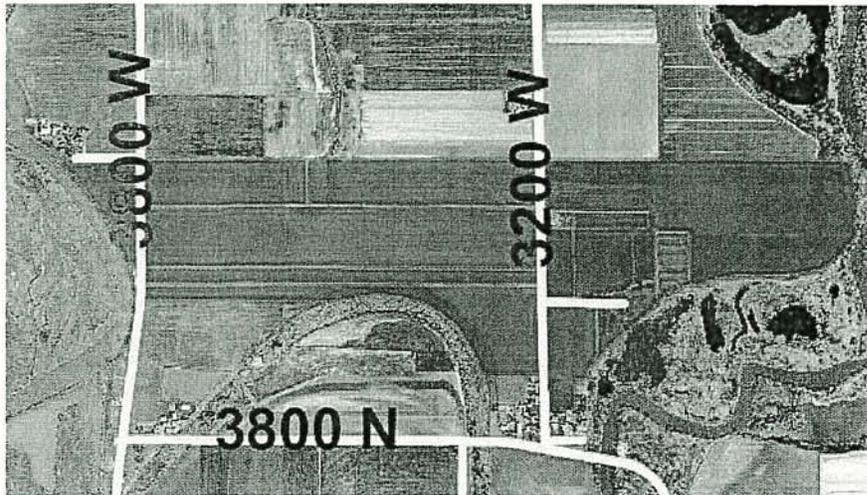
Existing Zone:
Agricultural (A10)

Parcels (2):
12-002-0029
13-054-0008

Findings of Fact:

10. County roads 4600 North and 3200 West bisect or border the proposed Ballard Agriculture Protection Area 4.
11. As per State Code §17-41-305 and County Code §2.70, the following criteria have been reviewed and addressed:
 - a. *Is the area proposed greater than 5 acres in size?* Yes.
 - b. *Is the land currently being used for agriculture production?* Yes.
 - c. *Is the land zoned for agricultural use?* Yes.
 - d. *Is the land viable for agriculture production?* Yes.
 - e. *What is the extent and nature of the existing or proposed farm improvements?* Crop and livestock production.
 - f. *What are the anticipated trends in the agricultural and technological conditions?* This is a sizeable piece of agriculture, has functioned as such in the past, and will likely continue to function in that manner into the future.
12. Notice to surrounding property owners has been provided as per State and County Code. At this time, no public comment regarding this proposal has been received by the Development Services Office.

Area 5: Ballard Agriculture Protection Area – 237.32 Acres



Existing Zone:
Agricultural (A10)

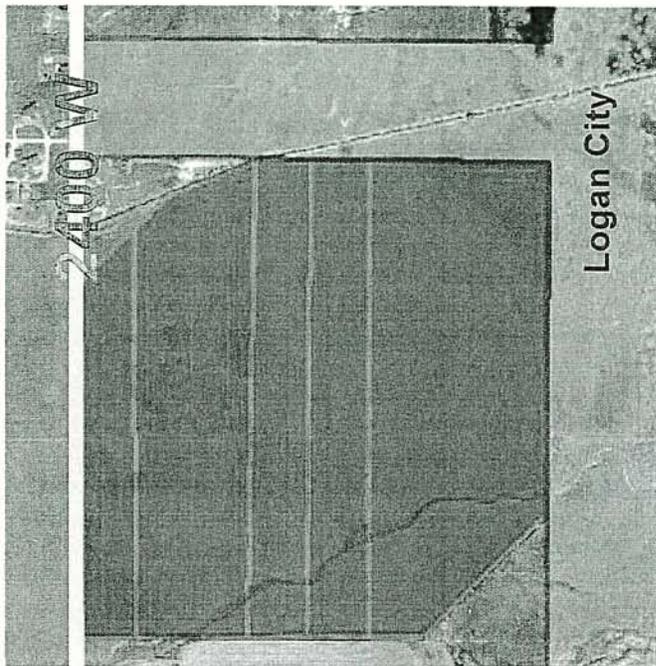
Parcels (15):

- 12-001-0007
- 12-001-0008
- 12-001-0009
- 12-001-0015
- 12-001-0016
- 12-001-0017
- 12-001-0020
- 12-001-0025
- 12-001-0041
- 12-002-0010
- 12-002-0011
- 12-002-0012
- 12-002-0013
- 12-002-0016
- 12-002-0021

Findings of Fact:

13. County roads 3200 West and 3800 West and private roads 4000 North and 4200 North bisect and/or border the proposed Ballard Agriculture Protection Area 5.
14. As per State Code §17-41-305 and County Code §2.70, the following criteria have been reviewed and addressed:
 - a. *Is the area proposed greater than 5 acres in size?* Yes.
 - b. *Is the land currently being used for agriculture production?* Yes.
 - c. *Is the land zoned for agricultural use?* Yes.
 - d. *Is the land viable for agriculture production?* Yes.
 - e. *What is the extent and nature of the existing or proposed farm improvements?* Single family dwellings (12-001-0009, 0015, 0016, 0017, 0025), crop and livestock production, farm equipment storage, a maintenance shop, feed mill, feed manufacturing, grain storage, hog production, and raw manure storage.
 - f. *What are the anticipated trends in the agricultural and technological conditions?* This is a sizeable piece of agriculture, has functioned as such in the past, and will likely continue to function in that manner into the future.
15. Notice to surrounding property owners has been provided as per State and County Code. At this time, no public comment regarding this proposal has been received by the Development Services Office.

Area 6: Ballard Agriculture Protection Area – 148.43 Acres



Existing Zone:
Agricultural (A10)

Parcels (5):
04-067-0004
04-067-0005
04-067-0006
04-067-0007
04-067-0008

Findings of Fact:

16. County road 2400 West borders the proposed Ballard Agriculture Protection Area 6. The Logan City municipal boundary also borders this area.
17. As per State Code §17-41-305 and County Code §2.70, the following criteria have been reviewed and addressed:
 - a. *Is the area proposed greater than 5 acres in size?* Yes.
 - b. *Is the land currently being used for agriculture production?* Yes.
 - c. *Is the land zoned for agricultural use?* Yes.
 - d. *Is the land viable for agriculture production?* Yes.
 - e. *What is the extent and nature of the existing or proposed farm improvements?* Crop and livestock production.
 - f. *What are the anticipated trends in the agricultural and technological conditions?* This is a sizeable piece of agriculture, has functioned as such in the past, and will likely continue to function in that manner into the future.
18. Notice to surrounding property owners has been provided as per State and County Code. At this time, no public comment regarding this proposal has been received by the Development Services Office.

RESOLUTION NO. 2016 – 16

A RESOLUTION INCREASING THE BUDGET APPROPRIATIONS FOR CERTAIN COUNTY DEPARTMENTS.

The Cache County Council, in a duly convened meeting, pursuant to Sections 17-36-22 through 17-36-26, Utah Code Annotated, 1953 as amended, finds that certain adjustments to the Cache County budget for 2016 are reasonable and necessary; that the said budget has been reviewed by the County Finance Director with all affected department heads; that a duly called hearing has been held and all interested parties have been given an opportunity to be heard; that the County Council has given due consideration to matters discussed at the public hearing and to any revised estimates of revenues; and that it is in the best interest of the County that these adjustments be made.

NOW THEREFORE, it is hereby resolved that:

Section 1.

The following adjustments are hereby made to the 2016 budget for Cache County:

See attached

Section 2.

Other than as specifically set forth above, all other matters set forth in the 2016 budget shall remain in full force and effect.

Section 3.

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

This resolution was duly adopted by the Cache County Council on the 28th day of June, 2016.

ATTESTED TO:

CACHE COUNTY COUNCIL


Jill N. Zollinger, Cache County Clerk/Auditor




Greg Merrill, Council Chair



BUDGET AMENDMENT

EXECUTIVE SUMMARY FOR RESOLUTION 2016-16

GENERAL FUND

Total revenues and expenditures increase by \$877,350.

Water Development

Proposing to move \$4,000 internally to facilitate participation in the media campaign related to the Governor's Water Conservation program.

Executive

Received \$33,000 for trade-in of vehicle and put it toward the purchase of a new vehicle for the County Executive's use. An additional internal transfer of \$200 is needed to complete the purchase.

Information Technology

Reducing amounts from wage and benefit lines as part of restructuring services involving IT, the Attorney's Office, and the Sheriff's Office. IT no longer provides application administration to the Sheriff's Office for their public safety software. Instead, total funding of \$17,400 will be transferred to the Sheriff's Office to support that service directly.

Attorney

The Attorney's Office portion of the application administration restructuring is \$2,700.

Elections

A grant was awarded in the amount of \$7,350 from the State of Utah to purchase 3 drop boxes for election ballots.

Patrol

The original budget did not include \$26,500 the Sheriff's Office will receive for rental income from UHP for the first six months of this year. These funds will be used in conjunction with \$100,000 already in the budget to remodel and upgrade a portion of the Sheriff's Complex.

Public Safety – Administrative Support

As explained under Information Technology, total funding of \$20,100 will be transferred to the Sheriff's Office to support direct administration of their public safety software.

Search and Rescue

Reduces spending in the current year by \$62,000 related to equipment purchased in the prior year. The asset was originally planned for acquisition in 2016 with funding coming half in 2015 and half in 2016. Because the asset was acquired by the County in 2015, the expenditure was required to be made all in 2015. Other small, internal transfers are being made to facilitate proper recording of actual operations.

County Jail

An internal transfer of \$14,620 is requested to replace the hot water return used in inmate operations at the Sheriff's Complex.

Fairgrounds

The Fairgrounds received \$150,500 in Restaurant Tax awards this year and has another \$92,000 for projects awarded in prior years. Current awards are being transferred from the Restaurant Tax fund and amounts related to prior years are being appropriated from Fund Balance, where they are sitting in reserve.



BUDGET AMENDMENT EXECUTIVE SUMMARY FOR RESOLUTION 2016-16

Library

Internet service for the Library used to be provided at no cost from the nearby elementary school. Over time this solution has proven to be a poor one and the Library needs to purchase their internet for direct and better service. The cost for the current year is \$1,800. This amount reduces the new contributions to fund balance.

Rodeo

The original budget provided for \$8,500 for advertising. It was anticipated that this amount would be offset by a 2016 Restaurant Tax award. The actual award allows for \$9,000 and this amendment increases the budget by \$500. The other \$9,000 piece of the total \$18,000 award offsets the amount budgeted for the Fair. With the actual award now provided, a contribution to fund balance for this purpose can be made in the amount of \$17,500.

Contributions Expenditure

The largest amendment, which accounts for more than half of the change in the General fund, is to make contributions to RDAs in the amount of \$550,000. The County has multiple RDA agreements and this amount is an estimate of what will be distributed as the final settlement early in 2017, but it must be recorded as revenue and expenditure in 2016, which is the applicable taxing year. The amendment recognizes revenue related to RDA agreements and the contribution to those entities. After these transactions are made, there is a \$0 net effect on the original budget.

The net reduction in expenditures from the transaction described under Search and Rescue and the amount provided to the Library that can be contributed to Fund Balance is \$60,200.

The net reduction in expenditures that can be contributed to Fund Balance as described under the Rodeo amendment is \$17,500.

The administrative fee of \$10,044 for County management of the CDRA that was for 2015 is now being transferred. It was calculated after the final property tax distribution was made.

MUNICIPAL SERVICES FUND

Total revenues and expenditures increase by \$27,473.

Weed Eradication

Additional amounts for Over Time of \$1,000 and Uniform Allowance of \$1,500. These amounts were requested in the original budget, but were removed by error.

Parks and Trails

RAPZ Tax award was provided in the amount of \$13,800 as part of the development of new trails. Also, a \$35,000 Restaurant Tax award for salary assistance, reduces the need to use Fund Balance from prior years.

Contribution Expenditure

The Population Award from the RAPZ Tax in the amount of \$11,173 is kept in reserve for future use.

HEALTH FUND

Total revenues and expenditures increase by \$50,000.



BUDGET AMENDMENT
EXECUTIVE SUMMARY FOR RESOLUTION 2016-16

Contribution Expenditures

The amendment is to make contributions to RDA's in the amount of \$50,000. The County has multiple RDA agreements and this amount is an estimate of what will be distributed as the final settlement early in 2017, but it must be recorded as revenue and expenditure in 2016, which is the applicable taxing year. The amendment recognizes revenue related to RDA agreements and the contribution to those entities. After these transactions are made, there is a \$0 net effect on the original budget.

CDRA FUND

Total revenues and expenditures increase by \$22,383.

CDRA

The tax revenue estimate has been revised. In addition, the amount coming from the County is separated from the amount coming from other entities. The County portion is estimated to be \$45,000 and the amount from other entities is \$197,000, causing the original account balance to be reduced by \$15,861. The amount due to the project increases by \$19,439.

Contribution Expenditure

The CDRA agreement allows for a 4% administration fee payable to the County. The amount will not be paid out until the final tax settlement for 2016 is made in March of 2017. The estimated amount of this payment is \$9,702.

Transfers Out

The amount of \$10,000 is transferring to the General fund and represents the administration fee for 2015.

VISITORS BUREAU FUND

Total revenues and expenditures increase by \$100,000.

Expenditures

Incorporate the \$100,000 award from the Restaurant Tax.

COUNCIL ON AGING FUND

Total revenues and expenditures increase by \$1,488.

Expenditures

Facilitate the payout of leave time for the RSVP employee that was terminated when the program ended. Additional grant revenue of \$200 was added to internal transfers of \$1,925 and appropriated fund balance of \$1,288. The increase in salary was \$2,002, with related benefits of \$1,411.

RESTAURANT TAX FUND

There is no increase or decrease to revenue and expenditures due to these changes.

Expenditures

Awards made from the Restaurant Tax fund to County departments are reallocated from an expenditure account (used for paying external parties) to a transfer account, indicating amounts paid to other funds of the County. The net reallocation is for \$303,500.



RAPZ TAX FUND

Total revenues and expenditures increase by \$519,890

Expenditures

The total carry over awards made in a prior year, amount to \$530,550, including \$92,350 for population awards and \$438,200 for projects and programs. Reallocations from expenditure accounts to transfer accounts were made for the County's population award of \$11,173 and a trail project in the amount of \$13,800. Amounts estimated in the budget for the population award and for the award to the zoo were reduced to the actual amounts awarded. The reductions are \$6,608 for the population award and \$4,052 for the zoo award. These amounts are offset against a reduction in estimated tax revenue.

AMBULANCE FUND

Total revenues and expenditures increase by \$462,240

Expenditures

In 2015 the County appropriated and the CCEMS Authority contributed \$250,000 each toward the construction of a new ambulance facility. Progress on this facility began in 2015, but did not get passed design and engineering. The \$462,240 represents amounts that were held in reserve at the end of 2015, and need to be appropriated in the 2016 budget so funds can be spent on the project.

CAPITAL PROJECTS – RIVER PROJECT

Total revenues and expenditures increase by \$456,587

Transfers Out

Remaining funds from projects in prior years in the amount of \$456,587 is being transferred to the General Capital Projects fund for use in future projects. This fund will be closed.

CAPITAL PROJECTS – GENERAL

Total revenues and expenditures increase by \$551,221

Contributions to Fund Balance

Remaining funds from projects in prior years from the River Project fund and the Parking Lot fund in the amounts of \$456,587 and \$94,634 respectively, are being transferred to the General Capital Projects fund for use in future projects.

CAPITAL PROJECTS – PARKING LOT

Total revenues and expenditures increase by \$94,634

Transfers Out

Remaining funds from projects in prior years in the amount of \$94,634 is being transferred to the General Capital Projects fund for use in future projects. This fund will be closed.

CAPITAL PROJECTS – ROADS

Total revenues and expenditures increase by \$380,000

Expenditures

Current funding of MGDG projects in the amount of \$380,000 from funding accumulated in prior years.



BUDGET AMENDMENT

Resolution: 2016-16

Hearing: June 28, 2016

6:00 PM

Department	Account	Title	Description	Adjustment
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GENERAL FUND

Adopted Budget: \$24,622,892

Proposed Budget: \$25,503,286

Revenues

TAXES	000000-0000	PROPERTY TAX - RDA AGREEMENTS	Property Tax - Contribute to RDA's	550,000
GRANTS	000000-0000	FEDERAL GRANTS - MISCELLANEOUS	3 Drop Boxes for Election Ballots	7,350
MISCELLANEOUS	000000-0000	RENTS & CONCESSIONS	UHP Rent Contract - 6 Months	26,500
MISCELLANEOUS	000000-0000	SALE OF SURPLUS PROP. VEHICLES	Executive Vehicle Exchange	33,000
CONTRIB./TRANSFERS	000000-0000	TRANSFER FROM RESTAURANT TAX	Award - Advertising/Promoting the Fair and Rodeo	18,000
CONTRIB./TRANSFERS	000000-0000	TRANSFER FROM RESTAURANT TAX	Award - Fairgrounds Grandstand Upgrade	35,000
CONTRIB./TRANSFERS	000000-0000	TRANSFER FROM RESTAURANT TAX	Award - Cache County Events Center - Fairgrounds	100,000
CONTRIB./TRANSFERS	000000-0000	TRANSFER FROM RESTAURANT TAX	Award - Fairgrounds Outdoor Arena Security Fencing	15,500
CONTRIB./TRANSFERS	000000-0000	TRANSFERS FROM OTHER FUNDS	2015 CDRA Administration Fee	10,044
CONTRIB./TRANSFERS	000000-0000	APPROPRIATED FUND BALANCE	Carry Over - Fairgrounds Projects	92,000

Total Revenue Adjustment: 887,394

Expenditures

WATER DEVELOP.	000000-0000	PROFESSIONAL & TECHNICAL	Governor's Water Conservation - Media Campaign	(4,000)
WATER DEVELOP.	000000-0000	PUBLIC OUTREACH	Governor's Water Conservation - Media Campaign	4,000
EXECUTIVE	000000-0000	TRAVEL	Executive Vehicle Exchange	(200)
EXECUTIVE	000000-0000	CAPITALIZED EQUIPMENT	Executive Vehicle Exchange	33,200
ITS	000000-0000	SALARY	IT Service Reorganization	(9,500)
ITS	000000-0000	EMPLOYEE BENEFITS	IT Service Reorganization	(7,900)
ATTORNEY	000000-0000	EMPLOYEE BENEFITS	IT Service Reorganization	(2,700)
ELECTIONS	000000-0000	ELECTION-SPECIAL GRANT EXPENSE	3 Drop Boxes for Election Ballots	7,350
PATROL	000000-0000	BUILDINGS - SHERIFF COMPLEX	Building Remodel and Upgrades	126,500
PATROL	000000-0000	CAPITALIZED EQUIPMENT	Building Remodel and Upgrades	(100,000)
PS ADMIN / SUPPORT	000000-0000	SALARY	IT Service Reorganization	8,000
PS ADMIN / SUPPORT	000000-0000	EMPLOYEE BENEFITS	IT Service Reorganization	12,100
SEARCH & RESCUE	000000-0000	UNIFORM ALLOWANCE	Parking Lot Grading and Miscellaneous Expense	(1,000)
SEARCH & RESCUE	000000-0000	NON-CAPITALIZED EQUIPMENT	Additional Training Exercises	(2,000)
SEARCH & RESCUE	000000-0000	EDUCATION & TRAINING	Additional Training Exercises	2,000
SEARCH & RESCUE	000000-0000	SPECIAL DEPT SUPPLIES	Mission Management Software	1,000
SEARCH & RESCUE	000000-0000	MISCELLANEOUS EXPENSES	Parking Lot Grading and Miscellaneous Expense	1,000
SEARCH & RESCUE	000000-0000	CAPITALIZED EQUIPMENT	Equipment Purchased in 2015	(63,000)
COUNTY JAIL	000000-0000	BUILDING & GROUNDS	Replace Hot Water Return - Sheriff's Complex	(14,620)
COUNTY JAIL	000000-0000	BUILDINGS	Replace Hot Water Return - Sheriff's Complex	14,620
FAIRGROUNDS	000000-0000	BUILDINGS	Award - Fairgrounds Grandstand Upgrade	35,000
FAIRGROUNDS	000000-0000	BUILDINGS	Award - Cache County Events Center - Fairgrounds	100,000
FAIRGROUNDS	000000-0000	IMPROVEMENTS	Carry Over - Fairgrounds Projects	92,000
FAIRGROUNDS	000000-0000	IMPROVEMENTS	Award - Fairgrounds Outdoor Arena Security Fencing	15,500
LIBRARY	000000-0000	COMMUNICATIONS	Internet Service	1,800
RODEO	000000-0000	ADVERTISING	Increase to awarded amount	500
CONTRIBUTIONS	000000-0000	CONTRIBUTIONS - RDA AGREEMENTS	Contributions to RDA's	550,000
CONTRIBUTIONS	000000-0000	CONTRIBUTION TO FUND BALANCE	Equipment Purchased in 2015	60,200
CONTRIBUTIONS	000000-0000	CONTRIBUTION TO FUND BALANCE	Award - Advertising/Promoting the Fair and Rodeo	17,500
CONTRIBUTIONS	000000-0000	CONTRIBUTION TO FUND BALANCE	2015 CDRA Administration Fee	10,044

Total Expenditure Adjustment: 887,394

MUNICIPAL SERVICES FUND

Adopted Budget: \$6,608,900

Proposed Budget: \$6,636,373

Revenues

CONTRIB./TRANSFERS	000000-0000	TRANSFER FROM RESTAURANT TAX	Award - Trails Planner Salary Assistance	35,000
CONTRIB./TRANSFERS	000000-0000	TRANSFER FROM RAPZ TAX	RAPZ - Population Award	11,173



BUDGET AMENDMENT

Resolution: 2016.16

Hearing: June 28, 2016

6:00 PM

Department	Account	Title	Description	Adjustment
CONTRIB./TRANSFERS	2000000000	TRANSFER FROM RAPZ TAX	RAPZ - Legal Survey of Upper and Lower Canals	13,800
CONTRIB./TRANSFERS	2000000000	APPROP FUND BALANCE - MSF	Over Time and Uniform Allowances	2,500
CONTRIB./TRANSFERS	2000000000	APPROP SURPLUS - PARKS/REC	Award - Trails Planner Salary Assistance	(35,000)
Total Revenue Adjustment:				27,473
Expenditures				
WEED ERADICATION	2000000000	OVERTIME	Over Time - Requested in Original Budget	1,000
WEED ERADICATION	2000000000	UNIFORM ALLOWANCE	Uniform Allowance - Requested in Original Budget	1,500
PARKS & TRAILS	2000000000	PROFESSIONAL AND TECHNICAL	RAPZ - Legal Survey of Upper and Lower Canals	13,800
CONTRIBUTIONS	2000000000	CONTRIBUTION TO FUND BALANCE	RAPZ - Population Award	11,173
Total Expenditure Adjustment:				27,473

HEALTH FUND *Adopted Budget: \$1,153,603* *Proposed Budget: \$1,203,603*

Revenues				
TAXES	2000000000	PROPERTY TAXES - RDA AGREEMENTS	Property Tax - Contribute to RDA's	50,000
Total Revenue Adjustment:				50,000
Expenditures				
CONTRIBUTIONS	2000000000	CONTRIBUTIONS - RDA AGREEMENTS	Property Tax - Contribute to RDA's	50,000
Total Expenditure Adjustment:				50,000

CDRA FUND *Adopted Budget: \$212,861* *Proposed Budget: \$252,044*

Revenues				
TAXES	2000000000	PROPERTY TAXES - CDRA	County Portion of CDRA Tax Contributions	45,000
CONTRIB./TRANSFERS	2000000000	CONTRIBUTION - TAXING ENTITIES	Tax Contributions from Other Entities	(15,861)
CONTRIB./TRANSFERS	2000000000	APPROPRIATED FUND BALANCE	2015 Admin Fee to General Fund	10,044
Total Revenue Adjustment:				39,183
Expenditures				
CDRA	2000000000	CDRA PROJECTS	Contribution to Pepperidge Farm	19,439
CONTRIBUTIONS	2000000000	CONTRIBUTION TO FUND BALANCE	2016 Estimated Admin Fee	9,700
TRANSFERS OUT	2000000000	TRANSFER OUT - GENERAL FUND	2015 Admin Fee to General Fund	10,044
Total Expenditure Adjustment:				39,183

VISITORS BUREAU FUND *Adopted Budget: \$528,432* *Proposed Budget: \$628,432*

Revenues				
CONTRIB./TRANSFERS	2000000000	TRANSFER FROM RESTAURANT TAX	Award - 2016 Marketing Campaign	100,000
Total Revenue Adjustment:				100,000
Expenditures				
VISITORS BUREAU	2000000000	ADVERTISING & PROMOTIONS	Award - 2016 Marketing Campaign	100,000
Total Expenditure Adjustment:				100,000

COUNCIL ON AGING FUND *Adopted Budget: \$657,711* *Proposed Budget: \$659,199*



BUDGET AMENDMENT

Resolution: 2016-16

Hearing: June 28, 2016

6:00 PM

Department	Account	Title	Description	Adjustment	
Revenues					
GRANTS	280-4000-000	FEDERAL GRANTS-ONS	RSVP FUNDS	Additional Funding - RSVP	200
CONTRIB./TRANSFERS	290-4000-000	APPROPRIATED FUND BALANCE		Payout for RSVP Employee	1,288
Total Revenue Adjustment:				1,488	
Expenditures					
SC -RSVP	240-4000-000	SALARY		Payout for RSVP Employee	2,002
SC -RSVP	240-4000-000	EMPLOYEE BENEFITS		Payout for RSVP Employee	1,411
SC -RSVP	240-4000-000	TRAVEL		Payout for RSVP Employee	(100)
SC -RSVP	240-4000-000	TRAVEL - IN STATE		Payout for RSVP Employee	(575)
SC -RSVP	240-4000-000	MISC SUPPLIES-VOL RECOGNITION		Payout for RSVP Employee	(1,750)
Total Expenditure Adjustment:				1,488	

RESTAURANT TAX FUND

Adopted Budget: \$1,430,000

Proposed Budget: \$1,430,000

Revenues					
Total Revenue Adjustment:				-	
Expenditures					
RESTAURANT TAX	290-4000-000	MISC SERVICES		Awards to County Functions	(303,500)
TRANSFERS OUT	290-4000-000	TRANSFER OUT - GENERAL FUND		Award - Advertising/Promoting the Fair and Rodeo	18,000
TRANSFERS OUT	290-4000-000	TRANSFER OUT - GENERAL FUND		Award - Fairgrounds Grandstand Upgrade	35,000
TRANSFERS OUT	290-4000-000	TRANSFER OUT - GENERAL FUND		Award - Cache County Events Center - Fairgrounds	100,000
TRANSFERS OUT	290-4000-000	TRANSFER OUT - GENERAL FUND		Award - Fairgrounds Outdoor Arena Security Fencing	15,500
TRANSFERS OUT	290-4000-000	TRANSFER OUT - MUNICIPAL SRVC		Award - Trails Planner Salary Assistance	35,000
TRANSFERS OUT	290-4000-000	TRANSFER OUT - VISITORS BUREAU		Award - 2016 Marketing Campaign	100,000
Total Expenditure Adjustment:				-	

RAPZ TAX FUND

Adopted Budget: \$1,432,000

Proposed Budget: \$1,951,890

Revenues					
TAXES	290-4000-000	RAPZ TAX		Adjusted Revenue Estimate	(10,660)
CONTRIB./TRANSFERS	290-4000-000	APP FUND BAL - PO CARRY OVER		Carry Over 2015 Awards	530,550
Total Revenue Adjustment:				519,890	
Expenditures					
RAPZ TAX	290-4000-000	RAPZ ALLOCATION - POPULATION		Carry Over 2015 Awards	92,350
RAPZ TAX	290-4000-000	RAPZ ALLOCATION - POPULATION		Adjust to Actual Awards	(6,608)
RAPZ TAX	290-4000-000	RAPZ ALLOCATION - POPULATION		Population Award for County	(11,173)
RAPZ TAX	290-4000-000	RAPZ ALLOCATION - ZOO		Adjust to Actual Awards	(4,052)
RAPZ TAX	290-4000-000	RAPZ ALLOCATION - PROJECTS		Carry Over 2015 Awards	438,200
RAPZ TAX	290-4000-000	RAPZ ALLOCATION - PROJECTS		Award - Legal Survey of Upper and Lower Canals	(13,800)
TRANSFERS OUT	290-4000-000	TRANSFER OUT - MUNICIPAL SRVC		Population Award for County	11,173
TRANSFERS OUT	290-4000-000	TRANSFER OUT - MUNICIPAL SRVC		Award - Legal Survey of Upper and Lower Canals	13,800
Total Expenditure Adjustment:				519,890	

AMBULANCE

Adopted Budget: \$643,000

Proposed Budget: \$1,105,240



BUDGET AMENDMENT

Resolution: 2016 16

Hearing: June 28, 2016

6:00 PM

Department	Account	Title	Description	Adjustment
Revenues				
CONTRIB./TRANSFERS	1000 00 0000	APPROPRIATED FUND BALANCE	2015 Unspent funds for Building	212,240
CONTRIB./TRANSFERS	1000 00 0000	APPROPRIATED FUND BALANCE	2015 Contribution from CCEMS for Building	250,000
Total Revenue Adjustment:				462,240
Expenditures				
AMBU,ANCE	1000 00 0000	BUILDINGS	Continue Ambulance Building Project	462,240
Total Expenditure Adjustment:				462,240

CAPITAL PROJECTS - RIVER PROJECT *Adopted Budget: \$2,372* *Proposed Budget: \$458,959*

Revenues				
CONTRIB./TRANSFERS	1000 00 0000	APPROPRIATED FUND BALANCE	Close CP - River Project to CP - General	456,587
Total Revenue Adjustment:				456,587
Expenditures				
TRANSFERS OUT	1000 00 0000	TRANSFER OUT - CAPITAL PROJ	Close CP - River Project to CP - General	456,587
Total Expenditure Adjustment:				456,587

CAPITAL PROJECTS - GENERAL *Adopted Budget: \$0* *Proposed Budget: \$551,221*

Revenues				
CONTRIB./TRANSFERS	1000 00 0000	TRANSFER FROM CAPITAL PROJECTS	Close CP - Parking Lot Fund to CP - General	94,634
CONTRIB./TRANSFERS	1000 00 0000	TRANSFER FROM CAPITAL PROJECTS	Close CP - River Project to CP - General	456,587
Total Revenue Adjustment:				551,221
Expenditures				
CONTRIBUTIONS	1000 00 0000	CONTRIBUTION TO FUND BALANCE	Close CP - Parking Lot Fund to CP - General	94,634
CONTRIBUTIONS	1000 00 0000	CONTRIBUTION TO FUND BALANCE	Close CP - River Project to CP - General	456,587
Total Expenditure Adjustment:				551,221

CAPITAL PROJECTS - PARKING LOT *Adopted Budget: \$0* *Proposed Budget: \$94,634*

Revenues				
CONTRIB./TRANSFERS	1000 00 0000	APPROPRIATED FUND BALANCE	Close CP - Parking Lot Fund to CP - General	94,634
Total Revenue Adjustment:				94,634
Expenditures				
TRANSFERS OUT	1000 00 0000	TRANSFER TO - CAPITAL PROJECTS	Close CP - Parking Lot Fund to CP - General	94,634
Total Expenditure Adjustment:				94,634

CAPITAL PROJECTS - ROADS *Adopted Budget: \$6,492,913* *Proposed Budget: \$6,872,913*

Revenues				
CONTRIB./TRANSFERS	1000 00 0000	APPROPRIATED FUND BALANCE	Additional Funding for CCCOG Projects	380,000



BUDGET AMENDMENT

Resolution: 2016 16

Hearing: June 28, 2016

6:00 PM

Department	Account	Title	Description	Adjustment
Total Revenue Adjustment:				380,000
Expenditures				
ROAD CONSTR	400-99-0000	NEW ROAD CONSTRUCTION	Additional Funding for CCCOG Projects	180,000
TRANSFERS OUT	400-99-1000	TRANSFER TO MUNICIPAL SERVICES	CCCOG Project - County Road 238	200,000
Total Expenditure Adjustment:				380,000

ORDINANCE NO. 2016-08

CACHE COUNTY, UTAH

AMENDMENTS TO TITLE 2 AND TITLE 5

AN ORDINANCE AMENDING AND SUPERSEDING PORTIONS OF TITLE 2 AND TITLE 5.08 & 5.20 OF THE CACHE COUNTY ORDINANCE REGARDING DEPARTMENT STRUCTURE, HISTORIC PRESERVATION AND TOWNSHIP PLANNING COMMISSIONS

WHEREAS, the Cache County code Title 2 establishes County departments and their functions;

WHEREAS, multiple County departments have been restructured and combined in recent years;

WHEREAS, the Cache County code Title 2 establishes a Historic Preservation Commissions which is not and has not been a utilized commission;

WHEREAS, the Cache County code Title 2 establishes Township Planning Commissions which are not in existence and are no longer supported by State code;

WHEREAS, the County Council caused notice of the amendments to Title 2 of the Cache County Code to be advertised in *The Herald Journal*, a newspaper of general circulation in Cache County, 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, BE IT ORDAINED by the County Legislative Body of Cache County that Title 2 and Title 5 of the Cache County Code is hereby amended and superseded as follows:

1. STATUTORY AUTHORITY

The statutory authority for enacting this ordinance is the Utah Code Annotated §17-53-201 & 223 (1953, as amended).

2. PURPOSE OF PROVISIONS

The purpose of this ordinance is to amend and supersede portions of Title 2 and Title 5 of the Cache County Code regarding department structure, historic preservation and township planning commissions.

3. FINDINGS

A. The amendments to Title 2 and Title 5 of the Cache County Code are necessary to remove conflicts that exist within the County code.

B. It is in the interest of the public and the citizens of Cache County that the proposed amendments to Title 2 and Title 5 of the Cache County Code be approved.

ORDINANCE NO. 2016-08

CACHE COUNTY, UTAH

AMENDMENTS TO TITLE 2 AND TITLE 5

4. EXHIBITS

Title 2 of the Cache County Code is amended as follows: See Exhibit A
Title 5 of the Cache County Code is amended as follows: See Exhibit B

5. PRIOR ORDINANCES, RESOLUTIONS, POLICIES AND ACTIONS SUPERSEDED.

This ordinance amends and supersedes Title 2.36, 2.40, 2.48, 2.68, 5.08.040(J), and 5.20.050(D) of the Cache County Code, 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.

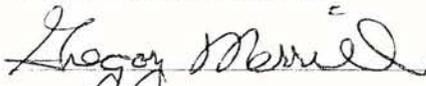
6. EFFECTIVE DATE.

This ordinance takes effect on July 13th, 2016. Following its passage but prior to the effective date, a copy of the ordinance shall be deposited with the County Clerk and a short summary of the ordinance shall be published in a newspaper of general circulation within the County as required by law.

APPROVED AND ADOPTED this 28th day of June, 2016.

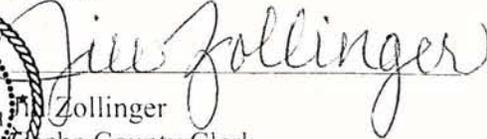
	In Favor	Against	Abstained	Absent
Potter	X			
Erickson	X			
White	X			
Merrill	X			
Robison	X			
Yeates	X			
Zilles	X			
Total	7			

CACHE COUNTY COUNCIL:


Gregory Merrill, Chair
Cache County Council

ATTEST:




Zollinger
Cache County Clerk

Publication Date:

July 13, 2016

2.36 Repealed

2.40 DEVELOPMENT SERVICES DEPARTMENT

2.40.010: The Development Services Department shall function under the direction of the County Executive and have the powers and responsibilities necessary to perform the following functions:

- A. Plan, construct and maintain county roads, bridges, culverts, and other roadway facilities.
- B. Develop and administer stormwater and flood control facilities and programs.
- C. Oversee Planning & Zoning, Building Construction, and Countywide Planning functions.
- D. Oversee the development and management of the Geographic Information System (GIS).
- E. Oversee Weed control.
- F. Develop and maintain parks and trails.
- G. Provide engineering and surveying services, including acting as the technical staff to the County Surveyor.
- H. Perform such other duties as shall be assigned by the county executive.

2.40.020: DIRECTOR:

- A. The county executive shall be empowered to appoint, with the advice and consent of the county council, a director to administer the Development Services Department.
- B. The director shall have such powers and responsibilities as is necessary and reasonable for the administration of a department and such other powers and duties as shall be designated and delegated to the director by the county executive and as may be specified in ordinances or policies adopted by the county council.

2.40.030: DIVISIONS:

The Development Services Department shall have such responsibility for and authority over the following departments/divisions:

- A. Planning & Zoning
- B. Countywide Planning
- C. Geographic Information Systems
- D. Building
- E. Weed
- F. Roads
- G. Trails
- H. Stormwater

Other future departments or offices as may be assigned by the county executive or as shall be specified by county ordinance or policy adopted by the county council.

2.48 Repealed

2.68 Repealed

Ordinance 2016-08 Exhibit B

5.08.040: APPLICATION FOR CONSENTS TO STATE RESTAURANT LIQUOR LICENSES:

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

5.20.050: LICENSE REQUIRED:

D. Application Required: Any person desiring to operate a sexually oriented business shall file an application to the Development Services Department on a form to be provided by the county. All applicants must sign the application and affirm the truthfulness of the contents of the application before a notary public. All applicants must be qualified according to the provisions of this chapter.

~~2.36 PLANING DEPARTMENT~~

~~2.36.010: PLANNING DEPARTMENT:~~

~~There shall be a planning department. The powers, duties and responsibilities of the planning department shall include the following:~~

- ~~A. Collect, organize and analyze data and other information needed for current and long-range research related to county economic, social, physical and environmental problems.~~
- ~~B. Provide technical planning information and advice to the county council, the county executive and the various planning boards, councils and commissions.~~
- ~~C. Fulfill other related tasks assigned by the county council and county executive.~~

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2.36 Repealed

~~2.40 PUBLIC WORKS DEVELOPMENT SERVICES DEPARTMENT~~

~~2.40.010: PUBLIC WORKS DEPARTMENT:~~

~~There shall be a public works department. The public works department Development Services Department shall function under the direction of the County Executive and have the powers and responsibilities necessary to perform the following functions:~~

- ~~A. Plan, construct and maintain county streets and highways, roads, bridges, culverts, and other roadway facilities.~~
- ~~B. Develop and administer stormwater and flood control facilities and programs.~~
- ~~C. Oversee Planning & Zoning, Building Construction, and Countywide Planning functions.~~
- ~~D. Oversee the development and management of the Geographic Information System (GIS).~~
- ~~B-E. Oversee Weed control.~~
- ~~C. Collect and dispose of refuse, garbage and trash.~~
- ~~D-F. Develop and maintain parks and cemeteries/trails.~~
- ~~G. Provide engineering and surveying services, including acting as the technical staff to the County Surveyor.~~
- ~~H. Perform such other duties as shall be assigned by the county executive.~~
- ~~E. Construct and maintain public facilities and equipment.~~
- ~~F. Perform such other duties as shall be assigned by the county council and county executive.~~

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~~2.40.020: CREATED:~~

- ~~A. There is created the Cache County public works department (the "department").~~
- ~~B. The department shall be an administrative department under the direct authority and supervision of the county executive.~~

~~2.40.030: DUTIES AND RESPONSIBILITIES:~~

~~The public works department shall have the powers and responsibilities necessary to perform the following functions:~~

- ~~A. Manage, maintain and construct public buildings, facilities, property and equipment.~~
- ~~B. Plan, develop, construct, maintain, control and manage county roads, sidewalks, rights of way and bridges within the county.~~

- C. Plan, construct, maintain, control and manage the Logan Cache airport and all county equipment and facilities located on the airport, including representation of the county with respect to fixed-base operators, hangar tenants and scheduled and chartered air services.
- D. Develop, manage and administer flood control facilities, equipment, plans and programs.
- E. Provide for and manage the collection and disposition of solid waste, including the monitoring, enforcement, renewal and implementation of any necessary interlocal agreements.
- F. Plan, develop, obtain, manage, maintain and represent the county with respect to the county fairgrounds, parks, recreational facilities and equipment, cemeteries, water rights and systems, and other county owned or managed property, facilities and equipment.
- G. Monitor, supervise, coordinate, obtain and provide necessary professional services, including engineering, technical or other such services, and coordinate county needs with respect to the county surveyor.
- H. Identify, evaluate, make recommendations with respect to, and dispose of surplus property of the county.
- I. Perform such other duties and assume such other responsibilities as shall be designated and delegated by the county executive or as shall be specifically provided for by ordinance or policy adopted by the county council.

2.40.040020: PUBLIC WORKS DIRECTOR:

- A. The county executive shall be empowered to appoint, with the advice and consent of the county council, a ~~public works~~ director to administer the ~~public works department~~Development Services Department.
- B. The ~~public works~~ director shall have such powers and responsibilities as is necessary and reasonable for the administration of a department and such other powers and duties as shall be designated and delegated to the ~~public works~~ director by the county executive and as may be specified in ordinances or policies adopted by the county council.

2.40.050: BUDGET:

The ~~public works department~~ shall be included in the county budget as a separate department.

2.40.060030: OTHER DEPARTMENTS/DIVISIONS:

The ~~public works department~~Development Services Department shall have such responsibility for and authority over the following departments/divisions:

- A. Planning & Zoning
- B. Countywide Planning
- C. Geographic Information Systems
- D. Building
- E. Weed
- F. Roads
- G. Trails
- H. Stormwater

~~Other existing or future departments or offices as may be designated and assigned by the county executive or as shall be specified by county ordinance or policy adopted by the county council.~~

2.48 Repealed

2.68 Repealed Chapter 2.48 HISTORIC PRESERVATION COMMISSION

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2.48.010: PURPOSE AND INTENT:

It is the purpose and intent of this chapter to:

A. — Recognize that the historical heritage of Cache County is among its most valued and important assets.

B. — Provide for the identification, preservation, protection and enhancement of the historic, cultural and prehistoric areas, sites, properties and resources within the county.

2.48.020: ESTABLISHED:

The Cache County historic and preservation commission is established with the following provisions:

A. — The commission shall consist of at least five (5) members, with a demonstrated interest, competence or knowledge of historic preservation, to be appointed for terms not less than two (2) years each by the county council.

B. — To the extent available in the community, two (2) commission members shall be professionals, as defined by national park service regulation, from the disciplines of history, architecture, architectural history, archeology, planning, urban planning, American studies, American civilization, cultural geography or cultural anthropology.

C. — The commission will meet at least twice a year and conduct business in accordance with the open public meeting laws of the state. This includes public notification of meeting place, time and agenda items.

D. — Written minutes of each commission meeting will be prepared and made available for public inspection.

2.48.030: DUTIES AND POWERS:

A. — Survey And Inventory Community Historic Resources: The historic preservation commission shall conduct or cause to be conducted a survey of the historic, architectural and archeological resources within the community. The survey shall be compatible with the Utah inventory of historic and archeological sites, and able to be readily integrated into statewide comprehensive historic preservation planning and other planning processes. Survey and inventory documents shall be maintained and open to the public. The survey will be updated at least every ten (10) years.

B. — Review Proposed Nominations To National Register Of Historic Places: The historic preservation commission shall review and comment to the state historic preservation officer on all proposed national register nominations for properties within the boundaries of the community. When the historic preservation commission considers a national register nomination which is normally evaluated by

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professionals in a specific discipline and that discipline is not represented on the commission, the commission will seek expertise in this area before rendering its decision.

C. — Provide Advice And Information:

1. — The historic preservation commission shall act in an advisory role to other officials and departments of local government regarding the identification and protection of local historic and archeological resources.

2. — The historic preservation commission shall work toward the continuing education of citizens regarding historic preservation and the community's history.

D. — Enforcement Of State Historic Preservation Laws: The commission shall support the enforcement of all state laws relating to historic preservation. These include, but are not limited to: Utah Code Annotated section 17A-3-1301, as amended, the historic district act; sections 9-8-305, 9-8-307 and 9-8-308, as amended, regarding the protection of Utah antiquities; and section 9-8-404, as amended, regarding notification of the state historic preservation office of any known proposed action which will destroy or effect a site, building, or object owned by the state and included on or eligible for the state or national registers.

E. — Enforcement Of Local Historic Preservation Laws: In the event of the enactment of any historic preservation laws by the county, the commission shall support the enforcement of such local historic preservation laws.

F. — Reviews: The commission shall review all applications for and make recommendations regarding alterations, change of use, or new constructions involving historic sites and properties, subject to the following:

1. — Such review and recommendations shall be binding only upon buildings and properties which are listed on a locally designated site's register; and

2. — Any reviews and recommendations must be compatible with the current United States secretary of the interiors standards for rehabilitation and guidelines for rehabilitating historic buildings.

G. — Powers: The commission shall have those powers necessary and reasonable for the carrying out of its duties and as specified in the Utah historic district act.

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Chapter 2.68 TOWNSHIPS AND TOWNSHIP PLANNING COMMISSIONS

2.68.010: PURPOSE:

Pursuant to the provisions and requirements of the Utah township act, Utah Code Annotated section 17-27-200.5 et seq., hereinafter the "act", the following procedures regarding the time and manner of establishing townships and further the procedures for the election and appointment of township planning commission members and the jurisdiction and authority of township planning commissions are established:

~~2.68.020: ESTABLISHING A TOWNSHIP:~~

~~Upon the receipt of a valid petition to create a township, which contains original signatures and which has been reviewed and certified as adequate by the Cache County clerk and Cache County attorney in accordance with the requirements of the act and of state law generally, the Cache County council shall by resolution, set and hold a public hearing on the petition, consider oral and written testimony from the public and vote on the question of whether or not to establish a township.~~

~~2.68.030: PLANNING COMMISSION MEMBERS:~~

~~Township planning commissions shall be comprised of seven (7) members. Three (3) members shall be elected and four (4) members shall be appointed as set forth below. At least one member, but not more than two (2) members of the township planning commission's term shall expire at the end of each year.~~

~~2.68.040: ELECTION OF PLANNING COMMISSION MEMBERS:~~

- ~~A. Three (3) township planning commission members shall be elected from among residents of the township area in accordance with the provisions of the act.~~
- ~~B. Candidates for elected township planning commission members shall be registered voters and residents of the township area. Candidates shall file a declaration of candidacy for a specific seat with the Cache County clerk on forms prepared by the clerk and shall pay a twelve dollar (\$12.00) filing fee. Unless set forth otherwise in ordinance, when a new township is initially created, the filing period for candidates shall open on the date following the public hearing where the council establishes a township and shall close thirty (30) days before the election. Subsequent elections shall be conducted consistent with Utah law and this chapter.~~
- ~~C. Elected planning commission members shall serve for term of four (4) years, provided, that the terms of board members shall be staggered in accordance with the terms of subsection D of this section.~~
- ~~D. The terms of initial board members may be less than four (4) years and shall be staggered and modified in such a way that members shall stand for reelection in odd numbered years.~~
- ~~E. All aspects of planning commission elections not specifically addressed in this chapter shall be conducted in accordance with standard election procedures as established by the Utah election code, including, but not limited to, voter registration and qualifications, elections judges, ballots and polling procedures, canvass, and all other aspects and procedures of the electoral process. The Cache County clerk shall determine the necessity and manner of consolidation of voting precincts and appointment of election judges, in accordance with state statute. If any aspect of planning commission elections, as set forth in this chapter, is inconsistent with state law, state law shall govern.~~

~~2.68.050: APPOINTMENT OF PLANNING COMMISSION MEMBERS:~~

~~In accordance with the provisions of the act, the county executive, with the advice and consent of the county council, shall appoint four (4) township planning commission members who are registered voters and residents of the township. Board members appointed by the county shall serve for staggered four (4) year terms.~~

~~2.68.060: ORGANIZATION OF COMMISSION:~~

- ~~A. Quorum:
 - ~~1. A quorum of a township planning commission shall consist of four (4) members present;~~
 - ~~2. A quorum of a township planning commission shall have the authority to conduct all business; and~~~~

3. A majority vote of a township planning commission shall be required to take any action, pass a motion, or approve or grant any application.

B. Vacancies:

1. A township electee or county appointee vacancy of a township planning commission by reason of death, resignation, removal or disqualification shall be filled by appointment by the county executive with the advice and consent of the county council.
2. Unless otherwise provided by law, vacancies for township electees or appointees shall be filled for the unexpired term of the member replaced.
3. In the event the county executive is unable, for a period of sixty (60) days, to locate sufficient residents who are willing to serve on the township planning commission to create or maintain a seven (7) member board, the township planning commission shall cease to function. If any township planning commission ceases to function, the Cache County planning commission shall act in the place of the township planning commission. Once the county executive is able to locate sufficient residents who are willing to serve, the township planning commission shall resume its function.

C. Meetings:

1. Township planning commissions shall convene in regular meetings at least once a month for the conduct of its business. If no business has been initiated with the county zoning office to be considered by the township planning commission, then the meeting scheduled for that month is not required.
2. All meetings shall be open to the public and records and minutes thereof made and maintained by the office of the county zoning administrator.
3. All meetings shall be held at the same location where the county planning commission meetings are held.

2-68.070: POWERS AND DUTIES OF COMMISSION:

- A. The extent of power conferred by this chapter upon a township planning commission is limited to the territory included within the boundaries of the relevant township and is limited to the powers and duties set forth in county ordinances, including, but not limited to, the Cache County land use ordinance, and state law.
- B. Unless specifically modified by this chapter, or specifically granted by state law, township planning commissions shall be subject to all provisions of the Cache County land use ordinance as it now exists and as it may be amended from time to time.
- C. After a township is created, the duly elected and appointed township planning commission shall act as the planning commission within the township boundaries so far as it is authorized herein and shall:
 1. Prepare and recommend a general plan and amendments to the general plan to the county legislative body.
 2. Recommend zoning ordinances and maps, and amendments to zoning ordinances and maps, to the county legislative body.
 3. Administer provisions of the zoning ordinance, if specifically provided for in the zoning ordinance adopted by the county legislative body.
 4. Recommend subdivision regulations and amendments to those regulations to the county legislative body.
 5. Recommend approval or denial of subdivision applications.
 6. Advise the county legislative body on matters as the county legislative body directs.
 7. Hear or decide any matters that the county legislative body designates, including the approval or denial of, or recommendations to approve or deny, conditional use permits.

- 8. ~~Exercise any other powers delegated to it by the county legislative body.~~
- 9. ~~Exercise any other powers that are necessary to enable it to perform its functions.~~
- D. ~~The planning commission of a township may recommend to the legislative body of the county in which the township is located:
 - 1. ~~That the county legislative body support or oppose a proposed incorporation of an area located within the township.~~
 - 2. ~~That the county legislative body file a protest to a proposed annexation of an area located within the township.~~~~
- E. ~~The office of the Cache County zoning administrator shall act as staff for all township planning commissions. Any applications for land use permits or other matters that are to be acted upon by a township planning commission shall be filed with the Cache County zoning administrator.~~
- F. ~~Any appeals from a township planning commission shall not be filed with the county planning commission but shall be filed as if the appeal was taken from the county planning commission in the method provided for by law.~~

ORDINANCE NO. 2016-09
CACHE COUNTY, UTAH
KERR BASIN REZONE

AN ORDINANCE AMENDING THE COUNTY ZONING MAP

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 act also provides certain procedures for the county's legislative body (the "County Council") to adopt or amend the land use ordinance and zoning map for the county, and;

WHEREAS, the County Council caused notice of the hearing to be advertised at least ten (10) days before the date of the public hearing in *The Herald Journal*, a newspaper of general circulation in Cache County, and;

WHEREAS, on May 5, 2016, at 5:40 P.M. the Planning Commission held a public hearing for a rezone in the Agricultural (A10) Zone to include the Mineral Extraction and Excavation (ME) Overlay Zone, which meeting was preceded by all required legal notice and at which time all interested parties were given the opportunity to provide written or oral comment concerning the proposed rezone, and;

WHEREAS, on May 5, 2016 the Planning Commission recommended the approval of said rezone (6. 0) and forwarded such recommendation to the County Council for final action, and;

WHEREAS, on June 14, 2016, 5:30 P.M., the County Council held a public hearing to consider any comments regarding the proposed rezone. The County Council accepted all comments, and;

WHEREAS, after careful consideration of the recommendation of the Planning Commission, comments at the public hearing and other public meetings where such proposed rezone was discussed, and recommendation of county staff, the Council has determined that it is in the best interest of the health, safety and welfare of the citizens of Cache County to approve such rezone;

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

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. Approval of Rezone.

The County Council hereby rezones the described 11.25 acre portion of parcel number 10-031-0005 as described within Exhibit A currently zoned as the Agricultural (A10) Zone to include the Mineral Extraction and Excavation (ME) Overlay Zone.
3. 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 that is attached as Exhibit B, of which a detailed digital or paper copy is available in the Development Services Department.
4. Findings
 - A. The proposed zone does not impact adjoining land uses and is compatible with adjoining uses as there are several existing gravel pits and Mineral Extraction and Excavation (ME) Overlay Zones in the area.
 - i. There are five gravel pits under three owners (LeGrand Johnson Construction, Leatham, and Archibald) and two parcels in the Mineral Extraction and Excavation (ME) Overlay Zone within a two mile radius of the property (Exhibit B).
 - ii. The property includes areas likely to contain high resource potential with alluvial and delta & shoreline deposits as identified on the County Sand and Gravel Resource Potential Map.
 - B. The proposed rezone area is greater than five acres.
5. Severability.

All parts of this ordinance are severable, and if any section, paragraph, clause or provision of this ordinance shall, for any reason, be held to be invalid or unenforceable, the invalidity or unenforceability of any such section, paragraph, clause or provision shall not affect the remaining sections, paragraphs, clauses or provisions of this ordinance.
6. 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.
7. Exhibits.

Exhibit A: Description/map of the affected portion of parcel number 10-031-0005.
Exhibit B: Zoning Map of Cache County

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8. Effective Date.

This ordinance takes effect on July 14, 2016. Following its passage but prior to the effective date, a copy of the ordinance shall be deposited with the County Clerk and a short summary of the ordinance shall be published in a newspaper of general circulation within the county as required by law.

APPROVED AND ADOPTED this 28th day of June, 2016.

	In Favor	Against	Abstained	Absent
Potter	X			
Erickson	X			
White	X			
Merrill	X			
Robison	X			
Yeates	X			
Zilles	X			
Total	7			

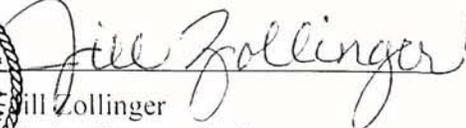
CACHE COUNTY COUNCIL



Greg Merrill, Chair
Cache County Council



ATTEST:



Jill Zollinger
Cache County Clerk

Publication Date:

July 13, 2016

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Proposed Gravel Pit

700 ft

700 ft

700 ft

Legend

-  Gravel Pit Legal
-  2017 Parcels
-  County Roads
-  All Roads

0 90 180 360 Feet

Legal description of rezone area:

Part of the Southwest Quarter of Section 4, Township 10 North, Range 1 West of the Salt Lake Base and Meridian described as follows:

Commencing at the Southeast Corner of Section 4, Township 10 North, Range 1 West of the Salt Lake Base and Meridian thence N00Q17°55'E 1930.00 feet along the east line of said Section 4, thence West 2740.00 feet to the POINT OF BEGINNING and running thence South 700 feet; thence West 700 feet; thence North 700 feet; thence East 700 feet to the point of beginning.

Exhibit B: Ordinance 2016-09 Zoning Map of Cache County



10-031-0005

Legend

- Major Roads
- City Boundary

Zone Type

- Mineral Extraction and Excavation Overlay (ME)
- Public Infrastructure Overlay (PI)
- A10: Agriculture 10 acres
- C: Commercial
- FR40: Forest Recreation 40 acres
- IM: Industrial/Manufacturing
- RR: Resort Recreation
- RU-2: Rural - 2 Zoning District
- RU-5: Rural - 5 Zoning District



CACHE COUNTY RESOLUTION 2016 - 17

A RESOLUTION AMENDING THE CACHE COUNTY CORPORATION PERSONNEL POLICY AND PROCEDURE MANUAL SECTION VIII(O); SECTION IX(G)(3); AND SECTION X GRIEVANCES AND APPEALS

WHEREAS, the Cache County Council on 6/28, 2016, in a regular meeting of which lawful notice had been given, considered amending Section VIII(O); Section IX(G)(3); and Section X of the Cache County Corporation Personnel Policy and Procedure Manual which describes Grievances and Appeals; and

WHEREAS, the proposed amendments to the Cache County Corporation Personnel Policy and Procedure Manual are consistent with State law.

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

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

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

Adopted by the County Council of Cache County, Utah, this 28th day of June, 2016.



CACHE COUNTY COUNCIL

BY: Greg Merrill
Greg Merrill, Chairman

ATTEST:

By: Jill N. Zollinger
Jill N. Zollinger, County Clerk



EXHIBIT A

SECTION VIII(O) -- RULES AND REGULATIONS

O. Vehicle Safety & Operator Guidelines

Cache County has established standard operating procedures with regard to the operation of county vehicles and equipment. These procedures include:

1. Any employee or volunteer who will be driving a county owned vehicle will be required to obtain/maintain the following:
 - a. Hold a current valid Utah driver's license of the correct class for the vehicle they will be operating.
 - b. Be age 18 or older.
 - c. Be mentally and physically able to drive safely.
 - d. Obey all traffic laws, rules and regulations and use common sense and good judgment.
 - e. No convictions for driving under the influence of alcohol or drugs or reckless driving offenses within the previous five (5) years or no more than two (2) moving violations within the previous 24 months.
2. An annual review by Human Resources of the Driver's License Record of employees and volunteers who will be operating county owned vehicles, or driving a personal vehicle while on county business. Eligibility will be in accordance with the county's insurance provider and the county's Risk Management Program.
3. While driving any vehicle on County business, employees and volunteers will be subject to the following:
 - a. If an employee's work requires driving, his or her license will be checked before employment and periodically thereafter. The employee must notify their supervisor immediately upon expiration, suspension or revocation. Failure to report or continuing to drive a County vehicle will result in discipline, including possible termination.
 - b. Drive a personal vehicle on county business that is properly registered and insured in the amounts required by State law.
 - c. Observe and inspect a county vehicle for obvious defects and safety hazards. If a hazard is apparent, the vehicle shall not be operated. No employee shall knowingly operate an unsafe



vehicle on county business. This includes county owned vehicles and personal vehicles used on county business.

- i. All county vehicle maintenance or safety problems shall be reported immediately to the employee's Department Head.
- d. Drive with courtesy, care, and caution, and make the safety of the driver, passengers, pedestrians, and other drivers, of paramount concern.
- e. Not drive while impaired by alcohol, prescription drugs, or illegal substances.
 - i. If an employee is suspected of being under the influence or impaired the department head or their designee will have the employee immediately go to WorkMed who will conduct the necessary tests to determine the employee's ability to drive.
 - ii. If a volunteer is suspected of being under the influence or impaired, they will be asked to leave and their services will no longer be accepted.
- f. Observe all accident reporting procedures.
- g. Not allow an unauthorized person to have the keys to or operate a County vehicle, unless an emergency requires it.
- h. Ensure that all vehicle occupants properly use the restraint and other protective devices consistent with applicable laws.
- i. Cache County will not be liable for injuries or damages arising from activities outside the scope of employment, including but not limited to personal use of rented vehicles by employees during a County-authorized business trip. If a County employee on county business is involved in an accident while driving a personal vehicle, the employee's personal insurance shall provide the primary coverage.
- j. Drivers of county vehicles shall carry only authorized passengers:
 - a. Persons riding as part of County business;
 - b. Spouse or children of employees traveling to and from an approved office-related out-of-County training session, conference, or seminar.
 - i. Requires written pre-authorization from the Department Head, County Risk Manager, and County Executive.
 - c. Exceptions for public safety personnel may be allowed as per department's policy and procedures.



- k. All employees and volunteers shall abide by Utah State motor vehicle laws including the use of seat belts by all occupants of county owned vehicles. *Any employee who operates a vehicle on County business and does not properly use a seatbelt may be disciplined up to and including termination.*
- l. Any employee or volunteer, with the exception of public safety personnel, and in accordance with public safety policies, who uses a cell phone during the course of county business, including travel time, shall be expected to take the caller's name and phone number and upon safely pulling off the side of the road and parking, then return the call. *If any employee or volunteer is involved in a vehicle accident while talking on a cell phone, while driving on county business, such employee will be subject to scrutiny by the county's Accident Review Board and will merit disciplinary action up to and including termination based on the severity of the accident (see §Q.10.e. - Mobile Computing Device Safety).*
- m. Though the county carries liability and property damage insurance on all county owned vehicles and thereby covers employees while driving county owned vehicles on official county business, accidents which are found to have been preventable or avoidable or to be the fault of the employee may subject the employee to disciplinary action up to and including termination.

SECTION IX(G)(3) – EMPLOYEE BENEFITS

3. Health Insurance

Merit Employees, full-time appointed department heads, and elected officials are eligible for health care insurance benefits. Under the county's current health care plan with PEHP, the county pays 85% of the Advantage or Summit Care plan premium for full-time merit employees, full-time appointed department heads, and full-time elected officials, *if the employee and their spouse participate in the county's wellness program.*

- a. Unlike the dental insurance, a newly hired merit employee may enroll in the health insurance plan within 60 days of their hire date. When an employee enrolls on the health insurance plan, premiums are withheld from the employee's check biweekly. Upon the County withholding the next month's premium (one month in advance) the health insurance coverage becomes effective the first day of the month.
 - i. When a month has three pay periods, the health insurance will only be withheld from the first two paychecks in that month.
 - ii. Regarding employees who leave the county's employment, one of the following will apply:



- a. If, for any reason, an employee leaves the county's employment *between the first of the month and the first paycheck*, no medical premiums will be withheld from the employee's final paycheck and medical insurance coverage will terminate on the last day of the month in which the employee leaves the county's employment.
 - b. If, for any reason, an employee leaves the county's employment *between the first and second paycheck of the month*, the employee's half of the medical premium captured in the first paycheck of the month will be refunded in their final paycheck. Medical insurance coverage will then terminate on the last day of the month in which the employee leaves the county's employment.
 - c. If, for any reason, an employee leaves the county's employment *between the second paycheck and the end of the month*, the medical insurance coverage will then continue through the end of the next month and no refund will be issued.
- b. Any employee who chooses to not enroll in health care benefits upon their starting with the County must wait until the annual open-enrollment period to do so. The only exception to this policy is if a merit employee or elected official experiences a life-changing event within their personal life (e.g. birth of a child, death of a dependent, loss of benefits when covered by spouse, etc.). Then they must enroll or make changes to their policy within 30 days of the life-changing event. It is the responsibility of the employee to ensure their health care insurance is accurate, complete, and current. Failure to do so will then prohibit enrollment or changes until the annual open-enrollment period.
 - c. The County pays a stipend to full-time eligible employees and elected officials who provide proof of coverage through other insurance sources, who elect not to participate in the health insurance program, or who elect single coverage only. Those employees who elect two-party coverage or family coverage are not eligible for the stipend payment.
 - d. If, during the course of employment, an employee dies, the county will pay the full health insurance premium for the deceased employee's family for a period of four months as long as the employee meets the following criteria at the time of death:
 - i. The employee is a merit employee with benefits
 - ii. The employee is enrolled in the county's health care plan
 - iii. The county will cover only those family members who are specified on the deceased employee's current health insurance enrollment form or those who legally meet the health insurance provider's criteria (i.e. children must be younger than 26 years of age and unmarried).



SECTION X -- GRIEVANCES AND APPEALS

A. DEFINITION

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

B. POLICY

It is Cache County's policy to address employee's grievances promptly, fairly, and in accordance with County Policy. The grievance and appeals procedure is available to non-probationary merit employees in the event of dismissal, demotion, suspension or transfer for any reason. This policy does not include merit system deputy sheriffs for a grievance when there is a right to appeal a demotion, reduction in pay, suspension, or discharge to the merit commission as established by Utah law.

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

C. STEPS FOR RESOLVING GRIEVANCES

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

- a. The employee should verbally communicate any complaint or grievance to the department head. The employee should clearly identify the problem and suggest possible solutions to the department head.
- b. All grievances shall be communicated within five (5) working days after the incident occurs or situation arises so that the grievance can be appropriately considered.



- c. After receipt of verbal communication of grievance, the department head shall respond within five (5) working days to the employee with a solution or other response.
- d. The employee, after having received a solution or an answer back from the department head, has ten (10) working days to appeal if not satisfied with the results.

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

- a. If the grievance is not satisfactorily resolved with the verbal communication to the department head or within the time allowed for in **Step 1**, a written grievance on the county's Grievance Form (available from the Director of Human Resources) with a clear, detailed statement of the grievance and supporting facts should be hand-carried to the department head and a copy to the Director of Human Resources.
- b. The department head and the Director of Human Resources have ten (10) working days to review and respond to the written grievance. The response to the employee from the department head and the Director of Human Resources shall be in written form.
- c. The employee, after having received a response to the written grievance from the department head and the Director of Human Resources, has ten (10) working days to appeal to the Director of Human Resources if they are not satisfied with the results.

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

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

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

D. THE GRIEVANCE COMMITTEE

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

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



1. The Director of Human Resources or HR staff may not serve on the grievance committee. The County Attorney, or designee, will serve as legal counsel to the grievance committee and chair. If any member of the grievance committee has a direct conflict of interest with an appeal or is from the same department as the appealing employee, that member must so state after notification of a pending appeal and an alternate member shall be appointed to replace that member for the specific appeal only.
 - a. If the employee believes that a conflict of interest exists with a member of the grievance committee, the employee may request that that member of the grievance committee be replaced by an alternate member. In that event, an alternate member shall be appointed for that appeal only. Under no circumstances shall more than one alternate member be required to be appointed to replace an original member of the grievance committee.
 - b. The appeal shall include the signed written grievance on the county's Grievance Form with a clear statement of relevant facts and any applicable rules, policies, or laws, along with copies of any supporting documentation (written, photo, video, audio, list of witnesses, witness statements, etc.) and the employee's recommendations or request for a solution.
 - c. The Department may have 10 days to respond to the written documentation submitted by the employee.
 - d. *The grievance committee shall have ten (10) working days to meet and determine if a hearing should be held.*
 - i. If the grievance committee determines that a hearing is not justified, it will explain the decision and recommend a solution in writing to the employee and the department head. The recommendation of the grievance committee is final.
 - ii. If the grievance committee determines that a hearing is justified, it shall give written notice to the employee no less than five working days before the hearing.
2. The procedure for the hearing before the grievance committee shall be as follows:
 - a. At the hearing the employee or their representative shall be placed under oath and shall establish the basis of the employee's grievance.
 - b. The department head shall be placed under oath and will also review his or her findings with the grievance committee.
 - c. Parties to the grievance may call witnesses who shall be sworn in before testifying.
 - d. The grievance committee may ask questions and gather relevant information as it deems appropriate.
 - e. Upon completion of the hearing, the grievance committee shall render a written decision to the employee and the department head within ten working days of the conclusion of the hearing. The decision of the committee shall be final.
 - f. Only the grievance committee shall make a record of the hearing and its decision and may do



so by using an audio recorder but no recording shall be made of the deliberations of the committee. *No other recordings of the proceedings will be allowed.* Grieving parties may make a written request of an official copy of the record or any recordings.

- g. *Neither the hearing, the deliberations, nor other proceedings before the grievance committee constitute open and public meetings and therefore shall be closed.*
 - i.

E. TERMINATION AND TRANSFER APPEALS

In those cases where a non-probationary merit employee is discharged through involuntary termination, suspended, or transferred through demotion from one position to another with less remuneration for any reason, the non-probationary merit employee has the right to a hearing before the grievance committee in accordance with the following procedures. This policy does not include merit system deputy sheriffs for a grievance when there is a right to appeal a demotion, reduction in pay, suspension, or discharge to the merit commission as established by Utah law.

- 1. Within ten (10) working days of the discharge, suspension, transfer or demotion, a non-probationary employee requesting an appeal hearing shall submit a written grievance on the county's Grievance Form to the Director of Human Resources with a clear, detailed statement of the grievance and supporting facts. The Director of Human Resources shall then immediately forward the request and all supportive facts to the grievance committee.
 - a. The employee's request for a hearing shall set forth the action being appealed and include a statement by the employee stating in detail the facts of the case, the reasons why the appeal is being taken and what remedial action the employee desires.
 - b. Within ten (10) working days after receipt of the request for a hearing, the grievance committee shall meet and determine if a hearing is justified and if so, establish a hearing date and give written notice of the hearing to the employee not less than five (5) working days before the hearing.
 - i. The written notice should include:
 - The hearing date, time and location;
 - A statement that the employee shall be entitled to appear in person at the hearing to present evidence on their behalf and question witnesses and examine all evidence to be considered by the grievance committee, and that the employee may be represented by a person or legal counsel of the employee's choice and expense;
 - A statement to the effect that the committee will conduct the hearing informally and that:
 - The strict rules of evidence shall *not* apply;
 - That all witnesses will nevertheless be placed under oath by the Committee Chair;



- That the grievance committee may request that the County Attorney act as counsel for the grievance committee;
 - That the aggrieved employee shall proceed first with the presentation of such facts and issues deemed relevant; and
 - That all witnesses shall be subject to cross-examination and questioning by the members of the grievance committee and the employee.
- c. The committee shall make a written report of its findings and decision. The report should contain the material facts brought out in the hearing upon which the committee bases its decision and a copy should be provided to the department head, Human Resources, and the employee within ten (10) working days from conclusion of the hearing.
- d. Only the grievance committee shall make a record of the hearing and its decision and may do so by using an audio recorder but no recording shall be made of the deliberations of the committee. *No other recordings of the proceedings will be allowed.* Grieving parties may make a written request of an official copy of any recordings.
- e. *Neither the hearing, the deliberations, nor other proceedings before the grievance committee constitute open and public meetings and therefore shall be closed.*
- i.

F. GRIEVANCE PROCEDURE FOR HARASSMENT

All county employees are entitled to a work environment free from harassment based on race, color, religion, age, sex, national origin, disability, status as a veteran, or any other protected status.

1. DEFINITIONS

- a. "Sexual Harassment" is defined as follows: Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:
- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment.
 - Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual.
 - Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.
- b. "Harassment" includes but is not limited to:
- | | |
|---|------------|
| • Epithets (e.g. nicknames, labels, etc.) | • Threats, |
| • Slurs, | • Assault |



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

2. POLICY and PROCEDURE

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

- a. Employees of the County who are the victim(s), or are otherwise aware of harassment by or against a county employee are encouraged to report such harassment as soon as possible. Anyone who believes they have been discriminated against or harassed has a duty to come forth and report such incidents. Employees may, at their choice, make a report of harassment to any of the following:
 - Any supervisor in the employee's chain of command
 - Any employee in Human Resources
 - The County Attorney or their designee
- b. An employee of the County who believes that he/she has been harassed as defined by the policy should:
 - i. Report the incident(s) to his/her department head immediately; an initial report of harassment need not be in writing.



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



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

G. DISCIPLINARY ACTION

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

RESOLUTION 2016 - 02
CACHE COUNTY SERVICE AREA NO. 1
BOARD OF TRUSTEES

A RESOLUTION BY THE CACHE COUNTY SERVICE AREA #1 BOARD OF TRUSTEES APPROVING AN ADJUSTMENT OF SOLID WASTE COLLECTION AND DISPOSAL FEES AND MANDATORY CURBSIDE RECYCLING.

WHEREAS, the Solid Waste Advisory Board, was formed to advise the Board of Trustees of Cache County Service Area No. 1 regarding solid waste collection and disposal

WHEREAS, the Board recognizes the need to adjust the solid waste rates to address special event rates

WHEREAS, the Board encourages public events with its political boundaries

BE IT RESOLVED by the Cache County Service Area # 1 Board of Trustees as follows:

Section 1. Residential Garbage Pickup (includes landfill tipping fees (TF) unless otherwise noted).

Logan City		
90 gallon	\$12.65 per month	No Change
Extra pick up	\$3.87 ea container	No Change
60 gallon (minimum fee)	\$10.50 per month	No Change
Current 60 gallon user rate increase will be implemented over a two year period \$1.35/yr		
Special Pickup/Bulky Waste Charge	\$20.00 plus TF (except green waste)	
Cache County		
90 gallon	\$13.25 per month	No Change
Extra pick up	\$4.19 ea. container	No Change
60 gallon	\$11.00 per month	No Change
Current 60 gallon user rate increase will be implemented over a two year period \$1.30/yr		
Special Pickup/Bulky Waste Charge	\$26.00 plus TF (except green waste)	

Section 2. Commercial Garbage Pickup

a. Front Load Refuse hauled by Service Area	\$ 5.40 cu. yd. per pickup
b. Temporary/Construction Dumpster Rental	
Front Loader Dumpster Rental Fee	\$10.00 weekly or \$1.43 daily
Collection/Disposal Fee	Same as Section 2(a)
c. Roll-off Dumpster	
Rental Fee (beginning day 15 of rental)	\$40.00 weekly or \$5.71 daily
Collection/Disposal Fee	Same as Section 2(c)
c. Roll-off Refuse	
Each Pickup	\$123.75 each Plus Applicable TF

d. Minimum Commercial Fee		
Logan City	\$ 12.65 per month	No Change
Cache County	\$ 13.25 per month	No Change

* ED: Environmental Department

Section 3. New Home Automated Container (A.C.) Service Fee.

Delivery of A.C. in Logan City – for any number of containers for SER Event	\$20.00
Delivery of A.C. in Cache County – for any number of containers for SER Event	\$26.00
Delivery of A.C. by customer	\$5.00

Section 4. Landfill Tipping Fees (TF).

Car or truck up to ¾ ton	\$10.00	No Change
Small single axle trailer	\$10.00	No Change
Dual axle trailer and trucks larger than ¾ ton		Applicable TF
General refuse	\$29.00/ton	No Change
Construction debris & tree stumps	\$21.00/ton	No Change
Uncovered or otherwise unsecured loads	Additional fee	\$10.00

Section 5. Recyclable Item Fees.

a. Tire (size measured by inside diameter)	
15 inches or less	\$2.00 ea.
Larger than 15 but less than 20 inches	\$5.00 ea.
20 to 25 inches	\$10.00 ea.
Over 25 inches	\$100.00 ea.
Tires with rim, additional	\$5.00 ea.
b. Pallets	
Clean to go to Green Waste Facility	\$9.00 per ton
Contaminated	Applicable TF

Note: There is no charge for separated, recyclable items such as newspaper, ferrous metals, aluminum, carpet pad, used oil, and compostable waste trimmings.

Section 6. Special Handling Fees (SHF).

a. Medical and Infectious Waste	
Minimum Fee: up to 0.5 cubic yard or 100 gallons in	
Volume, standard size “Black Beauty” dumpster	\$8.00 cu. yd.
Load is greater than 0.5 cubic yard	\$17.00 cu. yd. No Change
b. Hydrocarbon contaminated soil fees	
(1000 ppm in accordance with landfill	
hazardous waste disposal procedures)	\$17.50/ton Applicable TF plus No Change
c. Household refrigerators, freezers, air conditioners	\$30.00 SHF ea unit
or other appliances originally having contained refrigerant	
which are not certified and marked as having been legally evacuated.	

d. Sludge	\$17.50 ton/SHF	Applicable TF Plus No Change
e. Any other items requiring special handling	\$17.50ton/SHF	Applicable TF Plus No Change
f. Metal bottles or other containers which are or have been pressurized, including but not limited to propane bottles and fire extinguishers.		\$10.00 SHF ea. Unit
g. Asbestos & asbestos contaminated materials	\$500.00/ton	No Change

Section 7. Dead Animal Fees

Animal disposal for farmers is free

Section 8. Residential Curbside Green Waste Collection (April – November)

Logan, Smithfield, North Logan, Providence, Hyde Park, River Heights, Millville, Nibley, Hyrum,	90 Gallon	\$4.00 per month (12 month billing period)
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Section 9. Green Waste Facility Product Pricing (includes sales tax)

Finished Compost	\$20.00/cu. yd.
Coarse Wood Chips	\$8.00/cu. yd.
Medium Wood Chips	\$12.00 per cu. yd.
Pallet Wood Chips	\$10.00/cu. yd.
Premium Wood Chips	\$15.00/cu. yd.
Christmas Tree Wood Chips	\$10.00/cu.yd.
Firewood	\$10.00 per cord
Colored Chips	\$30.00/cu.yd.
Bagged Compost	\$1.50/1 cu.ft.

Section 10. Commercial / Curbside Recycling Collection

Countywide Mandatory Curbside Recycling	\$3.00 per resident per month, once every other week pick up
a. Roll-off Recyclables	
Each Pick up (Green Waste, Other Recyclables)	\$45.00 each Plus ED* receives recycling revenue
Each Pick up (cardboard)	\$ 0.00 each Plus ED* receives recycling revenue
b. Roll-off Cardboard and other recyclables	\$123.75/per pick-up no rebate to ED
c. Front Load Cardboard	\$0.00 each Plus ED* receives recycling revenue

d. Front Load Mixed recycling and other recyclables

\$6.00/yard - Every Other
Week Pick-Up
(\$12.00/yard Week)

Section 11. Spring Cleanup/Green Waste Drop Site

Provide one time spring clean up for every community, or keep the green waste drop site/s at a location identified and monitored by the local community, or credit \$2.15 per residential customer per year to the local community for green waste management

Section 12. Hardship Allowance

Cache County Residential customers may apply for reduced recycling rate annually on the basis of hardship through the Solid Waste Advisory Board.

Section 13. Special Event Rates (SER), also see attached letter

Residential Containers

Logan \$3.15 per empty

All Other Areas outside of Logan \$3.30 per empty

For all services provide two times the requested numbers of containers or charge 1/2 of the amount of containers.

Commercial Containers

For all SER commercial services the rate is the same as shown in section 4 except no rental fee and the size of the container will be double the size of the requested container or the charge will be 1/2 of the service fee.

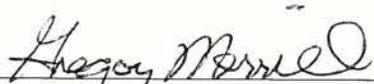
The effective date of this resolution shall be May 24 2016

THIS RESOLUTION duly adopted upon this 24th day of May, 2016 by the following vote:

Yeas: **Potter, Erickson, White, Merrill, Robison, Yeates and Zilles**

Nays: **None**

Absent:


By: Gregory Merrill, Chair

Attest:


By: Jill N. Zollinger, County Clerk/Auditor