

APPROVED

**CACHE COUNTY
COUNCIL MEETING
MINUTES
JULY 28, 2020**

**COUNTY COUNCIL MEETING
July 28, 2020**

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**CACHE COUNTY COUNCIL MEETING
JULY 28, 2020**

The Cache County Council convened in a regular session on July 28, 2020 at 5:00 p.m. in the Cache County Council Chamber at 199 North Main, Logan, Utah.

ATTENDANCE:

Chairman: Karl B. Ward
Vice Chair: Gina H. Worthen
Council Members: Paul R. Borup, David L. Erickson, Barbara Tidwell, Jon White & Gordon A. Zilles
County Executive: Craig "W" Buttars
County Clerk: Jill N. Zollinger
Deputy County Attorney: John Luthy

The following individuals were also in attendance: Director Amy Adams, Janeen Allen, Tom Bailey, Mikelshan Bartschi, Mayor Holly Daines, Mayor John Drew, Cody W. Faerber, John Fleming, Chief Rod Hammer, Issa Hamud, Development Services Director Chris Harrild, Finance Director Cameron Jensen, Sheriff Chad Jensen, Chief Deputy County Executive Bryce Mumford, IT Director Bartt Nelson, Scott Wells, Katie Webb, Terrie Wierenga, **Media:** Charlie Schill (Cache Valley Daily)

OPENING REMARKS AND PLEDGE OF ALLEGIANCE

Executive Buttars gave the opening remarks and led those present in the Pledge of Allegiance.

REVIEW AND APPROVAL OF AGENDA

ACTION: Motion by Council member Zilles to approve the agenda. White seconded the motion. The vote was unanimous, 7-0.

REVIEW AND APPROVAL OF MINUTES

ACTION: Motion by Council member Erickson to approve the minutes of the July 14, 2020 Council meeting as amended. Worthen seconded the motion. The vote was unanimous, 7-0.

MINUTES FOLLOW-UP: Vice Chair Worthen asked if UFO and the Summer Citizen Program had been contacted about the CARES application. Executive Buttars said the county has received an application for CARES funding from UFO and other entities. The applications will be reviewed tomorrow to be sure they meet the requirements and to make a recommendation on payment. Buttars asked Council members to have any other organization seeking CARES funding send Buttars an email and he will forward an application to them.

REPORT OF THE COUNTY EXECUTIVE: CRAIG "W" BUTTARS

APPOINTMENTS: There were no appointments.

OTHER ITEMS:

- Financial Statements** for June 2020 were presented.

(Attachment 1)

- **County Fair & Rodeo** – The county is moving forward with the fair and rodeo and a press release stating that was sent out last week. The Council is invited to participate in the Rodeo Grand Entry Parade.

ITEMS OF SPECIAL INTEREST

- **Cache County Animal Shelter and Impound Facility Status Update** – Sheriff Jensen said things are moving slowly right now and some circumstances have changed. The past county discussions were for the property at the Sheriff's facility to be used to construct an impound for animal control services. The vision is for the county to build the facility and Dr. Cody Faerber's group to staff and manage it while working with USU and BATC to help them move ahead with their vet programs. The county would only be responsible for owning and constructing the building. This will be an expensive project over the years. A 6,000-7,000 square foot building is needed to get started now and is projected to last several years. The approximate cost for the county to build a facility is \$1.5 million. Faerber has rented a facility in Logan and is providing staffing. The facility is serving as an impound for the county with no charge to the county. It is located a few blocks from the Sheriff's office. Jensen will talk with Logan to find out if they want to use the facility as well.

He introduced Dr. Cody Faerber, a veterinarian who founded a nonprofit organization, the New Vision Veterinary group, which has partnered with USU and BATC. The schools have agreed to let him do hands-on applied learning and he is creating a campus that will accommodate all kinds of hands-on opportunities for their students. The initial design has a veterinary facility, classrooms, etc. He has considered about doing other pieces and a shelter portion was part of the plan. When he met Sheriff Jensen in April a merge opportunity was envisioned. USU is currently working on helping Faerber with the ground and he has talked with the county about some potential ground. They will be funding and building other buildings that go along in conjunction with the shelter. The biggest piece is that the group amassed includes individuals from the College of Veterinary Medicine and the BATC lead for their technicians group. In addition, there are half a dozen vets in and out of the valley who are part of his Board of Directors. He has sixteen professionals involved who are eager to move this forward. Faerber owns four clinics – one in Idaho, two in Box Elder County and one in Davis County with staffs of over forty individuals doing boarding and grooming and all veterinary medicine. He sees this as an example of how veterinarians, shelter medicine and education and our county and local entities can work together to solve a challenging problem that is not being addressed.

Worthen asked Jensen if he has a timeline. Jensen replied that with Faerber opening his facility for impound it gives the county the opportunity of time to work with a plan and architect. Jensen strongly believes the county needs to build the building on county property so if it doesn't work in the future, the county is not back at square one. He recommends that operations, employees and professional costs be handled by Faerber's group. He sees no downside to the county and this would bring a great service to the citizens of Cache County. A time line can be established once a dollar number is determined.

Council member White asked if the present impound services are being handled by New Vision adequately? Jensen said they are for now.

Vice Chair Worthen asked if the county facility will be for impound and shelter. Jensen reiterated he anticipates the county building the facility and New Vision doing everything else - impound, medical fees, adoptions, full service. Jensen's concern is for the public safety. Cache County is required to pick up and take care of stray animals.

Council member White noted Faerber's larger vision would require a bigger property than the Sheriff's piece. The county would only have the impound facility and Faerber's education piece would require a campus.

Council member Erickson asked how species specific the county impound facility would be – mostly dogs and cats? Or others? Jensen replied it would probably mostly serve dogs and cats, but large animals are becoming a problem. There would also be the possibility of birds, rats, snakes, etc. A pasture area will be needed for large animals. Presently, people allow stray large animals to stay on a portion of their fenced pasture while the owner is located, but that is not a future guarantee. Jensen recently toured Cedar City's new facility and they had numerous snakes, rats, birds, etc. although it was built mainly for dogs and cats.

Jensen believes it is important for the county to be responsible for the building, not staff or educational parts. The next step is to have a more candid conversation about the dollar number Cache County is comfortable with. Faerber has bought the county some time with his setup so we have time to do it the right way.

PUBLIC HEARINGS, APPEALS AND BOARD OF EQUALIZATION MATTERS

PUBLIC HEARING SET: August 11, 2020 at 6:00 p.m. – Open 2020 Budget

ACTION: Motion by Council member White to set a Public Hearing for August 11, 2020 at 6:00 p.m.-Open 2020 Budget. Zilles seconded the motion. The vote was unanimous, 7-0.

PUBLIC HEARING: July 28, 2020 at 5:25 p.m. – Resolution No. 2020-16 – Ratifying the Appointment of Cache County Drainage District #6 Board of Trustees – Chairman Ward opened the Public Hearing and invited public comment. There was none.

ACTION: Motion by Council member White to close the Public Hearing- Resolution No. 2020-16 – Ratifying the Appointment of Cache County Drainage District #6 Board of Trustees. Worthen seconded the motion. The vote was unanimous, 7-0.

PUBLIC HEARING: July 28, 2020 at 5:30 p.m. – Community Impact Funding Board (CIB) Grant Application for the Urban and Rural Area Assessment, Cost of Service Plan, and Regional Collaboration Plan – Tayler Jensen indicated the original plan was to apply for two grants of \$50,000; however, after looking more into the program it was realized the county can only apply for the expedited grant once a year. That was applied for and the county has been awarded \$50,000 for the General Plan. Under the advice of the CIB Board, the county reassessed its costs for the Cache County Urban and Rural Area Assessment, the Cost of Service Plan, and the Regional Collaboration Plan and has applied for \$93,552.00 to be matched by Cache County to cover the full cost of \$187,104.00. If the Council approves going forward with the request, Tayler will forward the minutes of this meeting on to the CIB Board and be interviewed by them on August 6, 2020. The earliest date of funding will be October 1, 2020.

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

ACTION: Motion by Vice Chair Worthen to close the Public Hearing-Community Impact Funding Board (CIB) Grant Application for the Urban and Rural Area Assessment, Cost of Service Plan, and Regional Collaboration Plan. Erickson seconded the motion. The vote was unanimous, 7-0.

PUBLIC HEARING: July 28, 2020 at 5:40 p.m. – Request for Funding from the Cache County Council of Governments (CCCOG) for Maughan’s Corner Improvements – Matt Phillips informed the Council that shortly after he was employed by the county there was an accident at Maughan’s Corner that had destroyed the guard rail and taken out some private property. In discussions with the Road Department and the high crash history on that intersection, it was decided to look at a long-term solution and make it a safer corner. A few years ago the County received CCCOG funding for preliminary studies, surveys and alternate alignments on that corner. A three phased approach is planned – 1. Initial improvements now with county funds to fix what is currently damaged and make safer. 2. Right-of-Way purchases and 3. Come up with some realignment concepts. There have been twelve property damaging accidents on the corner in the last few years. Airport Road is one of the highest volume roads in the county. The first use of funding will be for right-of-way purchases; and a subsequent application for construction costs.

Council member Zilles asked if the high ground water on that intersection has been considered. Phillips said that is being studied right now. Re-piping will be done and the bigger irrigation ditch to the north has recently been piped and is now pressurized. That has helped with some of the ground water issues.

Council member Erickson asked if an emergency flashing approach system will be part of the fix. Phillips said that will all be part of the final design.

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

ACTION: Motion by Vice Chair Worthen to close the Public Hearing-Request for Funding from the CCCOG for Maughan’s Corner improvements. White seconded the motion. The vote was unanimous, 7-0.

Council member Erickson asked the hearing be reopened as he noticed a citizen who wanted to comment.

Chairman Ward re-opened the Public Hearing and invited public comment.

John Fleming asked what the primary cause of accidents at the intersection is and how will these plans mitigate that cause?

Phillips said he does not have data on a specific cause of the accidents, but realignment will reduce the conflicts and provide a wider, safer corner.

Council member Zilles observed there are five intersections on the corner and fog is also a problem.

There was no other public comment.

ACTION: Motion by Council member Zilles to close the Public Hearing-Request for Funding from the CCCOG for Maughan’s Corner improvements. Worthen seconded the motion. The vote was unanimous, 7-0.

PUBLIC HEARING: July 28, 2020 at 5:50 p.m. – Cache County Service Area No. 1 – Resolution No. 2020-01 – Approving an Adjustment of Solid Waste Collection and Disposal Fees and Mandatory Curbside Recycling – Chairman Ward stated the fee to be instituted for green waste was discussed at a previous Council meeting, opened the Public Hearing and invited public comment.

Terrie Wierenga, Richmond, supports the concept of recycling and green waste, but has reservations about the imposition of a fee to every holder of a can. Wierenga understands that the bins fill quickly, but many county residents don't use the bins. Farmers and ranchers already take care of their own green waste. Apartment and Assisted Living residents will not be using the bins. Where do we draw the line at another fee? As a member of the Richmond City Council, Wierenga is speaking for herself.

Scott Wells, Wellsville City, said Wellsville feels \$1.50 is pushing the envelope and their citizens already pay \$1.00 for the bins. Hyrum is already charging their citizens \$.50. County people with acreage do not use the green waste bins the same as residents with a small city acreage do. Is \$1.50 really justified? Green waste bins are high maintenance which falls on the city, but the city doesn't benefit from the fee.

Rod Hammer, County Fire Chief, remarked green waste bins reduce the amount of leaves, etc. being burned in backyards and believes that green waste that is removed and composted creates better air quality.

Mayor John Drew, Providence, reported Logan City's proposed fee program was received enthusiastically by the Providence City Council. Public comment was 2 to 1 in favor of the program with the associated fees.

Issa Hamud, Logan City, addressed the \$1.50 fee - \$1.00 is for collection of waste and \$.50 is for the compost management. He reminded the Council that part of the resolution is that the cost for the sale of the compost will be reduced to allow the public to use more of the material.

Craig Buttars said, as has been pointed out, the \$1.00 charge plus the \$.50 would be for all residents outside of Logan City. Residents of Logan City will pay only the \$.50 for the compost management. Buttars does not think it is equitable. Logan residents use North Logan bins and Logan should have bins for their citizens.

There was no other public comment.

ACTION: Motion by Council member Zilles to close the Public Hearing – Cache County Service Area No. 1 – Resolution No. 2020-01. Worthen seconded the motion. The vote was unanimous, 7-0.

ACTION: Motion by Vice Chair Worthen to convene as the Solid Waste Advisory Board. Tidwell seconded the motion. The vote was unanimous, 7-0.

THE COUNCIL CONVENED AS THE SOLID WASTE ADVISORY BOARD

Council member White commented he still struggles to see a need for the increase and can't agree with it.

Vice Chair Worthen, a North Logan resident, echoed what Executive Buttars said and stated the North Logan bins are full by 8:00 a.m. every morning. North Logan administrators say they can provide proof that residents of the Logan bench area bring their green waste to the North Logan bins. It is not fair to North Logan residents to bear the cost and Logan should provide bins for Logan residents or Logan citizens should help pick up the tab on the increase.

Hamud said he couldn't comment on whether Logan residents use the North Logan drop site, but he is willing to have the issue come back before the Solid Waste Advisory Board (SWAB) next year. If this is not approved, the drop site bin services will be eliminated. So the Council needs to look at a service reduction or a fee increase. Logan removed the bins and tried to reduce the service, but feedback from the communities indicates the service is wanted.

Council member White said, "So we are to understand the service will not exist if we don't raise the price." Hamud replied, "Absolutely." Drop site bins would still be provided during April and October. The original three options were to provide bins only in April and October OR let cities pay for the services and be responsible for the drop sites OR Logan provides the service as usual with the proposed fees. Hamud said they are looking at this as a countywide service regardless of where the bins are located.

Zilles said if Logan had bins, they would fill up as well. Hamud replied that was correct and explained that Logan City provides a two-week spring and fall clean-up service. Bins were discontinued in Logan in 2006 and there were no complaints. Remember, a lot of cities asked for the bins to be returned this time so it was determined to put them back because of support for the program.

Chairman Ward asked about the entire county, except Logan, paying the extra dollar. Hamud said that is the discussion he would like to have with the SWAB in a year and possibly adjust the fee. He would like the Board to look at this as a waste management fee increase and avoid cutting the services back.

Executive Buttars suggested a year from now is not going to be the best time; these things are going to need to be worked out before next April. Hamud said maybe wintertime is the best time to do it – in December or January to plan for next year's green waste pick up.

Council member Zilles suggested another SWAB meeting be called this week to discuss it.

Mayor Holly Daines said Logan is not pushing one option or another. As Issa said, there were three options presented. If Logan citizens are using North Logan bins, that needs to be addressed. The requests were that the service be provided and the resolution is a response to those requests.

ACTION: Motion by Vice Chair Worthen to table the resolution until the next Council meeting and have the SWAB meet in the meantime to address the issue of equanimity in the fees. *The motion failed for lack of a second.*

Council member White reiterated that if the fees are not approved, there will be no service.

Buttars asked for a future meeting, not the next Council meeting.

ACTION: Motion by Vice Chair Worthen to table the resolution until the second meeting in August. *The motion failed for lack of a second.*

Council member Zilles stated he is concerned Logan City will be experiencing the expense of this with no extra compensation from anyone.

Council member Erickson said remember there are options – it can continue with cities contracting to do the service.

Council member Zilles responded, "So we do something or allow cities to do their own negotiations with Logan?"

White indicated he doesn't see the raise as being necessary. That being said it's not going to happen without the raise. The service is good. The bin in Paradise gets full all the time. The trouble is Paradise also picks up Avon's, etc. and the bins are used by everybody. He doesn't think it is fair – equalization of pay is needed. If the only option is pay or no service, he believes Paradise residents would rather have the service.

Council member Zilles said the county ought to compensate Logan at least \$.50 for everyone and have a continued discussion. That would give a token payment to Logan City. They are doing a great service to everybody, but is the equity fair? That's the discussion.

Chairman Ward stated he doesn't know if SWAB is in a position to change the fee at this meeting and remarked that Issa did comment a willingness to review noting the lack of parity between Logan and county residents.

Erickson noted that \$1.2 million is coming into Logan City from the Solid Waste Enterprise fund so that's a problem. The budget is set to bring in a specific amount being generated from the \$1.50 proposed fee.

Hamud's concern is the bins have been put back and will have to be removed again. He would prefer to see the \$1.50 approved and review the resolution in December or some other time with SWAB to see if there is a better way to address the equity in fees issue.

ACTION: Motion by Council member Zilles to approve a \$.50 fee until more discussion can happen. *The motion failed for lack of a second.*

Hamud said the bins will not be removed if \$.50 is approved with future discussion.

Attorney Luthy said he doesn't know if the SWAB is only at liberty to say, "yea" or "nay" or whatever. Luthy said SWAB is safest to say, "yes" or "no" to current proposal rather than providing option.

Mayor Daines pointed out that there is not a set amount transferred from the Enterprise fund. It's a percentage – 8%.

Council member Erickson said that acting as the SWAB the Council should have the right to change fees or whatever.

ACTION: Motion by Vice Chair Worthen to approve Cache County Service Area - Resolution No. 2020-01 striking Section 11a and send the resolution back to SWAB for further discussion. Zilles seconded the motion. The motion failed, 3 aye – White, Worthen & Zilles and 4 nay – Borup, Erickson, Tidwell & Ward.

Council member White said he still thinks it costs too much, but believes every citizen supports it.

THE COUNCIL ADJOURNED FROM THE SOLID WASTE ADVISORY BOARD

PENDING ACTION

- **Cache County Service Area No. 1 – Resolution No. 2020-01 – Approving an Adjustment of Solid Waste Collection and Disposal Fees and Mandatory Curbside Recycling (NO ACTION TAKEN)**

INITIAL PROPOSAL FOR CONSIDERATION OF ACTION

- **Resolution No. 2020-16 – Ratifying the Appointment of Cache County Drainage District #6**

(Attachment 2)

ACTION: Motion by Council member Erickson to waive the rules and approve Resolution No. 2020-16-Ratifying the Appointment of Cache County Drainage District #6. Worthen seconded the motion. The vote was unanimous, 7-0.

- **Resolution No. 2020-17 – Amending the Cache County Corporation Personnel Policy and Procedure Manual regarding Section X Grievances and Appeals**

(Attachment 3)

ACTION: Motion by Vice Chair Worthen to waive the rules and approve Resolution No. 2020-17-Amending the Cache County Corporation Personnel Policy and Procedure Manual Regarding Section X Grievances and Appeals. Tidwell seconded the motion. The vote was unanimous, 7-0.

- **Resolution No. 2020-18 – Amending the Cache County Corporation Personnel Policy and Procedure Manual regarding Donating Personal Leave Time**

(Attachment 4)

ACTION: Motion by Council member Erickson to waive the rules and approve Resolution No. 2020-18 – Amending the Cache County Corporation Personnel Policy and Procedure Manual regarding Donating Personal Leave Time. White seconded the motion. The vote was unanimous, 7-0.

- **Resolution No. 2020-19 – Amending the 2020 Cache County Budget (NO ACTION TAKEN)**

- **Discussion on Mask Research Studies** – Council member Borup presented information from studies on the efficacy of face masks during a pandemic. The studies cited were:

- University of Pittsburgh Medical Center – Bio-Terrorism Security 2006
- CDC-2017
- WHO July 9, 2020
- BYU study
- Massachusetts General Bingham study
- Hong Kong study
 - From which he concludes the following:

- There is little evidence to support the use of masks by well persons to avoid infection
- real life does not follow COVID-19 modeling estimates
- research has not been done during a pandemic
- effect of masks alone cannot be isolated from other techniques, i.e. social distancing, etc.
- authorities worry about correct techniques of wearing and disposal of face masks.

Borup indicated he is not saying throw away masks; however, the other practices of frequent hand washing, social distancing and good oral hygiene – covering mouth and nose when sneezing or coughing – should not be overlooked. He praised the businesses and citizens in Cache County for their efforts.

OTHER BUSINESS

- ✓ **2020 Cache County Fair & Rodeo** _ Council member Tidwell asked if there will be vendor booths at the fair. Buttars replied, “Yes.”

COUNCIL MEMBER REPORTS

Jon White said he thinks we’re being held hostage by solid waste, but the fees are what’s going to happen.

Gina Worthen questioned why there is a difference between Janeen’s COVID-19 numbers and the Health Department COVID-19 numbers. Executive Buttars will check with BRHD on the numbers.

ADJOURNMENT

The Council meeting adjourned at 7:15 p.m.

ATTEST: Jill N. Zollinger
County Clerk

APPROVAL: Karl B. Ward
Chairman

CACHE COUNTY GOVERNMENT
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	1,276,522.57	3,237,865.05	22,183,000.00	18,945,134.95	14.6
LICENSES & PERMITS	4,680.00	18,160.00	40,000.00	21,840.00	45.4
INTERGOVERNMENTAL REVENUE	243,480.33	406,704.54	1,266,000.00	859,295.46	32.1
CHARGES FOR SERVICES	438,556.46	2,335,204.82	6,386,600.00	4,051,395.18	36.6
FINES & FORFEITURES	6,188.49	45,649.63	93,000.00	47,350.37	49.1
MISCELLANEOUS REVENUE	98,915.51	611,226.81	2,159,800.00	1,548,573.19	28.3
CONTRIBUTIONS & TRANSFERS	.00	1,800.00	1,449,300.00	1,447,500.00	.1
	<u>2,068,343.36</u>	<u>6,656,610.85</u>	<u>33,577,700.00</u>	<u>26,921,089.15</u>	<u>19.8</u>
<u>EXPENDITURES</u>					
COUNCIL	8,432.49	52,492.41	128,100.00	75,607.59	41.0
WATER DEVELOPMENT	.00	275,000.00	275,000.00	.00	100.0
PUBLIC DEFENDER	48,777.52	290,527.62	530,200.00	239,672.38	54.8
EXECUTIVE	24,677.29	177,406.44	450,000.00	272,593.56	39.4
FINANCE	42,230.72	287,790.72	622,900.00	335,109.28	46.2
HUMAN RESOURCES	19,779.78	154,397.92	355,600.00	201,202.08	43.4
GIS DEPT	7,970.32	54,386.84	110,700.00	56,313.16	49.1
INFORMATION TECHNOLOGY SYSTE	61,833.34	466,097.98	1,004,900.00	538,802.02	46.4
AUDITOR	3,583.12	11,031.90	29,200.00	18,168.10	37.8
CLERK	7,932.36	51,272.26	127,500.00	76,227.74	40.2
RECORDER	10,354.99	69,235.98	178,100.00	108,864.02	38.9
ATTORNEY	130,005.53	825,653.84	1,764,400.00	938,746.16	46.8
VICITM SERVICES -CACHE ACHIEVE	.00	1,683.66	.00	(1,683.66)	.0
VOCA -VICTIM SERVICES	29,951.42	52,933.40	.00	(52,933.40)	.0
VAWA - ATTORNEY - GRANT SERV	15,095.52	81,071.16	.00	(81,071.16)	.0
NON-DEPARTMENTAL	(75,292.28)	311,039.85	329,900.00	18,860.15	94.3
CENTRAL MAIL	836.72	2,267.08	7,100.00	4,832.92	31.9
BUILDING & GROUNDS	12,700.36	102,222.34	404,000.00	301,777.66	25.3
VOCA - MAIN	10,667.71	122,753.10	376,000.00	253,246.90	32.7
VOCA - SAS	1,064.79	49,394.76	128,700.00	79,305.24	38.4
VAWA - INVESTIGATION	3,187.83	23,089.52	92,700.00	69,610.48	24.9
VAWA - PROSECUTION	2,334.96	4,978.64	116,800.00	111,821.36	4.3
ELECTIONS	45,199.88	325,131.99	749,500.00	424,368.01	43.4
PUBLIC NOTICES	.00	421.78	3,100.00	2,678.22	13.6
ECONOMIC DEVELOPMENT	.00	22,000.00	52,000.00	30,000.00	42.3
SHERIFF - CRIMINAL	289,979.90	1,786,497.18	4,842,400.00	3,055,902.82	36.9
SHERIFF - SUPPORT SERVICES	178,761.13	1,207,701.68	2,644,400.00	1,436,698.32	45.7
SHERIFF - ADMINISTRATION	148,671.72	915,749.35	1,775,900.00	860,150.65	51.6
SHERIFF - SEARCH AND RESCUE	2,501.91	77,729.94	137,000.00	59,270.06	56.7
SHERIFF - EXPLORER	87.69	1,418.10	25,100.00	23,681.90	5.7
FIRE DEPARTMENT	63,387.08	467,003.34	1,091,400.00	624,396.66	42.8
SHERIFF - CORRECTIONS	589,103.14	3,830,733.61	8,409,600.00	4,578,866.39	45.6
SHERIFF - IT DEPARTMENT	4.12	621.42	28,300.00	27,678.58	2.2
BEE INSPECTION	.00	.00	2,500.00	2,500.00	.0
SHERIFF - ANIMAL CONTROL	13,611.41	80,471.28	187,700.00	107,228.72	42.9
SHERIFF - EMERGENCY MANAGEME	8,468.48	62,306.14	177,200.00	114,893.86	35.2
PUBLIC HEALTH	80,129.25	80,129.25	320,600.00	240,470.75	25.0

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
PUBLIC WELFARE	80,000.00	80,000.00	82,800.00	2,800.00	96.6
FAIRGROUNDS	45,753.78	503,613.52	1,344,800.00	841,186.48	37.5
COMMUNICATIONS	471.35	4,385.39	15,600.00	11,214.61	28.1
LIBRARY	10,837.45	39,535.19	101,300.00	61,764.81	39.0
USU AG EXTENSION SERVICE	154.79	61,518.39	244,600.00	183,081.61	25.2
COUNTY FAIR	991.69	6,067.81	169,400.00	163,332.19	3.6
RODEO	850.00	6,172.00	230,800.00	224,628.00	2.7
STATE FAIR	.00	.00	1,000.00	1,000.00	.0
AGRICULTURAL PROMOTION	.00	.00	6,000.00	6,000.00	.0
CONTRIBUTIONS	.00	400,000.00	1,089,100.00	689,100.00	36.7
TRANSFERS OUT	.00	.00	2,631,800.00	2,631,800.00	.0
MISCELLANEOUS	(474.65)	16,359.95	182,000.00	165,640.05	9.0
	<u>1,924,614.61</u>	<u>13,442,294.73</u>	<u>33,577,700.00</u>	<u>20,135,405.27</u>	<u>40.0</u>
	<u>143,728.75</u>	<u>(6,785,683.88)</u>	<u>.00</u>	<u>6,785,683.88</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2020

ASSESSING & COLLECTING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	182,910.73	282,127.77	3,323,800.00	3,041,672.23	8.5
CHARGES FOR SERVICES	37,667.09	128,483.71	585,000.00	456,516.29	22.0
MISCELLANEOUS REVENUE	226.41	1,950.93	.00	(1,950.93)	.0
CONTRIBUTIONS & TRANSFERS	.00	.00	578,300.00	578,300.00	.0
	<u>220,804.23</u>	<u>412,562.41</u>	<u>4,487,100.00</u>	<u>4,074,537.59</u>	<u>9.2</u>
<u>EXPENDITURES</u>					
COUNCIL	936.94	5,832.49	13,700.00	7,867.51	42.6
EXECUTIVE	4,375.85	31,307.02	33,500.00	2,192.98	93.5
FINANCE	4,759.21	31,976.75	66,500.00	34,523.25	48.1
HUMAN RESOURCES	3,811.37	27,246.69	67,200.00	39,953.31	40.6
GIS DEPT	12,000.67	81,580.27	179,700.00	98,119.73	45.4
INFORMATION TECHNOLOGY SYSTE	57,238.21	392,112.35	844,000.00	451,887.65	46.5
AUDITOR	22,010.60	67,767.42	180,100.00	112,332.58	37.6
TREASURER	22,205.13	127,521.28	325,300.00	197,778.72	39.2
RECORDER	10,214.98	69,235.98	173,400.00	104,164.02	39.9
ATTORNEY	14,089.00	81,658.07	175,700.00	94,041.93	46.5
ASSESSOR	141,022.45	843,576.49	2,075,600.00	1,232,023.51	40.6
NON-DEPARTMENTAL	(8,365.80)	27,382.21	29,000.00	1,617.79	94.4
CENTRAL MAIL & COPY	375.92	1,018.55	3,200.00	2,181.45	31.8
BUILDING & GROUNDS	5,772.31	45,925.98	175,900.00	129,974.02	26.1
ADVERT & PROMOTION	.00	515.52	3,900.00	3,384.48	13.2
CONTRIBUTIONS	4,697.05	7,535.62	85,500.00	77,964.38	8.8
MISCELLANEOUS	543.06	543.06	54,900.00	54,356.94	1.0
	<u>295,686.95</u>	<u>1,842,735.75</u>	<u>4,487,100.00</u>	<u>2,644,364.25</u>	<u>41.1</u>
	<u>(74,882.72)</u>	<u>(1,430,173.34)</u>	<u>.00</u>	<u>1,430,173.34</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2020

MUNICIPAL SERVICES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	220,387.95	897,113.20	5,571,000.00	4,673,886.80	16.1
LICENSES & PERMITS	384,907.67	978,685.09	1,103,500.00	124,814.91	88.7
INTERGOVERNMENTAL REVENUE	757,484.00	1,561,125.26	3,322,700.00	1,761,574.74	47.0
CHARGES FOR SERVICES	22,002.83	132,652.75	1,128,700.00	996,047.25	11.8
MISCELLANEOUS REVENUE	45.60	31,610.29	300,500.00	268,889.71	10.5
CONTRIBUTIONS & TRANSFERS	.00	.00	2,855,700.00	2,855,700.00	.0
	<u>1,384,828.05</u>	<u>3,601,186.59</u>	<u>14,282,100.00</u>	<u>10,680,913.41</u>	<u>25.2</u>
<u>EXPENDITURES</u>					
DEVELOPMENT SERVICES ADMIN	145.89	145.89	230,300.00	230,154.11	.1
ZONING DEPARTMENT	58,564.76	241,244.81	749,500.00	508,255.19	32.2
FIRE DEPARTMENT	1,930.00	202,042.59	244,900.00	42,857.41	82.5
BUILDING INSPECTION	53,982.45	318,434.18	813,300.00	494,865.82	39.2
ANIMAL CONTROL	.00	.00	12,000.00	12,000.00	.0
ROAD	529,240.70	1,796,573.84	5,382,800.00	3,586,226.16	33.4
SANITATION/WASTE COLLECTION	.00	.00	30,000.00	30,000.00	.0
WEED ERADICATION DEPARTMENT	62,408.37	279,575.61	627,800.00	348,224.39	44.5
PUBLIC WORKS	29,703.43	157,300.40	700,300.00	542,999.60	22.5
TRAILS MANAGEMENT	2,717.87	292,941.18	1,095,900.00	802,958.82	26.7
CONTRIBUTIONS	15,542.00	15,542.00	2,962,400.00	2,946,858.00	.5
TRANSFERS OUT	.00	.00	1,431,400.00	1,431,400.00	.0
MISCELLANEOUS	.00	.00	1,500.00	1,500.00	.0
	<u>754,235.47</u>	<u>3,303,800.50</u>	<u>14,282,100.00</u>	<u>10,978,299.50</u>	<u>23.1</u>
	<u>630,592.58</u>	<u>297,386.09</u>	<u>.00</u>	<u>(297,386.09)</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

HEALTH FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	51,722.60	79,630.89	966,000.00	886,369.11	8.2
CHARGES FOR SERVICE	30,865.50	124,067.25	280,000.00	155,932.75	44.3
CONTRIBUTIONS	.00	.00	73,400.00	73,400.00	.0
	<u>82,588.10</u>	<u>203,698.14</u>	<u>1,319,400.00</u>	<u>1,115,701.86</u>	<u>15.4</u>
 <u>EXPENDITURES</u>					
PUBLIC HEALTH	.00	654,637.00	1,269,400.00	614,763.00	51.6
CONTRIBUTIONS	.00	.00	50,000.00	50,000.00	.0
	<u>.00</u>	<u>654,637.00</u>	<u>1,319,400.00</u>	<u>664,763.00</u>	<u>49.6</u>
	<u>82,588.10</u>	<u>(450,938.86)</u>	<u>.00</u>	<u>450,938.86</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

CACHE CO REDEVELOPMENT AGENCY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	.00	.00	50,000.00	50,000.00	.0
CONTRIBUTIONS	.00	.00	221,000.00	221,000.00	.0
	.00	.00	271,000.00	271,000.00	.0
<u>EXPENDITURES</u>					
COMMUNITY DEVELOPMENT	.00	.00	260,000.00	260,000.00	.0
CONTRIBUTIONS	.00	.00	11,000.00	11,000.00	.0
	.00	.00	271,000.00	271,000.00	.0
	.00	.00	.00	.00	.0

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

FUND 230

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	18,805.08	177,676.49	1,050,000.00	872,323.51	16.9
INTERGOVERNMENTAL REVENUE	.00	.00	18,100.00	18,100.00	.0
CHARGES FOR SERVICES	3,314.92	9,024.15	34,000.00	24,975.85	26.5
MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
CONTRIBUTIONS & TRANSFERS	.00	.00	13,500.00	13,500.00	.0
	<u>22,120.00</u>	<u>186,700.64</u>	<u>1,116,100.00</u>	<u>929,399.36</u>	<u>16.7</u>
<u>EXPENDITURES</u>					
VISITORS BUREAU	56,027.29	257,729.08	854,100.00	596,370.92	30.2
TRANSFERS OUT	.00	.00	262,000.00	262,000.00	.0
	<u>56,027.29</u>	<u>257,729.08</u>	<u>1,116,100.00</u>	<u>858,370.92</u>	<u>23.1</u>
	<u>(33,907.29)</u>	<u>(71,028.44)</u>	<u>.00</u>	<u>71,028.44</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

COUNCIL ON AGING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	41,118.11	144,549.55	571,700.00	427,150.45	25.3
CHARGES FOR SERVICES	320.10	1,228.80	8,500.00	7,271.20	14.5
MISCELLANEOUS REVENUE	15.42	667.77	4,100.00	3,432.23	16.3
CONTRIBUTIONS & TRANSFERS	7,200.75	43,623.80	518,700.00	475,076.20	8.4
	<u>48,654.38</u>	<u>190,069.92</u>	<u>1,103,000.00</u>	<u>912,930.08</u>	<u>17.2</u>
<u>EXPENDITURES</u>					
NUTRITION-MANDATED	22,219.21	226,500.97	527,400.00	300,899.03	43.0
SR CITIZENS CENTER-NON-MANDATE	13,663.54	140,752.09	455,000.00	314,247.91	30.9
ACCESS - MANDATED	9,648.29	60,010.58	120,600.00	60,589.42	49.8
	<u>45,531.04</u>	<u>427,263.64</u>	<u>1,103,000.00</u>	<u>675,736.36</u>	<u>38.7</u>
	<u>3,123.34</u>	<u>(237,193.72)</u>	<u>.00</u>	<u>237,193.72</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

MENTAL HEALTH FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	55,218.99	1,292,874.27	3,000,000.00	1,707,125.73	43.1
CONTRIBUTIONS	.00	72,624.00	135,000.00	62,376.00	53.8
	<u>55,218.99</u>	<u>1,365,498.27</u>	<u>3,135,000.00</u>	<u>1,769,501.73</u>	<u>43.6</u>
<u>EXPENDITURES</u>					
PUBLIC HEALTH	747,056.44	581,570.79	3,135,000.00	2,553,429.21	18.6
	<u>747,056.44</u>	<u>581,570.79</u>	<u>3,135,000.00</u>	<u>2,553,429.21</u>	<u>18.6</u>
	<u>(691,837.45)</u>	<u>783,927.48</u>	<u>.00</u>	<u>(783,927.48)</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

RESTAURANT TAX FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	99,384.39	492,293.29	1,680,000.00	1,187,706.71	29.3
	99,384.39	492,293.29	1,680,000.00	1,187,706.71	29.3
<u>EXPENDITURES</u>					
TOURISM AWARDS	.00	49,000.00	219,000.00	170,000.00	22.4
FACILITY AWARDS	.00	244,181.30	1,024,700.00	780,518.70	23.8
CONTRIBUTIONS	.00	.00	180,400.00	180,400.00	.0
TRANSFERS	.00	.00	255,900.00	255,900.00	.0
	.00	293,181.30	1,680,000.00	1,386,818.70	17.5
	99,384.39	199,111.99	.00	(199,111.99)	.0

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

RAPZ TAX FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	146,121.76	584,987.10	1,830,000.00	1,245,012.90	32.0
	146,121.76	584,987.10	1,830,000.00	1,245,012.90	32.0
<u>EXPENDITURES</u>					
FACILITIES AWARDS	.00	165,857.00	676,400.00	510,543.00	24.5
PROGRAM AWARDS	8,000.00	67,000.00	589,000.00	522,000.00	11.4
CONTRIBUTIONS	.00	.00	481,000.00	481,000.00	.0
TRANSFERS OUT	.00	.00	83,600.00	83,600.00	.0
	8,000.00	232,857.00	1,830,000.00	1,597,143.00	12.7
	138,121.76	352,130.10	.00	(352,130.10)	.0

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

CCCOG FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>PCNT</u>
<u>REVENUE</u>					
TAXES	365,459.77	1,463,208.95	4,550,000.00	3,086,791.05	32.2
	<u>365,459.77</u>	<u>1,463,208.95</u>	<u>4,550,000.00</u>	<u>3,086,791.05</u>	<u>32.2</u>
<u>EXPENDITURES</u>					
ROAD PROJECTS	403,348.95	1,859,348.95	4,481,800.00	2,622,451.05	41.5
TRANSFERS OUT	.00	.00	68,200.00	68,200.00	.0
	<u>403,348.95</u>	<u>1,859,348.95</u>	<u>4,550,000.00</u>	<u>2,690,651.05</u>	<u>40.9</u>
	<u>(37,889.18)</u>	<u>(396,140.00)</u>	<u>.00</u>	<u>396,140.00</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	.00	.00	87,500.00	87,500.00	.0
MISCELLANEOUS REVENUE	1,831.86	14,506.98	44,500.00	29,993.02	32.6
AIRPORT LAND LEASE REVENUES	95,303.98	102,558.79	101,300.00	(1,258.79)	101.2
CONTRIBUTIONS & TRANSFERS	.00	.00	118,900.00	118,900.00	.0
	<u>97,135.84</u>	<u>117,065.77</u>	<u>352,200.00</u>	<u>235,134.23</u>	<u>33.2</u>
<u>EXPENDITURES</u>					
AIRPORT DEPARTMENT	55,325.45	132,615.05	352,200.00	219,584.95	37.7
	<u>55,325.45</u>	<u>132,615.05</u>	<u>352,200.00</u>	<u>219,584.95</u>	<u>37.7</u>
	<u>41,810.39</u>	<u>(15,549.28)</u>	<u>.00</u>	<u>15,549.28</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

CHILDREN'S JUSTICE CENTER

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>PCNT</u>
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	13,889.37	30,899.02	446,600.00	415,700.98	6.9
	<u>13,889.37</u>	<u>30,899.02</u>	<u>446,600.00</u>	<u>415,700.98</u>	<u>6.9</u>
<u>EXPENDITURES</u>					
CHILDREN'S JUSTICE CNTR - VOCA	13,932.26	80,464.69	248,200.00	167,735.31	32.4
CHILDREN'S JUSTICE CENTER	13,528.91	49,301.62	198,400.00	149,098.38	24.9
	<u>27,461.17</u>	<u>129,766.31</u>	<u>446,600.00</u>	<u>316,833.69</u>	<u>29.1</u>
	<u>(13,571.80)</u>	<u>(98,867.29)</u>	<u>.00</u>	<u>98,867.29</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

AMBULANCE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
CONTRIBUTIONS	.00	296,750.00	1,309,600.00	1,012,850.00	22.7
	.00	296,750.00	1,309,600.00	1,012,850.00	22.7
<u>EXPENDITURES</u>					
AMBULANCE DEPARTMENT	18,402.20	416,111.70	1,309,600.00	893,488.30	31.8
	18,402.20	416,111.70	1,309,600.00	893,488.30	31.8
	(18,402.20)	(119,361.70)	.00	119,361.70	.0

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
MISCELLANEOUS REVENUE	2.53	809.69	.00	(809.69)	.0
CONTRIBUTIONS AND TRANSFERS IN	.00	.00	1,982,500.00	1,982,500.00	.0
	<u>2.53</u>	<u>809.69</u>	<u>1,982,500.00</u>	<u>1,981,690.31</u>	<u>.0</u>
<u>EXPENDITURES</u>					
CAPITAL LEASE - PATROL VEHICLE	136,421.92	254,408.98	663,400.00	408,991.02	38.4
CAPITAL LEASE - ROAD EQUIPMENT	.00	16,493.53	31,400.00	14,906.47	52.5
SALES TAX REVENUE BONDS	56,432.45	56,432.45	1,267,000.00	1,210,567.55	4.5
CAPITAL LEASE - IT EQUIPMENT	.00	.00	20,700.00	20,700.00	.0
	<u>192,854.37</u>	<u>327,334.96</u>	<u>1,982,500.00</u>	<u>1,655,165.04</u>	<u>16.5</u>
	<u>(192,851.84)</u>	<u>(326,525.27)</u>	<u>.00</u>	<u>326,525.27</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
MISCELLANEOUS REVENUE	9,818.76	94,419.73	.00	(94,419.73)	.0
CONTRIBUTIONS AND TRANSFERS IN	.00	.00	15,932,300.00	15,932,300.00	.0
	<u>9,818.76</u>	<u>94,419.73</u>	<u>15,932,300.00</u>	<u>15,837,880.27</u>	<u>.6</u>
<u>EXPENDITURES</u>					
DEPARTMENT 4415	107,848.01	3,334,249.76	15,932,300.00	12,598,050.24	20.9
	<u>107,848.01</u>	<u>3,334,249.76</u>	<u>15,932,300.00</u>	<u>12,598,050.24</u>	<u>20.9</u>
	<u>(98,029.25)</u>	<u>(3,239,830.03)</u>	<u>.00</u>	<u>3,239,830.03</u>	<u>.0</u>

CACHE COUNTY GOVERNMENT
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

TRUST AND AGENCY FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>PCNT</u>
<u>REVENUE</u>					
LICENSES & PERMITS	.00	1,000.00	.00	(1,000.00)	.0
	.00	1,000.00	.00	(1,000.00)	.0
<u>EXPENDITURES</u>					
	.00	.00	.00	.00	.0
	.00	1,000.00	.00	(1,000.00)	.0

CACHE COUNTY, UTAH
RESOLUTION 2020 - 16

**RESOLUTION RATIFYING THE APPOINTMENT OF CACHE COUNTY
DRAINAGE DISTRICT #6 BOARD OF TRUSTEES**

WHEREAS, “the board of trustees of a drainage district shall be appointed by the legislative body of the county in which the district is located,” Utah Code Ann. § 17B-2a-206, and the County Council is the legislative body of Cache County; and

WHEREAS, at the County Council meeting held on June 23, 2020, the County Executive recommended the appointment of Dennis Jackson, JoLynn Lyon, and Brandon Allen to serve as the board of trustees of Cache County Drainage District #6; and

WHEREAS, during the June 23, 2020 meeting the County Council approved by unanimous vote a motion to approve the County Executive’s recommendation; and

WHEREAS, when appointing a member of a drainage district board of trustees, “[t]he appointing authority [must] . . . allow any interested persons to be heard; and . . . adopt a resolution appointing a person to the local district board”; and

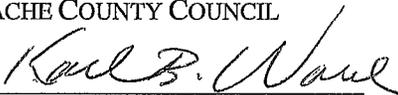
WHEREAS, the County Council properly published notice of a public hearing held on July 28, 2020, where it allowed any interested persons to be heard on the issue of appointments to the board of trustees of Cache County Drainage District #6;

NOW, THEREFORE, the County Council adopts the following resolution:

BE IT RESOLVED, that the appointments to the Cache County Drainage District #6 Board of Trustees set forth on the attached Exhibit A, which were recommended by the County Executive and approved by the County Council on June 23, 2020, are hereby ratified. The appointments shall be effective as of June 23, 2020, and the term of each appointment shall expire on December 31, 2023.

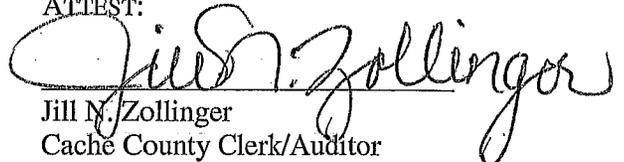
RESOLVED this 28th day of July 2020.

CACHE COUNTY COUNCIL


Karl B. Ward, Chair
Cache County Council



ATTEST:


Jill N. Zollinger
Cache County Clerk/Auditor

APPOINTMENTS

06/23/2020

CACHE COUNTY DRAINAGE DISTRICT #6 BOARD OF TRUSTEES

BOARD MEMBER

DENNIS JACKSON
1315 South 800 West
Lewiston, Utah 84320
435-512-8994
djackson@allredjackson.com

Appointed to a Four-year Term
Expiring: 12/31/2023

BOARD MEMBER

JOLYNN LYON
710 West 800 South
Lewiston, Utah 84320
435-232-3733
jolynne.lyon@usu.edu

Appointed to a Four-year Term
Expiring: 12/31/2023

BOARD MEMBER

BRANDON ALLEN
860 South Main Street
Lewiston, Utah 84320
435-770-5891
bbafarms@aol.com

Appointed to a Four-year Term
Expiring: 12/31/2023

**CACHE COUNTY
RESOLUTION 2020 - 17**

**A RESOLUTION AMENDING THE CACHE COUNTY CORPORATION PERSONNEL
POLICY AND PROCEDURE MANUAL REGARDING SECTION X GREIVANCES AND
APPEALS**

WHEREAS, the Cache County Council on July, 28, in a regular meeting of which lawful notice had been given, considered amending the Cache County Corporation Personnel Policy and Procedure Manual, Section X Grievances and Appeals.

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 28 day of JUL, 2020

CACHE COUNTY COUNCIL

By: _____

Chairman

ATTEST:

By: _____

Jill N. Zollinger, County Clerk



EXHIBIT A

SECTION X -- GRIEVANCES AND APPEALS

A. Definition

A grievance is a dispute or complaint arising between an employee and the County. A grievance includes but is not limited to acts of discrimination as defined in the County's EEO policy, or the event of a dismissal, demotion, suspension, or transfer.

B. Policy

1. It is Cache County's policy to address employee grievances promptly and fairly. The grievance and appeals procedure is available only to merit employees that have completed the orientation period. This policy does not apply to Public Safety employees. Public Safety employee grievances are to be addressed through the Merit Commission. Public Safety employees in a supervisory position may, however, serve on the Grievance Committee as defined below.
2. There may be circumstances in which an employee believes that he or she has received unfair treatment 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.
3. Employees will not be discriminated against, coerced, restrained, or retaliated against in any way for using the grievance procedure.
4. The Director of Human Resources has the authority to grant time extensions under the policy based on a reasonable cause (e.g., staff availability or other extenuating circumstances).

C. Resolving Grievances

1. **STEP 1: INITIAL REPORT AND RESPONSE**

- a. The employee should communicate the complaint or grievance to his or her Department Head or the Director of Human Resources. This initial communication need not be in writing. When making his or her initial report, the employee should identify the problem and suggest a possible solution or solutions to the Department Head or Director of Human Resources. All grievances must be communicated within 5 working days after the incident occurs or a situation arises.
- b. After receipt of an initial communication of a grievance, the Department Head in collaboration with the Director of Human Resources will respond within 5 working days to the employee with a proposed solution or other response. The response of the Department Head or Director of Human Resources to the initial report need not be in writing.

2. **STEP 2: WRITTEN REPORT AND RESPONSE**

- a. If the grievance is not satisfactorily resolved through the response of the Department Head or Director of Human Resources to the initial report, the employee must submit a written grievance on the Grievance Form (available from the Director of Human Resources) within 10 working days of receiving the response from the Department Head or Director of Human Resources to the initial report. The completed Grievance Form will need to be delivered to the Director of

Human Resources either in person or by email followed by a phone call to verify receipt of the email.

- b. The Department Head and the Director of Human Resources have 10 working days to review and respond to the written grievance. This response to the employee will be in written form and will be delivered personally or by email with a phone call to verify receipt of the email.

3. STEP 3: APPEAL

- a. If not satisfied with the written response of the Department Head and Director of Human Resources, the employee may submit an appeal to the Grievance Committee within 10 working days of the receipt of the decision in Step 2.
- b. The appeal must include:
 - The Grievance Form;
 - A statement of relevant facts and any applicable rules, policies, or laws;
 - Supporting documentation (writings, photographs, video or audio recordings, list of witnesses, witness statements, etc.);
 - And a recommendation and request for a solution.
- c. The Grievance Committee, in its discretion, may accept but need not consider documents not provided in the original appeal.
- d. The Grievance Committee has up to 10 working days to meet and determine if a hearing should be held.
- e. 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 along with a copy of the writing to the Director of Human Resources. The recommendation of the Grievance Committee is final.
- f. If the grievance committee determines that a hearing is justified, the hearing will be held within 30 calendar days.

4. STEP 4: HEARING PROCEDURE

- a. The hearing will not exceed 2 hours unless the Grievance Committee Chair determines that more time is needed to understand the facts of the grievance. The allotted time will be divided equally between the grieving party and the respondent. The Grievance Committee Chairperson has the authority to request that relevant facts be presented and to keep the grievance in line with the initial appeal.
- b. The employee is responsible to provide his or her representative if desired. The County will not provide a representative for the employee.
- c. At the hearing, the employee or his or her representative shall establish the basis of the employee's grievance.
- d. The respondent will also review his or her findings with the grievance committee.
- e. Parties to the grievance may call witnesses who shall be sworn in by the committee chairperson before testifying.
- f. The Grievance Committee may ask questions and gather relevant information as it

deems appropriate.

- g. Upon completion of the hearing, the Grievance Committee shall render a written decision to the employee and the respondent within 10 working days of the conclusion of the hearing. The decision of the Grievance Committee is by a majority vote. The decision of the committee is final.
- h. Only the Grievance Committee shall make a record of the hearing and its decision; however, recording of the deliberations of the committee is not allowed. Grieving parties may make a written request for an official copy of the record or any recordings.
- i. The hearing, the deliberations, and other proceedings before the Grievance Committee are not open or public meetings. All documents and associated support materials including, but not limited to, the grievance form, evidence, and committee decisions are classified as private for purposes of the Government Records Access Management Act.

D. The Grievance Committee

1. The Grievance Committee shall consist of five members and alternates, recommended by the Director of Human Resources, appointed by the County Executive, and confirmed by the County Council. The committee members will serve for no more than 4 years. The committee shall consist of:
 - One Elected Official or appointed Department Head within Cache County to serve as the Committee Chair.
 - Two merit employees in a supervisory capacity (e.g. Lieutenant, Sergeant, Foreman, Manager, Supervisor, etc.)
 - Two other merit employees who are not elected or appointed and not in a supervisory capacity.
 - All members of the committee must be from different departments.
 - The Director of Human Resources or HR staff may not serve on the Grievance Committee.
2. Legal Counsel: The County Attorney, or designee, will serve as legal counsel to the grievance committee and chairperson. The County Attorney's Office will designate separate legal counsel for a Department Head if the grievance is against a Department Head. Legal Counsel from the County Attorney's office will abide by all rules of professional conduct relating to the separate representation.
3. Conflict of Interest: Upon receipt of Appeal, the Committee Chair will inform all committee members. 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, an alternate member will be appointed by the County Executive to replace that member for this specific appeal only. If the employee believes that a conflict of interest exists with a member of the Grievance Committee, the employee may request 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 as determined by the County Executive in consultation with the Director of Human Resources.
4. Unavoidable Circumstances: If a committee member or the chairperson has an unforeseen event on the day of the grievance hearing, the hearing will be rescheduled within 10 working days to allow the alternate member to review the information that has been submitted for the hearing.

**CACHE COUNTY
RESOLUTION 2020 - 18**

**A RESOLUTION AMENDING THE CACHE COUNTY CORPORATION PERSONNEL
POLICY AND PROCEDURE MANUAL REGARDING DONATING PERSONAL LEAVE TIME**

WHEREAS, the Cache County Council on July, 28, in a regular meeting of which lawful notice had been given, considered amending the Cache County Corporation Personnel Policy and Procedure Manual, Sections IX (N) regarding contributing personal leave time.

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 28 day of Aug, 2020

CACHE COUNTY COUNCIL

By:



Chairman

ATTEST.

By:


Jill N. Zollinger, County Clerk

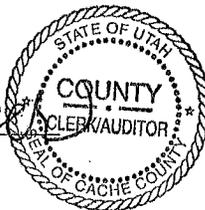


EXHIBIT A

N. Donating Personal Leave Time

Cache County recognizes that employees may have extended critical illnesses, family medical emergencies or other extenuating circumstances resulting in the need for additional time off as approved by the County Executive and Director of Human Resources. Employees may voluntarily donate PLT to a co-worker in need for these reasons. An employee is eligible to receive donated PLT only if all compensatory time, old sick leave, and PLT have been expended. An employee may donate up to 40 hours of PLT to the employee in need. A request to donate PLT must be submitted to the Director of Human Resources on the Request to Donate Personal Leave form.

1. Holidays/Specials or old sick leave cannot be donated as PLT.
2. The receiving employee must be a merit employee.
3. Donated PLT will be given at the end of the pay period to compensate for the time not worked up to 80 hours for the pay period. Donated PLT is not eligible for overtime hours or to be cashed out for any reason. The donation of PLT is on an hourly basis and not a dollar amount. PLT hours donated will be used at the receiving employee's current hourly rate.
4. The donated PLT may only be used for a single instance (critical illness or family medical emergency) by the employee and not banked for future use.
5. Donated PLT will be given to the receiving employee based on donated hours received first and used in order of donation. The HR office will oversee the donated PLT and will number the forms as they are received.
6. When the employee returns to work, any donated PLT that is not used will be returned to the donor. If the donor was going to lose the PLT hours based on the PLT rollover policy, these hours will be forfeited and not returned to the donor's PLT bank.
7. The recipient will be able to receive donated PLT for no more than 12 weeks within a rolling 12-month period.
8. This policy will not replace or extend the maximum allowable absence under the Family Medical Leave Act.